

OCULA Council Meeting
November 24th, 2014
OLA Office
10:05 a.m. to 3:35 p.m.

Present:

President: Sophia Apostol
Vice President: Shanna Pearson
Past President: Kristin Hoffmann
OCULA SC Planner: Jaclyn Chambers Page
OCULA SC Planner: Jeannie An
Councillor-at-Large: Denise Smith
Councillor-at-Large: Courtney Lundrigan
Councillor-at-Large: Mindy Thuna
Councillor-at-Large: Peter Duerr
Councillor-at-Large: Sharon Munro
Editor-in-Chief: Martha Attridge Bufton
Editor-at-Large: Jenaya Webb
OCULA Librarian in Residence Caleb Domsy

OLA staff:

OLA Executive Director: Shelagh Patterson
Manager, Member Services: Beckie MacDonald
Manager, Operations: Stephanie Pimentel

Guest:

OLA President: Anita Brooks Kirkland

Minutes by: Sharon Munro

The following are items of business discussed at the OCULA Council meeting on November 24th, 2014.

New Librarian Residency Award:

Caleb Domsy, New Librarian Resident, gave an update about the work that he has done to date since starting at the Humber College Library in mid-August. He has worked on several projects including assisting with the *E-Learning Library Symposium*; creating a series of instructional videos; and collections work, orientations and teaching for the Business School at Humber College. He has also had discussions with the Business faculty about online course design and has been working on Humber's digital archive project. He will be submitting an article about the *New Librarian Residency Award to InsideOCULA*.

Kickstarter and Indiegogo:

There was discussion at the OCULA Council meeting about the possibility of using either *Kickstarter* or *Indiegogo* to raise money for the *New Librarian Residency Award*. It was recommended that the *OLA Finance Committee* consider the efficacy of using either of these sites. OCULA Council will also look into both more closely.

OCULA Spring Conference:

Work will be commencing for the organization of this conference shortly. Key point people on OCULA Council were identified to assist with the conference. It will be held at the Inn on the Twenty in Jordan Station again.

OCULA Spring Dinner:

A decision will be made shortly regarding the host institution for the *OCULA Spring Dinner*. Key point people on OCULA Council were identified to assist with the organizing of the Dinner.

OCULA Fall Event:

The *OCULA Fall Event* was very successful and well-attended. The majority of attendees were OCULA members but there were also several non-OCULA members there. The event received very good feedback. The feedback also contained some recommendations for future events and these will be taken into account. The presentations have been posted online for OCULA.

Information Briefs:

The latest *Information Brief* is entitled *Demand Driven Acquisitions (DDA)* and was submitted by Jane Schmidt from Ryerson University.

Practicum Student:

A draft of the advertisement for the iSchool practicum student was discussed at the OCULA Council meeting. Some changes and additions were suggested. The advertisement will be revised and then sent to the iSchool.

Lightning Strikes:

There have been 8 submissions for the *Lightning Strikes* session at the *OLA Super Conference*. Two OCULA Council members will go over the submissions and will use established evaluation criteria to choose the six presenters for the session.

InsideOCULA:

InsideOCULA now looks like a regular section of *Open Shelf*. There is a very clear editorial policy for *Open Shelf* and negotiations are taking place about the table of contents page. The focus of *Open Shelf* is on feature articles but *InsideOCULA* still has the *Around the Province* column. There is ongoing discussion about the organization of the *Research Spotlight* column. *Open Shelf* is moving to a 10 month publishing cycle which will give the editors a break in August and December.

OLA Mentoring Committee:

The *OLA Mentoring Committee* has agreed that OCULA Council can record the *New Librarian Residency Award* session at the *OLA Super Conference* provided that the presenters give their permission for the recording.

OCULA Strategic Voice Committee:

Work is being done by members of the *OCULA Strategic Voice Committee* to develop a form that OCULA members can fill out about issues that they wish OCULA Council to follow up on.

OLA Advocacy Committee:

Members of the *OLA Advocacy Committee* will be participating in the *Library Day* at Queen's Park on Wednesday, November 26th. OLA will set up a series of 15 to 20 minute meetings with the MPPs and other decision makers. A key message kit is being developed and the theme for the day will be the positive impact that libraries have on people, communities and Ontario. A local engagement plan will be provided so that library representatives across the province can book meetings locally with their MPPs and use the messages that have been created.

EI Liaison:

No update.

OLA Super Conference:

Eight more convenors are needed for OCULA sessions at the *OLA Super Conference*. A notice about this will be sent out to OCULA members in December.

Co-Planner recommendation:

Paula Cardozo has been chosen as the new OCULA Co-Planner for the *OLA Super Conference*. She was OCULA's New Librarian Resident in 2010 and represents Canadore College which is associated with Nipissing University. The other applicants have been contacted and encouraged to consider other OCULA volunteer opportunities.

