

**MINUTES OF THE
TEMISKAMING SHORES PUBLIC LIBRARY BOARD MEETING
Thursday, September 18, 2008 at 7.00 p.m. at the New Liskeard Branch**

1. **Call to Order:** Meeting called to order by Chair R. Oblin, at 7.02 p.m.
2. **Roll Call:**
R. Oblin, C. De Pencier, E. Huff , B. Morissette, D. Hemingway, B. Regan,
CEO/Branch Librarian, R. Hunt.
Regrets: C. Locke, T. McGrory. M. MacArthur arrived at 8 :00 pm.
3. **Adoption of the Agenda:**
Agenda accepted as amended: 9. g. B. Regan; 9. h. Schedule of meetings.
Moved by: E. Huff
Seconded by: B. Morissette
Carried
4. **Adoption of the Minutes:**
Motion that the Minutes of the June 19, 2008 meeting be accepted.
Moved: B. Regan
Seconded: C. de Pencier
Carried.
5. **Business arising from Minutes:**
 - a. **5 b: May Ball Tri-Town Foundation accounts:** Board agreed that the May Ball Tri-Town Foundation accounts should not be merged. The New Liskeard Public Library account could be used in fundraising initiatives.
6. **Correspondence:**
 - a. Myriam Dionne Desbiens: Thank you for award.
 - b. Library Strategic Development Fund: Call for submissions, deadline Oct. 1.
 - c. Alicia Rule: Thank you from Katimavik. New area supervisor taking over.
 - d. Northern Ontario Heritage Fund Corporation: Approval of grant in the amount of \$24, 570 for the hiring of a Seniors Outreach Program Co-Coordinator Intern.
 - e. Elaine Ayotte: Book donation and compliments on a well-organized and user-friendly library.
 - f. Ministry of Culture: Award of annual operating grant in the amount of \$23,259.
 - g. ESCSM: Thank you for May Ball award.
 - h. Siobhan Angus: Thank you for award.
 - i. Trustee E-Talk: A step forward with Leadership by Design.
7. **Secretary –Treasurer’s Report:**
Included in the Trustees’ information packet

- Friends of the Haileybury Branch met on September 10. They hosted a Books and Bites with Linda Nelson on August 26. Other Books and Bites scheduled:
 - September 23: Peter Fancy
- There was a Library staff meeting on September 3 at the New Liskeard Branch. The move to bring all technical services to the Haileybury Branch will be completed this fall, with all material and ILL processing taking place from that branch.
- Building: the CEO responded to inquiries about several building projects and issues that are ongoing. The library signs have been installed on the buildings, and the meeting room at the Haileybury Branch is under review. The lights over the downstairs circulation desk in the New Liskeard Branch and leaking sink have been repaired. The lights, air conditioning units and mezzanine guardrail in the Haileybury Branch have not been installed yet and the sparking A/C unit plug has not been repaired.
Motion #2008-20: That the CEO be directed to hire an electrician to repair the lights at the Haileybury Branch and the outlet powering the A/C unit in New Liskeard as per library purchasing policy. The granting of the contract to be awarded no later than October 15, 2008.
Moved: B. Regan
Seconded: C. de Pencier
Carried.

8. Committee Reports:

- a. **Finance and Property Committee:** Draft budget—a draft budget for 2009 was presented and discussed by the board. This budget will be submitted to the city in late fall for 2009 budget deliberations. Capital projects will include an accessibility project for the Haileybury Branch, partially funded by an Enabling Accessibility Fund grant in the amount of \$36,700, and an audit of the New Liskeard Branch building.
- b. **Planning/Publicity/Personnel:** The planning committee will review the draft version of the Library Board Strategic Plan in early October.

10. New Business:

- a. **Library Pages:** Three library pages were hired to fill two positions vacated this summer. The third page was hired to assure that no staff is working alone in the evenings.
Motion #2008-21: That the Temiskaming Shores Public Library Board hire Abaigeal Agich, Amy Bell and Lauren Stacey as Library Pages as per the recommendation of the Library CEO.
Moved: D. Hemingway
Seconded: B. Regan
Carried.

- b. Pinwheels for Peace program:** Library staff would like permission to use the library facilities on Sunday, September 21, 2008 for the “Pinwheels for Peace” program.

Motion #2008-22: That the Temiskaming Shores Public Library Board allows the use of the library buildings on Sunday, September 21, 2008 for the Pinwheels for Peace library program.

Moved: B. Morissette

Seconded: B. Regan

Carried.

- c. NLLN meeting/ OLS-North meeting:** The CEO will be traveling to Timmins on October 8, 2008 to attend Northern Lights Library Network and OLS-North meetings.
- d. Trillium event:** As part of the Seniors Respectful project there will be an open house to promote the French materials purchased to date using the Trillium grant, and to publicize the Trillium grant received for the project. The event will take place during Public Library Week, October 19-25.
- e. Enabling Accessibility Fund Grant:** The Library was successful in its application for a federal Enabling Accessibility Fund Grant. The library was awarded \$36,700 to install a ramp to the front of the Haileybury building, install automatic doors and a barrier-free accessible washroom at that branch. This capital project will be completed in 2009.
- f. STATO Trail update:** At its September 16 meeting, Council recommended adoption of an alternative plan for the STATO Trail that would not remove the Handicap parking spot or the other parking spaces in front of the Haileybury Branch. The Board expressed satisfaction at council’s decision and commended the work done by the city administration and committees to prepare the amended report for council.
- g. B. Regan:** Councillor B. Regan expressed regret at the necessity of his decision to resign from the Library Board, but the assignment of additional duties has made it difficult for him to attend meetings. The board accepted his resignation and thanked him for his service on the board.
- h. Library Board Meeting Schedule:** The board discussed the schedule of meetings. It was agreed that the board should continue meeting on Thursday nights throughout the winter instead of switching to Wednesdays from November to April.

11. Policy Review:

- a. Volunteer Policy:** The Planning/Publicity/Personnel committee will review the volunteer policy and make a recommendation to the board.

12. Plan Review: None.

13. Adjournment:
Motion to adjourn: B. Regan.

Meeting adjourned at 9:00 p.m.

Chair: R. Oblin

Recording Secretary: C. dePencier