

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, April 28, 2021

7:00 p.m. via zoom

1. Call to Order

Meeting called to order by Chair Brigid Wilkinson at 7:05 p.m.

2. Roll Call

Present: Chair Brigid Wilkinson, Claire Hendrikx, Jessica Cooper, Jeff Laferriere, Thomas McLean, Patricia Hewitt and Library CEO Rebecca Hunt.

Regrets: Emily Kotalowski, Brenda Morissette

Absent: Jamie Lindsay

Members of the Public: 0

3. Adoption of the Agenda

Motion #2021-25

Moved by: Thomas McLean

Seconded by: Jeff Laferriere

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

Carried.

4. Declaration of conflict of interest: None

5. Adoption of the Minutes

Motion #2021-26

Moved by: Claire Hendrikx

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, March 24, 2021 as presented.

Carried.

6. Business arising from Minutes

None

7. Correspondence

None

8. Secretary–Treasurer’s Report

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

Library CEO’s Report

April 19, 2021

Co-op student: Our coop student finished up on April 9. He has created a number of brochures describing the equipment in the Creator Space and some instructions on how to run some of the equipment. He was a pleasure to work with and was a great help in his short time here.

Criterion PPR License: I have purchased a Home DVD license from Criterion Films, as it was offered at consortia pricing of \$749 for a licensing period of April 1, 2021-December 31, 2022. We are able to allow home streaming of up to two films a month (invite only, up to 100 people) through Criterion-on-Demand for the time that COVID-19 restrictions are in place. Once we are allowed to have gatherings in the library, we can show as many films as we wish in the programming room, as long as they show up in Criterion's catalogue.

E-Magazines: Our previous provider of e-magazines, RBDigital, was bought out by OverDrive in late 2020. Access to RBDigital ended on March 31, 2021. I investigated OverDrive magazines and Flipster Magazines and ended up going with OverDrive magazines. It is nice that users can just keep using their OverDrive account with the OverDrive or Libby app instead of having to create a new account and download the Flipster app. The pricing package for both options was slightly more expensive than RBDigital magazines, at \$2500/year for both OverDrive magazines and Flipster magazines while we had previously paid \$2200/year for RBDigital magazines.

Portable Wifi Hotspots: We are beginning to get some feedback for the portable wifi hotspots. Some of the comments are as follows:

- No internet at my father's house and with covid restrictions he was unable to visit at other homes so we were able to visit family online with the use of the hub.
- Used the hub to surf the web, looking for products such as replacement parts that are not sold locally, checking the 7 day forecast.
- Needed internet to pay rent and bills
- Sometimes connection was intermittent because of our cell phone connection. Used the hub to book our COVID-19 vaccinations

All of the users found the devices each to connect to, and the download and upload speeds were good. All users said they would borrow the hotspot again and had connected between 1 and 3 devices to the hotspots.

Seniors Without Walls: I did a teleconference presentation to the Seniors Without Walls group on March 30, talking about services in the new library location and some of the current restrictions due to COVID-19. The group seemed interested and asked lots of questions.

Toronto Health Libraries Association (THLA): The Toronto Health Libraries Association invited the Ontario Library Association Research and Education Committee to present the same presentation we offered at the Ontario Library Association Conference to their group. Several of their members had seen our presentation and

thought it would be beneficial to their association. We presented again on April 21 at noon via zoom.

Trillium Resilient Communities Fund grant application: Unfortunately we have been notified that our application was denied because our organization did not meet eligibility criteria. Matt is looking into why and how this happened.

Finances and Statistics

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

Motion #2021-27

Moved by: Thomas McLean

Seconded by: Jessica Cooper

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

Carried.

9. Committee Reports:

- a. FINANCE AND PROPERTY: Nothing to report.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: Nothing to report.
- c. LIBRARY SERVICES COMMITTEE: Nothing to report

10. New Business:

- a. **Report LIB-02-2021 Summer student for Digital Creator space.**

Motion #2021-28

Moved by: Jeff Laferriere

Seconded by: Claire Hendrikx

Be it resolved that the Temiskaming Shores Public Library Board accepts Report LIB-02-2021 and authorizes the hiring of a summer student in the Creator Space to train staff on the use of the equipment, staying within the current budget allocated to part-time staff.

Carried.

11. Plan, Policy review and By-law review:

a. Emergency Preparedness Plan.

Motion #2021-29

Moved by: Jessica Cooper

Seconded by: Patricia Hewitt

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Emergency Preparedness Plan as reviewed by the Board.

Carried.

12. Closed session

Motion #2021-30

Moved by: Claire Hendrikx

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board goes into closed session at 7:21 p.m. in regards to identifiable individuals.

Carried.

Motion #2021-31

Moved by: Claire Hendrikx

Seconded by: Patricia Hewitt

Be it resolved that the Temiskaming Shores Public Library Board rises from closed session at 7:30 p.m. with report.

Carried.

Motion #2021-32

Moved by: Claire Hendrikx

Seconded by: Patricia Hewitt

Be it resolved that the Temiskaming Shores Public Library Board, in accordance with the Board's Bylaw #7, declares there to be a vacancy on the board and asks that the city begin the process to fill the vacancy.

Carried.

13. Adjournment

Adjournment by Jeff Laferriere at 7:31 p.m.

Chair –