

## **Temiskaming Shores Public Library Board**

### Meeting Minutes

Wednesday, December 13, 2017

7:00 p.m. at the Haileybury Branch

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

Meeting called to order by Chair Donald Bisson at 7:10 p.m.

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

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

Regrets: Robert Dodge

Members of the Public: 0

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

**Moved by:** Roger Oblin

**Seconded by:** Jeff Laferriere

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

**Carried.**

#### **Additions:**

**Correspondence b.** From Grants Ontario

**New Item 11.** Closed Session in regards to identifiable individuals.

**4. Adoption of the Minutes**

**Moved by:** Danny Whalen

**Seconded by:** Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, November 15, 2017, as presented.

**Carried.**

**5. Business arising from Minutes**

None.

**6. Correspondence:**

**a. To:** Josh Veilleux, TechSocial Program Coordinator--NEOnet.

**Re:** Letter of support for TechSocial program.

Received as information.

**b. From:** Grants Ontario.

**Re:** Transfer of Public Library Operating Grant of \$23,259 to library bank account.

Received as information.

**7. Secretary–Treasurer’s Report**

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

**Library CEO’s Report**

**December 7, 2017**

**Buildings and Equipment:**

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

**New Liskeard Parapet:** Construction began on Monday, November 27 and last for 3-4 weeks. The New Liskeard branch was busy on Tuesday, November 28 despite the

scaffolding, and we have put signs up on Facebook and the Library website reminding patrons that we are still open at that branch during the construction.

**Oak trees on the Giant Tiger side of the New Liskeard branch:** the trees were removed on Wednesday, November 29.

**Business:**

**Digital Creator North (Near North Mobile Media Lab Trillium project):** Digital Creator is coming down from a busy and exciting month of November, with two LIFT workshops and partnering up with Village Noël, the upcoming months leave big shoes to fill. Upcoming, DGTL has another partnership with the Temiskaming Art Gallery on it's way. T.A.G. will be having a week long Benjamin Chee Chee exhibit in February and Digital Creator will be dedicating a week to replicating Benjamin's work via various sorts of media arts and will display the work during the exhibit. The CEO discussed with the Board the results of the Trillium audit this summer.

**Federation of Ontario Public Libraries board:** I will be attending the next board meeting on Thursday, February 1 in person at the Ontario Library Association conference in Toronto.

**Joint Automation Server Initiative (JASI) Steering Committee:** I will attend the next teleconference meeting set for Wednesday, January 24. The committee is still discussing cataloguing standards and item types.

**Ontario Library Service North Mentorship Program:** Ontario Library Service North has asked me to Mentor the new librarian for Seguin Township Public Libraries, Stefanie Veneranda. She has already been in contact with some questions about the hiring process we use at Temiskaming Shores Libraries.

**NEOnet TechSocial program:** Josh Veilleux, Program Coordinator with NEOnet, has been back in touch to ask for a letter of support for an additional grant application for the TechSocial program they will launch in January. With this partnership the library simply needs to provide space for workshops once a month on technology gadgets and apps. NEOnet is providing the instructor for the workshops and will work in conjunction with the program already in place at the library, sharing instruction materials and complementing our current program rather than duplicating the program.

**The Temiskaming Foundation Games and Backpacks project:** Most of the materials have been purchased and I am investigating how other libraries have managed circulation and processing of such materials. I have asked on the Ontario Library CEO listserv and have contact a few libraries directly who have similar programs.

**Volunteer Program:** Our Adult volunteers at the Haileybury Branch have started. One of the volunteers has opted to log hours in conjunction with the TDSS co-op program. We also have two high school student volunteers at the New Liskeard branch and one at the Haileybury branch logging hours for graduation.

**Programming:**

**Visits to the Extencicare, Lodge and Manor nursing homes to exchange books**  
Ongoing on Fridays and Saturdays by staff members and volunteers.

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

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

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

This program will start up again on October 26.

