

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, November 21, 2018

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, Jeff Laferriere, Danny Whalen, Brenda Morissette, Anna Turner and CEO/Head Librarian Rebecca Hunt.

Regrets: Roger Oblin

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Danny Whalen

Seconded by: Jeff Laferriere

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

Carried.

Additions:

New Business c. Board meeting 2019 schedule

4. Adoption of the Minutes

Moved by: Brenda Morissette

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, October 17, 2018, as presented.

Carried.

5. Business arising from Minutes

a. None.

6. Correspondence:

- a. **From Susi Johanson, Principal—Timiskaming District Secondary School.** Re: May Ball Scholarship. For information.
- b. **From Sylvia Jones, Minister—Ministry of Tourism, Culture and Sport.** Re: Public Library Operating Grant. For information
- c. **From Stephen Abram, Executive Director—Federation of Ontario Public Libraries.** Re: Michael Tibollo appointed Minister of Tourism, Culture and Sport. For information.
- d. **From Barbara Franchetto, Chief Executive Office—Southern Ontario Library Service.** Re: Connectivity Fund. For information.

7. Secretary–Treasurer’s Report

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

Library CEO’s Report

November 12, 2018

Buildings and Equipment:

Fire safety checks were conducted in the library buildings.

Business:

Budget: I have submitted the first draft of the 2019 budget to the city. I have a meeting with Chris Oslund regarding the library budget on November 13.

Christmas Wish: I will be co-hosting the Christmas Wish again this year, this time on Thursday, November 15 from 1:00-3:00 p.m.

Federation of Ontario Public Libraries board: I will be attending the next meeting on November 23 via teleconference.

Proctoring Exams: I am scheduled to proctor 7 exams in November and December.

Snowshoes: We have catalogued all of the snowshoes to be ready for this season. We will require residents of Temiskaming Shores to have a library card to take out the snowshoes, and will encourage non-residents to purchase a membership. If they do not want to purchase a membership, they will have to pay the deposit and fill out the form in order to take the snowshoes.

The Temiskaming Foundation: The Temiskaming Foundation has asked if I might volunteer to sit on their Community Foundation Committee for the next year or so as they celebrate their 25th anniversary. It will not impact the ability of the library to receive funding from the foundation. I also will be attending a Breakfast and Learn hosted by the Foundation on Thursday, November 15.

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.

Christmas Story Time & Writing Letters to Santa Claus at the New Liskeard Branch

Saturday 1 December

10:30—11:30 a.m.

Please register early as space is limited

For more information or to register call 705-647-4215

Letters to Santa at the Haileybury Branch

Join us at the Haileybury Branch of the Temiskaming Shores Public Library on Tuesday, December 4 from 5 p.m. to 6 p.m. for a Christmas Story Time and to write your letters to Santa!

Call 705-672-3707 to sign up, as space is limited

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

Pour plus de renseignements composez le 705-647-4215

Bricolage de Noël à la Succursale de New Liskeard

Le samedi 8 décembre 2018 de 11 h à 12 h. Pour les enfants âgés de 5 à 10 ans
Inscription requise! Les places sont limitées. Pour plus de renseignements contactez le
647-4215

TSPL Book Club at the New Liskeard Branch

Here are the fall picks for the Temiskaming Shores Public Library Book Club. Sessions meet once a month at the New Liskeard Branch of the library.

Thursday, December 13 at 6:00 PM

Simon vs. the Homo Sapiens Agenda by Becky Albertalli

Call 705-672-3707 for more information

Children's Christmas Craft Program at the New Liskeard branch

Saturday December 15

1:00—2:30 p.m. For children aged 5—10 years

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

Finances and Statistics

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

Motion #2018-40

Moved by: Jeff Laferriere

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the November 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. **Planning/Budgeting for 2019/Possible NL move in light of Community Consultations.** The board discussed the 2019 capital budget and the need to plan for the 2020 operating budget in light of a possible move of the New Liskeard location. The Library Services Committee will meet to start planning.

- b. **Contracting Townships contract review.** The contracts and rates for the contracting townships were reviewed. Despite increased expenses for the library over the years and an increase in the contribution from the City of Temiskaming Shores, the rate for contracting townships has remained the same since the 1990's. The Board will review the rates in conjunction with the library services review in preparation for the 2020 operating budget.

- c. **Schedule of Board Meetings for 2019.** The meeting schedule was distributed.

10. Plan, Policy review and By-law review

- a. **Review Policy**
 - i. **Collection Development Policy.** Deferred to next meeting.

11. Closed Session:

Motion #2018-41

Moved by: Danny Whalen

Seconded by: Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:05 p.m. in regards to identifiable individuals.

Carried.

Motion #2018-42

Moved by: Brenda Morissette

Seconded by: Danny Whalen

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

Carried.

12. December 2018 Meeting venue: The venue for the December meeting was discussed.

13. Adjournment

Adjournment by Jeff Laferriere at 8:13 p.m.

Chair – Donald Bisson