

## **Temiskaming Shores Public Library Board**

### Meeting Minutes

Wednesday, March 21, 2018

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, Brenda Morissette, Roger Oblin, Danny Whalen, Anna Turner  
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:** Anna Turner

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

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Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, February 21, 2018, as amended.

**Carried.**

**5. Business arising from Minutes**

a. None.

**6. Correspondence:**

a. **From:** Ashley Gauthier, Voluntary Revocation Officer—Charities Directorate.

Re: Friends of the Haileybury Branch Library voluntary revocation of charitable status.

Received as information.

b. **From:** Sheila Siermachesky, Vice Principal—Timiskaming District Secondary School.

Re: Frances Ball Memorial and May Ball Scholarship.

Received as information.

**7. Secretary–Treasurer’s Report**

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

**Library CEO’s Report**

**March 13, 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 NOHFC grant for the Digital Creator Lead Intern's pay is finished and I have submitted the final report to the City for the final reimbursement. The Near North Mobile Media Lab will be employing the intern directly until May, 2019. I will remain the on-site supervisor, and we have updated the agreement between the Lab and the Library to reflect these changes.

**Federation of Ontario Public Libraries board:** The next meeting is on Friday, April 27, 2018. I plan on attending via teleconference.

**Healthy Kids Community Challenge #PowerOffAndPlay Program:** We have received the equipment and the program is running in both branches of the library.

**Increasing Library Digital Services Grant:** We used the funds to purchase our e-resources, a pop up green screen and to pay for the registration fee for the OLA conference. I have submitted the final report for the grant to the Ministry of Tourism, Culture and Sport.

**Joint Automation Server Initiative (JASI) Steering Committee:** The next teleconference meeting set for Wednesday, March 28. The committee is still discussing cataloguing standards and item types.

**Social Enterprise Round Table:** I presented a session on communicating the value of your organization to your stakeholders at the conference, and it was well-received. There were many questions on how we chose the sectors and indicators for data in the library value study, and several requests for the presentation and the toolkit to be made available on a website.

**The Temiskaming Foundation Games and Backpacks program:** I have submitted the final reports for the grants to The Temiskaming Foundation. The games and backpacks continue to be popular with patrons, with 2 circulations of the backpacks and 17 circulations of the games in March.

**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 continues to visit every second Wednesday for a storytime and craft activity this winter.

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

The Gadget Helper program has been fully booked for the January and February dates available.

**Power Off and Play at the Haileybury Branch**

Join us at the Haileybury Branch Library on Wednesday, March 7 and every second Wednesday until May 2 for story time, crafts and games!

**Date: Wednesday, March 21**

Time: 4:15 p.m. to 5:30 p.m.

Age Group: 6-12 years old

Call 705-672-3707 or stop by either branch to sign up!

**Spring Session Preschool Storytime at both branches of the Library**

All preschoolers accompanied by an adult are invited to join us for this fun filled, active and exciting introduction to early literacy and the wonders of the library. For more information please contact us at 705-647-4215 or 705-672-3707 or email

[newliskeard@temisklibrary.com](mailto:newliskeard@temisklibrary.com) or [haileybury@temisklibrary.com](mailto:haileybury@temisklibrary.com)

**Wednesdays from 11:15—11:45 a.m. starting March 21**

**New Liskeard Branch:** March 21, April 4 and 13, and May 2, 16 and 30

**Haileybury Branch:** March 28, April 11 and 25, and May 9 and 23

**Family Story, Game and Play Time at the New Liskeard Branch**

The Library is partnering with the Healthy Kids Community Challenge #PowerOffAndPlay to provide a bi-weekly family story and play time to encourage screen free time for parents and kids! The next session is on

**Saturday, March 24 at 1:30 p.m.**

1:30—2:00 p.m.—story time (8 & under/preschoolers with adult)

2:00—2:45 p.m.--board games to be played/pages to colour

2:45—3:00 p.m.—active play time with different apparatus

This will be a fun time for the whole family! Call 705-647-4215 for more information

**Digital Creator Workshop in the Digital Creator Space, New Liskeard Branch**

Intro to Premiere Pro

Youth of all ages are welcome to join in for this workshop in which we will learn about proper workflow when using Adobe Premiere Pro video editing software.

**Saturday, March 24**

**First session: 11-12:30**

**Second session: 1:00-2:30**

Please email Steve at [temiskamingshores@digitalcreator.ca](mailto:temiskamingshores@digitalcreator.ca) for more information and to register

**Easter Egg Hunt at both branches of the Library**

The Temiskaming Shores Public Library annual Easter Egg Hunt will be on Saturday, March 31 this year. Doors open at 10:00 a.m. at both the New Liskeard and the Haileybury Branch Libraries, and the hunt ends when all the eggs are found! No baskets, please, we supply everything you need! For more information call Haileybury 705-672-3707 or New Liskeard 705-647-4215

**Digital Creator Workshop in the Digital Creator Space, New Liskeard Branch**

Kinetic Typography

Youth of all ages are welcome to join in for this workshop in which we will learn how to create their own kinetic typography videos

**Saturday, March 31**

**First session: 11-12:30**

**Second session: 1:00-2:30**

Please email Steve at [temiskamingshores@digitalcreator.ca](mailto:temiskamingshores@digitalcreator.ca) for more information and to register

**Finances and Statistics**

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

**Motion #2018-12**

**Moved by:** Roger Oblin

**Seconded by:** Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the March 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.** The Chair reported on the Meeting of Wednesday, March 21, 2018.

## 9. New Business

- a. **Agreement with Société d'histoire du Témiskaming.** The Board reviewed the proposed agreement for the Digital Imaging project and suggested changes.
  
- b. **Cari: Collections and Acquisitions Resources Initiative.** The Board reviewed the information in the CARI package and directed the CEO to do a cost analysis of the program.

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

- a. **Review Policy**
  - i. **Sale and Disposition of Land, Policy Pro-2.**

### **Motion #2018-13**

**Moved by:** Danny Whalen

**Seconded by:** Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Sale and Disposition of Land Policy as reviewed by the Board

**Carried.**

## 11. Closed Session

### **Motion #2018-14**

**Moved by:** Roger Oblin

**Seconded by:** Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:00 p.m. in regards to identifiable individuals.

**Carried.**

**Motion #2018-15**

**Moved by:** Roger Oblin

**Seconded by:** Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board rise from Closed Session at 8:09 p.m. without report.

**Carried.**

**12. Adjournment**

Adjournment by Roger Oblin at 8:10 p.m.

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Chair – Donald Bisson