

Ontario Public Library Guidelines Monitoring and Accreditation Council
Thursday, December 16th, 2010
12:30 p.m. - TELECONFERENCE

MINUTES

Present: Elise Cole, Chair (OLA); Rod Sawyer (MCL); Peggy Malcolm (SOLS); Cindy Weir (AMPLO); Steven Kraus (OSLN); Shann Leighton

Staff: Erin Menzies (Federation Librarian-Admin.)

Regrets: David Allen (Federation CEO); Gay Kozak-Selby (Federation); Margaret Rule (ARUPLO)

1. Call to order

Elise Cole, Chair, called the meeting to order at 12:33 p.m.

2. Approval of agenda

Add: Under Item 4, Recent Accreditations:

1. West Perth
2. Prince Edward County
3. North Perth

MOTION: 08-10

Moved by: Shann Leighton / **Seconded by:** Steven Kraus

“That the agenda be approved as amended.”

CARRIED

3. Approval of Minutes of Meeting on November 1, 2010

MOTION: 09-10

Moved by: Steven Kraus / **Seconded by:** Cindy Weir

“That the minutes of the November 1, 2010 meeting be approved as circulated.”

CARRIED

4. Recent Accreditations

- Kirkland Lake Reaccreditation

MOTION: 10-10

Moved by: Shann Leighton / **Seconded by:** Cindy Weir

“That the Kirkland Lake Public Library be accepted for reaccreditation.”

CARRIED

- Hastings Highlands Accreditation

MOTION: 11-10

Moved by: Steven Kraus / **Seconded by:** Rod Sawyer

“That the Hastings Highlands Public Library be accepted for accreditation.”

CARRIED

- Prince Edward County Reaccreditation

MOTION: 12-10

Moved by: Cindy Weir / **Seconded by:** Shann Leighton

“That the Prince Edward County Public Libraries be accepted for reaccreditation.”

CARRIED

- West Perth Accreditation
MOTION: 13-10
Moved by: Shann Leighton / **Seconded by:** Steven Kraus
“That the West Perth Public Library be accepted for accreditation.”
CARRIED
- North Perth
MOTION: 14-10
Moved by: Cindy Weir / **Seconded by:** Steven Kraus
“That the North Perth Public Library be accepted for accreditation.”
CARRIED

5. Information for Libraries & Audit Teams Documents

Peggy Malcolm will be circulating these edited documents to Steven & Erin for review and discussion. A teleconference will be set up to discuss the contents. Eventually the edited reports will be brought to the Council’s attention.

6. OLA Superconference & Presentation of Certifications

Elise let Steven and Peggy know that libraries who have been accredited/reaccredited this year will each be receiving 2 free tickets to the OLA Superconference. They were asked to let each of the libraries in their region know and instruct them on how to claim their free tickets from OLA.

7. Amending Accreditation Documentation

Erin will be editing the existing request for audit document to create a package that includes both the reimbursement form as well as enhanced contact information for the Federation. These documents will be circulated to the Council for consideration at the next meeting.

8. Accreditation Fee Structure

Erin circulated a document illustrating carryover between reimbursements for audits & invoice payments between fiscal years. While it was previously believed that raising audit fees might be a solution, the Council agreed to publicize fiscal year deadlines for the Federation (October 31) and to ensure that no audit goes forward in the future without receipt of payment from the requesting library.

9. New Member Recruitment & CELUPL

Elise let Council know that CELUPL does not have a name to put forward for membership on the Council. She asked Council members to suggest potential large libraries to approach directly for membership. Suggestions included: Hamilton Public Library, Mississauga Public Library and Thunder Bay PL. Elise will be in touch and report back to Council.

10. IT Guidelines Update

Elise did a brief presentation by teleconference for the board at the November 24, 2010 Board meeting regarding the 5th Edition of the Guidelines. The Board approved the Guidelines and they have since been published on the Federation’s website. The Board also expressed pleasure at the upcoming presentation at Superconference.

The motion from the Board Meeting approving these guidelines read:

Motion: B-10-44

Moved by: Sandra Weitzel **Seconded by:** Marzio Apolloni

To approve the 5th Edition of the IT Guidelines for Municipal and County Public Libraries.

The Council will investigate translation of the Guidelines document into French.

11. Council Elections

Elise officially stepped down as Chair of the Council. The Council appointed Steven Kraus as Electoral Officer and he solicited nominations for the following positions:

MOTION: 15-10

Nominated: Shann Leighton **Nominated by:** Elise Cole

“That Shann Leighton is elected new Chair of the Ontario Public Library Guidelines Council.”

CARRIED

MOTION: 16-10

Nominated: Elise Cole **Nominated by:** Shann Leighton

“That Elise Cole is elected new Vice-Chair of the Ontario Public Library Guidelines Council.”

CARRIED

NB: As Chair of Council at the time of 2010 Accreditations, Elise Cole will present certificates to libraries at the OLA Superconference in February 2011.

12. Other Business

No other business.

13. Next Meeting

The next meeting will be a face-to-face lunch to take place at Joe Bidalies during the OLA Superconference, on Thursday February 3, 2011 at 12:30pm. Shann Leighton will make the reservation.

Erin will poll members at the end of February regarding a teleconference to take place in March.

14. Adjournment

MOTION: 17-10

Moved by: Elise Cole / **Seconded by:** Steven Kraus

“That this meeting of the Guidelines Council be adjourned.”

CARRIED