

## **Temiskaming Shores Public Library Board**

### **Meeting Minutes**

Wednesday, September 20, 2017

7:00 p.m. at the New Liskeard Branch

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

Meeting called to order by Chair Donald Bisson at 6:55 p.m.

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

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

Robert Dodge arrived at 7:45 p.m.

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 presented.

**Carried.**

#### **4. Adoption of the Minutes**

**Moved by:** Danny Whalen

**Seconded by:** Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, June 21, 2017, and the E-meeting of September 5, 2017, as presented.

**Carried.**

**5. Business arising from Minutes**

None.

**6. Correspondence:**

- a. From:** Jeff Costen, Ministers Office—Ministry of Tourism, Culture and Sport.  
**Re:** Ontario Increasing Access to Technology at Public Libraries.

Received as information.

- b. From:** Annik Boucher, Principal—Ecole secondaire catholique Sainte-Marie  
**Re:** Thank you for May Ball Bursary.

Received as information.

- c. From:** Kelsie Peddie, Student—Ecole secondaire catholique Sainte-Marie  
**Re:** Thank you for May Ball Bursary.

Received as information.

**7. Secretary–Treasurer’s Report**

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

**Library CEO’s Report**

**September 11, 2017**

**Buildings and Equipment:**

**Fire safety checks** were conducted in June and July in the library buildings.

**Business:**

**Digital Creator North (Near North Mobile Media Lab Trillium project):** Awareness about the space continues to grow. We have just had a request from the Village Noel Committee to have workshops in the space during the Friday of Village Noel for grade 7 and 8 students. Steve will be starting up a youth committee for the space to give input

on programming and help promote the space. He will be visiting classes at TDSS to promote the committee and space over the next few weeks.

**Federation of Ontario Public Libraries board:** I will be attending the next board meeting on Friday, September 15 via teleconference.

**Joint Automation Server Initiative (JASI) Steering Committee:** I will attend the next teleconference meeting set for Wednesday, September 20. The committee will be discussing cataloguing standards.

**MakerSpaces in Public Libraries Project:** Scott Ensign from Wilfrid Laurier University has contacted me to see if Temiskaming Shores Public Library would be a collaborator in a research study he is heading about makerspaces in public libraries, focussing on small, rural and Northern libraries. The goals of the project are to: gather data and information from smaller public libraries that have makerspaces in their facilities, prepare a report that can provide evidence-based decision support for similar public libraries that are in the process of establishing makerspaces or could benefit from doing so, and to design a short decision-making simulation that would help library staff and boards who are considering having makerspaces in their facilities. He expects to receive funding in December and will begin the research phase of the project in the new year. He assured me that it would not be a big time commitment on our part. I have also put him in contact with the Near North Mobile Media Lab to be able to connect with the other libraries in the program.

**NEOnet TechSocial program:** Josh Veilleux, Program Coordinator with NEOnet, has contacted me to see if the Temiskaming Shores Public Library would be a partner in their TechSocial program to teach seniors how to use technology and social media. He has also asked if I can gather data about what programs libraries have in Northern Ontario to teach technology to seniors. I have emailed his request to the Northern Lights Library Network membership, agreed to support their program and have requested more information before agreeing to be a partner.

**Ontario Library Capacity Fund Research and Innovation Library Value Study Committee:** I attended a teleconference meeting on Friday, August 25. The final version of the toolkit is nearing completion. The committee has asked if they can use the Temiskaming Shores Data as a sample for the Community Profile and SROI Spreadsheet and I have agreed.

**Public Library Association Project Outcome:** Temiskaming Shores Public Library has been asked to participate in a Northern Pilot Project to learn how to use the Public Library Association's Project Outcome toolkit. Here is some information about the project:

"Wherever public libraries are working, possibility lives. [Project Outcome](#) is a *FREE* toolkit designed to help public libraries understand and share the true impact of essential library services and programs by providing simple surveys and an easy-to-

use process for measuring and analyzing outcomes. Project Outcome also provides libraries with the resources and training support needed to apply their results and confidently advocate for their library's future.

