

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

Thursday, October 20, 2011 at 7:00 p.m. at the Haileybury Branch

1. **Call to Order:** Meeting called to order by Chair R. Oblin at 7:10 p.m.
2. **Roll Call:** D. Bisson, J. Dent, B. Armstrong, R. Oblin, B. Morissette, C. Locke and CEO/Head Librarian R. Hunt.
Regrets: M. McArthur, B. Thornton, T. McGrory, C. dePencier and D. Hemingway.
3. **Adoption of the Agenda:**
Additions: New Business f. Directors Liability ; New Business g. Report LIB-033-2011 Capacity Building Grant Shelving report ; New Business h. Closed Session regarding an identifiable individual. **Motion to adopt the agenda as amended:**
Moved by: D. Bisson
Seconded by: B. Morissette
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the Thursday, September 15, 2011 meeting be adopted as amended.
Moved by: J. Dent
Seconded by: C. Locke
Carried.
5. **Business arising from Minutes:**
 - a. The Chair inquired if City Council had reviewed the Memorandum of Agreement. It has not gone to council yet.
6. **Correspondence:**
 - a. Letter to Centennial Committee was sent on behalf of Board.
 - b. Letter from OLS-North informing that the core suite of e-resources that we have access to via a grant from the Ministry of Culture will be paid for by the Ministry of Culture again for the year 2012.
 - c. Letter from ESCSM thanking the Board for the bursary donation.
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 Non-fiction section in New Liskeard is being weeded in preparation for shelving.

- A public access scanner was installed at New Liskeard.
- The Building Maintenance staff has taken paint samples in preparation for painting the New Liskeard Branch.
- The Library Building Audit has been cancelled for 2011. M. McArthur has told the Chair that it will be done in 2012 and the CEO has resubmitted the request for consideration in the 2012 capital budget.
- The Technology sale was successful at the Haileybury Branch. There are 3 computers left.
- The Seniors Computer Classes have started with Bailey Urso at the Haileybury Branch. There are 10 students taking classes so far.
- The photocopier has been purchased from Xerox for the Haileybury Branch.
- R. Hunt has been discussing the IT Support project with NEOnet. NEOnet has expressed initial interest in helping with the project and is discussing funding options with FedNor.

8. Committee Reports:

Finance and Property Committee: The minutes of the September 23, 2011 meeting were accepted as information.

Motion #2011-35: Be it resolved that the Temiskaming Shores Public Library Board pays the library staff who were of a permanent employment status as of January 1, 2010 a lump sum in lieu of increment pay from January 1, 2010 to December 31, 2011 for each of the four Permanent Part-Time Library Clerks, and for each of the two Permanent Full-Time staff members. Since this sum would represent an additional expense on the approved 2011 budget estimates be it resolved that the Board request that Mayor and Council add \$6400 to the 2011 operating budget to make up for the shortfall.

Moved: J. Dent

Seconded: B. Morissette

Carried.

Planning and Policy Committee: Nothing to report

Publicity/Personnel: Nothing to report

9. New Business:

- a. Report LIB-029-2011: Closure of library for Christmas and New Year's:** The report was reviewed by the Board.

Motion #2011-36: Be it resolved that the Temiskaming Shores Public Library Board closes the Library at 2:00 p.m. on Saturday, December 24 and Saturday, December 31, 2011 and for the day on Tuesday, December 27,

2011, and Monday, January 2, 2012 in lieu of Christmas Day and New Year's Days.

Moved: D. Bisson

Seconded: J. Dent

Carried.

- b. Report LIB-030-2011: NEOnet wireless hotspots update:** The wireless hotspots have had 386 users in New Liskeard and 119 users in Haileybury since January 1, 2011. When the financial responsibility for the sites is transferred to the Board in March 2013 the CEO recommends that the Board continue the sites and apply to the SOLS Connectivity grant to fund the sites. The report was reviewed and accepted as information.
- c. Report LIB-031-2011: Workplace inspection reports:** Three items were identified in the branches. Steps have been taken to resolve them. The report was reviewed and accepted as information.
- d. Report LIB-032-2011: Incident reports:** There have been several more incidents with teens sitting on the steps intimidating patrons, littering and verbally abusing staff at the New Liskeard Branch. In addition one evening teens were skateboarding off the low roof at the back of the building. The OPP were called both times. Staff has been instructed to not engage with the teens and to phone the local OPP detachment. Some concern was expressed over the slow response time of the OPP. The report was reviewed and accepted as information.
- e. Audited Financial Statement 2010:** The audit was reviewed and accepted as information.
- f. Director's Liability:** D. Bisson inquired if there is Directors' Liability insurance for Board Members. The Chair referenced Bylaw B-42 which holds Board Members harmless out of the funds of the Board for suits. The CEO had inquired with the Directory of Corporate Services but has not heard back yet. She will look into the matter of Directors' Liability further.
- g. Report LIB-033-2011 Capacity Building grant shelving report:** The CEO reported on the three quotations received, two for steel library shelving and one for wooden shelving. Members of the Board requested the CEO request quotes from 3-H for wooden shelving and that the CEO look at the used furniture Dick Farrow has to see if there is anything available there.
- h. Closed Session: regarding an identifiable individual.**
Motion #2011-37: Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:10 pm in regards to an identifiable individual.
Moved: C. Locke
Seconded: B. Morissette
Carried.

Motion #2011-38: Be it resolved that the Temiskaming Shores Public Library rise without report at 8:15 pm.

Moved: C. Locke

Seconded: B. Morissette

Carried.

10. Policy Review: nothing to report

11. Plan Review: nothing to report

12. Adjournment -- Motion to adjourn: B. Morissette at 8:20 p.m.

Roger Oblin, Chair