

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, April 18, 2018

7:00 p.m. at the Haileybury Branch

1. Call to Order

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

2. Roll Call

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

Regrets: Robert Dodge, Danny Whalen, Anna Turner

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 amended.

Carried.

Addition: New Business b. Discussion on New Liskeard possible locations

4. Adoption of the Minutes

Moved by: Jeff Laferriere

Seconded by: Brenda Morissette

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

Carried.

5. Business arising from Minutes

- a. Roger Oblin inquired about attendance at the Easter Egg hunts at the library branches. The CEO reported that about 60 attended in Haileybury and around 110 in New Liskeard.

6. Correspondence:

- a. **From:** Elsie Catt Grenon, RN THPC Supportive Care Program—Timiskaming Hospice Palliative Care.

Re: Information about the Tree of Life program.

Received as information.

- b. **From:** Daiene Vernile, Minister—Ministry of Tourism, Culture and Sport.

Re: 2018 Ontario Budget funding for Public Libraries.

Received as information.

- c. **From:** Annik Boucher, Principal—Ecole secondaire catholique Sainte-Marie.

Re: Frances Ball Memorial and May Ball Scholarship.

Motion #2018-16

Moved by: Roger Oblin

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board donates the amount of \$250.00 each from the May Ball Trust Fund to the Ecole secondaire catholique Sainte Marie and Temiskaming District Secondary School for the May and Francis Ball Memorial Scholarship.

Carried.

d. From: Stephen Abram, Executive Director—Federation of Ontario Public Libraries.

Re: Frequently Asked Questions about the 2018 Ontario Budget funding for Public Libraries.

Received as information.

7. Secretary–Treasurer’s Report

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

Library CEO’s Report

April 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): Digital Creator has been hosting weekly clubs during the week and stand-alone workshops on Saturdays. Since the weekdays are the busiest time for us, we figure having weekly clubs that give the teens a system to grow in and strengthen skills is the best. We will

continue to have weekly stand alone workshops on Saturdays to attract new participants and cater more towards specific workshop wants and needs the teens have.

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: The New Liskeard program ended on April 7 with a total attendance of 114 participants over 6 sessions. The Haileybury program will continue until May 2.

Joint Automation Server Initiative (JASI) Steering Committee: The next teleconference meeting set for Wednesday, May 23. The committee is still discussing cataloguing standards and item types.

Lifestyles: The Library will be participating at the Lifestyles event again this year. I will bring the green screen and copies of the survey for the public consultations to distribute.

Public Consultations: I have purchased a month of upgraded services on SurveyMonkey so we can extend the online survey. So far we have had 110 responses and I will share on Facebook again with the slide shows from the presentations. We have also had 33 paper responses returned, and we have put surveys at all the circulation desks in both libraries. I will also distribute surveys at the Lifestyles event at the end of April. In total we had 42 people attend the consultations, of which 16 were neither library staff or board, or members of council or city staff.

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.

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 or haileybury@temisklibrary.com

Wednesdays from 11:15—11:45 a.m.

New Liskeard Branch: April 18, and May 2, 16 and 30

Haileybury Branch: April 11 and 25, and May 9 and 23

Temiskaming Shores Public Library Bookclub at the New Liskeard Branch

The Book Pick for March is Dark Matter by Blake Crouch.

Thursday, April 12 at 6:00 p.m. at the New Liskeard Branch

Call (705) 672-3707 for more information

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, April 18

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!

Books and Bites at the Haileybury Branch

Join us for a Books and Bites Book Launch at the Haileybury Branch Library on Thursday, April 19 at noon to chat with Author David Brydges about his new book of poetry entitled Vagabond Post Office: A Poetry Collection. Bring your lunch and a friend! Refreshments will be served. Admission is free! For more information call 705-672-3707.

TechSocial at the New Liskeard Branch

Starting in April 2018, NEOnet will be hosting seniors (age +55) technology training at New Liskeard Public Library! Workshops will cover: the basics of your device, safety and security features, the default applications associated with your device, and some fun application options for you to enjoy. Workshops will cover each topic in-depth and will include practice time, as well as a question and answer period. Space is limited, so make sure to sign-up early! We encourage everyone to bring their smartphone or tablet along with them; if not, NEOnet has limited devices that they will provide to participants for use in the workshop.

Workshop sessions are as follows:

- **Friday April 13 at 1:00 pm** – Workshop 1: The Basics – Covering the basic functions of your device and getting you acquainted with it. If you're new or need a review, come on out!
- **Friday April 27 at 1:00 pm** – Workshop 2: Safety and Security – Reviewing some of the safety and security features of your device. As well, we'll go over internet safety and how to ensure you are protected while online.
- **Friday May 11 at 1:00 pm** – Workshop 3: Default Applications – We'll walkthrough some of the applications that come with the device. As well as show you some useful tips and tricks.
- **Friday May 25 at 1:00 pm** – Workshop 4: Entertainment Applications – Time for the fun to start! We'll take you through some fun and useful apps that you can enjoy in your everyday life.

For more information or to sign-up for the workshops: visit <https://goo.gl/forms/xP6Q27SMaEHjtq6I2>, call us at 705-360-1353, or email the team at TechSocial@neonet.on.ca, or contact the New Liskeard Library at 705-647-4215.

Finances and Statistics

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

Motion #2018-17

Moved by: Roger Oblin

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts the April 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.** Jeff Laferriere reported on the public consultations.

9. New Business

- a. **Discussion on snowshoes at the Haileybury Branch.** The Board discussed options for barcoding the snowshoes to lend out to patrons.
- b. **Discussion regarding options for New Liskeard Branch location.** The Board discussed the options currently available.

10. Plan, Policy review and By-law review

- a. **Review Policy**

i. Protocol for use of staff computers, Per-24.

Motion #2018-18

Moved by: Brenda Morissette

Seconded by: Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Protocol for use of staff computers, as reviewed by the Board

Carried.

11. Closed Session

Motion #2018-19

Moved by: Roger Oblin

Seconded by: Jeff Laferrere

Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 7:57 p.m. in regards to identifiable individuals.

Carried.

Motion #2018-20

Moved by: Roger Oblin

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board rise from Closed Session at 8:08 p.m. without report.

Carried.

12. Adjournment

Adjournment by Jeff Laferriere at 8:09 p.m.

Chair – Donald Bisson