

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

Thursday, April 21, 2011 at 7:00 p.m. at the Haileybury Branch

1. **Call to Order:** Meeting called to order by Chair R. Oblin at 7:05 p.m.
2. **Roll Call:** R. Oblin, C. dePencier, J. Dent, B. Armstrong, D. Bisson, C. Locke, M. McArthur and CEO/Head Librarian R. Hunt. D. Hemingway arrived at 7:35 p.m.
Regrets: B. Thornton, B. Morissette and T. McGrory.
3. **Adoption of the Agenda:**
Additions: Correspondence d. Letter to Ontario Trillium Foundation, New Business c. Knowledge Ontario. **Motion to adopt the agenda as amended:**
Moved by: D. Bisson
Seconded by: C. dePencier
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the Thursday, March 17, 2011 meeting be accepted as amended.
Moved by: C. Locke
Seconded by: B. Armstrong
Carried.
5. **Business arising from Minutes:**
 - a. Inquiry on whether computers have arrived. They are being updated and configured and will be installed within the next few weeks.
6. **Correspondence:**
 - a. **ESCSM and TDSS Bursaries:** Discussion on who will attend each.
Motion #2011-14: 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: C. Locke
Seconded: B. Armstrong
Carried
 - b. **Letter from Armstrong Township Public Library Board:** discussion.
Motion #2011-15: Be it resolved that the Temiskaming Shores Public Library Board grants present patrons of the Armstrong Township Public Library who participated in the reciprocal agreement a grace period to the end of 2011. Be it further resolved that the Temiskaming Shores Public Library Board directs staff to send a letter to those patrons informing them that the reciprocal agreement has been cancelled by the Armstrong Public Library and that they will be required to pay a \$35 annual non-resident fee starting in 2012 if they wish to continue using the Temiskaming Shores Public Library.
Moved: D. Bisson

Seconded: J. Dent

Carried.

- c. **Letter from Ministry of Tourism and Culture regarding one-time funding:** The Temiskaming Shores Public Library will be receiving \$3794 for library collections.
 - d. **Letter of Support for Ontario Trillium Foundation grant:** The Temiskaming Volunteer Management Network and Chamber of Commerce are partnering on a grant application to create a database of local volunteers and would like the Board's support in the form of a letter to the Trillium Foundation and possible in-kind support of project promotion and meeting room space. The Board directed the CEO to send the letter.
7. **Secretary–Treasurer’s Report:**
Report and monthly financial statement included in the trustees’ information packet
- Fire safety and health and safety checks were carried out in both branches.
 - Doorbells have been installed in the branches.
 - The Library received the Young Canada Works funding at 50% funding instead of the 60% requested. The bilingual summer position will be posted internally first as per the personnel policies.
 - An incident ending in an OPP call and patron complaints regarding youth gathering around the steps of the New Liskeard Branch using foul language and intimidating patrons was discussed. Staff will be directed not to hesitate to call the OPP in the future when incidents such as this occur and staff will be reminded in future staff meetings.

8. **Committee Reports:**

Finance and Property Committee: The Minutes of the April 19, 2011 Finance Committee meeting were presented by the Chair of the Committee, J. Dent. Following City staff recommendation to reduce the library budget by \$7500, the committee was able to reduce the budget by \$5500. Further to the Council meeting on April 19, 2011, the CEO recommended cutting the collection development budget by \$2000 to meet the Council requirement of reducing the library budget by \$7500. In addition, the budget for the Strategic Plan capital items of replacing library carpeting and nonfiction shelving and repainting the libraries was forwarded to city staff for consideration in the 2012 budget process.

Motion #2011-16: Be it resolved that the Temiskaming Shores Public Library Board accepts the amended 2011 budget as presented.

Moved: D. Bisson

Seconded: D. Hemingway

Carried.

Planning/Publicity/Personnel: The Minutes of the Planning and Policy Committee meeting were presented. Item #10. a. Facilities Policy #2 was moved to this part of the agenda.

Motion #2011-17: Be it resolved that the Temiskaming Shores Public Library Board adopts the Library policy Facilities #2 Community Use as presented.

Moved: M. McArthur
Seconded: C. Locke
Carried.

9. New Business:

- a. Recognition of a long-time board member:** The Board discussed ways to recognize the contributions of long-time board member and volunteer Eleanor Huff.

Motion #2011-18: Be it resolved that the Temiskaming Shores Public Library Board names part of the Haileybury Branch Library in honour of Eleanor Huff.

Moved: D. Hemingway
Seconded: C. dePencier
Carried.

- b. SVS (Sirsi Voice Automation):** The CEO requested that this item be deferred to another meeting.
- c. Knowledge Ontario:** Knowledge Ontario did not receive provincial funding to continue their programs. They are requesting funding from partner organizations to continue, and while the programs are very important to provincial library service, the Board has informed Knowledge Ontario in the past that they do not have the funds requested to contribute to the project.

10. Policy Review:

- a. Facilities policy 2:** Discussed above.

11. Plan Review: Plan review was deferred to the next meeting.

- a. Strategic Plan Implementation**
i. Priority #1, Objective #1 was discussed.

12. Adjournment -- Motion to adjourn: M. McArthur at 8:45 p.m.

Roger Oblin, Chair