

# Federation of Ontario Public Libraries

**Meeting of the Board of Directors**

**Draft MinutesDOC2**

**Friday, September 14th 2018**

*10:00 am – 2:00 pm*

**TORONTO REFERENCE LIBRARY – 789 Yonge Street – Founder’s Room**

Attendees: Catherina Rouse, Christina Blazecka, Elizabeth Glass, Feather Maracle, Julia Merritt, Margie Singleton, Margaret Maclean, Mary Chevreau, Pierre Giroux, Rebecca Hunt, Ross Parry, Sheri Mish, Vickery Bowles, Wayne Greco, Jennifer LaChapelle

Regrets: Anand Date, Kathy Fisher, Paul Ainslie, Sabrina Saunders, Samara Cull, Sonya Doyle, Brendan Howley (Guest)

Absent: Alicia Kilgour

Staff: Stephen Abram, Helen Morrison

# AGENDA TIME (Min.)

1. **CALL TO ORDER 2**

FOPL Board of Directors meeting called to order at 10:12 am

1. **REGRETS 2**

As noted

1. **DECLARATIONS OF CONFLICT OF INTEREST 1**
2. Stephen Abram: consulting to PLs (Barrie PL, Waterloo PL/Edmonton P/L/St Mary’s/
Caledon PL, East Gwillimbury, Woodstock PL, Gravenhurst PL, Lambton County), OMA, investments in Library start-ups, teaching at iSchool (U of T) as well as a partnership and advisory council position.
3. **APPROVAL OF AGENDA 2**

MOTION:

To Approve the FOPL Board of Director’s Agenda of Friday, September 14, 2018

 Moved by:

 Wayne Greco, Sault Ste. Marie Public Library

 Seconded By:

 Margie Singleton, Vaughan Public Libraries

 /All in favour

1. **NOMINATION OF MARY CHEVREAU, KITCHENER PUBLIC LIBRARY 5**

MOTION:

 To appoint Mary Chevreau, CEO of the Kitchener Public Library to the FOPL Board

 of Directors, representing the Large Urban caucus.

 Moved by:

 Margie Singleton, Vaughan Public Libraries

 Seconded By:

 Vickery Bowles, Toronto Public Library

 /All in favour

1. **APPROVAL OF MINUTES OF FOPL BOARD MEETING – JUNE 8, 2018 2**

 MOTION:

To approve the Minutes of the June 8, 2018 FOPL Board Meeting

* Revise Rebecca’s name missing from Regrets

 Moved by:

 Margaret Maclean, Thunder Bay Public Library

 Seconded By:

 Elizabeth Glass, Toronto Public Library

 /All in favour

1. **APPROVAL OF CHAIR’S COMMENTS/REPORT 10**
* No item to receive

 Moved by:

 Margie Singleton, Vaughan Public Libraries

 Seconded By:

 Wayne Greco, Sault Ste. Marie Public Library

 /All in favour

1. **TREASURER’S UPDATE 5**

MOTION:

That the Treasurer’s Report for the period ending August 31, 2018 and the

2019 draft budget be received and to approve the write-off $3,300 of unpaid

Membership fees.

* FOPL would like to extend thanks to TPL for the building and equipment
charges that are provided to them.

 Moved by:

 Vickery Bowles, Toronto Public Library

 Seconded By:

 Mary Chevreau, Kitchener Public Library

 /All in favour

1. **APPROVAL OF EXECUTIVE DIRECTOR’S REPORT 10**

MOTION:

That the report of the Executive Director be received as circulated

* Had several meetings over the summer to release the core funding
* Funding freeze was released from SOLS and OLS-N
* Connectivity funding of $400,000 was released
* Influential piece was the municipal resolutions and library board resolutions
* Building relationships beyond FOPL on how we are going to deal with new CEO issue
* 2 day summit planned at Royal York
* Released Provincial election toolkit
* Municipal election toolkit is forthcoming
* Working on Library Legacy Plan
* Working on OLA boot camp
* Stephen working on building a GLAM summit
* Met with Trillium Foundation regarding grants and Stephen re-wrote their webpage
* Met with ORION to see how we are going to address not-for-profit broadband in the Province
* Peer Measurements Report will be released next week with 2017 data in time for the provincial election
* We have the survey on PLA Regulation 976

