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

Minutes

**Friday, December 10, 2021**

**Zoom meeting**

**Present:**

Catherine Coles, Lennox & Addington (Chair)

Laura Carter, Kingston-Frontenac (Treasurer)

Heidi Wyma, Chatham-Kent (Secretary)

Christopher Stephenson, Haliburton County

Darlene Coke, Lambton County

Gayle Hall, Simcoe

Kelly Bernstein, Brant County

Lisa Miettinen, Oxford County

Liz Coates, Kingston-Frontenac

Sheryl Tilley, Region of Waterloo

Tania Sharpe, Chatham-Kent

**Regrets:**

Beth Rumble, Huron County

Heather King, Norfolk County

Karen Franklin, SDG

Lindsay Brock, Middlesex County

Nicole Charles, Kingston-Frontenac

1. Welcome and Call to Order

Catherine Coles called the meeting to order at 11:02 am.

Welcome to new faces: Chris Stephenson, Haliburton County. Happy upcoming retirement to Lisa Miettinen and Gayle Hall.

1. Approval of Agenda

**Moved by Gayle Hall / Seconded by Lisa Miettinen that the agenda be approved. – CARRIED.**

1. Approval of the Minutes of September 15, 2021

**Moved by Lisa Miettinen / Seconded by Darlene Coke that the minutes be approved as presented. – CARRIED.**

4. Business arising from the minutes

 4.1 The joint AMPLO/ARUPLO meeting will be changed to the first Friday in March going forward, beginning March 4, 2022.

5. New business

5.1 ROMA 2022: Rural Opportunities, January 23-25, 2022 (virtual) <https://www.roma.on.ca/roma-2022-rural-opportunities>. A discussion was held on the merits of attending ROMA. Attendance in person was found to be very valuable but ARUPLO will not participate virtually in 2022. We will wait for an in-person event, hopefully in 2023.

5.2 COVID Policy discussions. A discussion was held on actively screening patrons, vaccination requirements for in-person programs, and capacity for in-person programs. Outdoor programs (e.g. snowsuit storytimes), virtual programs and take home kits continue to be offered successfully.

5.3 FOPL Notice of change to Association Memberships. ARUPLO is an associate member and will no longer be entitled to password-protected resources, but will continue to receive correspondence. It is hard to quantify the advocacy work FOPL does on behalf of public libraries. Libraries who are not FOPL members may wish to consider membership under new pricing models. It was mentioned that AMPLO is continuing membership this year but re-evaluating in 2022. Catherine Coles will issue a poll of ARUPLO members to gather more information on which libraries have an active membership and whether libraries expect to make a change.

6. Reports:

6.1 ARUPLO Training Committee

The Committee (Laura Carter, Liz Coates and Tania Sharpe) reported they met with OLS representatives to ask for assistance with a training program. OLS has decided to take a step back on a being a lead in the ARUPLO training program and/or being a point person on site. OLS felt there was an issue of equity to focus so much attention on only ARUPLO. If we came up with a template list of what training ARUPLO is interested in offering, OLS could recommend some speakers. OLS could consider a fee for service. OLS has another commitment this year at the time ARUPLO typically holds its training.

Laura’s poll garnered 13 responses. The majority of member libraries would send staff to ARUPLO training (two libraries said maybe or no). A total of 19 to 21 “students” would be expected.

With COVID protocols, costs would go up. For example, $1,200 for a single room rather than $1,000 each for double room.

ARUPLO has not booked anything at the Nottawasaga at this time. If we postpone, we can move the training to 2023 without penalty. If we book and then cancel, we could lose $2,500 to $3,000 of the down payment.

ARUPLO will hold off on training in 2022 and revisit for 2023. OLA Superconference provides a lot of training for professional level staff. The Training Committee will reconvene to come up with options for non-MLIS, non-LT staff. The Committee will also connect with OLS to see what training is being proposed for 2022 on its virtual training site.

6.2 Guidelines Committee

Committee members Lisa Miettinen and Tania Sharpe reported that the most recent guidelines and benchmarks were issued in 2019. Services/service models are not included in the current guidelines. A discussion on whether the group is interested in doing another guidelines exercise was held.

The Committee will bring forward areas that most need revision and/or rethinking. They will come back with a better picture of the scope of a guidelines exercise.

6.3 Treasurer’s Report

Laura Carter reported the transition to the new Treasurer is complete. No costs have been incurred since the September 2021 meeting. Laura will bring a revised budget proposal to the March meeting. She will be sending invoices shortly to ARUPLO members for annual membership fees.

6.4 Ontario Public Library Guidelines Report

Nothing to report.

**Moved by Laura Carter / Seconded by Christopher Stephenson that all reports be received for information. – CARRIED.**

7. Members News / Roundtable

Roundtable discussions included:

* Security – increased drug use, theft
* Partnerships
* In-library / virtual programming, including spice of the month club program, Feasting Together – indigenous cook, virtual cooking class
* Library study and consultants
* Going fines free
* Reciprocal borrowing
* Staffing, resignations, retirements
* Auto renewals of library materials
* Online donations
* Compressed hours
* Brand/website/online catalogue refresh
* Strategic planning
* Lockers
* Makerspace, mobile makerspace/bookmobile
* Governance crisis – library boards and community input
* RFID conversions

8. Next meeting date and location

March 4, 2022 joint virtual meeting with AMPLO. Time to be determined.

9. Adjournment

**Adjournment - Moved by Laura Carter that the meeting be adjourned at 12:30 pm – CARRIED.**