

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, October 17, 2018

7:00 p.m. at the Haileybury Branch

1. Call to Order

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

2. Roll Call

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

Regrets: None

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Jeff Laferriere

Seconded by: Danny Whalen

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

Carried.

Additions:

New Business c. Remembrance Day Wreath laying

New Business d. Cannabis laws

New Business e. Application for Boards and Committees

Policy Review b. Amendment to policies for snacks in buildings

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, September 19, 2018, as presented.

Carried.

5. Business arising from Minutes

- a. Relocation of New Liskeard Library project update: the CEO updated the board on the latest.

6. Correspondence:

- a. **From:** Ellen Walpole, Staff—John F. Ross Collegiate and Vocational Institute Staff Association.

Re: Donation in memory of Ethel St. Jean.

Received as information. The CEO will write a note thanking the association for their generous donation in Ethel's memory.

- b. **From:** Julia Harke, Student —Timiskaming District Secondary School.

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

October 10, 2018

Buildings and Equipment:

Fire safety checks were conducted in the library buildings.

Business:

Digital Creator North (Near North Mobile Media Lab Trillium project): The Timmins Public Library submitted an application to the Ontario Library Services North Public Library Service Awards for this project and the project was presented with an award for Excellence in Technology and Innovation at the OLS-North conference in September. I am working on the 3-D printer project.

Federation of Ontario Public Libraries board: FOPL confirmed that provincial funding to libraries in Ontario is temporarily frozen until the line by line review is completed. The technology capacity fund and the connectivity fund have both been discontinued until further notice. The next meeting is on November 23.

Inventory: We have completed inventory in both branches of the library. An item that came to light was the disarray in the Local History room in Haileybury. We will be working on organizing that collection more efficiently over the course of the winter.

Ontario Library Service North Conference: The conference sessions were informative, as usual. I was especially interested in a session on Mental Health issues in libraries where the speaker was from the OPP and talked about drugs and addiction in library patrons. He said that the local health unit should be able to set us up with some cleanup kits for when we find drugs in the library. He also talked a bit about the legalization of cannabis and the implications for libraries. The session that I presented was well received as well.

Proctoring Exams: I will be proctoring real estate and other exams in December this year.

Seniors Information and Active Living Fair: I attended and distributed information on behalf of the library at the fair on September 19. It was a great opportunity to hand out gadget helper pamphlets and connect with the other organizations who were exhibiting.

Programming:

Visits to the Extendicare, 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 visits have started up again this fall.

Gadget Helper at both branches of the library

The Gadget Helper program started up again in September.

Fall Session Preschool Storytime at Both Branches of the Library

Preschool aged children accompanied by an adult are invited to join us for stories, rhymes, songs and a gentle introduction to early literacy and the library.

Every Wednesday, starting September 5 from 11:00 a.m.—11:30 a.m.

Haileybury Branch Sessions:

September 19 and October 3 and 17

New Liskeard Branch Sessions:

September 12 and 26 and October 10 and 24

Les Liseuses de la bibliothèque de Temiskaming Shores

De septembre à décembre, de 10 h 15 à 11 h 15 à la succursale de New Liskeard
Livres choisis

Le mardi 11 septembre— Livres “Surprise”

Le mardi 2 octobre— *La couveuse* par Marie-Claude Barrette

Le mardi 6 novembre— *Flavie Les infirmières de Notre-Dame* par Marylène Pion

Le mardi 4 décembre — *Les femmes du fleuve* par Aimée Laberge

DGTL CREATOR NORTH Workshops at the New Liskeard Branch

Saturdays beginning at 11:30am

Oct 20th Photoshop Fun: using photo montage techniques to create other worlds.

Oct 27th Halloween Noise! Teens will learn how to make ghostly audio experiences.

Pumpkin Decorating Program at Both Branches of the Library

We supply everything you need & you get to enter our literary pumpkin contest & bring your decorated pumpkin home! Open to children aged 5-10 years old.

Saturday October 20, 2018

New Liskeard Branch: 1:00—2:30 p.m.

Haileybury Branch: 1:00—2:30 p.m.

REGISTER EARLY AS SPACE IS LIMITED! To register or for more information please call 705-647-4215 or 705-672-3707

Pumpkin Decorating CONTEST at both Branches of the Library

Paint or decorate a pumpkin to resemble a literary character for your chance to **win a Chat Noir gift card!**

Contest begins October 10 and closes October 24 at 5 p.m.

To Enter: Take a picture of your decorated pumpkin (with the book the character is

from if possible). Drop the picture off at the New Liskeard or Haileybury branch, or email it to NewLiskeard@temisklibrary.com or Haileybury@temisklibrary.com . Please include your name, age, phone number, and the character's name. Visit either branch of the Temiskaming Shores Public Library between October 25-27 to vote for your favourite pumpkin picture! All are welcome to vote. One vote per person per day. For more information 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 #2018-37

Moved by: Roger Oblin

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts the October Secretary-Treasurer's report, Workplace Inspection report and Financial 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.
- d. **Library Services Committee.** Nothing to report.

9. New Business

- a. **Service to Indigenous community.** The board discussed strategies to improve service to local indigenous communities.
- b. **Report LIB-015-2018 OLA Conference and FOPL meeting.** The report was reviewed.

Motion #2018-38

Moved by: Anna Turner

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board accepts report LIB-015-2018 OLA conference and FOPL Meeting and recommends sending Library CEO Rebecca Hunt to the Ontario Library Association 2019 conference and Federation of Ontario Public Libraries Annual General Meeting in Toronto from January 30-February 2, 2018.

Carried.

- c. **Remembrance Day Wreath laying.** Board members volunteered to lay wreaths in each community.
- d. **Cannabis Law changes.** Discussion of possible policy changes.
- e. **Applications for Boards and Committees.** The application forms for the new term were distributed to board members.

10. Plan, Policy review and By-law review

a. Review Policy

- i. **Policy Development Policy, Facilities Use and Patron Code of Conduct Policies.**

Motion #2018-39

Moved by: Roger Oblin

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Policy Development Policy, Facilities Use and Patron Code of Conduct as amended by the Board.

Carried.

11. Adjournment

Adjournment by Danny Whalen at 8:00 p.m.

Chair – Donald Bisson