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

**Minutes of the Regular Meeting**

**September 18, 2019, 9:00 am**

**Nottawasaga Inn**

Present:

Catherine Coles, Lennox & Addington (Chair)

Tania Sharpe, Chatham-Kent (Acting Secretary)

Sarah Vaisler, Clarington

Karen Franklin, SDG

Liz Coates, Kingston Frontenac

Jamie Anderson, Kawartha Lakes

Bessie Sullivan, Haliburton

Erin Kernohan-Berning, Haliburton

Brian Masschaele, Elgin County

Darlene Coke, Lambton County

Beth Rumble, Huron County

Lisa Miettinen, Oxford County

Brooke McLean, Bruce County

Lindsay Brock, Middlesex County (calling in)

Nicole Charles, Bruce County (Treasurer, by phone)

1. Welcome and Call to Order

Catherine Coles called the meeting to order at 9:15 am.

1. Approval of Agenda

**Moved by Jamie Anderson / Seconded by Liz Coates that the agenda be approved. – CARRIED.**

1. Approval of the Minutes of June 7, 2019

**Moved by Liz Coates / Seconded by Karen Franklin that the minutes be approved. – CARRIED.**

4. Business arising from the minutes

* 1. Interest accelerator account

No discussion

* 1. Funding sustainability - SOLS

No discussion

* 1. Future of ARUPLO Training

A lot of discussion on the topic but the consensus is the training is still relevant. That there is still a great deal of value in providing the training in person rather than online. This year’s them was “Why we do what we do”. Questions were raised about the ability of SOLS to provide long-term support.

Registration numbers have remained the same and discussion was had as to whether to subsidize the cost of registration.

Discussion also centred around whether a training portion could be added for the administrators in attendance. Similar to AMPLO could ask OLA, SOLS or FOPL to speak to the administrators. It may encourage other members to attend

Lots of training for middle managers have opportunities for training i.e. OLA, this is great training for front line clerks. Other systems have sent supervisors. A great way for them to learn some of the frustrations experienced by front line staff.

Bessie recommended the group check into Canada Ontario Jobs – which is an employment training incentive.

Consensus was to keep the meeting at the same time of year, Monday, September 21 to Thursday, September 24.

**Moved by Brian Masschaele / Seconded by Sarah Vaisler that Nicole Charles renew the contract with Nottawasaga for the same time of year. – CARRIED.**

5. New business

5.1 2020 ROMA Conference

The conference runs Sunday, January 19 to 21. Tania Sharpe and Brooke McLean will attend. Barbara Franchetto and Stephen Abram will also be asked to attend. We have to register. Catherine Coles and Lisa Miettinen attended last year with Stephen Abram and Barbara Franchetto.

**Moved by Jamie Anderson / Seconded by Brian Masschaele that ARUPLO fund a booth at ROMA. – CARRIED.**

6. Reports

6.1 ARUPLO Training Committee

 No additions. Theme: why we are doing what we are doing.

6.2 Guidelines Committee

Fourteen responses were submitted; facilities are the area where we all fall below. Question to now ask is 2,500 square feet a reasonable expectation?

Some in the group are looking for standard collection size per capita – Some guidance provided in the best practices but does not give a dollar per capita.

Next steps in benchmarking the guidelines – possibly look at staffing.

6.3 Treasurer’s Report

Funds are now all in one account which is easier to track and transfer. Discussion of what can be done with this additional funding. Considering using the interest accelerator account funds to subsidize ARUPLO training. We could offer $200 per registrant discount.

**Moved by Nicole Charles / Seconded by Karen Franklin that ARUPLO subsidize and discount the ARUPLO training fee by $200 per registrant. – CARRIED.**

6.4 Ontario Public Library Guidelines Report

Members are very dedicated and put a lot of time into the project.

They have been beta testing virtual audits. In 2020, it is expected there will only be virtual audits especially for re-accreditation. Using photos and video, examples.

The guidelines will no longer be referring to as editions but rather they will be updated and revised and a new edition will be adopted each year.

7. Members News / Roundtable

8. Next meeting date and location

Friday, December 13, 10:30 am by telephone.

9. Adjournment

**Adjournment - Moved by Catherine Coles that the meeting be adjourned at 2:00 pm – CARRIED.**