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**Temiskaming Shores Public Library Board**

Meeting Minutes  
Wednesday, January 18, 2017  
7:00 p.m. at the New Liskeard Branch

**1. Call to Order**

Meeting called to order by Chair Donald Bisson at 7:00 p.m.

**2. Roll Call**

Present: Donald Bisson, Danny Whalen, Robert Dodge, Brenda Morissette, Jeff Laferriere, Roger Oblin and CEO/Head Librarian Rebecca Hunt

Members of the Public: 0

**3. Adoption of the Agenda**

**Moved by:** Danny Whalen

**Seconded by:** Robert Dodge

Be it resolved that the Temiskaming Shores Public Library Board accepts the agenda as presented.

**Carried.**

**4. Adoption of the Minutes**

**Moved by:** Roger Oblin

**Seconded by:** Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, November 16, 2016 and the December 21, 2016 informational meeting as presented.

**Carried.**

**5. Business arising from Minutes**

- a. No business arising.

**6. Correspondence: None**

**7. Secretary–Treasurer’s Report**

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

**Buildings and Equipment:**

**Fire safety checks** were conducted in December in the library buildings.

**Business:**

**Community Hubs Group:** A meeting will be held on Friday, January 13. I also attended the Regional Gathering on Wednesday, January 11.

**Conseil des Arts Temiskaming Arts Council (CATAC):** The group will be meeting on January 17 to discuss the action plan for implementing the Cultural Plan objectives.

**Digital Creator North (Near North Mobile Media Lab Trillium project):** We were successful in the NOHFC grant application and are starting to advertise the position. Kelly Conlin from the city, myself and two representatives from the Near North Mobile Media Lab will be doing interviews on February 6.

**Employee Evaluations:** Most everyone has filled out their evaluations and we will be scheduling meetings in January.

**Federation of Ontario Public Libraries:** I was acclaimed to the position of Northern Caucus CEO Board member and hope to attend the first meeting of the 2017-2020 term on February 2, 2017.

**Haileybury Branch Friends of the Library Group:** The bank account has been closed and the next step will be to file the 2016 tax return. After that is done the group can apply to have the charitable status revoked.

**Ontario Library Capacity Fund Research and Innovation grant—Library value study:** A teleconference meeting was held on Tuesday, January 10.

**Programming:**

**Visits to the Extencicare, Lodge and Manor nursing homes to exchange books**

Ongoing on Fridays and Saturdays by staff members and volunteers.

The total number of participants in the nursing home visits to date is 317 people: 120 at the Lodge, 127 at the Extencicare, and 70 at the Manor.

**Gadget Help to the Extencicare**

Monthly visits by a staff member continue this winter on an as-needed basis.

**Life Skills visits at the New Liskeard Branch**

The Life Skills group continues to visit every Wednesday for a storytime and craft activity.

The participants in the program look forward to their weekly visits and are enthusiastically learning skills about co-operation, social skills and the enjoyment of reading.

**Gadget Helper at both branches of the library**

Thursdays in alternating branches. This popular program is often booked a month in advance.

**Temiskaming Shores Public Library Online Book Club**

A book club from the comfort of your home. Participants work on their own timeline and comment whenever they can find some time.

**Les Liseuses à la succursale de New Liskeard**

Les Liseuses de la bibliothèque publique de Temiskaming Shores – Club de lecture pour les adultes. Le premier mardi du mois de 10 h 15 à 11 h 15 à la succursale de New Liskeard.

**Preschool Storytime Winter Session at the New Liskeard Branch**

This program takes place twice a month on Wednesdays from 11:15 a.m. until 11:45 a.m. at the New Liskeard Branch Library throughout the winter months.

**Second Level Crochet at the New Liskeard Branch**

Caroline Rachwalski of “Straight from the Hook, Crochet by Caroline” will be offering a Beginner’s Crochet class on Tuesdays at the New Liskeard Branch library, starting on Tuesday, January 24 for 6 weeks.

