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

Minutes

**Friday, June 10, 2022**

**Zoom meeting**

**Present:**

Catherine Coles, Lennox & Addington (Chair)

Laura Carter, Kingston-Frontenac (Treasurer)

Heidi Wyma, Chatham-Kent (Secretary)

Beth Rumble, Huron County

Brian Masschaele, Elgin County

Christopher Stephenson, Haliburton County

Darlene Coke, Lambton County

Karen Franklin, SDG

Kelly Bernstein, Brant County

Lisa Marie Williams, Oxford County

Rebecca Hine, Wellington County

Sabrina Saunders, Blue Mountains

Sheryl Tilley, Region of Waterloo

Tania Sharpe, Chatham-Kent

**Regrets:**

Lindsay Brock, Middlesex County

1. Welcome and Call to Order

Catherine Coles called the meeting to order at 10:31 am. Lisa Marie Williams, new CEO/Chief Librarian at Oxford County, was welcomed. It was noted that Essex County has an interim CEO/Chief Librarian following the departure of Robin Greenall.

1. Approval of Agenda

**Moved by Laura Carter / Seconded by Kelly Bernstein that the agenda be approved. – CARRIED.**

1. Approval of the Minutes of March 4, 2022

**Moved by Brian Masschaele / Seconded by Laura Carter that the minutes be approved as presented. – CARRIED.**

4. Business arising from the minutes

none

5. New business

5.1 Correspondence from the Bradford West Gwillimbury Public Library Board addressed to the Library Boards in Ontario, in response to Simcoe County Council's decision to rescind their bylaw establishing the County Cooperative.

A discussion was held on the dissolution of the Simcoe County Library Cooperative. It was decided that ARUPLO is not an active party and should not weigh in on the matter.

5.2 AGM Chair plans

Current Chair Catherine Coles will be on maternity leave beginning this month. In her absence, Laura Carter volunteered to be the Chair and Kelly Bernstein volunteered to lead the elections for the AGM in September. The Secretary position will also need to be filled as current Secretary Heidi Wyma will be leaving Chatham-Kent Public Library for a new position with the municipality. Both the Chair and Secretary position terms end this year.

6. Reports:

6.1 ARUPLO Training Committee

The Committee (Laura Carter, Liz Coates, Karen Franklin and Tania Sharpe) had nothing to report.

6.2 Guidelines Committee

Committee members (Brian Masschaele, Sabrina Saunders and Tania Sharpe) reported that Lisa Miettinen, now retired, will act as a consultant on the modernization of the ARUPLO guidelines. The goal is to refine the formal guidelines and beef up the best practices. Consultant Beth Ross has recommended convening a focus group before the end of June. Many ARUPLO members showed interest in participating in the focus group and a tentative date of June 27 was set. An in-person workshop on the guidelines will be planned for the Fall.

6.3 Treasurer’s Report

Laura Carter reported that the only expense so far is the FOPL membership. She has added the approved $10,000 limit allotted for Guidelines work to the budget. She will amend the budget to include costs for the in-person Guidelines workshop and suggested the members could consider offsetting travel costs for that as well. All membership fees have been paid. The current bank balance is $65,470.34.

6.4 Ontario Public Library Guidelines Report

Sabrina Saunders and Brian Masschaele reported they continue to work on edits to the guidelines and that there is a long list of pending re-accreditations in the queue.

**Moved by Karen Franklin / Seconded by Darlene Coke that all reports be received for information. – CARRIED.**

7. Members News / Roundtable

Roundtable discussions included: facilities reviews and lease renewals; strategic plans; pandemic policies and changes to programming and services; hybrid work arrangements; fines free; ILS renewals; Naloxone; RFID implementations; cyber insurance; subject headings and diversity, equity and inclusion; and staffing and recruitment.

8. Next meeting date and location

September 21, 2022 virtual meeting at 10:00 am.

9. Adjournment

**Adjournment - Moved by Beth Rumble that the meeting be adjourned at 12:10 pm – CARRIED.**