

---

## Temiskaming Shores Public Library Board

### Meeting Minutes

Wednesday, November 22, 2023

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

#### 1. Call to Order

Meeting called to order by Library Board Chair Brigid Wilkinson at 6:59 p.m.

#### 2. Roll Call

Present: Chair Brigid Wilkinson, Claire Hendrikx, Sarah Bahm, Erin Little, Nadia Pelletier-Lavigne, Erica Burkett and Library CEO Rebecca Hunt in person, Melanie Ducharme and Thomas McLean via zoom.

Regrets: Joyce Elson

Members of the Public: 4

#### 3. Adoption of the Agenda

##### Motion #2023-62

**Moved by:** Erica Burkett

**Seconded by:** Erin Little

Be it resolved that the Temiskaming Shores Public Library Board accepts the November 22, 2023 agenda as amended.

**Carried.**

##### **Additions:**

**Correspondence f. From Amy Vickery, City Manager, City of Temiskaming Shores**

#### 4. Declaration of conflict of interest: None

- 
5. **Delegation: Community Food Action Network.** Lynn Julien, Yvonne Walford and Cristina Benea presented information, statistics and an evaluation of the Community Fridge project. The Library Board will review the agreement and extend it at the next board meeting.
  6. **Library 2022 Audited Financial Statements.** Steven Acland presented the audited financial statements.

7. **Adoption of the Minutes**

**Motion #2023-3**

**Moved by:** Sarah Bahm

**Seconded by:** Claire Hendikx

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, October 25, 2023 as presented.

**Carried.**

8. **Business arising from Minutes:**

- a. **Follow up on CEO's meetings with MPPs and attendance at Library Days at Queen's Park.** The CEO gave a verbal report.

9. **Correspondence:**

- a. **From Mac Bain, ED of FONOM.** Re: Library Funding resolution. For information.
- b. **From Dina Stevens, ED of FOPL.** Re: Library Funding resolution. For information.
- c. **From Honourable Raymond Cho, Minister for Seniors and Accessibility.** Re: Library Funding resolution. For information.
- d. **From Danny Whalen, President of FONOM.** Re: Library Funding resolution. For information.
- e. **From Mac Bain, Executive Director, FONOM.** Re: Library Funding resolution. For information.
- f. **From Amy Vickery, City Manager, City of Temiskaming Shores.** Re: ROMA delegation request—Funding for Public Libraries. For information.

## 10. Secretary–Treasurer’s Report

Report, workplace inspection reports, monthly financial statement and Scotiabank Statements included in the trustees’ information packet.

### Library CEO’s Report

**November 7, 2023**

**Art Display:** An art curator from Larder Lake has reached out to see she can display some art from her World Peace Through Collaboration project. She has displays at the Kirkland Lake library and at the Foto Shop. She hopes to set up her first display in December.

**Building:** Fire Safety checks are completed on a monthly basis and reported to the Fire Prevention Officer for the City. Workplace safety inspections are completed on a monthly basis by the Library’s Health and Safety Representative.

**Christmas Hours:** Christmas and New Year’s Eves fall on Sundays this year, so we will not be adjusting our hours. The library will be closed on Christmas Day, Boxing Day, and New Year’s Day.

**CJTT Chats:** I am continuing to do the monthly CJTT chats. The next chat will be on December 19.

**French Storytime:** EarlyOn y va Timiskaming is running a French language storytime on Tuesdays at the library for the month of November.

**Grants:** The final report for the Decodable Books grant from the International Dyslexia Association-Ontario has been filed. The application for park passes from Ontario Parks has been submitted.

**The Memory Project:** The library hosted a speaker on November 7 with this initiative. The Memory Project is an initiative of Historica Canada. Historica Canada is a charitable organization that offers programs for Canadians to explore, learn and reflect on our history. The Memory Project connects volunteer veteran and Canadian Forces members to share their stories of military service at community events across the country. The Library is proudly presented an opportunity for our community to hear from LS (ret) Meera Kanojia, a 10 year veteran of the Royal Canadian Navy, who was deployed to Afghanistan after 9/11. By connecting our community to The Memory Project and showcasing a war veteran’s experiences, we are reminded of the importance of Remembrance Day. We hope to continue this program in future years.

**Northern Lights Library Network:** The group will meet on November 27 for a networking session.

**Proctoring Exams:** One exam was proctored so far in November, and two have been scheduled for December.

**Workplace Inspections:** The First Aid training is still needed for several staff members when possible. In the meantime we are scheduling to be sure we always have a staff member with first aid in the building while we are open.

**Finances and Statistics**

The Board reviewed the workplace inspection, financial and statistical reports, including the Scotiabank Statements as provided by the CEO.

**Motion #2023-64**

**Moved by:** Nadia Pelletier-Lavigne

**Seconded by:** Erin Little

Be it resolved that the Temiskaming Shores Public Library Board accepts the November 2023 Secretary-Treasurer's report, workplace inspection report and financial reports including Scotiabank statements.

**Carried.**

**11. Committee Reports:**

- a. Finance Committee: Nothing to report.
- b. Policy and Personnel Committee: Nothing to report.
- c. Strategic Planning Committee: Nothing to report.
- d. Library Services Committee: Minutes of the November 2, 2023 meeting.

**12. New Business:**

- a. **2024 Library Board meeting schedule.** For review.

**13. Policy Review**

- a. **Facilities-5 Art displays and exhibits in the library.** Review

**Motion #2023-65**

**Moved by:** Claire Hendrikx

**Seconded by:** Erica Burkett

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy: Facilities-5 Art displays and exhibits in the library policy as amended by the Board.

**Carried**

**14. Adjournment**

**Next meeting: Wednesday, January 24, 2024 at 7:00 at the library and zoom**

Adjournment by Brigid at 8:18 p.m.

\_\_\_\_\_  
Chair –