

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, May 17, 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, Brenda Morissette, Roger Oblin, and
CEO/Head Librarian Rebecca Hunt.

Regrets: Robert Dodge, Jeff Laferriere

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Roger Oblin

Seconded by: Brenda Morissette

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

Carried.

4. Adoption of the Minutes

Moved by: Danny Whalen

Seconded by: Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, April 19, 2017 as presented.

Carried.

5. Business arising from Minutes

The Chair inquired if the planter for the Haileybury Beautification Committee project has been received. The CEO will follow up.

6. Correspondence:

a. From: Claire Hendriks, Executive Director—The Temiskaming Foundation.

Re: Haileybury Public Library Fund

Received as information. There was discussion on combining the public library funds. The CEO will investigate.

b. From: Claire Hendriks, Executive Director—The Temiskaming Foundation.

Re: May Ball Fund and the New Liskeard Public Library Fund

Received as information

c. From: Kevin Finnerty, Assistant Deputy Minister, Culture Division—Ministry of Tourism, Culture and Sport

Re: Update on the Culture Strategy

Received as information

d. From: Eleanor McMahon, Minister—Ministry of Tourism, Culture and Sport.

Re: Ontario Budget

Received as information

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 April in the library buildings.

Business:

Digital Creator North (Near North Mobile Media Lab Trillium project): The space will not be staffed for the week of May 16-20 while Steve is gone to Chicago with the other Digital Creator Leads for training at the Chicago Public Library on their “You Media” project. Steve was in attendance on Friday, April 28 at the Lifestyles event, taking pictures of people in front of the Green Screen.

Federation of Ontario Public Libraries (FOPL): The last FOPL meeting before the summer is on Friday, June 9 in the morning. Since I will already be in Toronto for the last Ministry of Culture Roundtable meeting in the afternoon on that day, I will attend that meeting in person. At the last meeting the Open Media Desk project was discussed. We had our first class on Thursday, May 4 and Anna Turner and Steve Kozinski sat in with me. We all agree that the course should prove to be very helpful in gaining more community engagement on social media. One project that we have started on social media through the course is the Shots from the Shores project to increase awareness and support of the library. The board viewed the first two short videos of the series.

Lifestyles Event: The Digital Creator Lead and I attended the lifestyles event at the Curling Club in New Liskeard on Friday, April 28 and Saturday, April 29. The library brought a green screen and ipad, and took pictures of people in Temiskaming scenes such as Devils Rock, Pete’s Dam Park, Ms. Claybelt, and the Haileybury Golf Course. We had about 115 people stop to have their picture taken and we were able to promote the Digital Creator program at the library in the process.

Ministry of Tourism, Culture and Sport Ontario Culture Strategy Public Library Roundtable: I attended the second session in Toronto on Tuesday, May 2, on Standards and Performance Measurement. At this meeting the Ministry discussed linking public library accreditation standards to the Public Library Operating Grant administered by the Ministry of Tourism, Culture and Sport. I was able to comment that I am leery of linking to funding unless a tiered approach is taken so that small, rural, and indigenous libraries have a chance to succeed, and that there should be a database of standard policies geared to small libraries so that they are not all reinventing the wheel with policies. As well, I suggested that the Ministry could give more guidance in the issues of non-resident card and contracting townships as the way these are treated varies wildly even in libraries in the same geographic area. I also submitted my comments on the post meeting survey. I will attend the next meeting in Toronto on June 9 in person. This last meeting is on Digital Services.

Ontario Library Capacity Fund Research and Innovation grant—Library value study: I will be attending the Networking Meeting in Manitoulin to present on the tool with staff from Ontario Library Services North and the consultant from Nordik Institute.

Partnerships:

I met again with Florent Heroux of the Société d'histoire du Témiskaming ontarien to ask him about drafting an agreement. He was in agreement with proceeding this way, and we will try to draft something before September for the board to review.

The City used the Haileybury Library public access computer lab to train eight students on WHIMIS and AODA standards on Monday, May 8.

Proctoring Exams: An exam was proctored at the Haileybury library in April, and we have received requests to write more exams in early June and in early July.

Programming:

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

Ongoing on Fridays and Saturdays by staff members and volunteers. The Lodge has been on outbreak for a lot of the winter and spring so far, so visits have been less frequent there.

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. The New Liskeard Branch is fully booked for the month of May.

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.

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.

Spring Session Preschool Storytime at both branches of the Library

Preschoolers accompanied by an adult are welcome to attend this early literacy program

that includes stories, songs, rhymes and a whole lot of fun. For more information call 705-647-4215 or email us at www.NewLiskeard@temisklibrary.com

Wednesdays from 11:15—11:45 a.m. starting April 5

New Liskeard Branch: April 5 and 19, May 3, 17 and 31 and June 14 and 28

Haileybury Branch: April 12 and 26, and May 10 and 24 and June 7 and 21

Introduction to Genealogy

Discover how to get started and what resources are available to help you discover your family history! **Where:** Temiskaming Shores Library Haileybury Branch **When:** Saturday, May 20, 2017 **Time:** From 10:00 a.m. until 4:00 p.m. **Note:** Bring a USB key

Lunch Break: from 12:00-1:00 **Cost:** FREE

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. A set or two is usually in circulation, showing that the poles are still popular.

Workplace inspection report LIB-011-2017

Finances and Statistics

The Board reviewed the financial and statistical reports provided by the CEO. The Board discussed the Board's procurement policy and the process for receiving orders and coding and processing invoices. The CEO will make recommended changes to improve efficiencies.

Motion #2017-24

Moved by: Roger Oblin

Seconded by: Danny Whalen

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

Carried.

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. None.

10. Plan, Policy review and By-law review

- a. **Review Policy**
 - i. Planning Policy Plan-1.

Motion #2017-25

Moved by: Brenda Morissette

Seconded by: Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Planning Policy, Plan-1 as amended by the Board.

Carried.

11. Closed Session

- a. Staff update
- b. Personnel Policy review

Motion #2017-26

Moved by: Roger Oblin

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:10 p.m.

Carried.

Motion #2017-27

Moved by: Brenda Morissette

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:30 p.m. without report.

Carried.

12. Adjournment

Adjournment by Roger Oblin at 8:31 p.m.

Chair – Donald Bisson