OCULA Budget Report and Budget planning for 2015

The OCULA budget report runs to the end of September and the OCULA budget is where it needs to be at this point in the year. Some issues have been identified with some budget figures and coding and these will be fixed. The budget for OCULA Awards was higher this year because two people shared one of the Awards. Discussion took place about the OCULA budget and some adjustments for next year's budget were considered. Consideration was also given to the *New Librarian Residency Award* fundraising project. Courtney Lundrigan, OCULA's Treasurer, will put a brief together for the *OLA Finance Committee* to request funding for this Award. The *OLA Revenue Committee* will also need to be involved with this project. Sophia Apostol will give a presentation to the *OLA Board* about the NLRA project.

New Librarian Residency Award Fundraising

An advertisement about the *New Librarian Residency Award* has been sent in to *Ex Libris*. The next issue of *Ex Libris* is scheduled to be published in the Spring. A draft has also been put together for a prospectus for the NLRA. Discussion followed about the draft proposal and changes were suggested. A revised version of the prospectus will be brought back to the next OCULA Council meeting for consideration.

OCULA Governance Review:

The *OCULA Governance Review* has two main objectives – to clarify the roles of OCULA Councillors and to identify and review OCULA's strategic activities. To that end, the *OCULA Manual* will be revised to reflect any changes to OCULA events and activities. An *OCULA Event Evaluation Template* is being developed to help with the planning and evaluation of OCULA events.

Ambassador Communications and Volunteer Coordination:

A new document has been developed for the Councillor who will be taking on the role of coordinating Ambassador communications and volunteers.

OCULA Editorial Team

Discussion took place about the *Terms of Reference* for the Editor-in-Chief, Senior Editor and Junior Editor. Some changes were suggested and these will be incorporated in a revised version of the *Terms of Reference* and brought back to OCULA Council for review. The By-Laws will need to be adjusted to reflect the changes.

OLA Governance Review Committee:

The *OLA Governance Review Committee* distributed a Board Self-Assessment questionnaire and is reviewing the results. One initial finding is that Board members would like to have more orientation and ongoing education about their role on the Board. The Committee has also conducted a policy review to identify which policies OLA does and does not have in place. The *OLA Governance Review Committee* is also looking at the *OLA Committee Terms of Reference* in order to identify which committees do or do not have terms of reference and is considering the development of a template to be used for all committees. Contents of the *OCULA Council Manual* and other OCULA terms of reference documents will be shared with the *OLA Governance Review Committee*.

OLA Finance Committee:

No update.

OLA Board Update:

Twenty-five OLA delegates will be attending *Library Day* at Queen's Park on November 26th. Materials pertaining to *Library Day* have been put on the OLA Community website. Divisional backgrounders have been created. The focus will be to promote what libraries are doing for their communities and how this fits in with the provincial government's priorities. After *Library Day* is over, OCULA members will be

encouraged to make use of the materials that have been developed and to contact their local MPPs. OCULA has developed a handout for *Library Day* and it will also appear in *InsideOCULA*. The *OLA Governance Committee* has created a Board evaluation tool that could also be useful for the divisional councils. The *OLA Mentoring Committee* has sent in a report with recommendations for the *OLA Board* to consider. The *OLA Board* is also considering issues connected with virtual meetings and e-voting and will be discussing this further at the next Board meeting. The next step will be to develop parameters for same and to adjust the bylaws to reflect the changes.

OLA Revenue Development Committee:

No update.

OCULA Council nomination/elections:

There are 4 nominees for the vacant OCULA Councillor-at-Large positions. An election will be held to fill the two vacant spots on Council. Work is ongoing to identify candidates for the OCULA VP/President Elect.

OCULA Award Recipients:

The *OCULA Award for Special Achievement* will not be given this year. A recommendation for the *OCULA Lifetime Achievement Award* will be forthcoming shortly.

OCULA Membership numbers:

As of October 31st, there were 640 OCULA members which is up slightly from 634 in September.

OCULA Annual General Meeting:

The *OCULA Annual General Meeting* will take place at the *OLA Super Conference* on January 29th at 5:30 p.m.. Minutes from last year's Annual General Meeting and reports for this year's AGM will be posted on the OCULA website prior to the meeting so that OCULA members can review them beforehand.

Acknowledging and thanking outgoing OCULA Council members:

Sophia Apostol thanked all of the outgoing OCULA Council members – Kristin Hoffmann, Courtney Lundrigan, Mindy Thuna, Jaclyn Chambers Page and Martha Attridge Bufton – for all of their work on OCULA Council.

The OCULA Council meeting adjourned at 3:35 p.m..