

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, March 10, 2021 – via Zoom

Minutes

Present:

Elise C. Cole / Oakville PL [Chair] (OLA: OPLA)	Cathy Fairbairn (Southern)
Sabrina Redwing Saunders [Vice-Chair] (AMPLO)	Brian Masschaele (ARUPLO)
Caroline Goulding (OLA: OLBA)	Alicia Subnaik Kilgour (CELUPL)
Carole-Ann Demers (Northern)	Jesse Roberts (OLS-North)
Feather Maracle (First Nation)	Rob Lavery (MHSTCI)
Julie Latimer (Francophone)	Peggy Malcolm (SOLS)

1. Call to order:

Elise C. Cole called the meeting to order at 2:03 pm. Quorum was achieved for the meeting.

2. Approval of the Agenda:

Motion 21-11 – It was moved by Alicia Subnaik Kilgour and seconded by Feather Maracle that the Agenda be approved with the addition of discussion about the certificate for Prince Edward County at 4b). CARRIED.

3. Approval of the minutes of the February 10, 2021 meeting:

Motion 21-12 - It was moved by Julie Latimer and seconded by Cathy Fairbairn that the minutes for the meeting of February 10, 2021 be approved. CARRIED.

4. Business Arising from the Minutes

a. French translation

The translation work has been completed. Two Council members Carole-Ann Demers and Julie Latimer have reviewed the translated document and their suggestions for a few wording adjustments have gone back to the translator. Once the document is complete, Elise Cole will give to Jesse Roberts for posting on the OPLG website.

b. Certificate for Prince Edward County Library

Elise noted that typically the OPLG Certificates are bilingual and wondered if we should use English names or bilingual names, and further, if the certificates should be English or French only. It was agreed that we would double-check with the library on preference. These certificates are created at the Ministry, and Rob Lavery noted that they would have a digital version whereby the electronic signatures could be dropped into the certificate. It was also noted that Prince Edward re-accreditation was approved to 2025 not 2026.

c. Supporting documentation for 2021 Edition

MOTION 21-13 - It was moved by Alicia Subnaik Kilgour and seconded by Carole Ann Demers that the OPLG Introduction and Resource Materials document be translated and that this work go to the same translator, Mélanie Prevost. CARRIED. Once the corrections are made by Peggy, Elise will send for translation.

d. OPLG Website

Jesse Roberts has been working on the website. The list of accredited libraries has been updated as Midland was missed. The older minutes have been removed and are now stored on the OLS-North server. Jesse would like to include background information on the main page; create a page with minutes and listing council members; create a single page for all documents (checklists, supporting documents, etc.); and add photographs of award nights and library branches being accredited.

The final 2021 English version in Word will be reviewed one more time and posted by Jesse. Sabrina is working to get the Excel version ready and has run into some 'locked' sections. Jesse will remove the older editions in English and French.

e. Audit request from West Perth

West Perth originally asked for an audit date of April 6th. In conversation with the Library CEO, this date was pushed back to June. Peggy will let her know that the 2021 English edition is posted and when the Google Drive (to be used for posting the library's documents) is ready for use.

5. New Business

a. Marketing of 2021 Edition

Sabrina noted that three years ago there was a social media campaign which included posting success stories on Twitter and Facebook. These platforms have not been maintained and it was unclear who still had log-in credentials. Alicia suggested that a LinkedIn page might be a more appropriate platform for a program such as the guidelines. More investigation is needed to properly launch the 2021 edition via social media.

There was a discussion about having a Council member speak at upcoming PLO meetings. The next ARUPLO meeting is June 11th and the next AMPLO is the 1st Friday in June. Another suggestion was to download the Guidelines document to share on the general listserv and for each PLO listserv.

b. Re-accreditation extension request from Innisfil

All libraries had been given extensions in 2020. Only Prince Edward County decided to move forward with an audit. It was agreed that each extension for 2021 would be handled on a case by case basis. As secretary, Peggy will send out a communication to all libraries due for re-accreditation this year. If a library chooses to go for an extension until 2022, then the extension fee will be waived.

6. Other Business/Future Work

- a. Terms of Reference to be amended at April 14, 2021 meeting

7. Motion to adjourn

Motion 21-14 – It was moved by Carole-Ann that the meeting be adjourned at 3:23 PM. **CARRIED.**

Upcoming Meeting Dates: All set for 2 to 3:30 pm

- 2021: April 14, May 12, June 9, July 14, August 11, Sept. 8, Oct. 13, Nov. 10, and Dec. 8