Moved by:

 Pierre Giroux, Grimsby Public Library

 Seconded By:

 Margaret Maclean, Thunder Bay Public Library

 /All in favour

1. **FOPL LAND ACKNOWLEDGEMENT 10**
* Listened to a report provided by Feather Maracle of Six Nations Public Library
* Stephen recommended that the 3 First Nation Directors (Sabrina Saunders,
Sheri Mish and Feather Maracle) form a circle and to report back to us at
the next board meeting with the results of their conversation.
1. **COUNSEL’S POST-ELECTION RECOMMENDATIONS 30**
* Constituency week in November and we are “holding our fire”
* Awaiting information on the line by line audit, deficit and accounting
 principals
* On the agenda for the review of the school library funding and our
 recommendation is that they sweater the school library funding,
especially for small towns in the north
* Toolkit will be available Sept. 19, 2018
* Elizabeth Glass to get on the next FOPL agenda re: Bridge toolkit
1. **ART IN YOUR WALLET BOOK PROJECT 20**
* Trying to get our book sold on a Canadian site in order to not have to pay
American taxes
* Stephen explained the layout of our book to the Board
* We hope to have it released in the next few weeks
1. **FOPL BYLAWS UPDATE DISCUSSION 15**

 MOTION:

 That the FOPL Bylaw documentation be received as circulated

* Margie recommended a 2-year term for the appointment of officers
* Any changes will go to the members at the AGM
* Margie Singleton and Mary Chevreau will draft some minor changes to the
by-laws with a brief report to recommend at the next BOD

Moved by:

Pierre Giroux, Grimsby Public Library

Seconded By:

Wayne Greco, Sault Ste. Marie Public Library

/All in favour

1. **FOPL EXECUTIVE DIRECTOR SUCCESSION PLAN 10**

 MOTION:

That the Executive Director bring an up to date job description to the
November 2018 Board meeting

* Julia Merritt suggested a review of the ED job description on a regular basis, perhaps bi-annually and kept up to date
* Stephen will review and report back on his existing job description

Moved by:

Ross Parry, Toronto Public Library

Seconded By:

Wayne Greco, Sault Ste. Marie Public Library

/All in favour

1. **WORKING GROUPS 25**
* New leadership of CELUPL with Frances Newman of Oshawa as Chair
 and Todd Kyle of Newmarket as Secretary/Treasurer
* Indigenous Library Partnerships Working Group, Marketing And Communications
Advisory Working Group and Government Relations Working Group will have meetings in October
* Library Provincial People Capacity Group has been meeting regularly under Andrea Cecchetto
1. **MARKETING PLAN PROJECT –OPEN MEDIA DESK UPDATE 25**
* Brendan Howley was unavailable to present, however, he will record over his slides and present at the November BOD
* Stephen kept us up to speed and explained the highlights to date
* We are creating the Library Digital Impact Index – gets us to 70% of the population of Ontario covered by OMD
* Brendan will make the dashboard available to everyone
* We will be launching the FOPL OMD “newsroom”
* Working on an interview of 3 CEO’s of libraries for a podcast – looking at “future of libraries”
* Doing 3 micro videos on (employment, education and economic impact)
* 3 cohorts starting next week
* FOPL project has been adopted in Australia
1. **STATISTICS PROJECT UPDATE AND 2018 PLANNING 15**
* Stats report will be out next week (Sept. 18, 2018)
* Libraries not counting e-circulation and print circulation effectively
* We will prioritize programs as our “lead foot”
* Then we will prioritize traffic
* Social media – growing the fastest
1. **LEADERSHIP SUMMIT 5**
* Still on hold
* We’re being careful - thinking about for spring once we know what the budgets are
* SOLS – still uncertain

**Adjournment: 1:22**

Moved by:

Margaret Maclean, Thunder Bay Public Library

Seconded By:

Mary Chevreau, Kitchener Public Library

/All in favour