While many public libraries collect data about their services and programs, what is often lacking are the data to support what good they are providing their communities, such as programs serving childhood literacy, digital and technological training, and workforce development. With Project Outcome, patron attendance and anecdotal success stories are no longer the only way libraries can demonstrate their effectiveness. Developed by library leaders, researchers, and data analysts, Project Outcome is designed to give libraries simple tools and supportive resources to help turn better data into better libraries.”

Although it is a US based initiative, it is now being shared with the Ontario Library Association and the Ontario Library Services are encouraging the selected Ontario libraries to participate. Here is a link to more information:

<http://www.ala.org/pla/initiatives/performance measurement>

I have indicated that Temiskaming Shores will participate and will attend a webinar on October 25 to learn more about the program.

**Proctoring Exams:** Two exams were proctored in July and one exam in August.

**Public Library Operating Grant 2017-2018**

I am just waiting for a Certificate of Insurance from city hall so I can complete the annual application for the PLOG. Our Annual Survey has been received by the Ministry and approved.

**Volunteers:** We will start up the Fall volunteer program for teens looking to fill community service hours once we have a staff member trained.

**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 fall.

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

This program will start up again in the fall, once we have a staff member trained.

**Digital Creator Workshop at the New Liskeard Branch  
Making YouTube Videos!**

Teens and tweens are welcome to join in for this workshop in which we will be going over the ins & outs of basic Youtube video making! Whether you want to be a Vlogger or a Reaction channel, make sure to register for this workshop to learn how you can use Digital Creator to make your very own Youtube videos!!.

**Saturday, September 2, from 11-12:30 at the New Liskeard Branch Library.**

**Fall 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 [newliskeard@temisklibrary.com](mailto:newliskeard@temisklibrary.com)

**Wednesdays from 11:15—11:45 a.m. starting September 6**

**This Book Rocks! At the New Liskeard Branch**

**Rock painting craft Program**

We'll paint rocks to represent a favourite book and then hide them in the community for others to find—photograph & post to our FB page and hide again—family fun, arts & crafts, exercise & books!

For children aged 6-12

**Saturday, September 9, from 10:30 a.m. – 12:00 noon.**

**Author Visit with Florent Heroux at the New Liskeard Branch**

Wednesday, September 13 from 4:00 p.m.—6:00 p.m. top in and visit with a local author and historian! Mr. Héroux will be launching his newly published book, "Recollections of Old Timiskaming"

**Prepare for the Game of Thrones Challenge!**

Are you up for a challenge? Are you unsure of what to read next? FYI .... **Saturday, November 4** we're having a **Game of Thrones Challenge** at the New Liskeard Branch of the library. This program will be open to adults 18 years and older and there are prizes to be won. Read **A Game of Thrones by George R.R. Martin** and come on out, have some fun and test your skills. Don't wait until the last minute.....Winter is coming!

**Digital Creator Workshop at the Haileybury Branch**

**Making YouTube Videos!**

Teens and tweens are welcome to join in for this workshop in which we will be going over the ins & outs of basic Youtube video making! Whether you want to be a Vlogger or a Reaction channel, make sure to register for this workshop to learn how you can use Digital Creator to make your very own Youtube videos!!.

**Saturday, September 16, from 11-12:30 at the Haileybury Branch Library.**

**Digital Creator Workshop: Hike/Photography at Pete's Dam**

Teens and tweens are welcome to join in for this workshop in which we will be meeting at Pete's Dam and going for a hike and taking pictures! Digital Creator will be providing DSLR cameras and a bounce board.

**Saturday, September 23 from 11-2:30 at Pete's Dam**

**Initiation à la généalogie à la succursale de Haileybury**

Cet atelier vous permettra de découvrir les ressources généalogiques disponibles à la bibliothèque en plus de vous aider dans vos recherches généalogiques.