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

Le premier mardi du mois de 10 h 15 à 11 h 15 à la succursale de New Liskeard.

**Le 5 décembre— Le Roman de Renée Martel par Danielle Laurin**

Pour plus de renseignements composez le 705-647-4215 ou

[cpeddie@temisklibrary.com](mailto:cpeddie@temisklibrary.com)

**Bricolage De Noel à la succursale de New Liskeard**

Pour les enfants âgés de 5 à 10 ans.

**Le samedi 9 décembre**, de 11 à 12 heures

Inscription requise ! Les places sont limitées

Pour plus de renseignements composez le 705-647-4215 ou

[cpeddie@temisklibrary.com](mailto:cpeddie@temisklibrary.com)

**Canadian Gingerbread Decorating Contest at both Branches of the Library**

Get your Gingerbread Houses ready! Submissions for the Canadian Gingerbread Decorating Contest open on Friday, December 1! Decorate a Gingerbread House in a Canadian theme and e-mail us a picture to [newliskeard@temisklibrary.com](mailto:newliskeard@temisklibrary.com) or [haileybury@temisklibrary.com](mailto:haileybury@temisklibrary.com) for your submission to the contest. Pictures will be displayed in both branches of the library. Then, come into your branch to vote for your favourite Gingerbread creation from December 19-22. One vote per person per day. Enter for a chance to win a gift certificate from Chat Noir Books! For more information, call 705-647-4215.

**Temiskaming Shores Public Library Bookclub at Both Branches of the Library  
Information Session**

Interested in joining a book club? Join us for our information session!

- A chance to meet other members
- Discuss important details such as times, locations, etc.

- Find out which book we will be diving into first!

Sign up at either branch, or call (705) 672-3707 or (705) 647-4215 for more information

**Haileybury Branch:** Wednesday, December 13, 2017 at 2:00 PM

**New Liskeard Branch:** Thursday, December 14, 2017 at 6:00 PM

Read it like you mean it!

### **Canada 150 Gingerbread House Decorating Program at Both Branches of the Library**

We supply you with all you need to decorate your gingerbread house! We'll photograph it and enter it into our Canadian Gingerbread House Decorating Contest. Prizes for winners of contest. For ages 6 to 12.

#### **Saturday December 16**

New Liskeard Branch 10:30—noon

Haileybury Branch 10:30—noon

Space is limited so register early! Call 705-647-4215 or 705-672-3707

### **Finances and Statistics**

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

#### **Motion #2017-53**

**Moved by:** Roger Oblin

**Seconded by:** Danny Whalen

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

**Carried.**

### **8. Committee Reports**

- Finance and Property Committee:** Nothing to report.
- Planning, Personnel, Policy and Publicity Committee.** Nothing to report.
- Building Committee:** Report on the November 28, 2017 meeting.

## 9. New Business

- a. **Meeting Schedule for 2018.** Let it be recorded that the Board had no objections to the schedule.
- b. **Discussion regarding vision of library service delivery.** The Board discussed options for library service delivery and public consultations on library service delivery. The board has formed a Library Services Committee made up of Donald Bisson chairing the Committee, Anna Turner, Jeff Laferriere, Brenda Morissette and the City Manager to participate on behalf of the municipality and the Library CEO to act as Secretary of the Committee.

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

- a. **Review Policy**
  - i. Volunteer Policy.

### **Motion #2017-54**

**Moved by:** Roger Oblin

**Seconded by:** Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Volunteer Policy as reviewed by the Board

**Carried.**

## 11. Closed Session

- a. **In regards to identifiable individuals**

### **Motion #2017-55**

**Moved by:** Anna Turner

**Seconded by:** Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:30 p.m.

**Carried.**

**Motion #2017-56**

**Moved by:** Anna Turner

**Seconded by:** Brenda Morisette

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:35 p.m. without report.

**Carried.**

**12. Adjournment**

Adjournment by Roger Oblin at 8:36 p.m.

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Chair – Donald Bisson