

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, May 11, 2022 – via Zoom

Minutes

Present:

Sabrina Redwing Saunders [Vice-Chair] (AMPLO)	Alicia Subnaik Kilgour (CELUPL)
Brian Masschaele (ARUPLO)	Cathy Fairbairn (Southern)
Catherina Rouse (Francophone)	Peggy Malcolm (OLS)

Regrets:

Elise C. Cole / Oakville PL [Chair] (OLA: OPLA)	Adam Haviaras (MHSTCI)
Caroline Goulding (OLA: OLBA)	Jesse Roberts (OLS)
Feather Maracle (First Nation)	

1. Call to order:

Sabrina Saunders called the meeting to order at 2:12 pm. Quorum was achieved.

2. Approval of the Agenda:

Motion 22-04 – It was moved by Alicia Subnaik Kilgour and seconded by Brian Masschaele that the Agenda be approved as amended to delete Item 4c. CARRIED.

3. Approval of the minutes of the February 9, 2022 meeting:

Motion 22-05 - It was moved by Brian Masschaele and seconded by Cathy Fairbairn that the minutes for the meeting of February 9, 2022, be approved as amended to correct the date of the previous minutes to December 15, 2021 not 2022. CARRIED. It was noted that the OPLG Council did not meet in March or April 2022.

4. Business Arising from the Minutes

a) Promotion of the Guidelines

The following promotional ideas were proposed last month:

- Request to be added to the agenda of the next Board Assembly meetings as a short item.
- Add Accreditation-related information to an upcoming issue of the Governance HUB
- Present another webinar targeting board members and CEOs
- Ask to be included to the OLS document called “New CEO toolkit” and any other orientation materials for new Library CEOs.
- Prepare a ‘canned package’ for presentation at Library Board meetings (powerpoint or video) to explain the Guidelines (including who we are, different organizations involved in the OPLG Council).

One more idea was added to the list:

- Include in Governance HUB/Year 1 as something that could be covered during a Board Orientation

b) Editing for 2023 Guidelines

This work was deferred to the June meeting. The work in June will include review of the two sample documents - [Australian Public Library Guidelines 2021](#) and [IFLA School Library Guidelines 2015](#).

The 2022 document is on the Google Drive and may be reviewed. All members are asked to begin to think of changes with one example being to add a guideline around “if municipal staff manage financial administration on behalf of the library, do you have a written agreement/MOU in place?”

c) **Update on Audit requests**

Accreditations done in 2015 (due 2020)		
Huron County	Has Google Drive account, Virtual audit – July 7th	Peggy
Leeds & 1000 Islands	New CEO in Summer/21 - Delay	
Hastings Highlands	New CEO in December/21 - Delay	
Trent Hills	Has Google Drive account, Virtual Audit June 13th and 15th	Jesse & TBD
Oxford County	Has Google Drive account. New CEO Apr 25, 2022	Peggy
Accreditations done in 2016 (due 2021)		
Lincoln	Merged with Pelham/extension provided	
Brockville	New CEO to be appointed - Delay	
Haldimand County	Waiting for confirmation	
Innisfil	Has Google Drive account, Virtual Audit May 26th	Jesse & Caroline Goulding
Six Nations	Waiting for confirmation	
Accreditations done in 2017 (due 2022)		
Bruce County	Has Google Drive account, Virtual Audit August 8th, 15th, and 22nd	Jesse & TBD
Collingwood	Has Google Drive account	Peggy & Sabrina
Georgian Bay	Has Google Drive account; New CEO May/22- Delay	
Tweed	Has Google Drive account	Peggy
Perth & District	Has Google Drive account, Virtual Audit May 18th	Jesse & Catherina Rouse
North Kawartha	Has Google Drive account	Peggy
Rideau Lakes	Has Google Drive account	Peggy & Cathy Fairbairn
Accreditations (with extensions)		
Middlesex County	Has Google Drive account	Peggy
Huntsville	Declined	

5. **New Business**

a) **Lincoln/Pelham**

Lincoln is accredited, but Pelham is not.

Motion 22-06 - It was moved by Alicia and seconded by Catherina that the new Union library be provided with an extension to allow them time to merge their documentation. **CARRIED**

b) **Otonabee-South Monaghan**

The library had the 6th edition posted on their website. It will be replaced with 2022 edition.

c) **Potential conflict with September meeting and ARUPLO**

Various dates have changed and there is no conflict with ARUPLO.

d) **Status of ARUPLO guidelines, 4th edition**

Work has begun on the 4th edition (Beth Ross) with expected timing of early 2023. These revised guidelines may be used in our 2023 edition.

6. **Motion to adjourn**

Motion 22-07 – It was moved by Catherina Rouse that the meeting be adjourned at 2:30 pm. **CARRIED.**

- In 2022: June 8, July 13, August 10, September 14, October 12, November 9, December 14.