

## **Temiskaming Shores Public Library Board**

### **Meeting Minutes**

Wednesday, February 23, 2022

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

#### **1. Call to Order**

Meeting called to order by Chair Brigid Wilkinson at 7:03 p.m.

#### **2. Roll Call**

Present: Chair Brigid Wilkinson and Claire Hendrikx in person, Danny Whalen via zoom, Jeff Laferriere via telephone and Library CEO Rebecca Hunt in person.

Regrets: Emily Kotalowski, Thomas McLean

Members of the Public: 0

#### **3. Adoption of the Agenda**

##### **Motion #2022-09**

**Moved by:** Claire Hendrikx

**Seconded by:** Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts the February 23, 2022 agenda as presented.

**Carried.**

**Addition: none**

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

**5. Adoption of the Minutes**

**Motion #2022-10**

**Moved by:** Danny Whalen

**Seconded by:** Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, January 26, 2022 as presented.

**Carried.**

**6. Business arising from Minutes**

**a. Community Fridge project:** defer until next meeting.

**b. Gifts for departing board members:** The CEO will purchase gift cards according to the Board gift policy.

**7. Correspondence:**

**a.** From Ontario Library Association and Federation of Ontario Public Libraries. Re: 2022 Ontario Pre-Budget Submission

**b.** From Office of the Premier. Re: Ontario Moving to Next Phase of Reopening on February 17

**8. Secretary–Treasurer’s Report**

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

**Library CEO’s Report**

**February 15, 2022**

**Annual Survey of Public Libraries:** The annual survey was opened on January 26 and the final deadline is April 30, 2022. I have started filling out our collections, staffing and programming information, and will finish our financial information when it is available. I hope to have a copy for the board to review at the March meeting.

**Donation:** The estate of Bun Eckensviller has donated a Laura Landers print of the New Liskeard Carnegie Library to the library. We will find a spot to hang it as soon as possible.

**Equipment:** The cameras have been down for about a month now, but IT Services has them back up and running now.

**Facilities Use Membership Card:** We launched the Facilities Use membership card and the membership drive the first week of February. We are now requiring all users of the library's computers, programming and study room, Digital Creator room and programming room to have a library membership. Since December 31 we have signed up 46 new memberships; of those 15 are Facilities Use cards. We are not requiring memberships for people who are just purchasing bus passes or having photocopying or faxing done.

**JASI Library System:** Our library system will be down on Saturday, February 19 for 18-36 hours for a server transfer. Our library catalogue and OverDrive services will also be down during that time. We will advertise the downtime on social media.

**JASI (Joint Automation Server Initiative) Advisory Committee:** The Committee is working with Ontario Library Services and Library Services Centre on a project to decolonize access and classification of materials in our ILS (Integrated Library System) by addressing the structural biases in the existing schemes of knowledge used in ILS, SirsiDynix Symphony and WorkFlows. This project will integrate respectful headings such as "Indigenous Peoples" along with the colonial Library of Congress Subject Headings such as "Indians of North America" with the goal of eventually removing the colonial subject headings. The list of respectful headings has been borrowed from the Greater Victoria Public Library which has created around 2000 respectful headings with a Canadian focus. Although there is a cost to the project, Ontario Library Services has committed to absorbing the cost or finding funding and has stated that they will not increase JASI membership fees to fund the project.

### **Finances and Statistics**

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

**Motion #2022-11**

**Moved by:** Claire Hendrikx

**Seconded by:** Jeff Laferriere

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

**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: Report on initial MOU meeting. The Chair reported on the meeting and follow up that has taken place so far. The next meeting with city representatives is set for Wednesday, March 2.

**10. New Business:**

- a. Northern College Grand Opening—March 7. Discussion

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

- a. Home Delivery Circ-7.
- b. Children's services Child-1.
- c. Teen services Child-2.

**Motion #2022-12**

**Moved by:** Jeff Laferriere

**Seconded by:** Claire Hendrikx

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

Home Delivery Circ-7 policy  
Children's Services Child-1  
Teen Services Child-2

as reviewed or amended by the Board.

**Carried.**

**d. Block Loan of Materials Circ-8. Motion**

**Motion #2022-13**

**Moved by:** Danny Whalen

**Seconded by:** Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board repeals the library's policy:

Block Loan of Materials Circ-8

as moved by the Board.

**Carried.**

**12. Closed session**

**Motion #2022-14**

**Moved by:** Jeff Laferriere

**Seconded by:** Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board goes into closed session at 7:18 p.m. in regards to identifiable individuals.

**Carried.**

**Motion #2022-15**

**Moved by:** Jeff Laferriere

**Seconded by:** Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board rises from closed session at 7:34 p.m. with report.

**Carried.**

**Motion #2022-16**

**Moved by:** Danny Whalen

**Seconded by:** Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts the closed session minutes of January 26, 2022.

**13. Adjournment**

Adjournment by Brigid Wilkinson at 7:35 p.m.

\_\_\_\_\_  
Chair –