

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, April 17, 2019

7:00 p.m. at the Haileybury Branch

1. Call to Order

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

2. Roll Call

Present: Donald Bisson, Brigid Wilkinson, Brenda Morissette, Anna Turner, Danny Whalen, Jessica Cooper, and CEO/Head Librarian Rebecca Hunt.

Regrets: Jeff Laferriere, Claire Hendrikx, Jamie Lindsay

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Danny Whalen

Seconded by: Brigid Wilkinson

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

Carried.

Addition: Correspondence d. From Timiskaming District Secondary School
e. From Ontario Library Services North

4. Adoption of the Minutes

Moved by: Anna Turner
Seconded by: Jessica Cooper

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, March 20, 2019, as presented.

Carried.

5. Business arising from Minutes

- a. Report LIB-004-2019. The Chair updated the board on the meeting he and the CEO had with the City Manager. There was discussion on the viability of the various options for providing satellite library services in the southern portion of the municipality. The CEO described self-checkout options and book lockers so patrons could pick up holds at a satellite location. Council Representative Whalen reiterated that the board must be able to fund the financing charges, estimated at \$140,000/year for the next 10 years, for the move of the New Liskeard branch into the new building. Consolidation of library services under one roof in New Liskeard while providing a satellite location with some library services in Haileybury is the most efficient option available in order to help fund the financing charges.

Motion #2019-14:

Moved by: Brigid Wilkinson
Seconded by: Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board directs the Chair, Donald Bisson, and the CEO, Rebecca Hunt, to meet with the City Manager, Chris Oslund to discuss the specifics of a satellite branch library at City Hall.

Recorded Vote:

For: Brigid Wilkinson, Anna Turner, Jessica Cooper, Danny Whalen, Brenda Morissette, Donald Bisson.

Against: None.

Carried.

6. Correspondence:

- a. **From Gavin Date, Vice Principal—Timiskaming District Secondary School.** Re: May and Frances Ball Memorial Scholarship. Board member Anna Turner will attend the TDSS graduation ceremony to hand out the scholarship.
- b. **From Annik Boucher, Principal—Ecole secondaire catholique Sainte-Marie.** Re: May and Frances Ball Memorial Scholarship. Board member Brenda Morissette will attend the ESCSM graduation ceremony to hand out the scholarship. Motion.

Motion #2019-15

Moved by: Danny Whalen

Seconded by: Brigid Wilkinson

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.

- c. **From Claire Hendrikx, Executive Director—The Temiskaming Foundation.** Re: Public Library Funds. Accepted as information.
- d. **The Volunteer Organizing Committee—Timiskaming District Secondary School.** Re: Community service volunteer program at the high school. The CEO will send information for the directory.
- e. **From Mellissa D'Onofrio-Jones, CEO—Ontario Library Services North.** The Ontario Library Services have each received a 50% reduction in funding. These cuts will affect services such as Inter-Library Loans, the JASI Consortuim, consortia purchasing of e-resources such as OverDrive e-books and RBDigital e-magazines, website hosting, staff and board training, and support services such as help with strategic planning and library space planning. Libraries are starting to mobilize to fight the funding reductions and Temiskaming Shores Library will participate.

7. Secretary–Treasurer’s Report

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

Library CEO’s Report

April 11, 2019

Buildings and Equipment:

Fire safety checks were conducted in the library buildings.

Business:

Annual Survey to the Ministry of Tourism, Culture and Sport: I will submit upon the Board’s review.

Author visit: We have confirmed with Author Brian Mitchell for the readings/discussions using his novel “Obliteration: When Cultures Collide in Northern Ontario” as a focus point in both branches of the library in May. We have booked for May 4 in Haileybury and May 11 in New Liskeard and have started advertising.

Digital Creator: The Near North Mobile Media Lap was successful in its application to the Digital Strategy fund and will be able to continue staffing the Digital Creator Space for an additional 18 months to two years. I participated in the evaluation interview to give feedback on the first three years of the project under the Trillium funding on April 3. It was great to have an opportunity to discuss some of the challenges we faced and how we were able to navigate those challenges.

Federation of Ontario Public Libraries board: I attended the March 22 meeting via teleconference. It is difficult when attending the meeting via teleconference to contribute to the discussions and obviously to network with other board members. There were some issues that came up that I would have liked to have had an opportunity to discuss with some of the attendees semi-privately, such as at lunch or before or after the meeting, but of course not being physically present makes this very difficult. I would like to attend the next meeting on Friday, June 7 in person. FOPL will pay for my travel and accommodation, and I will ensure there is coverage at both branches of the library. Motion.

