

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday, August 9, 2023 – via Zoom

Minutes

Present: (7)

Elise C. Cole [Chair] (OLA: OPLA)

Sabrina Redwing Saunders [Vice-Chair] (AMPLO)

Feather Maracle (First Nation)

Beth Rumble (ARUPLO)

Catherina Moskau (Francophone)

Jesse Roberts (OLS)

Peggy Malcolm (OLS)

Regrets: (4):

Caroline Goulding (Small Libraries-Northern)

Alicia Subnaik Kilgour (CELUPL)

Adam Haviaras (MTCS)

Cathy Fairbairn (Small Libraries-Southern)

Vacant: (1) OLA: OLBA

1. Call to order:

Elise Cole called the meeting to order at 2:01 pm.

2. Approval of the Agenda:

Motion 23-26 – It was moved by Jesse Roberts and seconded by Beth Rumble that the agenda be approved. CARRIED.

3. Approval of the minutes of the July 12, 2023 meeting:

Motion 23-27 - It was moved by Sabrina Redwing Saunders and seconded by Beth Rumble that the minutes for the meeting of July 12, 2023, be approved. CARRIED.

4. New Business

- a) **Town of the Blue Mountains Public Library Audit Report** — Jesse presented the audit report for the Blue Mountains Public Library. This audit was used as a training session for auditors and so there were seven auditors (Jesse Roberts, Peggy Malcolm, Beth Rumble, Cathy Fairbairn, Jennifer Jones/Peterborough, Lisa Marie Williams/Oxford County, Cheryl Davis-Catchpaw/Wainfleet).

Motion 23-29 – It was moved by Catherina Moskau and seconded by Elise Cole that the re-accreditation report for the Blue Mountains Public Library be approved and that the library be re-accredited for a period of five years to December 31, 2028. CARRIED. Jesse, Peggy, Beth and Cathy abstained from the vote.

Tweed Public Library Audit Report — Peggy presented the audit report for the Tweed Public Library on behalf of Tammie Adams and herself. Peggy and Tammie were both able to undertake this audit in person and it was helpful to see the space at the library.

Motion 23-30 – It was moved by Sabrina Redwing Saunders and seconded by Beth Rumble that the re-accreditation report for the Tweed Public Library be approved and that the library be re-accredited for a period of five years to December 31, 2028. CARRIED. Peggy Malcolm abstained from the vote.

As a follow-up, a congratulatory message will be sent to the library including note about receiving a window cling and request for copies of any press release materials (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 two audit reports will be stored on the OLS drive. (Jesse and Peggy)

b) Press Release/MPP notification discussion

In a previous discussion, it was decided that we would seek out press releases from libraries achieving accreditation/re-accreditation and ask if we could link or place on our website as an example.

5. Business Arising from the Minutes

a) Council Representative

CELUPL (Chief Executives of Large Urban Public Libraries) – Nothing to report.

AMPLO (Administrators of Medium-sized Public Libraries of Ontario) – Sabrina has given her notice at Blue Mountains and has asked that this be on the agenda for an upcoming meeting.

OLBA (Ontario Library Boards Association) – nothing to report

b) Work on 2024 edition - In Area 5 (General) and Areas 6 and 7 Site Observations

Section 21 – Collection Management

21.1 – Acquisitions – There were several suggestions for this clause including tying it to the collection plan. It was agreed that we would use the Annual Survey data and run the number for dollars spent on physical items against the total budget (Development Charges money spent on collections would need to be considered as well) and make this the measure for the guideline (similar to the dollars spent on training). This guideline was deferred to the **September Council** meeting.

Section 24 – Collections

24.1 – Lending Collection - change wording to include physical collection of library materials AND technology which may be borrowed by registered members.

24.3 – Arrangement – Change wording to better demonstrate that we are looking for a logical arrangement “according to purpose, convenience and accessibility”. Suggest including floor plan in the examples to demonstrate the need for clear showing of the ‘arrangement’. Also include in auditor’s notes for the 2024 edition (update of the 2023 edition)

24.7 – Early Literacy – Wording changed to remove the word ‘programs’ and keep the focus on collections (both in print and in technology). Also include in auditor’s notes for the 2024 edition.

24.9 Collections: Languages – Wording changed to “a collection of non-English library materials to reflect the languages used throughout the community” and take away the connection to “linguistic, cultural and newcomer groups”

Section 25 – Services

Pick up at 25.9 at the September meeting.

c) Reschedule of September 13th meeting – A Doodle Poll will be used to figure out an alternate date later in September.

5. Motion to adjourn

Motion 23-31 – It was moved by Jesse Roberts that the meeting be adjourned at 333 pm. **CARRIED.**

Next meeting – September – to be determined

Remaining meetings in 2023: Oct 11, Nov 8, Dec 13.