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

Minutes

**Friday, December 11, 2020**

**Zoom meeting**

**Present:**

Catherine Coles, Lennox & Addington (Chair)

Tania Sharpe, Chatham-Kent (Treasurer)

Heidi Wyma, Chatham-Kent (Secretary)

Brian Masschaele, Elgin County

Brooke McLean, Bruce County

Elizabeth French-Gibson, Huron County

Gayle Hall, Simcoe

Joanna Aegard, Bruce County

Karen Franklin, SDG

Kelly Bernstein, Brant County

Lindsay Brock, Middlesex County

Lisa Miettinen, Oxford County

Nicole Charles, Kingston

Sabrina Saunders, Blue Mountains

1. Welcome and Call to Order

Catherine Coles called the meeting to order at 10:32 am.

1. Approval of Agenda

**Moved by Lisa Miettinen / Seconded by Kelly Bernstein that the agenda be approved. – CARRIED.**

1. Approval of the Minutes of September 16, 2020

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

4. Business arising from the minutes

 4.1 none

5. New business

5.1 Virtual ROMA 2021 Conference

The ROMA conference will be held virtually January 25-26, 2021. Registration is due December 15, 2020. The group felt there was a lot of value last year, but did not feel a virtual event would deliver the same response as an in person event.

**Moved by Catherine Coles / Seconded by Lisa Miettinen that ARUPLO not attend the Virtual ROMA 2021 conference. – CARRIED.**

6. Reports:

6.1 ARUPLO Training Committee

The Committee (Karen Franklin, Robin Greenall, Nicole Charles, Liz Coates, and Tania Sharpe (as Treasurer)), is planning to meet in the new year to discuss training in 2021.

6.2 Guidelines Committee

The Committee (Brian Masschaele, Lisa Miettinen and Tania Sharpe) has nothing new to report at this time.

6.3 Treasurer’s Report

Tania Sharpe reported she has been in touch with the accountant who will review ARUPLO’s books but is waiting for further information on what is required to complete this review. Past Treasurer Nicole Charles indicated there is a Google Drive folder with that information and that she would be happy to assist if Tania continues to have trouble connecting with the accountant.

6.4 Ontario Public Library Guidelines Report

Brian Masschaele, with comments from Ontario Public Library Guidelines Monitoring and Accreditation Council Vice Chair Sabrina Saunders, reported that revisions to the current guidelines are continuing for the 2021 Annual Update. Updates/additions are related to diversity and how emergency plans are written to incorporate events like pandemics. Translations are underway. There is not a lot of demand for accreditation at this time. Accreditation is usually presented at the OLA conference but this year, due to the virtual nature of the conference, presentations will be made at local events involving MPs and Council members.

7. Members News / Roundtable

The group discussed which public health zone (green, yellow, orange, red, lockdown) their library system was in, or anticipated to move into in the near future, and what that meant for current and future service offerings. Topics discussed included:

* Time limits on patron browsing, computer use
* Capacity in library spaces
* Curbside service
* Quarantine periods and enhanced cleaning protocols
* Virtual and in person programming
* Story walks
* Fines free
* Facilitating court appearances, us of meeting rooms
* Working with EarlyON
* Staff training, helping mitigate staff stress
* RFID, touchless self checkouts, self checkout app

8. Next meeting date and location

March 12, 2021 via Zoom.

9. Adjournment

**Adjournment - Moved by Tania Sharpe that the meeting be adjourned at 11:52 pm – CARRIED.**