

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, September 15, 2021 – via Zoom

Minutes

Present:

Elise C. Cole / Oakville PL [Chair] (OLA: OPLA)
Brian Masschaele (ARUPLO)
Alicia Subnaik Kilgour (CELUPL)
Adam Haviaras (MHSTCI)

Peggy Malcolm (OLS)
Jesse Roberts (OLS)
Feather Maracle (First Nation)
Sabrina Redwing Saunders [Vice-Chair] (AMPLO)

Regrets:

Carole-Ann Demers (Northern)
Cathy Fairbairn (Southern)

Caroline Goulding (OLA: OLBA)

1. Call to order:

Elise C. Cole called the meeting to order at 2:04 pm. Quorum was achieved for the meeting. The Francophone position is currently vacant.

2. Approval of the Agenda:

Motion 21-34 – It was moved by Jesse Roberts and seconded by Sabrina Redwing Saunders that the Agenda be approved. CARRIED.

3. Approval of the minutes of the August 11, 2021 meeting:

Motion 21-35 - It was moved by Alicia Subnaik Kilgour and seconded by Brian Masschaele that the minutes for the meeting of August 11, 2021 be approved. CARRIED.

4. Business Arising from the Minutes

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

Caroline completed her review of the document and Elise will send it for translation to Melanie Prevost, as previously approved by Motion 21-26.

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

The committee (Peggy, Jesse, Sabrina, Caroline) are compiling a set of samples (especially for plans) for those working through the Guidelines. Peggy will send chart and files to Jesse for posting on the OPLG website.

c. New logo: Plans for stationary.

It was agreed that Sabrina would create an electronic template with the new logo that can be used for OPLG letterhead. Elise will finish off the accreditation process for West Perth to provide a congratulatory letter which will also include information about the location of the website logos and a note about the window clings coming under separate post.

5. New Business

- a) **Muskoka Lakes Audit Report** –The accreditation report for Muskoka Lakes was presented by Peggy Malcolm. The Library CEO, Cathy Duck, was very keen to complete the process, even though, as with other libraries, the services and physical arrangements were affected by the pandemic.

Motion 21-36 – It was moved by Sabrina Redwing Saunders and seconded by Alicia Subnaik Kilgour that the accreditation report for the Muskoka Lakes Public Library be approved and that the Muskoka Lakes Public Library be 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 OPLG accreditation website badges. Peggy will forward this information to OLS Finance so that the library will be billed accordingly, and ask that the window clings, currently stored at the OLS Sudbury office, be mailed to the library.

- b) **Audits and current guidelines** – The review of wording for specific guidelines within Area 2 (Planning) will be on the agenda for the October 2021 OPLG Guidelines meeting. Review will include:

Guideline 7.2 – Community Analysis

Guideline 7.5 - Performance Measurement Indicators and Statistics

Guideline 9.3 – Community Need (within Planning for Library Services section)

Guideline 10.1 - Community Programming Need

6. Other business

It was noted that we should begin the task of replacing our Francophone representatives, with possible names to be shared with Elise.

Jesse asked about continued access to the OPLG Google Drive for those libraries who completed the accreditation process. It was agreed that, once the accreditation is confirmed by Council, individual libraries would no longer have access to the Google Drive. The library's files will continue to be available to Council members in an archive folder.

7. Motion to adjourn

Motion 21-37 – It was moved by Alicia Subnaik Kilgour that the meeting be adjourned at 2:57 pm.

CARRIED.

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