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

Minutes

**Friday, March 5, 2021**

**Zoom meeting**

**Present:**

Robin Greenall, Essex County (Acting Chair)

Tania Sharpe, Chatham-Kent (Treasurer)

Heidi Wyma, Chatham-Kent (Secretary)

Darlene Coke, Lambton County

Elizabeth French-Gibson, Huron County

Gayle Hall, Simcoe

Laura Carter, Kingston-Frontenac

Lindsay Brock, Middlesex County

Lisa Miettinen, Oxford County

Liz Coates, Kingston-Frontenac

Natalie Marlowe, Elgin County

Rebecca Hine, Wellington County

**Regrets:**

Catherine Coles, Lennox & Addington (Chair)

Brian Masschaele, Elgin County

1. Welcome and Call to Order

Robin Greenall called the meeting to order at 10:44 am.

1. Approval of Agenda

**Moved by Laura Carter / Seconded by Lisa Miettinen that the agenda be approved. – CARRIED.**

1. Approval of the Minutes of December 11, 2020

**Moved by Lindsay Brock / Seconded by Gayle Hall that the minutes be approved as presented. – CARRIED.**

4. Business arising from the minutes

 4.1 none

5. New business

5.1 Diversity & Inclusion

A discussion was held on best practices for taking a Diversity & Inclusion approach to policy. It was noted this may become part of the accreditation process. Laura Carter will send City of Kingston workplace inclusion charter, that library has signed on to, through the listserv, along with some consultants that CULC has worked with on this. KFPL’s membership policy has been updated with how to handle preferred names for transgendered and transitioning in ILS and it will also be shared.

6. Reports:

6.1 ARUPLO Training Committee

The Committee (Karen Franklin, Robin Greenall, Nicole Charles, Liz Coates, and Tania Sharpe (as Treasurer)) asked the members if there is a desire to proceed with training in the fall, taking into consideration the uncertainty of in-person training and fatigue with online training. Without an in-person component, members expressed the feeling the training would not have the same value. Robin Greenall will poll the members about training in the fall and/or spring through the listserv.

Before COVID, Essex County initiated a peer-based management group get together for conversation and networking. Robin offered to open this up to the group for the next meeting which would be virtual. Robin will ask Essex County management staff to send out an invitation.

6.2 Guidelines Committee

The Committee (Brian Masschaele, Lisa Miettinen and Tania Sharpe) reported no activity.

6.3 Treasurer’s Report

Tania Sharpe reported we are still waiting for the audit. She is drafting the budget which will include ROMA for next year, but is waiting to see what is happening with training. ARUPLO is not charging memberships this year but it was requested that the membership renewal still be sent with $0 fee so that record keeping of memberships can be maintained.

6.4 Ontario Public Library Guidelines Report

Brian Masschaele reported (via email): “We have been working on revisions to the 2021 edition which will be released shortly. Editions are now proceeding annually instead of on a numbered basis. Revisions for 2021 include updates to policies and statements on local history, Indigenous awareness and diversity / inclusion. The number of accreditations / re-accreditations in 2020 was down considerably due to the pandemic. Administrative support will be transferred to the new OLS once SOLS and OLS-N are combined in April.”

**All reports were received for information.**

7. Members News / Roundtable

Roundtable discussions included:

* Which public health zone (green, yellow, orange, red, lockdown) each library system was in, or anticipated to move into in the near future, and what that meant for current and future service offerings (e.g. curbside and in-person services, computer use, virtual programming, use of surplus funds resulting from closures).
* Wellness Week on one-year anniversary of the pandemic
* RFID projects
* Open+ library projects
* Lending park passes
* Lending hotspots
* Going fine free
* Learning management system (LMS) for staff training
* Book lockers
* Website updates
* Book challenges

8. Next meeting date and location

June 11, 2021 via Zoom.

9. Adjournment

**Adjournment - Moved by Tania Sharpe that the meeting be adjourned at 11:49 am – CARRIED.**