

DRAFT MINUTES  
TEMAGAMI PUBLIC LIBRARY BOARD  
Monday, January 10, 2022 / 7:30 P.M.  
ELECTRONIC PARTICIPATION

Attendance: Carol Lowery (Chair), John Shymko (Vice), Victoria Winsor, Debra Kitts, Carmen Koski, Bob Sykes and Sandi Firman (CEO)

1. CALL TO ORDER at 7:31 P.M.

2. APPROVAL OF THE AGENDA

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Public Library Board Agenda dated Monday, January 10, 2022 be adopted as presented.

CARRIED

3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF :

None Noted

4. ADOPTION OF THE MINUTES

MOVED BY: Bob Sykes

SECONDED BY: J. Shymko

BE IT RESOLVED THAT the Public Library Board Minutes dated December 14, 2021 be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES:

5.1 Sandi was given a budget of \$650.00 before taxes and shipping to purchase a table top printer. Motion to purchase forwarded by John S. and seconded by Bob S. Carried

5.2 A gift for Claudia Smith to thank her for years of service on the Library Board was discussed and a motion that Carmen Koski is to purchase the gift was forwarded by Bob Sykes and seconded by John S. Carried

5.3 Workshops for various age groups and interests were discussed and John Shymko and Sandra Firman will proceed with planning such.

6 .DELEGATIONS & PRESENTATIONS :

None

7. ACTION/INFORMATION ITEMS

7.1- Debra Kitts will work with Sandra Firman to formulate a new budget for the year 2022. S. Firman is to ask the municipality for the past three years of budget information and the submission date. Motion forwarded by Carmen Koski and seconded by Victoria Winsor. Carried

## 8. ONGOING BUISNESSES – Updates

8.1- Request to start a literacy Council – for future discussion. Late winter start up

8.2- Library Policies and Procedures-Sandi offered one policy regarding CEO duties and was asked to submit written policies to the board ffor discussion

8.3– Records Retention – records have been kept for the past 7 years and the rest have been put aside for shredding. This will be an ongoing job.

8.4- Library Board Training- Craig Davidson will be contacted as to a date he would be available

8.5- Library Website Updates – Update from Board Member Shymko. John and Sandi will work together to make sure the website is updated.

8.6- Additional Part Time Staff Request – A posting will be submitted to Carol Lowery and then uploaded to the Municipal Website

8.7- COVID Status Update and Library Health Protocols – Sandi updated the protocols and hopes that the library can remain status quo until further discussion is required with the board.

## 9 .NOTICE OF NEW BUSINESS none

## 10. NEXT MEETING :

Monday, February 7, 2022 at 7:30 P.M. by electronic participation

## 11. ADJOURNMENT

MOVED BY: Bob Sykes

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Meeting dated Monday, January 10, 202 adjourn at 8:24 P.M. CARRIED