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

**Friday, December 11, 2015**

**Via Teleconference**

**Minutes of the meeting**

**Present:**

Robin Greenall, Essex (Chair)

Catherine Coles, Lennox & Addington (Secretary)

Heidi Wyma, Chatham Kent

Brian Masschaele, Elgin

Bessie Sullivan, Haliburton

Kelly Bernstein, Region of Waterloo

Gayle Hall, Simcoe

Chanda Gilpin, Wellington

Karen Franklin, Stormont, Dundas & Glengarry

1. Welcome and call to order

Robin called the meeting to order at 10:05 am.

2. Approval of agenda

**Moved by Karen Franklin / Seconded by Bessie Sullivan that the agenda be approved as presented – CARRIED.**

3. Approval of the minutes of September 30, 2015

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

4. Correspondence

A Federation of Ontario Public Libraries request for membership updates was received by Robin. Discussion relating to ARUPLOs involvement with FOPL is covered in agenda item 7.2.

5. ARUPLO Guidelines Proposal

Bessie presented the year four proposal on behalf of B. Ross & Associates. The proposal includes a workshop in September where we can take the work that we have completed and apply it to the existing guidelines. The idea is that this discussion would ultimately lead to a third edition of the guidelines. Beth will send out worksheets in advance of the workshop to help identify gaps and inconsistencies from benchmarking.

There was some discussion about consistent application of population counts. There are a variety of ways systems can determine population/catchment numbers; some used population by municipality while others estimated branch catchment areas. The group needs to settle on an approach and this should be one of the aims of the workshop. All acknowledged that the tool requires further development.

**Moved by Bessie Sullivan / Seconded by Karen Franklin that the proposal from B. Ross & Associates be accepted as presented – CARRIED.**

6. Reports

6.1 Kempenfelt Committee - Laura Carter, Karen Franklin, Robin Greenall, Heidi Wyma

Heidi reported that the committee was considering the option of moving ARUPLO training to a new venue. The Nottawasaga Inn offers many of the same amenities as Kempenfelt but would provide a $5000 savings (for four nights in 2016). Nostalgia vs. savings was weighed.

**Moved by Brian Masschaele / Seconded by Bessie Sullivan that the Kempenfelt Committee proceed with booking Nottawasaga Inn for the September ARUPLO meetings and branch staff training – CARRIED.**

The Kempenfelt Committee will hereby be known as the “ARUPLO training committee.” Kelly said she would let Katherine Slimman from OLC know about the change of venue. Catherine will change the name of the training from “Kempenfelt” on the ARUPLO website and will follow up with SOLS to do the same.

With regards to the content of the next ARUPLO training conference, Heidi discussed the possibility of once again partnering with Innisfil for coverage of maker culture. She also mentioned developing sessions on how to troubleshoot/problem solving and developing a “learning mindset.”

6.2 Guidelines Committee - Meighan Wark, Bessie Sullivan, Kelly Bernstein

This item was covered in agenda item 5.

6.3 Treasurer’s Report – Laura Carter

Laura was absent from the meeting but circulated the Treasurer’s Report in advance. There were no questions or comments.

**Moved by Karen Franklin / Seconded by Brian Masschaele that the Treasurer’s Report be accepted as presented – CARRIED.**

6.4 Ontario Public Library Guidelines Report – Meighan Wark

Meighan was absent from the meeting. There were no questions or comments.

7. New business

7.1 Interest accelerator account

Robin followed up with Ed George to determine the original purpose of the interest accelerator account. She forwarded his response to the group in advance of the meeting. The account was for accumulated surplus and to be used for special projects. Robin suggested that we might consider getting back into transferring surplus if we wanted to maintain the account. Parameters for this would need to be determined. The discussion on how to proceed was tabled to next meeting when Laura Carter and a larger numbers of members will be present.

7.2 FOPL update

Bessie reported that she had a recent discussion with Stephen Abrams, Executive Director of FOPL, about the potential for revisiting FOPL’s fee structure. FOPL’s board will be having a significant turnaround in January and it was suggested that this could present a better climate for negotiations. There was talk about the possibility of basing membership fees on municipal population, which would be of benefit to some systems but not all. Concerns were raised about how libraries were competing with FOPL for grant money. Bessie will indicate to Stephen that there is no appetite at ARUPLO for continuing discussions at this time.

7.3 Wardens’ Caucus

Bessie asked the group whether there were any library advocacy issues they felt should be brought to the Warden’s Caucus. She wondered whether it was useful to be on their radar and if so, what consistent messages should be put forth.

8. Member News/ Roundtable

The roundtable will be deferred to next meeting.

9. Next meeting date & location:

Friday, March 4, 2015 at the Northern District Branch of Toronto Public Library for a joint meeting with AMPLO.

10. Adjournment

**Adjournment- Moved by Gayle Hall that the meeting be adjourned at 11:17 am – CARRIED.**