**Administrators of Rural Urban Public Libraries of Ontario**

Meeting Agenda

**December 9, 2022 – 10:30 AM**

**Zoom Meeting**

**Present:**

* Sabrina Saunders, Blue Mountain Public Library
* Kelly Bernstein, Brant County Library
* Brooke McLean, Bruce County Public Library
* Brian Masschaele, Elgin County Library
* Adam Craig, Essex County Library
* Stephanie Clare, Georgian Bay Public Library
* Chris Stephenson, Haliburton County Public Library
* Beth Rumble, Huron County Library
* Laura Carter, Kingston Frontenac Public Library
* Julie Kent, Norfolk County Library
* Lisa Marie Williams, Oxford County Library
* Sheryl Tilley, Region of Waterloo Library
* Karen Franklin, Stormont, Dundas and Glengarry County Library
* Tania Sharpe, Chatham Kent Public Library
* Alison Dee, Clarington Public Library, Museums, and Archives

**Regrets:**

* Lindsay Brock, Middlesex County Library
* Amy Kay, Lennox & Addington County Library
* Jamie Anderson, City of Kawartha Lakes Public Library
* Darlene Coke, Lambton County Library
* Monika Machacek, Clarington Public Library, Museums, and Archives
* Rebecca Hine, Wellington County Library

1. Welcome and Call to Order 10:34 AM
2. Approval of Agenda

**Moved by** **Karen Franklin / Second by Kelly Bernstein that the agenda for the December 9, 2022 meeting be adopted.**

**CARRIED**

1. Approval of the of Minutes of September 2022 Regular Meeting

Moved by **Brian Masschaele / Second by Laura Carter that the minutes from September 21, 2022 regular meeting be adopted.**

**CARRIED**

1. Business arising from the minutes
2. New business
   1. ARUPLO Constitution Review / Working Group

Chair, Brooke McLean talked to the need to review the ARUPLO Constitution and asked for volunteers to work with her.

Tania Sharpe and Kelly Bernstein volunteered.

* 1. 2023 Training Discussion

Treasurer, Laura Carter reviewed past training initiatives offered by ARUPLO with the assistance of SOLs (now OLS) staff. She also reviewed the financial resources and impacts on offering an in-person training in 2023.

Discussion on potentially re-instating the training offered with assistance from a consultant.

Discussion of a poll to determine who might be interested in sending staff to an in-person training opportunity in 2023.

* 1. ROMA Conference 2023 Exhibitor Booth (January 22 – 23)

Secretary, Lisa Marie Williams reviewed the request by FOPL to share a booth at the 2023 ROMA conference.

Those that attended the 2019 conference for ARUPLO provided insight into the event and the need for ARUPLO/Library voices.

Stephanie Clare, CEO of Georgian Bay Public Library would be willing to attend to represent ARUPLO.

**Moved by Kelly / Seconded Tania that ARUPLO would support FOPL by providing funding for the Exhibitor Booth.**

**CARRIED**

* 1. 2023 Meeting Dates

Meeting dates for 2023 were discusses.

Meeting dates were set to:

* March 3
  + Virtual meeting
* June 9
  + Meeting Location TBD
* September TBD
  + Meeting Location & Date TBD based on Training Committee
* December 8
  + Virtual meeting.

5.5 Lisa requested that everyone review and update their population status and send information to her for an update of the membership list

1. Reports:
   1. ARUPLO Training Committee n/a
   2. Guidelines Committee

* Brian Masschaele thanked everyone who came out in October to participate. 18 systems participated.
* Informal Notes from the meeting were sent out by Brian.
* Follow up meeting is scheduled with consultants to look at next steps in process and to sign off on the contract.
* Committee has a meeting scheduled with consultants for mid-January to discuss deliverables and a draft.
* The Committee hopes to have a draft available to the membership by April, 2023.
* Region of Waterloo will discuss potential marketing support for the final document with the municipal marketing team.
  1. Treasurer’s Report

Laura Carter, Treasurer, reviewed the financials to date.

**Moved by Karen Franklin / seconded by Chris Stephenson that the treasure’s report be accepted and that 2023 Membership fees be charged at the 2022 rate.**

**CARRIED**

* 1. Ontario Public Library Guidelines Committee (OPLG)

Beth Rumble reported that the OPLG is currently reviewing which libraries are overdue for re-accreditation.

Further that OPLG will be creating new guidelines for 2023.

Presentations of 2022 accredited libraries will be held at the OLA Super Conference Gala in February 2023.

1. Members News / Roundtable

Organizational Review / Service Review

New CEOs

Renovation Projects

Strategic Planning both finishing in 2022 and starting in 2023

Vendor Changes: Physical and digital changes.

Analytics / Metrics

Vendor solutions for non-staffed open hours

New Library Boards / Orientations

Vehicle issues – New and Replacement

Community Engagement

Technology vendors for projects such as Hold Lockers, RFID, ILS, Reservation Systems.

Teen Cards

Text Messaging for Holds, etc.

Drag Queen Storytime

Podcasting

Staffing

New Main Branch

Master Planning / Long Term Facility Planning

LOTE (languages other than English) – New platform.

VR for Seniors

Collective Agreements

Rebranding / Website Refresh

New Language Collections

New Municipal CAOs

Licensed Venue Location

Charitable Status

Renovations / Refresh

* Furniture
* Service Desks
* Shelving

1. Next meeting date and location – March 3, 10:30 AM (Zoom)
2. Adjournment 11:59

**Moved by Lisa Marie Williams**

**CARRIED**