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

Minutes

**Wednesday, September 16, 2020**

**Zoom Meeting**

**Present:**

Catherine Coles, Lennox & Addington (Chair)

Tania Sharpe, Chatham-Kent (Treasurer)

Heidi Wyma, Chatham-Kent (Secretary)

Brian Masschaele, Elgin County

Elizabeth French-Gibson, Huron County

Jamie Anderson, Kawartha Lakes

Karen Franklin, SDG

Kelly Bernstein, Brant County

Laura Carter, Kingston

Lindsay Brock, Middlesex County

Lisa Miettinen, Oxford County

Natalie Marlowe, Elgin County

Rebecca Hine, Wellington County

Robin Greenall, Essex County

Regrets:

Darlene Coke, Lambton County

1. Welcome and Call to Order

Catherine Coles called the meeting to order at 11:10 am.

2. Approval of Agenda

**Moved by Tania Sharpe / Seconded by Karen Franklin that the agenda be approved. – CARRIED.**

3. Approval of the Minutes of June 19, 2020

**Moved by Karen Franklin / Seconded by Tania Sharpe that the minutes be approved as amended. – CARRIED.**

4. Business arising from the minutes

 none

5. New business

 5.1 Date of Joint AMPLO/ARUPLO meeting

Jamie Anderson spoke to this item. At the recent AMPLO meeting, the membership was in favour of moving the joint AMPLO/ARUPLO meeting to June from March ongoing due to potential weather events in March. He noted that AMPLO is moving some meetings to virtual as well.

It was noted that June has historically been the month ARUPLO would travel to visit other library systems.

**Moved by Jamie Anderson / Seconded by Karen Franklin that ARUPLO agrees to move joint AMPLO/ARUPLO meeting to June on a go forward basis. – CARRIED.**

6. Reports:

6.1 ARUPLO Training Committee

2020 training has been cancelled and the deposit from Nottawasaga was returned. A discussion was had on how to proceed for the upcoming year, as Nottawasaga is temporarily holding a week for ARUPLO in September 2021.

The membership expressed doubt that many systems would be allowed to send staff to in-person training in September 2021 and that securing a spot for 2022 may be better timing.

The Training Committee will investigate an online option for 2021 providing networking opportunities for staff as virtual training options are already available.

The Committee will also look at expanding the number of staff that may be able to attend virtual training, potentially rotating staff through the same program over multiple sessions.

The Committee will investigate the cost to purchase a Zoom Pro account to allow for a greater number of participants. ARUPLO will poll technology needs across the system in order to support virtual training should it materialize.

The Treasurer will contact Nottawasaga to find out when ARUPLO would need to reserve a spot for 2022.

6.2 Guidelines Committee

Brian Masschaele, Lisa Miettinen and Tania Sharpe reported there are no updates from June.

6.3 Treasurer’s Report

Tania Sharpe reported that ARUPLO’s bank account is at $56,110, with $2,500 deposit returned from Nottawasaga. Financial statements will be provided to the membership in future.

6.4 Ontario Public Library Guidelines Report

Brian Masschaele reported that the group met once since last meeting and will be meeting again the following week. They are reviewing the guidelines section by section.

**Moved by Kelly Bernstein / Seconded by Robin Greenall that the reports be received for information. – CARRIED.**

7. Members News / Roundtable

A lot of libraries are open (or soon to open) to the public. Staff are anxious at first but experience so far indicates things will be fine. The volume of patrons has been easily manageable.

Funds for increased cleaning has been a problem. Additional cleaning by library staff (high touch areas) has been problematic, especially concerning washrooms. Some systems are not opening washrooms to the public.

8. Next meeting date and location

December 11, 2020 via Zoom.

9. Adjournment

**Adjournment - Moved by Laura Carter that the meeting be adjourned at 12:02 pm – CARRIED.**