Motion #2019-16

Moved by: Anna Turner

Seconded by: Jessica Cooper

Be it resolved that the Temiskaming Shores Public Library Board recommends sending Library CEO Rebecca Hunt to the Federation of Ontario Public Libraries meeting in Toronto on June 7, 2019 with the understanding that the Library Board will be reimbursed for all travel and accommodation costs.

Carried.

Festival des Folies FrancoFun: We have confirmed that the library will be a stop on a chasse au trésor for teams of ESCSM students on Friday, April 26 during the Festival. The teams will use the green screen with the Digital Creator Lead Intern facilitating.

FireBird Show in July: Timmins and Cochrane public libraries have worked on a project to entice a live theatre group to Northeastern Ontario. They sent out an email stating that the group had availability to perform shows on Thursday, July 11 along the highway 11 corridor at a cost of \$500. I have conferred with our programming staff on budget requirements and we have decided to book the company to perform at Riverside Place in the morning of July 11. We have not hosted a larger children's event in a few years. They are usually quite well-attended and this sounded like something a little different to introduce to area children and families. The cost is within our budget estimates.

JASI Steering Committee: The next meeting is on May 22 via Zoom.

NEONet TechSocial program: The sessions on Fridays at the New Liskeard Branch will be starting up at the end of April. Our Gadget Helper staff person will sit in on and eventually lead the programs to get some training on leading group technology classes.

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 winter.

Outreach to class at NLPS

A staff member provides a program to a class at NLPS every second Wednesday upon their request.

Gadget Helper at both branches of the library

The Gadget Helper program started up again in January.

Digital Creator

Programs are on Saturdays for teens and tweens.

**Spring Session Preschool Storytime at both branches
Wednesdays 11:00—11:30 a.m.**

Easter Egg Hunt at both branches of the Library

The Temiskaming Shores Public Library annual Easter Egg Hunt will be on Saturday, April 20 this year.

TechSocial at the New Liskeard Branch

The NEOnet TechSocial program aims to reduce social isolation in older adults through the use of technology. Learn to use your Apple and Android devices!

Meet the Author at both Branches of the Library

Author BC Mitchell will be joined by Ojibwa Elder Mary Laronde for a reading and conversation about the issues raised in his book "Obliteration." Set in Northern Ontario in the fictional town of Matamiskamin, the novel explores the ignorance, racism and violence that can occur in rural villages and threaten the most vulnerable. Sessions at both library branches in May.

Finances and Statistics

The Board reviewed the March and Scotiabank 2018 final financial reports and statistical reports as provided by the CEO.

Motion #2019-17

Moved by: Brenda Morissette

Seconded by: Danny Whalen

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

Carried.

8. Committee Reports

- a. **Finance and Property Committee:** Nothing to report.
- b. **Planning, Personnel, Policy and Publicity Committee:** Minutes of the April 8, 2019 meeting.
- c. **Library Services Committee:** Minutes of the April 8, 2019 meeting.
- d. **Strategic Planning Committee:** Session with OLS-N scheduled for Thursday, April 11 at 5:30 pm.

9. New Business

- a. **2019 Collection Development budget and comparison statistics for collections.** For information.
- b. **Annual Survey to the Ministry of Tourism, Culture and Sport.** For review by board.

Motion #2019-18

Moved by: Jessica Cooper

Seconded by: Brigid Wilkinson

Be it resolved that the Temiskaming Shores Public Library Board recommends to the City Manager to investigate further partnership opportunities to provide library services in the southern part of the municipality and to defer Report LIB-004-2019 to the April meeting.

Carried.

- c. **Fundraising.** The Board discussed fundraising options. The Board directed the CEO to prepare estimates of what extra costs may be associated with the move to the new location of the New Liskeard service.

10. Plan, Policy review and By-law review

a. Review Policy

i. Retirement Gift Policy. The board reviewed the policy.

Motion #2019-19

Moved by: Anna Turner

Seconded by: Jessica Cooper

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Retirement and Other Gifts policy as reviewed by the Board.

Carried.

11. Closed Session regarding identifiable individuals.

Motion #2019-20

Moved by: Jessica Cooper

Seconded by: Anna Turner

Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:52 p.m. in regards to identifiable individuals.

Carried.

Motion #2019-21

Moved by: Brigid Wilkinson

Seconded by: Danny Whalen

Be it resolved that the Temiskaming Shores Public Library Board rise from
Closed Session at 9.02 p.m. without report.

Carried.

12. Adjournment

Adjournment by Brigid Wilkinson at 9:03 p.m.

Chair – Donald Bisson