

Ontario Public Library Guidelines Monitoring and Accreditation Council

Wednesday February 20, 2019 – 2pm-3:30pm EST

Via - Google Hangouts

Minutes

Present:

Elise C. Cole / Oakville PL [Chair] (OLA/OPLA)
Rod Sawyer [MTCS]
Cathy Fairbairn [Southern]
Peggy Malcolm [SOLS]
Brian Masschaele [ARUPLO]
Alicia Subnaik Kilgour [CELUPL]
Caroline Goulding [Northern]
Carole Marion [Francophone]
Deborah Duce [AMPLO]
Sabrina Redwing Saunders [Vice-Chair] (First Nation)

Regrets: Steven Kraus [OLS-North]

1. Call to order:

Elise C. Cole [Chair] called the meeting to order at 2:05 pm. Quorum was achieved.

2. Approval of the Agenda:

Motion 19-06 – It was moved by: Caroline Goulding and seconded by: Alicia Subnaik Kilgour that the Agenda be approved with one change to remove Item 7b) regarding Administrative Support Updates. CARRIED.

3. Approval of the minutes of the previous meeting:

Motion 19-07 – It was moved by: Alicia Subnaik Kilgour and seconded by: Deborah Duce that the minutes for the meeting of January 15, 2019 be approved as presented. CARRIED.

4. Business arising from the minutes:

a) **Information sharing re: March 20th meeting** – Mellissa D’Onofrio-Jones, the new CEO for Ontario Library Service-North, will be joining the Guidelines Council for the meeting. The OPLG Website was moved to a new platform within OLS-North and has now been updated. For future calls, we will move from using Hangouts to Zoom Technology. Steven Kraus will work with Rod Sawyer to make sure that this technology will work within the government firewall restrictions.

b) **Terms of Reference** – The latest version of document was on the OPLG Google Drive.
Motion- 19-08 – It was moved by Peggy Malcolm and seconded by Alicia Subnaik Kilgour that the OPLG Terms of Reference document be approved with two changes to the text; removing the ex-officio membership and including the words, ‘delegation be invited to speak on a specific aspect of the OPLG or Council work’. CARRIED.
The document will be revised by Peggy Malcolm and a copy distributed with these minutes.

c) 2019 Guidelines Document Review

- i. Before the review, there was a discussion about which version should be used for an upcoming audit, to allow for library staff/boards to prepare. By consensus, it was agreed that this revised 2019 version would be ready in the early Fall of 2019 for use in all 2020 accreditation audits. It was also noted that the fall date should be the same each year, eg by September 15th. There should also be a compendium of major changes made from one version to the next, for example, not including editorial or grammatical changes but changes in expectation for a specific guideline.
- ii. The review worked on Section 1 and completed editorial changes to this section. The major change in Section 1 was to change the term “board” to “governing body”. This change will be explained in the auditors notes and in the definitions section of the OPLG Guidelines.

5. New Business:

a) **Hawkesbury Audit –**

Motion- 19-09 – That the re-accreditation of the Hawkesbury Public Library Library System be approved under the Ontario Public Library Guidelines 7th Edition for a period of 5 years expiring December 31st 2024.

Moved: Caroline Seconded: Cathy – Carried.

Once the minutes are finalized, Elise Cole and Steven Kraus will send a congratulatory letter to the Library.

6. Other Business:

- a) **Integrity Commissioner** – Deborah Duce clarified that, upon further investigation, that the code of conduct requirement under the *Municipal Act* does not apply to public library boards. Part V.1 of the *Municipal Act* includes a restricted definition of local board that excludes certain bodies including a “board as defined in section 1 of the *Public Libraries Act*”. This means that a public library board could vote to adopt, use or amend the municipality’s code of conduct if it chose to and it could make a decision to use the municipality’s integrity commissioner, but that would be a local board decision. The board would not have to do this.

7. Next meeting(s):

Wednesday, March 20th 2pm-3:30pm EST

8. Motion to adjourn:

Motion 19-10 – It was moved by: Deborah Duce that the Meeting be adjourned at 3:27 pm
CARRIED.