Date: le mercredi, 27 septembre 2017

Durée: de 18:30h à 20h

Note: Apporter une clé USB

Coût: Gratuit

**Fête de la Culture: Qu'est-ce que le tissage? À la succursale de New Liskeard**

Une présentation française de Denise Joyal

Le samedi 30 septembre, 2017 de 13 h 30 à 14 h 30.

Pour en connaître davantage sur les secrets du tissage : des fils... aux produits finis... venez écouter et participer!

**Partenariat : ACFO Témiskaming, Nouveaux Horizons et la bibliothèque publique de Temiskaming Shores.**

**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 3 octobre— Ma vie est entre tes mains par Suzanne Aubry**

**Le 7 novembre— Bonheurs Dérobés par Marthe Gagnon-Thibaudeau**

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

**Canada Themed Lego Contest at both Branches of the Library**

Build a Canadian creation-- Contestants will be notified which project to build when program starts. Children may only participate at one branch or the other.

Saturday, October 7

Haileybury Branch: 11:00—noon

New Liskeard Branch: 2:00-3:00

For children aged 6—12 years, bring your own lego to work with. Prizes to be won!

**Canadian Literary Pumpkin Decorating Contest! At both branches of the Temiskaming Shores Library**

Choose your favourite Canadian literary character from a book and decorate a pumpkin to resemble them! Then take a picture of your fabulous creation and bring or email the picture to your branch of the library. Next, vote on your favourite creation!

Only one vote each time you visit the library...Parents, friends, grandparents, and anyone else can vote too— so spread the word! Prizes to be given for the literary pumpkins with the most votes!

**Library Value Study update:**

The CEO gave the board an overview of the Library Value Study toolkit, indicator spreadsheet and community report.

**Building update:**

Councillor Laferriere updated the Library Board on work to be done to the New Liskeard building parapet as approved at the September 19, 2017 City Council Meeting.

**Workplace inspection report LIB-017-2017** was reviewed.

**Finances and Statistics**

The Board reviewed the financial and statistical reports, including the balance of the Board's Scotiabank account, as provided by the CEO.

**Motion #2017-36**

**Moved by:** Brenda Morissette

**Seconded by:** Roger Oblin

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

**Carried.**

**8. Committee Reports**

- a. **Finance and Property Committee:** Nothing to report. The Committee set a date for a budget meeting on Monday, October 5 at 10:00 in Haileybury.
- b. **Planning, Personnel, Policy and Publicity Committee.** Nothing to report.
- c. **Building Committee:** Nothing to report.

## 9. New Business

- a. **Report LIB-018-2017 Temiskaming Foundation Community Grant application for Board Games Project.** Motion.

### Motion #2017-37

**Moved by:** Danny Whalen

**Seconded by:** Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board applies to The Temiskaming Foundation's Community Grants Fund program to be used to purchase board games, a shelving unit and a puzzle table top for the library Board Games Project in both branches of the library.

**Carried.**

- b. **Report LIB-019-2017 Temiskaming Foundation Community Grant application for Library Backpacks program.** Motion.

### Motion #2017-38

**Moved by:** Jeff Laferriere

**Seconded by:** Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board applies to The Temiskaming Foundation's Community Grants Fund program to be used to purchase backpacks, binoculars, compasses, field guides and hanging hooks for the Temiskaming Backpack initiative in both branches of the library.

**Carried.**



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

### **a. Review Policy**

- i. Advocacy policy.
- ii. Programming policy.

#### **Motion #2017-39**

**Moved by:** Robert Dodge

**Seconded by:** Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Adv-1 Advocacy policy and Prog-1 Programming policy as amended by the Board.

**Carried.**

## **11. Closed Session**

### **a. Staff update**

#### **Motion #2017-40**

**Moved by:** Roger Oblin

**Seconded by:** Robert Dodge

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:03 p.m.

**Carried.**

**Motion #2017-41**

**Moved by:** Robert Dodge

**Seconded by:** Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:15 p.m. without report.

**Carried.**

**12. Adjournment**

Adjournment by Jeff Laferriere at 8:16 p.m.

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Chair – Donald Bisson