

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday, April 16, 2009 at 7:00 p.m. at the Haileybury Branch**

1. **Call to Order:** Meeting called to order at 7:05 p.m. by Chair R. Oblin.
2. **Roll Call:**
C. dePencier, C. Locke, D. Hemingway, T. McGrory, B. Morissette, R.Oblin,
C.E.O. R. Hunt.
3. **Adoption of the Agenda:**
Motion to adopt the agenda as amended.
Moved by: C. Locke
Seconded by: D. Hemingway
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the March 19, 2009 meeting be accepted as amended.
Moved by: D. Hemingway
Seconded by: B. Morissette
Carried.
5. **Business arising from Minutes:**
 - a. Letter to Temagami Public Library regarding Reciprocal Borrowing Policy.
6. **Correspondence:**
 - a. Letter from Tri Town Foundation regarding a TTF presentation on April 23.
Invitation to open house at City Hall
 - b. Letter from Chris Oslund, Temiskaming Shores City Clerk, regarding disposal
of real property policy.
 - c. Letters from Festival des Folies with notification of road closings during
Festival and invitation to the wine and cheese.
 - d. Letter from Katimavik, closing volunteer program in Temiskaming Shores.
 - e. Letter from 'Leave a Legacy Temiskaming'
Motion #2009-10 : That the Temiskaming Shores Public Library Board
declares the week of May 25-30, 2009 "Leave a Legacy Week".
Moved: T. McGrory
Seconded: C. Locke
Carried
7. **Secretary –Treasurer’s Report:**
**Report and monthly balance and expenditures included in the Trustees’
information packet**
 - Book sale proceeds
 - Patches the Clown, CEO to approach Friends of Library for payment
of services at Haileybury Branch
 - Co-op Student.
 - Internet access to undesirable web sites

- Request for Finance Committee meeting.
Finance Committee agrees to future meeting, date to be agreed upon by members.

8. Committee Reports:

Finance and Property Committee: C. dePencier distributed photos of inside plaster walls cracking and water damaged ceiling panels. Photographs of outside cracks in foundation & walls that need to be re-mortared to block access to rain & ice. Also recommended that John Brown be asked to inspect the roof of the Haileybury Library Building as portions of it are over 40 years old and will require replacing in the near future.

Planning/Publicity/Personnel: Committee presented new Job Descriptions for all Library Personnel

9. New Business:

a. Discussion re disposal of obsolete equipment.

b. Job Description review:

Motion #2009-11: That the Temiskaming Shores Public Library Board adopts the presented job descriptions for the positions of CEO, Branch Librarian, Library Clerk, and Library Page.

Moved: C. dePencier

Seconded: B. Morissette

Carried.

c. Tweed Bill re: postage fees for libraries. The board agreed that the petition should be put out at the circulation desks to support bill C-322.

d. Trustee Etalk presented with Board Packages

e. Programming building request:

Motion #2009-12: That the Temiskaming Shores Public Library Board allows the use of the library building on Wednesday s until 9:30 pm for a scrapbooking program open to members of the public with the understanding that a staff member will close the building and set the alarm at the end of each session.

Moved: C. Locke

Seconded: B. Morissette

Carried.

10. Policy Review:

a. Volunteer policy:

Motion #2009-13: That the Temiskaming Shores Public Library Board adopts Volunteer Policy #PER-36 as presented by the CEO.

Moved: C. Locke.

Seconded: T. McGrory

Carried.

11. Plan Review: The Board reviewed the strategic plan and directed the CEO to publish the plan with the recommended changes.

12. Adjournment: Motion to adjourn: B. Morissette

Meeting adjourned at 9:00 p.m.

Chair: R. Oblin

Recording Secretary: C. dePencier