

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, June 23, 2021

7:00 p.m. via zoom

1. Call to Order

Meeting called to order by Chair Brigid Wilkinson at 6:58 p.m.

2. Roll Call

Present: Jeff Laferriere, Brigid Wilkinson, Brenda Morissette, Claire Hendrikx, Thomas McLean and Library CEO Rebecca Hunt.

Regrets: Jessica Cooper, Patricia Hewitt, Emily Kotalowski.

Absent: 0

Members of the Public: 0

3. Adoption of the Agenda

Motion #2021-38

Moved by: Jeff Laferriere

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board accepts the June 23, 2021 agenda as amended.

Carried.

Additions:

Business arising a. Board member recruitment

New Business b. Board meeting schedule

New Business c. 2020 Annual Report

New Business d. Centre for Civic Religious Literacy project

4. Declaration of conflict of interest: None

5. Adoption of the Minutes

Motion #2021-39

Moved by: Claire Hendrikx

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, May 26, 2021 as presented.

Carried.

6. Business arising from Minutes

a. Board member recruitment. The board discussed the recruitment process. They asked the CEO to start advertising again in late August in hopes of having an applicant approved by council for the September library board meeting.

7. Correspondence:

a. Margie Singleton, CEO of Vaughn Public Library. Re: Isolation of materials. The province has lifted the requirement to quarantine library materials. For information.

8. Secretary–Treasurer’s Report

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

Library CEO’s Report

June 17, 2021

Building: The weeds that are growing up in the river rock in front of the library were sprayed in early June. We have brought out the planters in front and planted with wildflower seed.

Climate Action Timiskaming: the group has sent a list of books they would like to purchase for the library and asked for some suggestions for books for young readers and books in French. I have done some research and sent them some recommendations.

Digital Creator Program: I had a meeting with the Digital Creator team at the Near North Mobile Media Lab on Friday, June 11 for an update and to discuss virtual programming.

Healthy Kids Community Program Donation: Lynn Marcella from the Health Kids program asked if we needed any items for the children’s section of the library. I mentioned that we need children’s sized snowshoes, as our smallest size is three pairs of size 22 snowshoes, which are still too large for most kid aged 7-10. The program purchased 10 pairs of size 17 snowshoes and donated them to the library.

French Book Club: We are starting up our French Book Club again, and will be meeting via Zoom.

Mobile Wifi Hotspot feedback: The wifi hotspots are still very popular. All ten of them are usually checked out. Some are going out to the same people, but there are quite a few new people taking them out at well. We have signed up at least five new memberships due to the hotspots. In total, the data usage for all 10 hotspots was over 566 GB for the month of May.

Park Pass program: The Park Pass program is very popular-for the past few weekends all three Park Passes have been checked out.

Scientist in School program: We were approached by the organization Scientists in School to host two workshops over the summer as part of our summer programming. They had received a Trillium grant to run the programs in libraries free of cost. The first STEM workshop, Investigate it! Will run on July 14, and the second, Up and Down and All Around will run on August 18.

Story Walk: We have posted a bilingual story walk on the windows of the library for families to enjoy as an outdoor activity.

Summer programming: Prevent the summer slide activities--During the summer months we will be handing out weekly activity sheets to keep children reading and doing reading activities during the summer to maintain literacy levels. Ice Dig Treasure Hunt—This activity is a take away kit with items to freeze in ice and then let children chip them out. The items are all things we discovered during our library moves. We will be doing a Photo Scavenger Hunt in mid-July, and a Nature Treasure Hunt in mid-August.

Summer Student: We have hired Henry Forget for the library summer student to work in the Digital Creator Space and help to train staff on the equipment there. Henry started his duties on June 14 and will be working until August 19.

Virtual Movie Screening: With our Criterion PPR license for showing movies in the library, we also have access to virtual screening of two movies a month over the summer. We ask people to sign up, and on the day of the movie we send them a website and login information. They then have until midnight to view the movie. Our first screening is on June 23.

Finances and Statistics

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

Motion #2021-40

Moved by: Jeff Laferriere

Seconded by: Thomas McLean

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

Carried.

9. Committee Reports:

- a. FINANCE AND PROPERTY: Nothing to report.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: Minutes of the June 8, 2021 meeting.
- c. LIBRARY SERVICES COMMITTEE: Nothing to report

10. New Business:

- a. **TSPL Ontario Reopening Plan Step 2 Operating Framework.** For discussion and information.
- b. **Board meeting schedule.** Discussion.
- c. **TSPL 2020 Annual Report.** For review by the board. Claire Hendrikx will proofread and send the CEO any notes.
- d. **Centre for Civic Religious Literacy project.** The CEO gave an overview of the project, which focusses on the rural social and economic well-being of indigenous, newcomer and marginalized members of the community in the context of shifts to socio-cultural dynamics in rural communities. The board is in agreement with requesting updates from the project as it progresses.

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

- a. **Circ-5: Confidentiality of patron information.** The board asked the CEO to look into whether patrons' circulation histories can be exported and sent to them.
Motion.

Motion #2021-41

Moved by: Jeff Laferriere

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policy: Circ-5 Confidentiality of Patron Information as reviewed by the board.

Carried.

12. Adjournment

Adjournment by Chair Brigid Wilkinson at 7:44 p.m.

Chair –