**Minutes**

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

**March 6, 2015 – 1:00pm**

**Ontario Genealogical Society**

**Present:**

Robin Greenall, Essex (Chair)

Catherine Coles, Lennox & Addington (Secretary)

Laura Carter, Kingston Frontenac (Treasurer)

Bessie Sullivan, Haliburton

Meighan Wark, Huron

Lisa Miettinen, Oxford

Brian Masschaele, Elgin

Katherine Seredynska, Waterloo

Kelly Bernstein, Waterloo

Heidi Wyma, Chatham Kent

Gayle Hall, Simcoe

David Harvie, Kawartha Lakes

Karen Franklin, Stormont, Dundas & Glengarry

Heather Lavallee, Executive Director of the Ontario Genealogical Society (OGS), provided a brief introduction to the OGS and the valuable resources they have available to support libraries and genealogists in their research. Heather’s presentation and allowing ARUPLO the use of OGS space were very much appreciated.

1. Welcome and call to order

Robin called the meeting to order at 1:28pm. Introductions were made to Heidi Wyma, attending from Chatham Kent, and David Harvie, the new CEO for Kawartha Lakes.

2. Approval of agenda

Robin requested that the following item be added under new business: “Discussion of new membership”.

**Moved by Gayle Hall / Seconded by Karen Franklin that the agenda be approved as amended – CARRIED.**

3. Approval of the minutes of December 5, 2014

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

4. Discussion of new membership

At least one system and possibly more that had expressed interest in joining ARUPLO. The group interpreted qualifications for membership and discussed whether it would be possible for a system to take advantage of Kempenfelt training in advance of being affirmed in September at the AGM. It was agreed that prospective members should send an expression of interest to Robin and the group would vote on accepting new members in June, which would allow the opportunity for Kempenfelt participation. New members would then need to be affirmed at the AGM as per the ARUPLO constitution.

5. ARUPLO Guidelines Proposal

A revised version of the “Proposal for Year 3 of ARUPLO Guidelines Project: Assessing the Efficacy of the Template” submitted by Beth Ross & Associates was circulated in advance of the meeting. The discussion of the proposal was led by Meighan. The revised proposal reflects the group’s directive to remove the CEO interview portion. There was discussion around its difference from past proposals and whether it was valuable to be collecting the same data a second time. It was agreed that the need for a recollection of data extends from a lack of participation in the first round of data collection. Kelly asked if the non-participating members would mind sharing why they did not submit their data and the answer was that it came down to being busy and the email invitation not being aggressive enough to capture their attention. The message to convey back to Beth and John going forward was that they need to be more aggressive in contacting libraries and that the expectation of 100% participation is unrealistic.

**Moved by Kelly Bernstein / Seconded by Brian Masschaele that “Proposal for Year 3 of ARUPLO Guidelines Project: Assessing the Efficacy of the Template” revised March 2015 as submitted by Beth Ross and Associates be hereby approved for implementation – CARRIED.**

6. Business arising from the minutes

6.1 ILLO discussion with SOLS

Bessie circulated recent correspondence from SOLS. SOLS said that they will continue to address the issue of library participation in ILLO and are preparing an article for Signal. It was agreed that there is no need to pursue this item further.

6.2 FOPL fee proposal update

Bessie reported that there have been no major updates or progress. The item will not be pursued further at this time.

6.3 Advocacy for rural libraries

The item was deferred until June when Sandi Burgess will be in attendance.

7. Correspondence

7.1 FOPL membership renewal

A letter from Stephen Abram, Executive Director of FOPL, encouraging the renewal of ARUPLO’s associate membership was circulated in advance of the meeting. It was agreed that an associate membership is still of value for ARUPLO members.

**Moved by Meighan Wark/ Seconded by Karen Franklin that ARUPLO continue their associate membership with FOPL in 2015 – CARRIED.**

7. Reports

7.1 Kempenfelt Committee - Laura Carter, Catherine Coles, Karen Franklin

Laura reported that a letter was sent to SOLS on behalf of ARUPLO in February, inviting them to discuss the future of Kempenfelt in light of Helene Golden’s retirement and how the curriculum might incorporate the *SOLS Competencies Index for Public Library Staff*. Laura and Karen met with Barbara Franchetto, SOLS CEO, in Toronto on March 5th. Anne Marie Madziak and Helene attended the meeting via Skype. Barbara said that SOLS was fully committed to continuing Kempenfelt and agreed that adapting the Kempenfelt curriculum to introduce the competencies would be beneficial. SOLS also mentioned that they could envision the Kempenfelt conference as being a sort of “sandbox” for future SOLS training.

The group agreed that more in depth conversation will need to take place regarding the curriculum of Kempenfelt in 2016 and beyond. The Kempenfelt Committee will take the lead on bringing together a list of questions that will help determine what the future of Kempenfelt should look like. Questions will be sent out to members in May for discussion at the June meeting.

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

This item was covered in agenda item 5.

7.3 Treasurer’s Report – Laura Carter

Laura reported that all 2015 memberships have been paid and that there is currently more than enough money to cover all expenses for the year. Kempenfelt costs are the same for 2015 because ARUPLO’s preferred time slot was given away. Bookkeeping requirements were discussed. The group agreed that it would be best to pursue an independent bookkeeper for this purpose.

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

7.4 Ontario Public Library Guidelines Report – Meighan Wark

Meighan reported that discussions regarding the accreditation council being tied to the operating grant were not going anywhere. She also mentioned that she did not anticipate that the new version of the guidelines will be released before 2016.

**Moved by Laura Carter/ Seconded by David Harvie that the Committee Reports be accepted as presented – CARRIED.**

**8. Member News/ Roundtable**

Katherine Seredynska announced that this would be her last meeting with ARUPLO as she will be retiring on March 20, 2015. Thanks were extended to Katherine for all of her contributions to ARUPLO and a card was circulated along with the group’s best wishes.

**9. Next meeting date & location:**

Friday, June 5th at Essex County Library.

10. Adjournment

**Adjournment- Moved by Robin Greenall that the meeting be adjourned at 3:30 pm – CARRIED.**