



Member-at-Large Report - October 2022

The Member-at-Large is responsible for maintaining the OCLA membership and Toll-Free listings for the association. I have been using the OCLA group email to announce any arrivals/departures from the library system. I also co-ordinate with our treasurer when a member retires so that a donation from OCLA is processed.

The OCLA Toll-Free listing and OCLA Membership spreadsheet were circulated to the membership in mid-September. Thank you to those members who confirmed their contact details. The updated files were sent to Helen Heerema to upload to the website, and also shared with our Treasurer Michelle Gerrits. Please remember to contact the M-A-L and Treasurer when changes occur at your association.

Here is a list of membership updates since our last meeting: (in no particular order)

Arielle Vaca – joined Halton County Law Association

John Gilbert – joined Bruce County Law Association

Peter Klein – joined Nipissing Law Association

Bruce Cowan – joined Temiskaming Law Association

Laurie McDonald – retired from Bruce County Law Association

It has been a pleasure to serve on the OCLA Executive again and I wholeheartedly thank the OCLA Executive for their wisdom and support this past year.

Respectfully submitted by,

Mary-Jo Petsche

R. Boak Burns Law Library
Welland County Law Association



Internal Audit of OCLA Financials Report

Betty Dykstra and Cynthia Simpson reviewed the financial statements to September 30, 2022, including the OCLA transaction report, and the financial institution's copy of transactions, and are satisfied with their accuracy as reported.



2022 Income and Expense

Comparison to budget and previous years

	to September				
	30 2022	Budget 2022	2021	2020	2019
Income					
Membership Fees	\$ 3,300.00	\$ 3,250.00	\$ 3,350.00	\$ 3,250.00	\$ 3,425.00
Other (Interest earned)	\$ 29.75	\$ 30.00	\$ 30.26	\$ 31.91	\$ 39.19
Total Income	\$ 3,329.75	\$ 3,280.00	\$ 3,380.26	\$ 3,281.91	\$ 3,464.19
Expenses					
Bank Charge	\$ 1.50		\$ 1.50		\$ -
Office Supplies					\$ -
Postage		\$ 10.00			\$ -
Website/App updates	\$ 28.25	\$ 100.00	\$ 53.25	\$ 29.25	\$ 90.38
Donations	\$ 150.00	\$ 100.00	\$ 50.00	\$ 100.00	\$ 125.00
Gifts				\$ 10.86	\$ -
Bursary	\$ 113.00	\$ 1,000.00			\$ 976.85
Sponsorship - CALL Conference		\$ 500.00		\$ 500.00	\$ 500.00
Meeting Expense	\$ 226.00		\$ 180.80		
Other					\$ 75.41
Total Expenses	\$ 518.75	\$ 1,710.00	\$ 285.55	\$ 640.11	\$ 1,767.64
Profit (loss)	\$ 2,811.00	\$ 1,570.00	\$ 3,094.71	\$ 2,641.80	\$ 1,696.55

Bank Balance (Sept 30 2022) \$ 18,297.24

Notes:

