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

**Friday, June 3, 2016**

**City of Kawartha Lakes Public Library – Lindsay Branch**

**Minutes of the meeting**

**Present:**

Bessie Sullivan, Haliburton (Acting Chair)

Catherine Coles, Lennox & Addington (Secretary)

Brian Masschaele, Elgin

Laura Molnar, Elgin

Kelly Bernstein, Region of Waterloo

Lindsay Brock, Middlesex

Erin Kernohan-Berning, Haliburton

Gayle Hall, Simcoe

Laura Carter, Kingston Frontenac

David Harvie, Kawartha Lakes

Lisa Miettinen, Oxford

1. Welcome and call to order

Bessie called the meeting to order at 10:00am. David welcomed the group to the Lindsay Branch of the City of Kawartha Lakes Public Library with treats and goodie bags. A tour of the branch followed the regular meeting. ARUPLO extended their thanks to David and his team for hosting.

2. Approval of agenda

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

3. Approval of the minutes of March 4, 2016

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

4. Business arising from the minutes

4.1 Interest accelerator account

Laura reported that there is currently $36,000 sitting in a low interest investment account. For the past two years, money has not gone in or out of it but it is readily accessible. Laura suggested moving part of the money into a more aggressive account. She will consult the bank for assistance in selecting an appropriate investment account for ARUPLO’s needs.

**Moved by Laura Carter/ Seconded by Gayle Hall that $20,000 be moved into a higher interest investment account at Laura’s discretion – CARRIED.**

4.2 Youth Internship Program

Brian began the discussion by expressing his concerns about the current YIP program, in particular how its deadlines and requirements do not fit with realities of rural public libraries. Robin had circulated a draft letter to the group in advance of the meeting which was addressed to the Minister of Innovation, Science and Economic Development Canada. It requested that the criteria for hiring under the YIP program be reviewed. Other rural libraries not represented by ARUPLO are also likely facing challenges with this program and should be brought into the discussion. For this reason the group agreed that it would be beneficial to CC SOLS and OLS-North on the letter so they can pass the message along.

4.3 Rural libraries and discussion on ARUPLO’s mandate

The YIP discussion led into a discussion on rural library representation, advocacy and organizations. There are several library organizations “umbrellas” but no audience. Brian suggested that a good strategy might be to hitch to another rural organization outside of libraries. Federation of Canadian Municipalities, Association of Municipality of Ontario (AMO) and Rural Ontario Municipal Association (ROMA) were a few options that were considered. Brian will investigate options for involvement (including tradeshows, presentations or simply ARUPLO becoming a member of one of these organizations) and report his findings at the September meeting.

5. Correspondence

5.1 Letter re Public Library Service Award Jury from MTCS

In advance of the meeting, Robin circulated a letter from MTCS requesting an ARUPLO representative to sit on the peer jury for the 2016 Public Library Service Awards. Robin indicated that she was happy to continue on in this capacity and the group agreed.

6. ARUPLO Guidelines Project – workshop and questionnaire discussion

Beth Ross & Associates would like direction on what should be included in the September workshop session as well as in the pre-workshop questionnaire. The group discussed some of the limitations of the existing guidelines. In particular, the consistent and accurate application of the guidelines relating to catchment area has been as issue for many. Changes to collection size standards and adding information on electronic collections, holds ratios and HQ staff proportions were suggested for a new edition of the guidelines. The group also discussed how some of the guidelines, while valid, haven’t been especially helpful in practice. This led to the agreement that Beth and John’s preliminary questionnaire should focus on how members are currently using the guidelines. Bessie and Kelly will follow up with Beth.

7. Reports

7.1 ARUPLO Training Committee - Laura Carter, Karen Franklin, Robin Greenall, Heidi Wyma

Laura gave an outline of the sessions planned for September’s ARUPLO training at Nottawasaga Inn. This year’s training will be slanted towards technology problem solving, with workshops also covering readers’ advisory, marketing and merchandising, customer service and SOLS’ Core Competencies. Unlike in previous years, the shortened time frame does not allow the opportunity for staff and CEOs discussion at the end of the week. Laura will ask Helene Golden to develop a questionnaire for post-conference discussion between participants and administrators.

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

Updates from the Guidelines Committee were covered in section 6.

7.3 Treasurer’s Report – Laura Carter

Laura reported that ARUPLO has $7502.42 in the bank, not including the investment account. She noted that $6000 was paid as a deposit to Nottawasaga Inn and that a 2016 cheque of $3569 was issued to Beth Ross for 2015 work. One 2016 expense yet to be determined is the ARUPLO training mixer. There are several options which Laura will explore and email to the group before the conference.

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

7.4 Ontario Public Library Guidelines Report – Meighan Wark

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

8. Member News/ Roundtable

9. Next meeting date & location:

Wednesday, September 22, 2016 at Nottawasaga Inn

10. Adjournment

**Adjournment- Moved by Laura Carter that the meeting be adjourned at 1:18 pm– CARRIED.**