

DRAFT MINUTES

Ontario Public Library Guidelines and Accreditation Council Teleconference Meeting, June 22, 2006, 3:00 PM

Present:

Margaret Williams - Chair (AMPLO), John Slater (OLS-N), Rod Sawyer (MC), Peggy Malcolm (SOLS), Shann Leighton (ASPLO), Elise Cole (OLA), Margaret Rule (ARUPLO)

Regrets: Leanne Clendening (SDC), Nancy Leindecker (North Ont.), Marzio Apolloni (FOPL)

1. Welcome/Call to order

The meeting began at 3:03 PM. Shann Leighton was welcomed to Council as the new representative for ASPLO.

2. Adoption of agenda

Motion 17-06: Rod Sawyer / Elise Cole

"That the draft agenda be adopted as amended."

CARRIED

3. Minutes of the meeting of May 16, 2006

Motion 18-06: John Slater / Rod Sawyer

"That the minutes of May 16, 2006 be approved as read."

CARRIED

4. Matters Arising

a) Review of current terms of reference of OPL Guidelines Council

Membership

Shann pointed out that ASPLO has recently dissolved itself and no will no longer exist as an organization, as most members of ASPLO are also members of the small and medium size libraries caucus of FOPL.

Mission

Peggy suggested that the introductory statement under 'Mission' include a reference to 'Our Way Forward', the First Nation public library strategic plan.

b) OPLA Awards Dinner 2007

Elise has forwarded a number of questions to Larry Moore about the awards dinner for next year. Larry has promised to reply in detail. In the meantime, in Elise's conversation with Larry, the following points were made: recognition of individual library achievements is the most important aspect of the ceremony; libraries should come forward separately to receive their certificate; showing the photos of the libraries should be continued; there should be a record on hand of the names of the individual(s) receiving the certificate on the library's behalf.

c) First nation sub committee

John will organize an initial teleconference meeting of the sub committee for July.

d) Draft revised version of checklist sections 4.3 'Reader's Advisory Service' and 4.4 'Children's Services'

John presented a draft revision of sections 4.3 and 4.4, based on changes agreed to at the last meeting. These sections now read as:

4.3 Readers' advisory service

Readers' advisory service is the process of matching users with materials, and materials with users. It answers questions that have more to do with users' leisure needs than with their information needs.

4.3.1	Guidance and assistance - The library staff provides guidance and assistance to library users as to which library materials will most suit their needs (e.g. by identifying the author of books featuring a certain character; determining the order of a series; finding novels written directing library users to materials about a certain time period or in a particular genre, or to biographies about a certain person).	<i>M</i> Y <input type="checkbox"/> N <input type="checkbox"/>
4.3.2	Advisory aids - For the convenience and guidance of adult, young adult and juvenile users, and in the language(s) appropriate to the community, the library promotes library materials by individual authors or on themes which it believes will be of particular or current interest (e.g. through the use of materials lists, book-talks, special displays, web pages, databases , etc.).	Y <input type="checkbox"/> N <input type="checkbox"/>

4.4 Children's services

'Children's services' involve services to library users who are infants, pre-schoolers and school aged children up to about grade six or seven. Children require services that are designed especially for them

because of their different levels of intellectual, emotional and physical development. *A particularly important aspect of children’s library service is the development of early literacy.*

4.4.1	Children’s services policy - The library board has established and adopted policy governing the provision of children’s services, which deals with such issues as: supervision; access to the adult collection; the library’s relationship with local schools (e.g. curriculum support); an endorsement of OLA’s Children’s Rights in the Public Library statement.	M Y <input type="checkbox"/> N <input type="checkbox"/>
4.4.2	Children’s collection - The library provides a collection of library materials which is designated primarily for use by children.	M Y <input type="checkbox"/> N <input type="checkbox"/>
4.4.3	Access to collection - Children have convenient bibliographic access to the library collection (e.g. card catalogue or OPAC at suitable height).	M Y <input type="checkbox"/> N <input type="checkbox"/>
4.4.4	Reference and readers’ advisory service - Library staff working with children provide reference and readers’ advisory services appropriate to the age levels of these users.	M Y <input type="checkbox"/> N <input type="checkbox"/>

Motion 18-06: Margaret Rule / Elise Cole

“That, in the Fourth Edition of the OPL Guidelines Checklist, sections 4.3 and 4.4 be amended as shown.”

CARRIED

e) Draft new section ‘Services to other groups’

John presented an initial draft based on discussions at the previous meeting. Further discussion took place concerning possible additions and modifications:

- ‘Linguistic and/or ethnic groups’ should be changed to ‘Immigrant, linguistic and ethnic groups’
- The preamble should make reference to: diversity in our communities, importance of the library responding to demographic differences in the community.
- It was agreed that the various groups should be dealt with individually.

This section will be redrafted by an ad hoc subcommittee consisting of Rod, Shann and John.

f) Review of section 4.5 ‘Programming’

This section was reviewed and the following changes agreed upon:

- Reverse the order of 4.5.3 and 4.5.4

- 4.5.4 Formal process - That a reference to recording attendance statistics and the number and types of programs be added.

At the next meeting, Council will review the remainder of Section 4.

5. Other Business

a) Guidelines 4.1.4 'Membership file' – Elise raised concerns about how active memberships were being counted. It was agreed that this would be discussed at the next meeting.

6. Next Meeting

The next regular teleconference meeting has been scheduled for Thursday, August 10 at 2:00 PM. Margaret Williams will send an email to Leanne, Nancy and Marzio to notify them of this date and time.

7. Adjournment

The meeting ended at 4:00 PM