Bursary 2019 - only one bursary awarded

Bursary 2020- CALL Online and free - no bursaries

Bursary 2021 - no applicants for Online CALL

Bursary 2022 - one online awarded to Lee Holstead

*2021 membership contains \$100 of 2020 funds

2022

	Bank Charge	Cheque W/D	Deposit	Balance	Description	CHQ #	chq cleared	reconciled
Jan 1 2022				15,486.84	carried forward from 2021			
Jan 12 2022			50.00	15536.84	etransfer membership			X
Jan 26 2022			150.00	15686.84	etransfer membership			X
Feb 1 2022			1,650.00	17336.84	membership deposit			X
Feb 7 2022		28.25		17308.59	etransfer BrickHost - domain reg 2022			X
Feb 7 2022			500.00	17808.59	membership deposit			X
Feb 17 2022			400.00	18208.59	membership deposit			X
Feb 24 2022			100.00	18308.59	membership deposit			X
Feb 28 2022		1.50		18307.09	bank charge			X
March 8 2022			100.00	18407.09	membership deposit			X
March 24 2022			100.00	18507.09	etransfer membership			X
March 31 2022			8.52	18515.61	interest earned			X
April 5 2022			150.00	18665.61	membership deposit			X
April 26 2022		226.00		18439.61	Zoom subscription - M. Gerrits	66	April 29 2022	X
May 8 2022			50.00	18489.61	etransfer membership			X
May 18 2022		113.00		18376.61	CALL Bursary - Lee Holstead	67	May 26 2022	X
June 30 2022			9.67	18386.28	interest earned			X
August 2 2022			50.00	18436.28	membership deposit - Halton			X
August 6 2022		150.00		18286.28	Community Literacy donation - retireme	68	Aug 16 2022	X
September 30 2022			11.56	18297.84	interest earned			X



2022 OCLA AGM – Best Practices Committee Report

This committee has remained inactive and will continue to be inactive pending the release of materials that are being compiled by LiRN as to not duplicate efforts. They continue to encourage sharing of materials within OCLA. We recommend that this committee remain in this status at this time or until OCLA requests that it is deemed no longer necessary.

Best Practices Committee

Betty Dykstra

John Kerr



**FOLA Practice Resource Centre Committee (PRCC) Report
AGM 13 October 2022**

The FOLA Practice Resource Centre Committee (PRCC) held its last meeting on 7 June 2022.

There is little for us to submit in writing at this time, however, there is a meeting scheduled for 7 October 2022; when we gather in person, we may have a verbal update.

At the June meeting the PRCC's updated terms of reference were discussed, as well as an overview of LiRN's Draft HR policies, which, since the last PRCC meeting, has undergone numerous changes, therefore rendering any comments made at the 7 June meeting obsolete.

Submitted on behalf of the OCLA members of the FOLA PRCC, including Jennifer Walker and Helen Heerma.

Ciara Ward.



Bursary Committee Report for OCLA AGM 2022

This year, OCLA offered five (5) bursaries to a maximum of \$197.75 each, to five OCLA members who would not be able to attend the CALL/ACBD Conference otherwise. Funding was available for the bursary recipients to also attend the pre-conference session, if they were interested. The CALL/ACBD Conference was held from May 31 to June 3 virtually.

All members of OCLA, regardless of educational qualifications, or job title, were encouraged to apply for assistance by completing a short form. No additional information was required from the Association, nor were there reporting requirements.

Only one application form was received and that applicant was awarded the bursary. OCLA covered the \$113 cost for Lee Holstead to attend the virtual conference.

Submitted on behalf of

Pia Williams, Mary-Jo Petsche and Michelle Gerrits



**Professional Development
Committee Report
AGM Oct 13, 2022**

The OCLA Professional Development Committee (PDC) held its first meeting on November 29, 2021.

In 2022, the Professional Development Committee organized and delivered a presentation on Remote Resources on January 18, 2022. This presentation was offered remotely.

The PDC chose to wait on developing any further professional development, due to the many CPDs offered by LiRN on the new remote resources.

Committee members have been assisting LiRN with the Learn with LiRN conference taking place on October 13 and 14, 2022.

Submitted on behalf of our committee, including Sheri Proulx, Ciara Ward and Jennifer Walker.

Pia Williams

Pia Williams



Website Committee Report AGM Oct 13, 2022

The website has been updated regularly throughout the year, mainly with the addition of meeting documents for the local, area and regional library groups, as well as the OCLA Access Point newsletter and the updated contact lists. Outdated documents have been permanently removed from the website. The discussion board remains available on the website, but is currently not very active. Most members seem to prefer using the OCLA group email to post questions/concerns.

The executive members have assisted with the social media accounts, LinkedIn and Twitter, over the past year. This is an area where the committee could be more active, especially if threats to the funding courthouse libraries becomes an issue again.

The company hosting our website, Brickhost, continues to provide excellent service at a very modest annual price.

Submitted on behalf of our committee, including Sarah Huie and Pia Williams.

Helen Heerema, Webmaster