

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, February 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 7:00 p.m.

2. Roll Call

Present: Chair Brigid Wilkinson, Erin Little, Erica Burkett, Nadia Pelletier-Lavigne, and Library CEO Rebecca Hunt in person. Melanie Ducharme, Joyce Elson via Zoom. Thomas McLean arrived via Zoom at 7:30.

Regrets: Claire Hendikx, Sarah Bahm

Members of the Public: 0

3. Adoption of the Agenda

Motion #2023-10

Moved by: Erin Little

Seconded by: Melanie Ducharme

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

Carried.

4. **Declaration of conflict of interest:** Brigid Wilkinson, Item New Business b.; Rebecca Hunt, Item New Business b.

5. **Adoption of the Minutes**

Motion #2023-11

Moved by: Nadia Pelletier-Lavigne

Seconded by: Joyce Elson

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

Carried.

6. **Business arising from Minutes:**

- a. The Community Fridge opened on February 22, 2023
- b. The security cameras have been fixed except the lobby cameras, which will be fixed by the end of the week.

7. **Correspondence:**

- a. From Ontario Library Service. Re: Board Training. For information. The CEO will send the email from OLS to all board members to register for a session.
- b. Letter of support for NEOnet's TechSocial program.

8. **Secretary–Treasurer's Report**

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

Library CEO's Report

February 15, 2023

Building: Fire Safety checks are completed on a monthly basis and reported to the Fire Prevention Officer for the City.

CJTT Chats: I am continuing to do monthly CJTT chats to promote library programs. My next chat is on Wednesday, March 15.

Inter-Library Loan (ILL) program: During the absence of our ILL clerk another Library Clerk and the CEO have taken over ILL duties. Currently we are each spending about five hours a week to fill the requests and process the items.

Ontario Library Association Conference: The conference was a great success, being the first in-person provincial conference since January 2020. I attended all of the sessions listed in the report and came back with lots of ideas surrounding operations efficiencies, thoughts on diversity, equity and inclusion, some great ideas on using recreational program development practices, and using partnerships within a community to bridge the digital divide. The session I presented with the Ontario Public Library Association Research and Evaluation Committee went very well, with over 120 participants in the audience. I really appreciated the opportunity to attend and network in person.

School Visits: The grade 4 class from New Liskeard Public School has visited twice and is scheduling visits every three weeks. A grade 7/8 TLC class from TDSS has inquired about visits and providing the students with library cards. I have had some discussion with the teacher on how help this happen.

Programs:

Gadget Helper—Thursdays

Afternoon English Book Club—Every 6 weeks on Wednesday afternoons

Class Visits—As scheduled on Wednesdays

Blind Date with a Book—February 1-March 4

Saturday Family Storytime—Every second Saturday, starting February 25

St. Patrick's Day craft—March 15

Lego Challenge—March 15

Mango Languages Demonstrations—March 16 and 18

Service Canada Information Session: CPP and Old Age Benefits—March 21

From Soup to Tomatoes Seniors Exercise Class—Tuesday and Thursdays, starting March 23.

Finances and Statistics

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

Motion #2023-12

Moved by: Erica Burkett

Seconded by: Nadia Pelletier-Lavigne

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

Carried.

9. 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.

10. New Business:

- a. **Appointments to committee.** Appointments of board members to the Library Board committees and the OLA Board Assembly Representative position.
- b. **Report LIB-03-2023 TTF Community Fund grant application for Cricut machine.**

Motion #2023-13

Moved by: Nadia Pelletier-Lavigne

Seconded by: Erica Burkett

Motion #2023-15

Moved by: Joyce Elson

Seconded by: Erin Little

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy Facilities-8 Proctoring Exams as reviewed by the Board.

Carried.

b. Facilities-9 3D Printing. Motion.

Motion #2023-16

Moved by: Melanie Ducharme

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy Facilities-9 3D Printing as amended by the Board.

Carried.

12. Adjournment

Adjournment by Brigid at 8:00 p.m.

Chair –