

# OLA Indigenous Task Group

## TERMS OF REFERENCE

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### **Mandate:**

The purpose of the OLA Indigenous Task Group is to:

- Develop an OLA strategy to strengthen First Nation Libraries in Ontario. This includes raising awareness about the opportunities and challenges of accessing library services for Indigenous populations.
- Ensure communities are aware of funding opportunities and other supports to establish libraries on reserve.

The Task Group will work collaboratively and strategically with other organizations across Ontario and Canada to encourage and strengthen libraries that provide library services to Indigenous populations.

This group will develop strategies, recommendations and directions for consideration by the OLA Board.

### **Responsibilities/Objectives:**

The Task Group will:

- Identify resources required to develop and support a First Nation Public Library strategy.
- Provide perspective and advice on culturally sensitive and respectful approaches and strategies to support this initiative.
- Assess requests for support on this issue from the OLA membership and broader library community.
- Create and develop relationships with other organizations to avoid duplication of effort, and to strengthen an overall strategy.
- Increase awareness to and for Indigenous library users and library service providers.

**Deliverables:**

- Create a centralized, online resource for resources and research about First Nation Public Libraries and issues of interest to Indigenous people.
- Create an advocacy strategy to strengthen First Nation Public Libraries in Ontario.
- Develop partnerships for this initiative.
- Assess the feasibility and demand for an Indigenous division of OLA.
- Determine the need for networking and professional development opportunities for the First Nation Public Library community.
- Clearly present and communicate the existing barriers (for example, develop a Frequently Asked Questions document)
- Research the funding model and create a visual representation of this.

**Composition:**

No less than 50% of the membership shall represent people from libraries that serve First Nation Communities with the remainder representing specific perspectives and skills sets as follows:

- Representative from the school library/education sector (k-12 or post-secondary)
- Representative from the OLA Board (board liaison)
- Representative with any or all of the following skill sets: advocacy, communications, research expertise.
- OLA Executive Director (ex-officio)

The Task Group shall appoint the chair every two years, and to be approved by the OLA Board.

**Resources and budget:**

- Ongoing support from the OLA Executive Director and the OLA Advocacy and Research Officer
- OLA office staff support for teleconference arrangements as needed; maintaining a public First Nation Public Libraries web page on the OLA website; posting/archiving of materials on OLA website and/or OLA Indigenous Task Group Forum
- Meeting space at OLA Office, as needed (1-2 times per year)
- Funds for expenses related to travel and food for in-person meetings
- Funds for special projects (e.g., OLA Library Day at Queen's Park, special conferences).

The Indigenous Task Group must submit a budget for consideration and based on a work-plan by end of July annually to the OLA office.

### Timelines

- Group members can expect a teleconference quarterly or as needed (approximately 1 to 2 hours in length), with one full day meeting planned annually at the OLA office. OLA covers meeting expenses.
- The OLA Indigenous Task Group will report to the OLA Board at least once per year and group members may be required to join a divisional council meeting if requested (teleconference).

### Type of Committee:

- Standing Committee** (responsible for a specific program or function)
- Task Force** (time-limited tasks on a specific topic)
- Action Groups** (development of a limited program or activity)

### Term of Appointment:

The term for OLA Indigenous Task Force members generally runs for a period of 2 years, with the option to extend up to an additional 2 years at the discretion of the OLA Board. Member terms overlap to ensure knowledge transfer and consistency. Task group members are recruited/appointed from the OLA membership at large, or by special invitation as required.

A chair will be appointed annually from within the task group. The Chair is responsible for coordinating the agenda, facilitating meetings, ensuring that any portfolios are assigned, liaising with OLA Executive Director and reporting to the OLA Board.

