

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD
MEETING**

Thursday, April 15, 2010 at 7:00 p.m. at the Haileybury Branch

1. **Call to Order:** Meeting called to order by Chair R. Oblin at 7:00 p.m.
2. **Roll Call:**

R. Oblin, E. Huff, D. Hemingway, C. dePencier, M. McArthur, B. Morissette, and CEO/Head Librarian R. Hunt.
Regrets: T. McGrory and C. Locke.

Also attending: D. Montgomery and B. Stone
3. **Adoption of the Agenda:**

Additions: New Business f. Library Health and Safety Representative. Moved New Business item a. to just after correspondence, and New Business item e. to Correspondence. Motion to adopt the agenda as amended.
Moved by: E. Huff
Seconded by: B. Morissette
Carried
4. **Adoption of the Minutes:**

Motion that the Minutes of the Thursday, March 18, 2010 meeting be accepted.
Moved by: M. McArthur
Seconded by: C. dePencier
Carried.
5. **Business arising from Minutes:**
 - a. Correspondence item a. Friends of the Library letter to Building Maintenance department: E. Huff updated the board. There has been no acknowledgement of the letter as of yet, though E. Huff has spoken to M. Hopkins regarding the project of installing a new sink and carpeting in the lower level of the Haileybury Branch. M. McArthur took note of the fact that the Friends have the funds to purchase the items needed for the project now, but will need to re-allocate the funds elsewhere if the project does not move forward.
6. **Correspondence:**
 - a. **Letter from TDSS** regarding the May Ball bursary and graduation ceremonies.
 - b. **Letter from ESCSM** regarding the May Ball bursary and graduation ceremonies. M. McArthur volunteered to attend the TDSS graduation ceremonies to present the bursary on behalf of the Library and R. Oblin volunteered to attend the ESCSM graduation ceremonies.
Motion #2010-15: 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.

Moved: E. Huff

Seconded: M. McArthur

Carried.

- c. B. Stone to Library Board:** The board reviewed the letter in the board package and asked if Ms. Stone would like to comment on the letter. Ms. Stone addressed the board to inform them of the letter of support the Temiskaming Shores Accessibility Advisory Committee had written in regards to the New Horizons for Seniors grant application and provided the board with a copy of the letter. Ms. Stone notified the board that the TSAAC needed the city's approval to write the letter. The letter was included with the grant application sent on April 9. Ms. Stone expressed her support of the "Bringing the World to You!" project and commended the board on their outreach initiative.
- 7. D. Montgomery presentation to the board:** The board agreed to move Seniors' Outreach Coordinator D. Montgomery's presentation up on the agenda. D. Montgomery gave an overview of his projects since starting his position, and a description of the "Bringing The World To You!" project. He updated the board on the activities of the Seniors' Advisory Committee, and presented a budget of the project. The board asked if there was a criteria of what constituted "homebound" for visits to proceed. There is no specific criteria for home visits to teach computer classes and circulate library material, but there will be for the installation of a laptop in the home should we be successful in our grant applications. D. Montgomery informed the board that the definition of a senior for the purpose of this project is the age of 55 and up.
- 8. Secretary –Treasurer's Report:**
Report and monthly balance and expenditures included in the trustees' information packet

 - Monthly health and safety and fire safety inspections carried out in both branches. The Board discussed the documentation of health and safety inspections and the CEO showed them the worker inspection reports from both branches and the CEO's inspection reports for the Haileybury Branch. All recommendations from the representatives and follow-up reports will be copied in the Board packages for the monthly meetings.
 - The Friends of the Library Giant Book Sale took place on Friday, April 9 and Saturday, April 10, 2010.
 - The IT Support Officer has been working on the computers at the New Liskeard Branch. Two computers are out of commission and it will be necessary to budget to replace them in 2011.
 - The library was not successful in its application for Young Canada Works funding this year, and will not be hiring a summer student as result.
- 9. Closed Session.** Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:00 p.m. in regards to an identifiable individual.
Moved: D. Hemingway
Seconded: C. dePencier.

At 8:35 p.m. the board agreed to rise without report.
Moved: C. dePencier
Seconded: D. Hemingway.

10. Committee Reports:

**Finance and Property Committee
Planning/Publicity/Personnel**

11. New Business:

- a. Report LIB-009-2010 SOLS Education Grant:** R. Hunt presented a report and asked for the Board's permission to apply to the SOLS Education Fund Grant program in the amount of \$6170 to take a certificate in Nonprofit and Voluntary Sector Management through distance education from Ryerson University.

Motion #2010-16: Be it resolved that the Temiskaming Shores Public Library Board applies to the Southern Ontario Library Services' Education Fund grant for the amount of \$6170 to fund the Library CEO in taking the distance education certificate in Non-profit and Voluntary Sector Management from Ryerson University from 2010-2013. The SOLS Education Fund grant is a 100% reimbursement based grant.

Moved: D. Hemingway

Seconded: C. dePencier

Carried.

- b. Report LIB-010-2010 Grant applications:** R. Hunt presented a report and asked that the Board apply to the Temiskaming Foundation, Frog's Breath Foundation and to NorthernTel for funding and in-kind support of the "Bringing the World to You!" outreach project.

Motion #2010-17: Be it resolved that the Temiskaming Shores Public Library Board applies to the following granting agencies for the amounts shown to fund the connectivity and materials aspect of the Bringing the World to You! Project for homebound and independently living seniors in the library's service area:

Northern Tel: connectivity for leased laptops in senior's homes

Temiskaming Foundation: \$5000 for one laptop and the upgrade of library materials

Frog's Breath: \$7000 for one laptop and the upgrade of library materials

Moved: B. Morissette

Seconded: E. Huff

Carried.

- c. Report LIB-011-2010 Boating exams:** R. Hunt presented a report detailing the conversation she had with B. Ramsay on March 25, 2010. The boating course and exam for the Pleasure Craft Operator Card is already being provided in this area. The Board accepted the report as information.

- d. Health and Safety Representative:** C. Peddie resigned as the New Liskeard Branch's health and safety representative. R. Hunt will ask the employees to elect

another New Liskeard Branch representative and a Haileybury Branch worker representative at the next staff meeting.

12. Policy Review

13. Plan Review

14. Adjournment -- Motion to adjourn: M. McArthur at 8:55 p.m.

Roger Oblin, Chair

Charles dePencier, Recording Secretary