**La Leche League Meetings at the New Liskeard Branch**

A new La Leche League group providing breastfeeding support to new moms will be

meeting on the second Tuesday of each month at 6:30 p.m. at the New Liskeard branch of the library.

### **Canada Day Challenge Workshop**

Young Canadians are encouraged to get inspired and show us their vision of Canada's next 150 years by submitting an entry in the following categories:

- Draw it! (drawing or painting)
- Write it! (creative writing)
- Snap it! (photography)

The challenge will accept entries from January 3 to March 31, 2017

On Saturday, January 14, 2017 from 1:00 to 3:30 pm the New Liskeard Branch Library will offer some supplies, space, and resources for youth aged 8 to 18 to work on contest entries

### **Family Literacy Day Game Day at the New Liskeard Branch Library**

Come and gather at the New Liskeard Branch with family and friends to bring this special day to life! We'll have many fun games and activities for you to enjoy—for all ages from 3:30-6:00 p.m. on Friday, January 27, 2017.

### **Snowshoes for rent at the Haileybury Branch Library!**

The Temiskaming Shores Public Library, in partnership with the City of Temiskaming Shores Recreation Department and the Healthy Kids Community Challenge, is offering snowshoes for rent at the Haileybury Branch Library. Come in to pick up a few pairs for the family to try out this great outdoor winter activity! A \$20.00 cash deposit per pair is required.

### **Nordic Walking Pole Sets for Loan at Both Branches of the Library**

The Temiskaming Shores Public Library, in partnership with the Timiskaming Health Unit, is offering Nordic Walking Pole sets for loan. A fun activity for all ages and fitness levels and great for year round use.

## **Finances and Statistics**

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

There was discussion regarding the Regional Gathering and the role of the library as a hub in the community. There was agreement that it would be beneficial to the hub committee to look at community issues and form partnerships between organizations that have the common goal of addressing those issues. There was further discussion on the difficulties of forming partnerships when much of the provincial funding is inflexible.

## **8. Committee Reports**

- a. Finance and Property Committee:** Nothing to report.
- b. Planning, Personnel, Policy and Publicity Committee:** Nothing to report
- c. Building Committee:** Nothing to report.

## **9. New Business**

- a. Report LIB-001-2017 Workplace Inspection.** For information.
- b. Report LIB-002-2017 OLA conference and FOPL meeting attendance.** Motion.

### **Motion #2017-01**

**Moved by:** Roger Oblin  
**Seconded by:** Robert Dodge

Be it resolved that the Temiskaming Shores Public Library Board accepts Report LIB-002-2017 OLA conference and FOPL Meeting and recommends sending Library CEO Rebecca Hunt to the Ontario Library Association conference and Federation of Ontario Public Libraries Annual General Meeting in Toronto in February.

**Carried.**

- c. Budget: motion to approve 2017 Library budget as endorsed by city council.** Motion.

### **Motion #2017-02**

**Moved by:** Jeff Laferriere  
**Seconded by:** Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board accepts the Library 2017 Final Budget as endorsed by the City of Temiskaming Shores Council on December 6, 2016.

**Carried.**

- d. **PFC memberships for board members. Discussion.** The Board agreed not to pursue this matter at this time.

## 10. Plan, Policy review and By-law review

### a. Review Policy

- i. **Per-9 Salary Administration**
- ii. **Circ-3 Loan periods, renewals, reserves**

#### **Motion #2017-03**

**Moved by:** Brenda Morissette  
**Seconded by:** Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Per-9 "Salary Administration" and Circ-3 "Loan periods, renewals and reserves" as amended by the Board.

**Carried.**

## 11. Closed Session

- a. **Staffing update**
- b. **Incident report**

#### **Motion #2017-04**

**Moved by:** Robert Dodge  
**Seconded by:** Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:00 p.m.

**Carried.**

**Motion #2017-05**

**Moved by:** Robert Dodge

**Seconded by:** Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:12 p.m. without report.

**Carried.**

**12. Adjournment**

Adjournment at 8:13 p.m.

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Chair – Donald Bisson