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

**March 3, 2017 1:00 pm**

**SOLS Office, 1 Yonge Street, Toronto**

**DRAFT Minutes of the meeting**

**Present:**

Laura Molnar, Elgin (Chair)

Catherine Coles, Lennox & Addington (Secretary)

Kelly Bernstein, Region of Waterloo

Lisa Miettinen, Oxford

Murray McCabe, Wellington

Karen Franklin, Stormont Dundas & Glengarry

David Harvie, Kawartha Lakes

1. Welcome and call to order

Laura Molnar called the meeting to order at 1:52pm.

2. Approval of agenda

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

3. Approval of the minutes of the December 2, 2016 meeting

**Moved by Karen Franklin / Seconded by Kelly Bernstein that the minutes be approved as presented – CARRIED.**

4. Business arising from the minutes

4.1 Interest accelerator account - Deferred.

5. Correspondence

5.1 Beth Ross progress report re 3rd edition of ARUPLO guidelines

This is covered in the ARUPLO Guidelines Committee Report, section 6.2

6. Reports

6.1 ARUPLO Training Committee

Brandon Fratarcangeli of SOLS joined the meeting at 1:54pm to summarize his report on the ARUPLO training intensive. His focus has been on identifying the learning outcomes of the sessions presented because it is beneficial, especially within the realm of adult learning, for participants to know why they are there and what skills they can expect to take away. Brandon and Karen Franklin let the group know about the participant feedback submitted last year. Generally the comments were positive, but there was interest in having more opportunities for networking and small group interaction. There were also comments about the speakers needing to focus their content more on the practical needs and limitations of rural libraries. The counter to this suggestion was that it is also important to give participants exposure beyond the scope of rural libraries in order to avoid “tunnel vision.” The ARUPLO training committee will be contacting speakers and determining the agenda over the coming months. Brandon’s plans for the next ARUPLO training intensive include having the group convene earlier on the first day to allow more opportunity for introductions and icebreakers. Also, nametags, a formal wrap up session as in previous years, and a move towards paper based assessments as a Survey Monkey alternative.

5.2 Guidelines Committee

Laura led this discussion. A progress report from Beth Ross was circulated in advance of the meeting. In her email she noted that Allan Avis, of Allan Avis Architects, has agreed to work with her on reviewing the facility-related guidelines. She also noted work that Brian Masschaele has done to capture the direction from the workshop in September and apply the guidelines to the Elgin County Library system. Laura circulated both a copy of his revisions of the 2nd edition guidelines and a copy of Elgin’s self-assessment. The major difference with this application of the guidelines from previous attempts is the flexibility of the catchment component. Libraries can choose whether they want to provide a catchment number, or simply define their library communities as small, medium or large. The guidelines committee endeavors to have a draft of the new guidelines ready by the June meeting.

5.3 Treasurer’s Report

Laura Carter was not present to provide a report.

5.4 Ontario Public Library Guidelines Report

Meighan Wark was not present to provide a report.

**Moved by Kelly Bernstein / Seconded by Karen Franklin to receive the reports as presented – CARRIED.**

6. Member News/ Roundtable

7. Next meeting date & location: June 2nd, 2016 at Region of Waterloo, Curatorial Centre

8. Adjournment

**Adjournment- Moved by David Harvie that the meeting be adjourned at 3:05 pm– CARRIED.**