

TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday November 20, 2008, at 7.00 p.m. at the New Liskeard Branch

1. Call to Order

Meeting called to order at 7:00 p.m. by Chair, R. Oblin.

2. Roll Call

C. dePencier, D. Hemingway, C. Locke, M. McArthur, R. Oblin, B. Morissette,
CEO R. Hunt

Regrets: E. Huff, T. McGrory.

3. Adoption of the Agenda:

Moved that the Agenda be adopted as amended:

6.a. Letter from Robin Galliot; b. Letter from TDSS; c. Letter from FOPL.

Moved by: M. McArthur

Seconded by: B. Morissette

Carried.

4. Adoption of the Minutes

Moved that the Minutes of October 16, 2008, be adopted.

Moved by: C. Locke

Seconded by: C. dePencier

Carried.

5. Business Arising from Minutes.

- a. 7. Tri-Town Electric to be contacted to repair electrical switch at New Liskeard Branch, a.s.a.p.

6. Correspondence:

- a. A letter was received from a client, who expressed concern about computer usage by young people.
- b. Letter from TDSS with thanks for May Ball Annual Bursary.
- c. Letter from FOPL: Invitation to join.
Motion #2008-28: That the Temiskaming Shores Public Library Board directs the CEO to apply to join the Federation of Ontario Public Libraries.
Moved: C. Locke
Seconded: M. McArthur
Carried.

7. Secretary—Treasurer's Report

Included in the Trustees' information packet

- Financial report prepared & presented by CEO R. Hunt
- Friends groups have agreed to pay for some children's books.

- Temiskaming Shores Joint Health and Safety Committee representatives have completed an inspection of the New Liskeard Branch and the Library CEO has responded to the recommendations.
- Report from the Seniors' Outreach coordinator on her activities and accomplishments.

8. Committee Reports

9. New Business

- a. **Early closure for Christmas Eve and New Year's Eve:**
Motion #2008-29: That the Temiskaming Shores Public Library Board approves opening the branch libraries between 10.00 a.m. and 2.00 p.m. on Dec. 24 and on Dec.31, 2008 as recommended by the CEO.
Moved: D. Hemingway
Seconded: C. Locke.
Carried.

- b. **Fine Amnesty Week:**
Motion # 2008-30: That the Temiskaming Shores Public Library Board declares December 1-6, 2008 Fine Amnesty week and accepts food bank donations in lieu of fines for the duration of that week. In addition, the donations received will be distributed to the organizations within each community.
Moved: B. Morissette
Seconded: C. dePencier.
Carried.

- c. **NOHFC Contract:** The NOHFC contract has been received and reviewed.
Motion #2008-36: That the Temiskaming Shores Public Library Board enters into contract with the Northern Ontario Heritage Foundation Corporation for the NOHFC Youth Internship and Co-op Program grant for funding in the amount of \$24,570 towards improved library programming and outreach to seniors in the area.
Moved: C. Locke
Seconded: D. Hemingway
Carried.

- d. **Contract with Industry Canada (CAP):** The library has received approval for funding under the CAP Site program with Industry Canada.
Motion #2008-31: That the Temiskaming Shores Public Library Board enters into a contract with the Chapleau Regional Development Coordinator to run and maintain a CAP site in accordance with the CAP Site Aggregator and Operator Sub-Agreement with a completion date of March 31, 2009.
Moved: B. Morissette
Seconded: M. McArthur
Carried.

- e. **Non-resident fees discussion:** The library board's policy is to charge a non-resident fee to non-residents of Temiskaming Shores with exceptions.
Motion # 2008-32: That the Temiskaming Shores Public Library Board approves charging an annual fee of \$35.00 per household for all patrons who are not residents of the City of Temiskaming Shores or the contracting townships of Harley, Hudson, Casey, Harris or Kerns, or who do not have a library card in good standing with a library that has a reciprocal borrowing agreement with Temiskaming Shores Public Library.
Moved: M. McArthur
Seconded: C. Locke
Carried.
- f. **Raising Fines:** The board discussed the idea of raising overdue fines to increase revenue as part of the 2009 budget. Overdue fines have not been increased in at least 10 years at either branch of the library.
Motion # 2008-33: That the Temiskaming Shores Public Library Board raises the overdue fines on books, audiobooks and music CDs to \$.20/day per item as of January 1, 2009.
Moved: C. dePencier
Seconded: B. Morissette
Carried.
- g. **2009 Revised Library Board Budget:** As presented by the finance committee.
Motion # 2008-34: That the Temiskaming Shores Public Library Board submits the 2009 Budget as amended to the Mayor and Council of the City of Temiskaming Shores.
Moved: M. McArthur
Seconded: C. dePencier
Carried.
- h. **Anne of Green Gables Tea:** The staff at the New Liskeard Branch would like to close the lower level of the library on Saturday, December 13, 2008 between 3 and 5 p.m.
Motion # 2008-35: That the Temiskaming Shores Public Library Board closes to the public, the lower level of the New Liskeard Branch for an Anne of Green Gables Mother/Daughter tea on Saturday, Dec. 13, 2008, from 3.00 p.m.-5.00 p.m.
Moved: C. Locke
Seconded: D. Hemingway
Carried.

- i. **Leave of Absence:** The board chair presented the idea of a temporary leave of absence for trustees who are gone for extended periods of time. There was discussion and the matter will be brought forward to another meeting.
- j. **Fee for proctoring exams:** There was discussion of the possibility of charging a fee for proctoring exams. The CEO was directed to look into the matter. There was also discussion on charging a fee to use space in the library branches to take exams.

10. Policy Review:

- a. **Membership Circ-2:** policy was amended to read: 2. A reciprocal borrowing agreement exists with the public libraries in Cobalt, Latchford, Temagami, and Earlton. Members in good standing with those libraries may borrow from the Temiskaming Shores Public Library at no cost; however, they must take out a membership with the Temiskaming Shores Public Library.
Motion #2008-37: That the Temiskaming Shores Public Library Board Policy Membership Circ-2 be accepted as amended.
Moved: M. McArthur
Seconded: D. Hemingway
Carried.

11. Plan Review:

- a. **Strategic Plan:** The board and CEO reviewed the draft Library Board Strategic Plan 2009-2012: “In Touch With Our Community”
Motion #2008-38: That the Temiskaming Shores Public Library Board approves the 2009-2012 Strategic Plan in principle as amended.
Moved: D. Hemingway
Seconded: B. Morissette
Carried.

12. Adjournment:

Motion to adjourn: C. Locke.

Meeting adjourned at 9:15 p.m.

Chair: R. Oblin

Recording Secretary: C. dePencier