

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, August 11, 2021 – via Zoom

Minutes

Present:

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

Regrets:

Julie Latimer (Francophone)	Jesse Roberts (OLS)
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1. Call to order:

Elise C. Cole called the meeting to order at 2:05 pm. Quorum was achieved for the meeting. It was noted that Julie Latimer has offered her resignation from Council to deal with a family commitment.

2. Report on the results of the email vote of June 17, 2021 regarding OPLG new logo

Motion 21-29: Moved by Cathy Fairbairn and seconded by Caroline Goulding to confirm the selection of our new logo. CARRIED.

3. Approval of the Agenda:

Motion 21-30 – It was moved by Caroline Goulding and seconded by Alicia Subnaik Kilgour that the Agenda be approved. CARRIED.

4. Approval of the minutes of the June 9, 2021 meeting:

Motion 21-31 - It was moved by Brian Masschaele and seconded by Carole-Ann Demers that the minutes for the meeting of June 9, 2021 be approved. CARRIED.

5. Business Arising from the Minutes

a. Translation of the document called *OPLG Accreditation Process: Information for Libraries*.

The [current version](#) can be found on the OPLG website. In preparation for translation, Elise has gone through this version to double-check and Caroline Goulding offered to also go through it. After Caroline completes her review, it can go straight to translation (via Elise) as this is the last piece of translation work to be done and was already approved by Motion 21-26. The translation and the edited English can then be posted at the same time.

b. Accreditation Badges

The logo designer provided electronic copies of the logos as headers and as accreditation badges in various formats and colours. Elise will send a message to all 43 OPLG Accredited Libraries regarding these new accreditation badges and to see if any of these libraries need new window clings, from our supply housed in the OLS Sudbury office. Peggy will send Elise the current contact information for these libraries and will arrange to get any of the necessary window clings from the Sudbury office.

c. Report from sub-committee re: sample OPLG exemplars, etc.

The committee (Peggy, Jesse, Sabrina, Caroline) are working to compile a set of samples (especially for plans) so that those undertaking their own accreditation process will have examples. These samples will be posted on the OPLG website. [Sample policies](#) are already available through the OLS website.

d. Update re accreditation audits.

Muskoka Lakes is currently building files in the Google Drive folder.

6. New/Other Business

a. **OLBA Information Update** – Caroline Goulding, presently the OLBA President and the OLBA rep on the Guidelines Council. She will be moving into the position of Library CEO at Dryden in September but will complete her term as President to December 31, 2021. Subject to OLBA Council approval, she offered to stay on to represent the OLBA.

b. **West Perth Audit Report** –The re-accreditation report for West Perth was presented by Peggy Malcolm. The new Library CEO, Rosemary Minnella, jumped right in to work on this re-accreditation, even though the services and physical arrangements were greatly affected by the pandemic.

Motion 21-32 – It was moved by Caroline Goulding and seconded by Cathy Fairbairn that the re-accreditation report for the West Perth Public Library be approved and that the West Perth Public Library be re-accredited for a period of five years to December 2026. **CARRIED.**

As was done earlier in 2021 for Prince Edward, Elise will write a letter of congratulations to the library – and offer the accreditation badges and window clings as noted in Item 5b) above. Peggy will forward this information to OLS Finance so that the library will be billed accordingly.

c) **Audits and current guidelines** – A lingering issue is a lack of clarity on “what we are looking for in specific guideline statements”. It was different with in-person audits because the audits could say, we need this piece but providing more examples (Item 5c) will help. In Area 2, we ask about “community needs” and our statements do not seem to be clear. For example,

“Guideline 10.1 - Community Programming Need - The library has determined what the community’s programming needs are, including types, formats (on site, in the community, and/or online) and age levels. The library offers programs to the community as appropriate, either alone or in conjunction with other organizations (e.g. story hour for pre-school children; reading clubs; social networking activities, lectures; demonstrations; author readings).”

What we often get are was screenshots of posters for programs that have run. I believe that the actual programs belong in Section 25 (for example, “25.4 - General Public (d) - The library offers programming to the general public”. The question for 10.1 (and 9.3?) is “What’s the best practice we’re trying to get out of this item? What’s the purpose of asking people to do this? To be added to next agenda.

7. Other business

It was noted that we should begin the task of replacing our Francophone representatives. After some discussion, it was felt that we could see if a day, other than Wed, would work for other Council members. Elise will do a doodle poll on this matter to see if a change is possible.

8. Motion to adjourn

Motion 21-33 – It was moved by Carole-Ann Demers that the meeting be adjourned at 301 PM. **CARRIED.**

Upcoming 2021 Meeting Dates: Sept. 8, Oct. 13, Nov. 10 and Dec. 8. All set for 2 to 3:30 pm, until further notice.