

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, October 27, 2021

7:00 p.m. in person and via zoom

1. Call to Order

Meeting called to order by Chair Brigid Wilkinson at 7:00 p.m.

2. Roll Call

Present in-person: Brigid Wilkinson, Claire Hendrikx, Danny Whalen,
and Library CEO Rebecca Hunt.

Present via zoom: Brenda Morissette, Jeff Laferriere, Emily Smith.

Regrets: Jessica Cooper, Thomas McLean

Members of the Public: 0

3. Adoption of the Agenda

Motion #2021-50

Moved by: Claire Hendrikx

Seconded by: Emily Kotalowski

Be it resolved that the Temiskaming Shores Public Library Board accepts the October 27, 2021 agenda as presented.

Carried.

Addition: None

4. Declaration of conflict of interest: None

5. Adoption of the Minutes

Motion #2021-51

Moved by: Jeff Laferriere

Seconded by: Emily Kotalowski

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, September 22, 2021 as presented.

Carried.

6. Business arising from Minutes: None

7. Correspondence:

- a. From Ethan Hurtubise: Thank you for May Ball Bursary.
- b. From Timiskaming District Secondary School: Thank you for May Ball Bursary.
- c. From Eleanor Katona: Kudos to the Library.

8. Secretary–Treasurer’s Report

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

Library CEO’s Report

October 19, 2021

Book Sales: We have started up our pay as you please book sales again. We are using carts that we can roll out of storage and only bringing them out on Fridays and Saturdays

so that they are not in the way all week long. The donation boxes have been installed on the Circulation and Reference desks and people can pay with donations in the boxes. We are not accepting large amounts of donations but are accepting some that fit within our donation criteria.

Emagazines and Ebooks: OverDrive has bundled their emagazines with their ebooks at a significantly reduced price for 2022. We will purchase more Advantage titles of ebooks with the savings from the emagazines as that was a popular program when we had purchased titles in 2020. Many of the licenses for the titles we previously purchased are expired. We will focus on popular titles and try to do quarterly purchasing of a few titles at a time to stagger the licenses.

Climate Action Timiskaming Committee Project: We have received the books ordered for the Climate Action Timiskaming project and the committee has been notified.

Northern Lights Library Network: The library hosted a meeting of the Northern Lights Library Network on Monday, October 18. The librarians from Cobalt Library, Englehart Library, Elk Lake Library, Earleton Library and Larder Lake Library attended in person and the librarian from Timmins Library attended via zoom. The group discussed sharing policies and other information about library procedures and what procedures they are following during COVID-19. The group will meet again on November 29 in Englehart.

Park Pass program: I have re-applied to the program for 2022 and will submit our stats to Ontario Parks at the end of November. The passes have circulated 22 times so far in 2021.

Programming: Currently there is a Halloween Colouring contest, and we will be handing out Halloween craft bags for the last week of October. Gadget Helper sessions are on a drop in basis at this time, until we are clear if we will need to ask for proof of vaccination. In November we will do the Christmas Cards to Canadian Soldiers Abroad program again and have Remembrance Day colouring pages to hand out. We also continue to give introductions to the MakerSpace on a drop in basis.

Timiskaming Health Unit/Vaccine passport: Library staff have been busy helping patrons print off their proof of vaccine for the past month. We are continuing to print two copies of the proof of vaccine for free and people are appreciative of that.

Finances and Statistics

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

Motion #2021- 52

Moved by: Jeff Laferriere

Seconded by: Danny Whalen

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

Carried.

9. Committee Reports:

- a. FINANCE AND PROPERTY: Report on the October 14, 2021 budget meeting with the city.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: Nothing to report.
- c. STRATEGIC PLANNING: Nothing to report.
- d. LIBRARY SERVICES: Nothing to report.

10. New Business:

- a. Land acknowledgment discussion and information from city on how it is done at council. The board is in agreement and will review suggested wording.
- b. Proof of vaccine in library programming/meeting room. Discussion on the Board's thoughts regarding proof of vaccination for library programs in the programming room. The CEO will do some consultation with the Timiskaming Health Unit and the municipality and report back to the board.
- c. Update MOU with municipality—discussion. Several Board members volunteered to start a preliminary review of the MOU before we meet as a committee. The CEO will email the Board for feedback and invite municipal representatives to the committee.
- d. Report LIB-03-2021: Christmas Hours. Motion.

Motion #2021- 53

Moved by: Jeff Laferriere

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts the December holiday hours as outlined in Report LIB-03-2021.

Carried.

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

- a. Circ-6: Resource sharing. Motion
- b. Access-2: Accessibility Plan. Discussion. The CEO will contact the Accessibility Committee to invite them to see the new library space.

Motion #2021- 54

Moved by: Jeff Laferriere

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies:

Circ-6 Resource sharing policy as reviewed/amended by the Board.

Carried.

12. Closed session

Motion #2021-55

Moved by: Claire Hendrikx

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board goes into closed session at 7:40 in regards to identifiable individuals.

Carried.

Motion #2021-56

Moved by: Claire Hendrikx

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board rises from closed session at 8:25 with report.

Carried.

Motion #2021-57

Moved by: Jeff Laferriere

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board accepts the closed session minutes of September 22, 2021.

Carried.

13. Adjournment

Adjournment by Claire Hendrikx at 8:27 p.m.

Chair –