

**Ontario Public Library Guidelines Monitoring and Accreditation Council**

Tuesday December 4<sup>th</sup> 2018 – 1pm-3pm EST

Via - Google Hangouts

Minutes

Present:

Elise C. Cole / Oakville PL [Chair] (OLA)  
Carole Marion [Francophone]  
Caroline Goulding [Northern]  
Peggy Malcolm [SOLS]  
Steven Kraus [OLS-North]  
Rod Sawyer [MTCS]  
Cathy Fairbairn [Southern]  
Deborah Duce [AMPLO]  
Alicia Subnaik Kilgour [CELUPL]

Regrets:

Sabrina Redwing Saunders [Vice-Chair] (First Nation)  
Brian Masschaele [ARUPLO]  
Leanne Clendening [Ex-Officio]

**1. Call to order:**

Elise C. Cole [Chair] called the meeting to order at 105pm Quorum was achieved.

**2. Approval of the Agenda**

**Motion 18-35** – It was moved by: Caroline and Seconded by: Alicia that the Agenda be approved as presented. CARRIED.

Deferral of Terms of Reference into 2019.

**3. Approval of the minutes of the previous meeting:**

**Motion 18-36** – It was moved by: Carole and Seconded by: Caroline that the minutes for the meeting of November 6<sup>th</sup> 2018 be approved as presented. CARRIED.

\* Peggy verified Auditor's checklist is the current document available.

#### 4. Business arising from the minutes:

a. Discussion re Compliance Document –

EC spoke to outstanding items remaining from last month's discussion.  
Draft documents are available for review.

- Eye catching title
- Introduction + Context
- Final Edits/Construction of Final Document to be confirmed pre-send out to the broader public library community.

PM spoke to the trends witnessed throughout recent field work.

RS spoke to the legislative perspective and defining the components / level of responsibility to the respective legislative elements.

PM spoke to the section references within the guidelines.

Council noted the need to keep this document flexible and overarching.

OPLG Branded to the Listserv w/ Translation from SOLS. To be Sent out January 2019.

December 20<sup>th</sup> to the Listservs North/South.

b. Discussion re: Virtual Auditing Pilot –

EC / PM to submit a short written report on the virtual audit experience based on the Blue Mountain audit spoken to above.

c. Discussion re: OPLG Terms of Reference updates for 2019

Differed till New Year 2019.

d. Discussion of edits proposed for 2019 Guidelines document

PM suggested a Google collaborative document be created in early 2019 for editing and update purposes.

EC spoke to the Annual Update process vs. Numbered Edition.

## 5. New Business:

### Audit Reports – South:

#### *Blue Mountain Public Library -*

**Motion 18-37-** That the re-accreditation of the Blue Mountain Public Library System (Leonard E. Shore) be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Caroline Seconded: Rod – Carried.**

PM, EC abstained from the vote as an auditor.

**\* Test of a semi-virtual audit was conducted for this Library’s Audit. Google Drive space was constructed to accept incoming documentation. A FaceTime tour was performed with the co-auditor to be virtually present onsite.**

#### *Hawkesbury Public Library – Differed by Council Extension due to Francophone Audit request.*

**Motion 18-38-** That the re-accreditation of the Hawkesbury Public Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Seconded: – Carried.**

#### *Mississippi Mills Public Library –*

**Motion 18-39-** That the accreditation of the Mississippi Mills Public Library System (Alamont, Pakenham) be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Alicia Seconded: Carole – Carried.**

PM abstained from the vote as an auditor.

#### *Pembroke Public Library -*

**Motion 18-40-** That the accreditation of the Pembroke Public Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Cathy Seconded: Caroline – Carried.**

PM abstained from the vote as an auditor.

**\* Annual Program Plan under completion by the System to address the noted shortcoming**

from the audit.

\* Physical space considerations have been planned to be addressed as noted as per the audit observations.

*Stirling-Rawdon Public Library -*

**Motion 18-41-** That the re-accreditation of the Stirling-Rawdon Public Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Deb Seconded: Cathy – Carried.**

Audit Reports – North:

*Schreiber Public Library –*

**Motion 18-42-** That the re-accreditation of the Schreiber Public Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Alicia Seconded: Rod – Carried.**

*Terrace Bay Public Library –*

**Motion 18-43-** That the re-accreditation of the Terrace Bay Public Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2023. **Moved: Deb Seconded: Cathy – Carried.**

Extension Request:

**Motion 18-44-** That the Kanhiote Tyendinaga Mohawk Territory First Nation Public Library System be granted an extension based on the correspondence received by the OPLG Council 03-12-2018 for a period of 6 months till June 31<sup>st</sup> 2019.

**Moved: Peggy Seconded: Caroline – Carried.**

SS has offered to assist with the library's prep for Accreditation.

## 6. Next meeting(s):

**@OLA Super Conference Lunch -TBD**

**February -> March Meetings TBD - via Doodle Poll to be sent out in January 2019.**

**7. Motion to adjourn:**

**Motion 18-45** – It was moved by: Caroline that the Meeting be adjourned at 238pm  
**CARRIED.**