

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, January 26, 2022

7:00 p.m. via zoom

1. Call to Order

Meeting called to order by Chair Brigid Wilkinson at 7:02 p.m.

2. Roll Call

Present: Brenda Morissette, Claire Hendrikx, Jeff Laferriere, Danny Whalen, Chair Brigid Wilkinson, Emily Kotalowski, Thomas McLean, and Library CEO Rebecca Hunt.

Regrets: none.

Members of the Public: 3

3. Adoption of the Agenda

Motion #2022-01

Moved by: Jeff Laferriere

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the January 26, 2022 agenda as amended.

Carried.

Addition: Letter from Brenda Morissette

4. Declaration of conflict of interest: None

5. Delegation: Community Fridge Committee

- a. The Committee representatives Lynn Marcella, Yvonne Walford and Rim Mouhaffle presented and gave updates on the project. The Library Board will discuss further and update the Committee when they have made a decision.

Jeff Laferriere, Vice Chair, took over the meeting temporarily while internet connectivity issues were resolved.

6. Adoption of the Minutes

Motion #2022-02

Moved by: Danny Whalen

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, November 24, 2021 as presented.

Carried.

7. Business arising from Minutes

- a. **Land acknowledgement—defer to next meeting**
- b. **MOU with municipality review:** Claire and Emily will sit on the Committee. The CEO will set up a meeting to start reviewing the MOU.

Board Chair Brigid Wilkinson took over the meeting again.

8. Correspondence:

- a. **From Federation of Ontario Public Libraries** Re: membership letter
- b. **From Megan Birrell on behalf of Jeff Brown, Senior Marketing Specialist, Ontario Parks Marketing Section.** Re: Ontario Parks Day Pass lending program

- c. **From Jordan Kemp, Clerk-Treasurer, Township of Kerns.** Re: Cancellation of library contract. **Unfortunately this means board member Jessica Cooper is no longer eligible to sit on the board as per the Ontario Libraries Act as she is not a resident of the municipality of the City of Temiskaming Shores or a contracting township.**
- d. **From Katherine Kelly Gatten, Assistant Deputy Minister, MHSTCI.** Re: Aid public in printing and downloading vaccine QR codes.
- e. **From Brenda Morissette.** Re: resignation from Board. The Board thanked Brenda for her twenty years of service and hard work on the library Board.

Motion #2022-03

Moved by: Danny Whalen

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts the resignation of Brenda Morissette from the Library Board.

Carried.

9. Secretary–Treasurer’s Report

Report and monthly financial statement included in the trustees’ information packet

Library CEO’s Report

January 12, 2022

Age Friendly Program: I will be doing two presentations on library services for their Coffee Hours on February 22 and February 23.

Annual Statistics: The 2021 yearly statistics are attached to this report, as well as the circulation statistics, reference question statistics and other monthly statistics. Although we are still well below our annual circulation statistics for both branches for 2018 and 2019, we certainly did better than last year when we were completely closed for five months.

CJTT Chat: Morning Chats have been scheduled for January 12, February 4, March 9, April 6, May 11, June 8, July 6, August 10, September 7, October 5, November 9 and December 7.

Climate Action Timiskaming Book Donation: We have the books donated by the Climate Action Timiskaming Committee on display in the lower level, and I sent a photo and quote about the donation to the committee for their press release.

Contracting Townships: On the request of the Temiskaming Speaker I did an interview with one of the reporters about the library contracts for services with the contracting townships and the importance of that sustainable funding. The article was published in the November 26, 2021 Weekender. I have also attached a flyer we sent out with interim tax bills in mid-January to the townships of Casey and Harley.

Family Literacy Day: On their request I sent a few paragraphs about the importance of literacy and how the library promote literacy in the community to the Temiskaming Speaker on January 11. They will do an article on Family Literacy Day (January 27) the week of January 24.

Kerns Township cancelled contract: I have set all of the Kerns library memberships to non-resident and expiry date of December 31, 2021. At least three residents have said they will contact their council to express their disagreement with the decision to cancel. Since Kerns has said they will partially reimburse their residents funds for library memberships, I will promote on social media as we did with Hudson.

Literacy Council of South Timiskaming: I did a zoom presentation on library services for one of their classes on Tuesday, November 23.

Ontario Library Services Project: I will be participating in a project with Ontario Library Services on **Examining the Pressures on Ontario's Public Library CEOs** – with the goal to identify those pressures that make the job unappealing and are often the cause of sick leaves, resignations and early retirements. These same pressures can serve as a significant barrier to recruiting the next generation of CEOs, who too often do not apply for a CEO position because they have witnessed the impact of these pressures on their current or past CEOs. The first session is on Thursday, January 13.

Finances and Statistics

The Board reviewed the financial and statistical reports as provided by the CEO.

Motion #2022-04

Moved by: Thomas McLean

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts the January Secretary-Treasurer's report and Financial report.

Carried.

10. Committee Reports:

- a. FINANCE AND PROPERTY: Nothing to report.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: Nothing to report.
- c. STRATEGIC PLANNING: Nothing to report.
- d. LIBRARY SERVICES: Nothing to report.

11. New Business:

- a. **Patron Charge History.** Discussion. The CEO will inquire on the Library CEO listserv about best practice and will inquire if there is a cost to purging the patron histories.
- b. **2022 Budget approval.** Motion.

Motion #2022-05

Moved by: Jeff Laferriere

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board approves the 2022 Budget as approved by Council of the City of Temiskaming Shores.

Carried.

12. Plan, Policy review and By-law review:

- a. None

13. Closed session

Motion #2022-06

Moved by: Thomas McLean

Seconded by: Emily Kotalowski

Be it resolved that the Temiskaming Shores Public Library Board goes into closed session at 7:56 in regards to identifiable individuals.

Carried.

Motion #2022-07

Moved by: Danny Whalen

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board rises from closed session at 8:04 with report.

Carried.

Motion #2022-08

Moved by: Jeff Laferriere

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board accepts the closed session minutes of November 24, 2021.

14. Adjournment

Adjournment by Brigid Wilkinson at 8:07 p.m.

Chair –