

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, June 14, 2023 – via Zoom

Minutes

Present: (8)

Sabrina Redwing Saunders [Vice-Chair] (AMPLO)
Caroline Goulding (Small Libraries-Northern)
Cathy Fairbairn (Small Libraries-Southern)
Catherina Rouse (Francophone)

Feather Maracle (First Nation),
Adam Haviaras (MTCS)
Jesse Roberts (OLS)
Peggy Malcolm (OLS)

Regrets: (3): Beth Rumble (ARUPLO), Elise C. Cole [Chair] (OLA: OPLA), Alicia Subnaik Kilgour (CELUPL)

Vacant: (1) OLA: OLBA

1. Call to order:

In the absence of the chair, vice-chair Sabrina Redwing Saunders called the meeting to order at 2:03 pm.

2. Approval of the Agenda:

Motion 23-17 – It was moved by Jesse Roberts and seconded by Catherina Rouse that the agenda be approved. CARRIED.

3. Approval of the minutes of the May 10, 2023 meeting:

Motion 23-18 - It was moved by Cathy Fairbairn and seconded by Adam Haviaras that the minutes for the meeting of May 10, 2023, be approved. CARRIED.

4. New Business

a) **Dryden Public Library Audit Report** — Jesse and Sabrina presented the audit report for the Dryden Public Library. The work for this audit was started by CEO Caroline Goulding and continued by Interim CEO, Tina Wallin.

Motion 23-19 – It was moved by Catherina Rouse and seconded by Catherina Rouse that the re-accreditation report for the Dryden Public Library be approved and that the library be re-accredited for a period of five years to December 31, 2028. CARRIED. Jesse Roberts, Sabrina Redwing Saunders and Caroline Goulding abstained from the vote.

As a follow-up, a congratulatory message will be sent to the library (Elise Cole).

- OPLG window clings (one per branch) be sent from the OLS Sudbury office (Peggy Malcolm)
- Information on invoicing to OLS Finance for billing (Peggy Malcolm)
- Final version of the revised audit will be stored on the OLS drive. (Jesse Roberts)

5. Business Arising from the Minutes

a) **Council Representative for CELUPL (Chief Executives of Large Urban Public Libraries)** - Defer to next meeting

b) **White Paper Discussion**— This item was deferred to the September OPLG meeting. As agreed in May, Sabrina, Jesse and Peggy will meet to refresh the document (e.g. Ministry reps, etc).

5. Business Arising from the Minutes (continued)

c) Work on 2024 edition

In Area 3 - Section 14 – Service Policies

There was a discussion about which policies remain relevant today. For example, do libraries still have separate local history policies or is the collection part of local history covered in the Collection Policy and the local history service levels covered in a reference policy or a service policy? Do libraries still require a reference and information policy that refers to a separate reference collection and where anyone on staff can answer questions.

- i. It was agreed that **14.1 Reference and Information Policy** be kept but altered to read:
Information Services Policy - The library maintains a policy governing the provision of service for informational requests, including but not limited to reference inquiries and readers' advisory. This policy should include the designated members of staff responsible for responding to inquiries and any limits on resources.
- ii. 14.2 on **Accessibility** was altered to include the need for a policy and will read:
Accessibility for Ontarians with Disabilities Policy - The Library maintains an accessibility policy, including a statement of commitment, to meet the accessibility needs of persons with disabilities (as required by AODA Regulations).
- iii. 14.9 – **Resource Sharing Policy** was removed as being more operational than policy level
- iv. 14.7 – **Local history** – still to be discussed

In Area 4: Personnel & HR

There was a discussion about the wording around the new Truth & Reconciliation Training guideline (17.9) and clarification on the type of training and applicable staff. It was agreed that the guideline be altered to read as follows and that examples would be added:

- **17.9 - Truth & Reconciliation Training** - "In line with Call to Action #57, library staff receive training in such areas as awareness, knowledge, and Reconciliation activities applicable to the public library environment. [add example(s) in Column E]

With these changes, Areas 3 and 4 are completed (except 14.7) and at the July meeting, we would begin in Area 5.

6. Motion to adjourn

Motion 23-20 – It was moved by Jesse Roberts that the meeting be adjourned at 320 pm. **CARRIED.**

Next meeting - Wednesday, July 12, 2023(2 to 3:30 pm ET).

Remaining meetings in 2023: Aug 9, Sep 13, Oct 11, Nov 8, Dec 13. It was noted that the September meeting might need to be shifted if there are accreditation audits to be reviewed due to a scheduling issue with an OLS staff meeting.