

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday, October 16, 2008 at 7.00 p.m. at the Haileybury Branch**

1. **Call to Order:** Meeting called to order by Chair R. Oblin, at 7.03 p.m.
2. **Roll Call:**
R. Oblin, C. De Pencier, E. Huff , D. Hemingway, Cam Locke, Mike McArthur,
Theresa McGrory, CEO/Branch Librarian, R. Hunt.
Regrets: B. Morissette arrived at 7:30 pm.
3. **Adoption of the Agenda:**
Agenda accepted.
Moved by: E. Huff
Seconded by: T. McGrory
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the September 18, 2008 meeting be accepted.
Moved: T. McGrory
Seconded: D. Hemingway
Carried.
5. **Business arising from Minutes:**
 - a. **10 b: Pinwheels for Peace:** T. McGrory expressed thanks to S. Culhane for implementing the Pinwheels for Peace program in September
 - b. **10 g: Burl Regan:** The Board re-iterated its thanks to Burl Regan for all of his work for the library during his tenure.
6. **Correspondence:**
 - a. Haileybury Public School: Thank you for support of Book Fair
7. **Secretary –Treasurer’s Report:**
Included in the Trustees’ information packet
 - **Programs:** Many programs scheduled for Ontario Library week. Volunteer Fair took place October 1st.
 - **Building:** a contractor has been hired to fix the A/C electrical outlet and RFQs sent out for lights. A roof leak at New Liskeard Branch was reported and fixed. TSJHSC inspection of the New Liskeard Branch on Sept. 16. Carpets need cleaning.
 - **Personnel:** Intern and Katimavik placements both will be starting in late October.

8. Committee Reports:

- a. Finance and Property Committee:** The Board looked at the 2009 draft budget line by line. The CEO was directed to look into information on the placement of defibrillators around the city. Discussion re: budget.

Motion #2008-23: That the Temiskaming Shores Public Library board approves the 2009 Budget as presented by the CEO.

Moved: C. DePencier

Second: C. Locke

Carried.

- b. Planning/Publicity/Personnel:** Report on evaluation of CEO. Volunteer policy postponed.

10. New Business:

- a. Employee evaluations:** completed

Motion #2008-24: That the Temiskaming Shores Public Library Board accepts the Employee Evaluations as recommended by the CEO, and that the Temiskaming Shores Public Library Board approved the merit increases on the employees' yearly anniversary dates.

Moved: C. Locke

Second: C. DePencier

Carried.

Motion #2008-25: That the Temiskaming Shores Public Library Board approves the employee evaluation of Rebecca Hunt as recommended by the Personnel/Planning Committee, and that the Temiskaming Shores Public Library board approves the merit increase on her yearly anniversary date.

Moved: C. DePencier

Second: D. Hemingway

Carried.

- b. NOHFC Intern:** hire

Motion #2008-26: That the Temiskaming Shores Public Library Board hires Stephanie Simmens for the NOHFC Youth Internship and Co-op Program position for a 52 week contract, starting October 27, 2008 and ending October 23, 2009 as per the agreement in the NOHFC contract.

Moved: M. McArthur

Second: D. Hemingway

Carried.

- c. **Audited financial statements:** the audited financial statements were presented to the board.
 - Motion #2008-27:** That the Temiskaming Shores Public Library Board accepts the audited financial statements as presented.
 - Moved:** M. McArthur
 - Second:** C. Locke
 - Carried.**
- d. **Budget:** as discussed above.
- e. **Survey results:** results of the strategic plan survey conducted over the summer were shared with the Board.

11. **Policy Review: No policies to review.**

12. **Plan Review: The strategic plan will be reviewed at the November meeting.**

13. **Adjournment:**
Motion to adjourn: M. McArthur

Meeting adjourned at 8:45 p.m.

Chair: R. Oblin

Recording Secretary: C. dePencier