

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

**Thursday, June 16, 2011 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, C. dePencier, C. Locke, T. McGrory, B. Armstrong, D. Bisson, B. Thornton, D. Hemingway and CEO/Head Librarian R. Hunt.  
Regrets: J. Dent, M. McArthur, B. Morissette.
3. **Adoption of the Agenda:**  
Additions: Correspondence d. Letter from Temiskaming Foundation ; New Business e. Report LIB-022-2011 Library Page. **Motion to adopt the agenda as amended:**  
**Moved by:** B. Armstrong  
**Seconded by:** C. Locke  
**Carried**
4. **Adoption of the Minutes:**  
**Motion that the Minutes of the Thursday, May 19, 2011 meeting be adopted.**  
**Moved by:** C. dePencier  
**Seconded by:** D. Bisson  
**Carried.**
5. **Business arising from Minutes:**
  - a. R. Oblin suggested that the CEO contact the Speaker to obtain a reprint of the photo of Eleanor Huff accepting her recognition award that appeared in the paper.
  - b. B. Armstrong inquired if the letters had been sent to the Armstrong township patrons yet and if there had been any response. The letters were sent but there have not yet been any responses.
6. **Correspondence:**
  - a. From OCUL and B. Morissette regarding the cutbacks to the askON program and the closure of school libraries and rethinking of service partnerships between school and public libraries: C. Locke suggested that the CEO send letters expressing the concerns of the board regarding funding cuts to library programs to school boards and to the Ministry of Tourism and Culture. Discussion ensued and the Board asked that a letter be sent to the Minister of Tourism and Culture regarding the askON cutbacks. The Board will monitor the reaction of local school boards to the situation down south and will respond if the situation merits.
  - b. From Temiskaming Foundation: regarding disbursement of fund interest. The Board discussed the amounts to contribute to the budget revenues and to put into reserves.  
**Motion #2011-22:** Be it resolved that the Temiskaming Shores Public Library Board contributes \$5000 of the interest from the Temiskaming Foundation

May Ball Fund towards the 2011 revenue budget of the Temiskaming Shores Public Library and deposit the remaining \$4759 in the reserves account of The Temiskaming Foundation fund.

**Moved:** T. McGrory

**Seconded:** D. Hemingway

**Carried.**

**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. The fire alarm panel in the Haileybury Branch was destroyed by a lightning strike on June 7 and had to be replaced.
- Six ergonomic chairs were purchased for staff in both branches.
- The internet connectivity problem at the branches has been resolved. New modems were provided by Ontera to replace the burnt out modems. New router hardware was installed to replace the routers installed in 2006 which failed when the new modems were installed because of incompatibility issues. As of June 8 the public and work networks at both branches were up and working and all leased equipment had been returned.
- Library Clerk staff received ladder safety training at a staff meeting on May 31.
- The Haileybury staff members have enrolled in the Compass program, a free 10 week course on online databases offered by the Southern Ontario Library Service. New Liskeard staff will try to enroll in the fall (spaces fill up fast).
- A five-year overview of statistics was presented to the board as requested at the last meeting.

**8. Committee Reports:**

**Finance and Property Committee:** Had to cancel their meeting of June 7.

**Planning and Policy Committee:** The Policy Committee met on Monday, June 6 to discuss the memorandum of agreement with the City. The committee revised the draft agreement and appointed D. Bisson to start discussions with City Manager C. Oslund on the wording and content of the agreement.

**Publicity/Personnel:** Nothing to report

**9. New Business:**

**a. Report LIB-018-2011 CAP Youth Intern application:** The Board reviewed the report.

**Motion #2011-23:** Be it resolved that the Temiskaming Shores Public Library Board apply to the 2011-2012 CAP Youth Intern program with the intent of hiring one part-time student for the Library’s CAP site.

**Moved:** C. Locke

**Seconded:** B. Armstrong  
**Carried.**

**b. Report LIB-019-2011 May/June Health and Safety inspections:** The Board reviewed the report. There are several repeat items that are being completed as budget and time permits: replacing covers on light fixtures in both branches and tidying up the storage room in New Liskeard.

**c. Report LIB-020-2011 NL Branch board game night building use:** The Board members expressed their thanks to C. Gallagher for this initiative and for donating her time to implement it.

**Motion #2011-24:** Be it resolved that the Temiskaming Shores Public Library Board allows the use of the New Liskeard library building on Thursday, July 7 until 9:00 pm for a Board Game program open to members of the public with the understanding that a staff member will be present and close the building and set the alarm at the end of the session.

**Moved:** B. Thornton

**Seconded:** D. Bisson

**Carried.**

**d. Report LIB-021-2011 SOLS Connectivity funding application:** The CEO distributed the report at the meeting and described the application process. The funding would cover the \$2000 bill for the router hardware the library recently had to replace to maintain an internet connection.

**Motion #2011-25:** Be it resolved that the Temiskaming Shores Public Library Board apply to the 2011 SOLS Connectivity Funding program in order to cover the cost of replacing the two routers that failed in the library branches with routers that will be compatible with the new modems.

**Moved:** C. dePencier

**Seconded:** C. Locke

**Carried.**

**e. Report LIB-022-2011 Library Page hire:** The Board reviewed the report and the CEO described the hiring process.

**Motion #2011-26:** Be it resolved that the Temiskaming Shores Public Library Board hires Hannah McCarty as Library Page according to the terms of her letter of agreement.

**Moved:** B. Armstrong

**Seconded:** D. Bisson

**Carried.**

**10. Policy Review:**

**a. Policy Per-19 Termination of employment.**

**Motion #2011-27:** Be it resolved that the Temiskaming Shores Public Library Board adopts the Library policy Per-19 Termination of Employment as presented by the Policy and Planning Committee.

**Moved:** C. Locke

**Seconded:** T. McGrory  
**Carried.**

**b. Policy Facilities-3 Community Information Policy.**

**Motion #2011-28:** Be it resolved that the Temiskaming Shores Public Library Board adopts the Library policy Facilities-3 Community Information Policy as presented by the Policy and Planning Committee.

**Moved:** C. dePencier

**Seconded:** B. Thornton

**Carried.**

**11. Plan Review**

**12. Adjournment -- Motion to adjourn: B. Thornton at 8:40 p.m.**

**Roger Oblin, Chair**