

**Ontario Public Library Guidelines Monitoring and Accreditation Council**

**Wednesday, July 29<sup>th</sup>, 2009  
2:00 p.m. - TELECONFERENCE**

**MINUTES (Approved October 14, 2009)**

**Present:** Elise Cole, Chair (OLA); Rod Sawyer (MCL); Shann Leighton (Small Libraries); Margaret Rule (ARUPLO); Peggy Malcolm (SOLS); Gay Kozak Selby (Federation)

**Staff:** Maria Ripley (Federation Admin)

**Regrets:** John Slater (OSLN); Cindy Weir (AMPLO)

1. Call to order

The meeting was called to order at 2:10 p.m.

2. Approval of agenda

**Motion 03-09:** Rod Sawyer / Shann Leighton

**“That the agenda be approved as amended.”**

**CARRIED**

3. Approval of minutes

**Motion 04-09:** Marg Rule / Shann Leighton

**“That the minutes of the December 18, 2008 meeting be approved as circulated.”**

**CARRIED**

**Motion 05-09:** Shann Leighton / Rod Sawyer

**“That the minutes of the May 14, 2009 meeting be approved as amended.”**

**CARRIED**

4. Matters arising

a. Terms of Reference Update – G. Kozak Selby

Gay Kozak Selby provided the full council with an update on the Terms of Reference. A team consisting of Laurey Gillies, John Slater, Rod Sawyer, Elise Cole and Maria Ripley met once face-to-face at the SOLS office to create the initial revised draft; subsequent versions are being modified via email with the expectation that a final draft will be put forward to the Federation Board of Directors meeting on September 23<sup>rd</sup>.

b. Legal Deposit

It has been identified that the First Nation edition currently printed has it listed as the 4<sup>th</sup> edition when in is really the 1<sup>st</sup> edition. Maria Ripley will contact John Slater to discuss who to contact at Library and Archives Canada (LAC) about making this change. As well all, future editions will need to be copy written under the Federation. Elise will notify First Nation libraries of the edition change on their current copy once the change is made at LAC.

c. Technology Standards – letter from OLS-N

A letter was received by Marzio Apolloni, Chair of the Federation, from Leanne Clendening, Executive Director of OLS-N sharing that the Ontario Public Library Guidelines and Accreditation Council was identified as a partner for setting technology standards/benchmarks for Ontario libraries.

Lorraine Leblanc joined in on the call to discuss the letter that was received. It was suggested that \$20,000 is being provided from the \$15 million provincial fund. It was mentioned that perhaps an agreement needs to be drafted to indicate the expectations, timelines and the funds allotted to this project so that work could be started.

Elise will contact a member of OLITA to discuss the project. The Council will wait for an agreement to arrive from OLS-N that will go to the Federation Board for approval and direction. Elise will follow up with Council and the Federation.

## 5. Other business

- a. Kenora (June 19<sup>th</sup>) and Englehart (June 30<sup>th</sup>) public libraries accreditation.  
It was reported that Kenora and Englehart audits have taken place as requests for expense forms for the audit team members have been requested. Reports have not been provided for this meeting and so discussions will be deferred until the next meeting.

- b. Middlesex County Library audit.  
Before excusing herself from the meeting Marg Rule, CEO of Middlesex County Library wanted to state that she was pleased with the improvements to the 4<sup>th</sup> edition of the guidelines and encourages others that the process is a valuable exercise to go through.

An accreditation peer audit of Middlesex County Library was undertaken on May 11 and 25, 2009 by a team composed of Teri Pope and Helene Golden. A report from the audit team recommending accreditation for Middlesex County Library's Ailsa Craig, Coldstream, Dorchester, Glencoe, Ilderton, Komoka, Lucan, Mt. Brydges, Strathroy, and Thorndale branch libraries was received and considered by Council.

**Motion 06-09:** Shann Leighton / Rod Sawyer

**"That, having met the conditions for accreditation as set down by the Ontario Public Library Guidelines Monitoring and Accreditation Council, the following branches Ailsa Craig, Coldstream, Dorchester, Glencoe, Ilderton, Komoka, Lucan, Mt. Brydges, Strathroy, and Thorndale of the Middlesex County Library system be hereby re-accredited for a period of five (5) years, ending July 29, 2014."**

**CARRIED**

- c. Peggy Malcolm shared a request received from Champlain Township Public Library for accreditation. A request was made for a September date. Peggy will follow up on this.

Grand Valley has been in contact with us and will be seeking re-accreditation. Their peer audit will take place on October 6<sup>th</sup>, 2009.

## 6. Next meeting

Thursday, October 8, 2009 @ 10:00 a.m.

## 7. Adjournment

The meeting ended at 3:07 p.m.