

**Ontario Public Library Guidelines Monitoring and Accreditation Council**  
Wednesday March 20<sup>th</sup> 2019 – 2pm-4pm EST  
Via - Zoom

Minutes

Present: Elise C. Cole / Oakville PL [Chair] (OLA)  
Rod Sawyer [MTCS]  
Steven Kraus [OLS-North]  
Peggy Malcolm [SOLS]  
Brian Masschaele [ARUPLO]  
Alicia Subnaik Kilgour [CELUPL]  
Caroline Goulding [Northern]  
Carole Marion [Francophone]  
Deborah Duce [AMPLO]  
Sabrina Redwing Saunders [Vice-Chair] (First Nation)

Regrets: Cathy Fairbairn [Southern]

Guest: Mellissa D’Onofrio-Jones, CEO, OLS-North

**1. Call to order:**

Elise C. Cole [Chair] called the meeting to order at 204pm Quorum was achieved.

Mellissa D’Onofrio-Jones, CEO of OLS-North was welcomed as a guest to the OPLG Council Meeting.

**2. Approval of the Agenda**

**Motion 19-11** – It was moved by: Alicia and Seconded by: Carole that the Agenda be approved as presented. CARRIED.

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

**Motion 19-12** – It was moved by: Sabrina and Seconded by: Alicia that the minutes for the meeting of February 20<sup>th</sup> 2019 be approved as amended. CARRIED.

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

**a. Terms of Reference – Re-Consideration –**

**BM** – Recapped suggestions he had shared via email, asking the OPLG Council to revisit.

**Item 1 - Quorum requirement.**

**EC and SS spoke to the Membership list and our 10-12 noted positions.**

**BM – Recommended attendance of members should be set to a fixed number. i.e. – 5.**

**PM – spoke to language which suggests a minimum number at the table for business to be conducted, as per the authorization of council, and confirmed the merit in the statement and approach.**

**BM – Item 2- Purpose of the Council. Noted a lack of advocacy focused language in the promotion and growth of the Guidelines. BM noted that this could be included as a 7<sup>th</sup> point under Purpose of Council to be Advocate as such for the OPLG and enhance its mandate.**

**SS – Further noted that it may naturally fit under the existing Point 3 under the Purpose of Council.**

**BM – Agreed the suggestion made sense, to add to the #3.**

**BM – Item 3 - Delegations – Noted a need to add a time limit? 15-30mins?**

**SS – Supported the language presented by BM via email for consideration.**

**PM – Agrees with the generous 30mins or less approach to address required business being presented.**

**SS – Added the option of allowing the Chair at her discretion, to appropriately extend timelines.**

**EC – Suggests a compromised amendment to 15mins with Chair's power to extend.**

**BM – Item 4- Appointments – Expressed some concerns about the length and terms of appointments by outside organization.**

**EC – Spoke to the Terms as written currently.**

**SS – Noted that Member organizations can appointment for their own appropriate terms.**

**BM – Suggests that the Parent organizations control the full scope of appointments, with the OPLG.**

**EC – Spoke to the Executive appointment structure.**

**EC – Pulling out the Member Appointment and reword.**

**BH – Noted that the parent organization has the right to remove its appointed members.**

**MDJ – Questioned removal of the Ex-Officio.**

**EC – Spoke to the Delegation option. Noted attendance from SOLS / OLS-North CEO’s language should be updated to reflect business and administrative support needs.**

**CG – Noted a need for “guest” language to reflect easier meeting attendance as required.**

**SS – Noted perhaps the member, non-members, add language “OLS CEO’s may choose to attend from time to time language to be considered”.**

**EC, with OPLG Council’s Approval has tasked the Executive Committee to review all the above language changes and bring a new draft back to OPLG Council for next meeting.**

**b. 2019 Guidelines Document Review – Section 2. Continued from last meeting.**

OPLG council continued the work on the current edit of to be completed for the end of 2019 for the next release. Concluded to restart at 4.5 for next meeting.

**5. New Business:**

None

**6. Other Business:**

None

**7. Next meeting(s):**

**Reconsideration has been made to the 2<sup>nd</sup> Wednesday of the Month in the PM**

**April 10<sup>th</sup> 2019– 2pm – 330pm EST**

**May 8th 2019– 2pm – 330pm EST**

**June 12th 2019– 2pm – 330pm EST**

**July 10<sup>th</sup> 2019 – 2pm – 330pm EST**

**August 14<sup>th</sup> 2019 – 2pm – 330pm EST**

**8. Motion to adjourn:**

**Motion 19-13** – It was moved by: Rod that the Meeting be adjourned at 330pm  
**CARRIED.**