

Ontario Library Service Informal Library Chat
Summary Notes
September 2, 2021 2pm ET (1pm CT)

OLS Updates

- **OLS Virtual Conference**
 - o [Registration is now open](#) for the 2021 Ontario Library Service Virtual Conference. This year's theme is Now What?! Re-thinking Your Library. The conference will be taking place on Tuesday, September 21 from 10am-4pm ET.
 - o [Lightning Talks Call for Proposals](#): We invite Ontario public library staff and board members to submit a brief (3 sentences) description for the lightning talk session on the future of the library. We welcome submissions on any aspect or topic on the future direction of library services. We are seeking lightning talk proposals that focus on trends that you envision we'll be seeing more of in the future, rather than on what you did during COVID-19. The deadline for submissions has been extended to Tuesday, September 7, 2021.
 - o Visit the [conference website](#) for a complete program and for more information on the Lightning Talks Call for Proposals.
- **Public Library Operating Grant, Pay Equity Grant, and First Nation Salary Supplement application**
 - o The application deadline for the Public Library Operating Grant, Pay Equity Grant and First Nation Salary Supplement is **Thursday, September 23 at 5pm**.
 - o Every library CEO should have received an e-mail from Ministry staff, with the background information. The application is completed in [Transfer Payment Ontario](#) (TPON).
 - o Visit the '[Funding and Grants](#)' section of the OLS website for more information, including who to contact for help, and a list of FAQs about the application process.
- **Provincial Announcement September 1 2021**
 - o The OLS will be sharing more information via email related to the September 1 2021 [provincial announcement](#) and its impact upon public libraries.

COVID-19 Snapshot of Library Services

- Those in attendance were polled on current service levels for their libraries, including hours, in-person service, computer use, community space use, in-person programming, screening procedures, and more.
- See the [COVID-19 Snapshot of Library Services](#) document for the poll results, as well as results from previous Informal Library Chat polls.

Discussion Topics

Interlibrary Loans

- CEOs discussed common and recent challenges within ILLO practices, procedures, and staff training

- The OLS gathered suggestions for training resources for consideration

Fall Programming Plans

- CEOs discussed a variety of approaches within their libraries and communities; including but not limited to in-person programming, virtual programming, hybrid models of in-person and virtual, maintaining flexibility in plans in case changes need to be made by the direction of public health

National Day for Truth and Reconciliation – September 30

- The federal government has added a new statutory holiday under the Canada Labour code, for those working in federally regulated workplaces. Thursday, September 30, 2021 will be the National Day for Truth and Reconciliation. This date corresponds with Orange Shirt Day.
- CEOs discussed a variety of plans that ranged from planned programs to displays, as well as some libraries that will be closed in recognition of the day, and others who will be open with staff visibly wearing orange shirts

Working Alone / Check-In Procedures

- CEOs discussed policies and procedures related to staff working alone in a branch
- Responses included the availability of panic buttons that connect to police and security, text check-ins, time frames for checking in and the steps taken if they are not followed, supervisory logs to monitor check-ins, etc

Facilities Plans and Extended Access

- CEOs discussed the implementation of extended access within facilities plans for smaller branches
- The Hamilton Public Library referenced the information included in their current [Facilities Master Plan](#) on this topic

Board Meeting Minute Retention

- CEOs discussed the retention of Board meeting minutes
- The Public Libraries Act stipulates that the Board must ensure that proper minutes are kept
- The consensus among the group is to retain Board meeting minutes forever

The next Informal Library Chat is scheduled for **Thursday, September 16, 2021 at 10am ET (9am CT)**.
Connection details will be provided via the “All Ontario CEO listserv”.