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

**September 22, 2016, 9:00am**

**Nottawasaga Inn Resort**

**Minutes of the meeting**

**Present:**

Laura Molnar, Elgin (Chair)

Laura Carter, Kingston Frontenac (Treasurer)

Catherine Coles, Lennox & Addington (Secretary)

Meighan Wark, Huron

Brian Masschaele, Elgin

Kelly Bernstein, Region of Waterloo

Lindsay Brock, Middlesex

Bessie Sullivan, Haliburton

Erin Kernohan-Berning, Haliburton

Gayle Hall, Simcoe

David Harvie, Kawartha Lakes

Lisa Miettinen, Oxford

Melissa Legacy, Bruce

Tania Sharpe, Chatham-Kent

Sarah Vaisler, Clarington

1. Welcome and call to order

Laura called the meeting to order at 9:00am.

2. Approval of agenda

**Moved by Meighan Wark / Seconded by Gayle Hall that the agenda be approved as presented – CARRIED.**

3. Approval of the minutes of June 3, 2016

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

4. Business arising from the minutes

4.1 Interest accelerator account

Laura reported that she will meet with a financial advisor in early October to discuss investment possibilities for $20,000 of the funds sitting in the interest accelerator account.

4.2 Youth Internship Program

Brian asked the group if anyone had any new information about the program’s administration. The general understanding was that this program is now geared towards IT support rather than digital literacy. David suggested that ARUPLO send another letter, this time to the Ministry of Tourism, Culture and Sport, expressing the group’s concerns with the hiring criteria.

**Moved by David Harvie / Seconded by Bessie Sullivan that the ARUPLO Chair draft a letter to the Minister addressing ARUPLO’s concerns with the current YIP program.**

4.3 Rural libraries and discussion on ARUPLO’s mandate

Brian reported that he contacted the Executive Director of the Rural Ontario Municipal Association (ROMA) in June. He proposed ways that ARUPLO could be associated with ROMA and she said she would bring it to their August board meeting. The discussion was later tabled to their October meeting. Brian will continue to pursue this.

ROMA is hosting their annual conference from January 29-31, 2017 and a session topic includes “Community Hubs: Making Them Work for You.” The group discussed the possibility of purchasing a booth ($3000) or submitting a session proposal.

5. Reports

5.1 ARUPLO Training Committee

Laura gave an outline of 2016’s ARUPLO training agenda. There was a session relating to technology problem solving but the presenter cancelled without a lot of notice. Anne Marie Madziak presented on the SOLS competencies in its place. Members are to think about possible session ideas for 2017 so that the program can be discussed at the next meeting.

[Hélène Golden](http://sols.org/index.php/component/contact/contact/240-sols-main-contacts/23) entered the meeting to give her take on the pros and cons of the new venue. She mentioned that because the Nottawasaga facility is so spread out, the staff attendees were not as cohesive of a group as they have been in the past at Kempenfelt. The accommodations were great but “the intangibles”, namely community building, were lost. She mentioned that the condensed program also presented some challenges. Sharron Smith found it difficult to cut down her workshop to a half day and a lot of the staff introduction activities were missed because of the limited time frame.

Hélène also introduced [Brandon Fratarcangeli](http://sols.org/index.php/component/contact/contact/240-sols-main-contacts/245), her replacement, and reaffirmed SOLS’ commitment to the ARUPLO training program.

Next year, ARUPLO training will be planned for the 3rd week of September (September 18th-21st). In spite of community building that Kempenfelt allowed for in the staff delegates, the Nottawasaga facilities were in a much better state of repair. The general consensus was that the ARUPLO Training Committee should plan for next year at Nottwasaga, once again with a condensed training schedule.

5.2 Guidelines Committee

Bessie gave a recap of the workshop of September 21st. The group agreed that we should have dove into the guidelines revisions immediately after lunch. However, most considered the morning discussions to be of value. Ultimately, ARUPLO would like to have a draft of the guidelines ready for adoption a year from now and if the changes and/or additions are too elaborate, then it simply won’t get done. It was agreed that it would be helpful to retain the services of Beth Ross in order to complete the 3rd edition in time for a September 2017 adoption. A draft should be brought to the June 2017 meeting (held at Region of Waterloo) for final discussion and revisions.

**Moved by Brian Masschaele / Seconded by Laura Carter that Beth Ross be retained to develop a draft of a 3rd edition of the ARUPLO guidelines by June 2017 at an upset limit of $3500 inclusive of the fees of any experts consulted – CARRIED.**

5.3 Treasurer’s Report

Laura presented a statement of operations of September 2016. ARUPLO currently has $30,000 in the bank (before issuing a cheque to Nottawasaga) and $66,000 total funds on hand.

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

5.4 Ontario Public Library Guidelines Report – Meighan Wark

Meighan reported that the Ontario Public Guidelines Committee recently met to discuss OPLG revisions during a two day meeting in Toronto. Like ARUPLO, they have also considered the notion of splitting up their guidelines into the two categories of system-wide and branch-specific. Other considerations include revising for gender-neutral and inclusive language and the inclusion of special service areas (newcomers, LGTBQ, etc.). This reaffirmed that ARUPLO’s guidelines need not wade into service areas when they are being adequately addressed by OPLG. Meighan said that they are expecting a document in January, which will be adopted shortly thereafter if all goes as planned.

6. Member News/ Roundtable

7. Next meeting date & location:

Friday, December 2nd at 10:30 – December teleconference

8. Adjournment

**Adjournment- Moved by Laura Molnar that the meeting be adjourned at 11:43 am– CARRIED.**