

Ontario Public Library Guidelines Monitoring and Accreditation Council

Thursday, June 17th, 2010
10:00 a.m. - TELECONFERENCE

MINUTES (Draft)

Present: Elise Cole, Chair (OLA); Rod Sawyer (MCL); Shann Leighton (Small Libraries); Peggy Malcolm (SOLS); John Slater (OSLN)

Staff: David Allen (Federation CEO); Wendy Bray (Federation Administration)

Regrets: Gay Kozak Selby (Federation); Margaret Rule (ARUPLO); Cindy Weir (AMPLO)

1. Call to order

Elise Cole, Chair, called the meeting to order at 10:09 a.m.

2. Approval of agenda

Add: IT Working Group as per Elise Cole's request under Matters Arising from the Minutes

Remove: Agenda Item 8 as per John Slater's request. Kirkland Lake PL and Teck Centennial PL are one and the same.

MOTION: 01-10

Moved by: Shann Leighton / **Seconded by:** John Slater
"That the agenda be approved as amended."

CARRIED

3. Approval of November 26th, 2009 meeting minutes

MOTION: 02-10

Moved by: John Slater / **Seconded by:** Shann Leighton

"That the minutes of the November 26th, 2009 meeting be approved as circulated."

CARRIED

4. Matters arising from the Minutes

a. Legal Deposit Update

Wendy provided an update from where Maria Ripley left off. An email was sent on November 24, 2009 to Library and Archives Canada (LAC) concerning the document: **Ontario Public Library Guidelines for First Nation Public Libraries**. The item is listed as the 4th edition and it is only the 1st edition. Wendy will continue to follow-up by sending another email.

b. New Member Recruitment

Elise will contact OLS-N and SOLS for suggestions to fill the positions of Northern and First Nation representation on Council. A representative from CELUPL will be confirmed at their next meeting in November. This individual would then join Council.

c. Congratulations on OLS-N & SOLS CEO Listservs

Sending out email messages of congratulations via the 2 listservs maintained by OLS-N and SOLS might encourage new libraries to apply for accreditation. Elise will draft a message for posting. Accredited libraries were recently announced at the OLS-N conference banquet.

d. IT Working Group

Frances Stocker of Kestrel Information Services met with the IT Working Group on June 10th to provide a status report. A survey on **Information Technology Guidelines in Ontario Public Libraries** will be sent to all CEOs on behalf of the Federation. The IT Working Group will meet with Frances Stocker on June 24th for a research update.

5. Promotion of OPL Guidelines program

The group discussed ways to promote the OPL Guidelines program to libraries as a process that they would be happy and willing to undertake.

Suggestions included the following:

- Use testimonials to relate the benefits of undergoing this process. Sheila Durand from Listowel PL (recently completed an audit) would be an excellent candidate to write a testimonial -- Peggy will follow-up. A testimonial could also be included with the letter of congratulations that will go out from the OLS-N and SOLS listservs.
- Ensure a supply of brochures and the manual are available at all conference booths (i.e. OLS-N, OLA) Also the article from Municipal World could be available for pick-up at the booth at the upcoming AMO conference.
- Find peers who can act as leaders and ambassadors to present and “sell” the concept of accreditation at conferences. An article could be written targeting Large Urban PL (population served over 75,000) – “accreditation is relevant to you too”. A good candidate to write this article might be Al Davis from Barrie PL.
- New leaders do not necessarily need to be CEOs. The Ontario Library Boards Association (OLBA) has developed an excellent training model for library trustees called **Leadership by Design**. Elise will follow-up with Margaret to obtain more information.

Considerable discussion ensued concerning the use of the term “standards”. Many libraries have mixed views on the use of this term. One argument for the use of “standards” is the belief that public libraries could attract more funding—the government needs assurance that the operating grants are used to maintain a basic level of library service regardless of where people live in Ontario. Rod suggested that a possible solution could be achieved if the Federation consulted with its members to determine their views. David will present this suggestion to the Board.

6. Updating of Guidelines and Benchmarks

The guidelines and benchmarks document is updated every four years. The updated version will be launched for OLA Super Conference in 2012. The agenda item for the next meeting will be to review sections of the IT Guidelines document.

7. Updating of “Information for Libraries and Audit Teams” Document

John and Peggy will work with Elise to ensure the document: **Information for Libraries and Audit Teams** coincides with the new terms of reference

8. Teck Centennial PL – Request for Accreditation Deadline Extension

MOTION: 03-10

Moved by: Peggy Malcolm / **Seconded by:** Shann Leighton

“That the deadline for re-accreditation for Teck Centennial be extended to November 30, 2010.”

CARRIED

9. Same as Agenda Item 8.

10. Other Business

There was no other business to discuss.

11. Next Meeting

The next meeting – teleconference – is tentatively scheduled for Thursday, August 5th at 10:00 a.m.

12. Adjournment

The meeting adjourned at 11:05