

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday, February 18, 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:**
B. Morissette, M. McArthur, C. dePencier, C. Locke, E. Huff, R. Oblin and CEO/Head Librarian R. Hunt.

Regrets: T. McGrory and D. Hemingway
3. **Adoption of the Agenda:**
Additions: New Business f. Bulk purchase Brodart, g. NOHFC Hire, Plan Review
a. Annual Report. Motion to adopt the agenda as amended.
Moved by: C. Locke
Seconded by: B. Morissette
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the January 21, 2010 meeting be accepted.
Moved by: E. Huff
Seconded by: C. dePencier
Carried.
5. **Business arising from Minutes:**
 - a. M. McArthur commented that there was still no news about labour relations, but that there would be soon.
 - b. R. Oblin inquired if there was any news on the cleaning contract for the New Liskeard Branch. R. Hunt has not heard anything but will check with the Building Maintenance department.
6. **Correspondence:**
 - a. To school principals: Re annotated bibliography
 - b. From OLS-North: Re Board Chair and CEO workshop
Motion #2010-06: Be it resolved that the Temiskaming Shores Public Library Board sent the Library Board Chair and Library CEO to the OLS-North workshop in Timmins on April 17, 2010. All costs are to be subsidized by OLS-North.
Moved: E. Huff
Seconded: M. McArthur
Carried.
7. **Secretary –Treasurer’s Report:**
Report and monthly balance and expenditures included in the trustees’ information packet
 - Monthly health and safety inspections carried out in both branches. Inspection recommendations are being followed up by the Building Maintenance Department.

- The accessible parking spot in front of the Haileybury Branch will be moved to the beginning of the ramp in the spring.

8. Committee Reports:
Finance and Property Committee
Planning/Publicity/Personnel

9. New Business:

- a. Report LIB-004-2010 Disposal of obsolete equipment:** From time to time there are library supplies, computer equipment and furniture that are replaced with more contemporary items. The library normally uses equipment, supplies and furniture until they are obsolete and replaced by newer items. The library staff would like direction on the disposal of obsolete equipment, supplies and furniture.

Motion #2010-07: Be it resolved that the Temiskaming Shores Public Library Board allows the Library CEO to dispose of or sell obsolete library supplies, equipment and furniture when the depreciated value of the item does not exceed \$100.

Moved: C. dePencier

Seconded: B. Morissette

Carried.

- b. Report LIB-005-2010 NEOnet wireless hotspots:** In 2007 NEOnet, Northeastern Ontario's not-for-profit information and communication technology (ICT) development organization, started a project to bring wireless internet into libraries and community centres in their catchment area. The project stalled in 2008 but was renewed in 2009 when NorthernTel agreed to be the vendor for the project. The hardware has been purchased and they have 10 units, first come, first served. The hardware, installation and service for 2 years are free. After the 2 year period is up there will be a fee for service. The ball park figure is that the fee could cost \$70/month.

Motion #2010-08: Be it resolved that the Temiskaming Shores Public Library Board participates in the NEOnet "Wireless Hotspot" project and agrees to allow the installation of wireless service in both branch libraries.

Moved: C. Locke

Seconded: C. dePencier

Carried.

- c. Volunteer recognition:** a volunteer recognition open house held on a rotating basis at the branch libraries was discussed.
- d. New Liskeard building centennial:** The board discussed ideas to celebrate the centennial of the New Liskeard building. A celebration of the groundbreaking of the library will take place in the fall of 2010.
- e. Sudbury Conference:** C. Gallagher has indicated interest in going to the conference in Sudbury this year. R. Hunt asked if any board members were interested in going, but the board felt it was important for C. Gallagher and R. Hunt to attend. OLS-North subsidizes two delegates to attend from each library.

- f. Bulk purchase from Brodart:** The board reviewed the purchase.
Motion #2010-09: Be it resolved that the Temiskaming Shores Public Library Board allows the CEO to make a bulk purchase of library processing supplies in the amount of \$2803 + shipping and taxes from Brodart.
Moved: C. dePencier
Seconded: M. McArthur
Carried.
- g. Report LIB-006-2010 NOHFC hire:** The Seniors Outreach position was advertised in mid January in the Temiskaming Speaker paper and at Job Connect. The candidates have to meet certain age and educational requirements in order to qualify under the Northern Ontario Heritage Fund grant conditions. The requirements include being 29 years of age and under, graduating from a Northern Ontario high school and recent completion of a post-secondary related field of study. In addition this must be the candidate's first time employment in their field of study. We received three applications. Two interviews were held on February 2, 2010, with C. Gallagher and R. Hunt interviewing. The candidate we chose, David Montgomery, met all of the requirements of NOHFC and performed very well in the interview. Three references were checked and all were very positive.
Motion #2010-10: Be it resolved that the Temiskaming Shores Public Library Board hires David Montgomery as the Northern Ontario Heritage Fund Corporation Seniors Outreach Intern, conditional on completion of a satisfactory criminal record check. The position is a 52 week contract in agreement with the terms and conditions as set out in the NOHFC contract and the offer of employment, subject to approval of NOHFC funding.
Moved: C. dePencier
Seconded: C. Locke
Carried.
- 10. Policy Review:**
- a. Art Display and Exhibits—review, discussion:** There has been some interest by individuals in displaying art in the Haileybury Branch library. The CEO reviewed the policy with the board and informed them that she has handed the policy out to interested parties.
- 11. Plan Review**
- a. Annual report:** The 2009 Library Annual report was distributed to board members. The board directed the CEO to send the report to mayor and council and to the press.
- 12. Adjournment -- Motion to adjourn: M. McArthur at 8:40 p.m.**

Roger Oblin, Chair

Charles dePencier, Recording Secretary