

MINUTES (Approved March 18th, 2008)

Ontario Public Library Guidelines and Accreditation Council Teleconference Meeting, February 20th, 2008, 9:30 AM

Present:– Elise Cole (OLA), John Slater (OLS-N), Peggy Malcolm (SOLS), Rod Sawyer (MCL), Nancy Leindecker (Northern Ontario), Shann Leighton (Small Libraries), Margaret Williams (AMPLO), Margaret Rule (ARUPLO)

Regrets: Marzio Apolloni (FOPL), Leanne Clendening (Ex officio)

1. Welcome/Call to order

The meeting began at 9:34 AM.

2. Adoption of agenda

Motion 06-08: Shann Leighton / Margaret Rule

"That the draft agenda be adopted as amended."

CARRIED

3. Minutes of the meeting of January 9th, 2008

Motion 07-08: Peggy Malcolm / Shann Leighton

"That the minutes of January 9th, 2008 be approved as read."

CARRIED

4. Matters arising

a) OLA Conference 2008

i. Certificate ceremony – The presentation of accreditation certificates at the Public Library Awards Ceremony went smoothly this year and was well-received. The Minister, Deputy Minister and recipient libraries were pleased with the ceremony. As Chair, Elise did an excellent job of setting the background and context of accreditation. The accreditation certificate presentations were well placed this year in the awards program, nearer to the beginning than last year.

Elise will touch down with the OLA office to track down the photos taken by OLA staff of the ceremony. We will make sure that recipients get a copy of their own photo with the Minister.

Elise, Rod and Peggy will review the awards ceremony checklist to make sure that it is up-to-date for next year's conference.

ii. Information booth – Elise was successful in securing an information booth at the trade show at no cost. Oakville Public Library supplied a sign with the OPLG Council logo and take-away copies of the 4th Edition press release. A laminated copy of testimonials from accredited libraries was also available to read.

Next year, Council should consider asking FOPL for a presence at their booth.

iii. OLBA Workshop – Margaret Williams and the Chair of her library board delivered a workshop on accreditation on behalf of OLBA. The audience was small but receptive and responded positively to the presentation.

iv. FOPL AGM – Marzio's report on the OPLG Council was delivered by Maria Ripley, FOPL Administrative Assistant. Marzio was not able to attend due to bad weather. Elise attended, but received no questions on the report.

b) OPL Guidelines 4th Edition

i. The Municipal, First Nations and French versions of the 4th Edition are now on the OPLG Council Web site and can be downloaded.

ii. The set-up by OLS-n staff of the printed version of the 4th Edition is nearly complete and the three documents will soon be sent to the printer. The printed documents will be distributed by SOLS and OLS-North.

c) Promotion of the 4th Edition

i. Press release – A copy of the press release has been distributed at the OLA Conference, submitted to the OLS-N newsletter and to 'Municipal World'. Council will ask SOLS for a French translation.

ii. OLA Access – Elise will send a copy of the press release, along with a photo from the awards ceremony if available, to OLA's Access for their deadline of Feb. 29th.

iii. Municipal World – Marg Rule has received a request from *Municipal World* for an article on accreditation for public libraries. Marg and Elise will co-author the article and submit it for the April 1st deadline, along with a photo from the awards ceremony. The article will be published in the summer issue. *Municipal World* is distributed to municipal councils and administrators across Ontario.

iv. Brochure – Council reviewed a draft brochure provided by OLS-North marketing staff. Council will ask the Ministry for funds to print 5,000 English and 500 French copies of the brochure on glossy 8.5" x 11" paper in two colours. Council will ask SOLS for a French translation.

SOLS will distribute the brochure at workshops they are planning on the 4th Edition. Nancy suggested that OLS-North include the brochure in their spring conference package.

v. Cover letter – A cover letter will be required to accompany the distribution of the printed version of the 4th Edition.

5. Other Business

a) OPL Guidelines Web site - discussion

Deferred to the next meeting.

6. Next Meeting

The date and time for the next regular teleconference meeting has been scheduled for Tuesday, March 18th at 3:00 PM.

Council members should come prepared to discuss suggestions for improvements to the OPL Guidelines web site.

7. Adjournment

The meeting ended at 10:30 AM.