

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday, December 17, 2009 at 7:00 p.m. at the Haileybury Branch**

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

2. **Roll Call:**
B. Morissette, C.dePencier, D. Hemingway, M. McArthur, R. Oblin, and
CEO/Head Librarian R. Hunt.

Regrets: E. Huff, T. McGrory, C. Locke.

3. **Adoption of the Agenda:**
Motion to adopt the agenda as amended.
Moved by: B. Morissette
Seconded by: D. Hemingway
Carried

4. **Adoption of the Minutes:**
Motion that the Minutes of the November 19, 2009 meeting be accepted as
amended.
Moved by: C. dePencier
Seconded by: M. McArthur
Carried.

5. **Business arising from Minutes:**
 - a. There was a question as to whether there had been an answer to the board's letter outlining suggested upgrades to the cleaning contracts.
 - b. D. Hemingway requested that the CEO write a letter to the Globe and Mail regarding their prices. The Saturday and Monday papers have been cancelled at the Haileybury Branch due to lack of use of those papers in an effort to be cost effective.
 - c. There was a discussion regarding the progress of the washroom construction at the Haileybury Branch.
 - d. M. McArthur stated that he had spoken to the Property Maintenance Coordinator and learned that the building audit will not happen this year due to budget constraints.

6. **Correspondence:**
 - a. Letter from NOHFC awarding \$27, 436 in funding.
 - b. Letter from Brian Carré regarding the board's letter dated September 8, 2009.
 - c. Letter from Ontario Library Service North regarding upcoming elections.
 - d. Letter from ACFO inviting the library to their annual brunch. The board agreed to send up to three representatives from the library.
 - e. Letter from the Ontario Boating League inviting the library to proctor boating license exams. The board requested that the CEO investigate further and report.

7. **Secretary –Treasurer's Report:**

Report and monthly balance and expenditures included in the trustees' information packet

- The alarm system in the Haileybury Branch has been changed to a monitoring system as in the New Liskeard Branch.
- R. Hunt has been asked to take part in a focus group on Library Collaborative Program Models, in Toronto in early February. The Ontario Library Service will cover expenses for the trip.

8. Committee Reports:

Finance and Property Committee

Planning/Publicity/Personnel: Report on the Library CEO's performance appraisal.

9. New Business:

- Report LIB-027-2009 Progress report on washrooms.** The board reviewed the updated plans and accepted the report.
- Report LIB-025-2009 Review of the report from the Federation of Ontario Public Libraries.** The board reviewed and accepted the report.
- Report LIB-026-2009 City draft community survey comments:** The board agreed to re-submit the comments drafted in August 2009.
- Report LIB-028-2009 Patron Code of Conduct:**
Motion #2009-037: That the Temiskaming Shores Public Library Board adopts the "Patron Code of Conduct" as presented.
Moved by: D. Hemingway
Seconded: C. dePencier
Carried.

10. Policy Review

- Accessible Customer Service Policy.**
Motion #2009-38: That the Temiskaming Shores Public Library Board adopts the Accessible Customer Service Policy, PER-38 as presented.
Moved by: B. Morissette
Seconded: C. dePencier
Carried.

11. Plan Review

12. Adjournment -- Motion to adjourn: D. Hemingway at 8:00 p.m.

Roger Oblin, Chair

Charles dePencier, Recording Secretary