



**TEMAGAMI PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES
MONDAY, September 12th, 2022, 7:30 pm
Temagami Public Library Boardroom**

IN PERSON

PRESENT: Carol Lowery (Chair), John Shymko (Vice Chair), Carmen Koski, Bob Sykes,
Victoria Winsor

ABSENT:

STAFF: Debra Kitts (Acting CEO)

1. CALL TO ORDER AND ROLL CALL

Carol Lowery called the meeting to order at 7:32 pm.

2. ADOPTION OF THE AGENDA

22-016

MOVED BY: Carmen Koski

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT the Temagami Public Library Regular Board Meeting Agenda dated September 12, 2022 be adopted as presented.

CARRIED

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

Board member Victoria Winsor declared a conflict of interest regarding 7.1.1.

4. REPORT FROM CLOSED SESSIONS

5. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS

Regular Board Meeting – June 13, 2022

22-017

MOVED BY: John Shymko

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Minutes of the Temagami Public Library Regular Board Meeting held on June 13, 2022 be adopted as presented / amended.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

22-018

MOVED BY: John Shymko
SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Temagami Public Library Board will review the CEO position before December 31, 2022.

CARRIED

7. DELEGATIONS / PRESENTATIONS

7.1 Registered Delegations – With Presentations:

- 7.1.1** Temagami First Nation Lands & Resources Department
Virtual Presentation to be delivered by Tessa Hope

22-019

MOVED BY: Bob Sykes
SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board receives the presentation from Tessa Hope on behalf of Temagami First Nation Lands & Resources Department and confirms that the Temagami Public Library will work with Tessa Hope and Temagami First Nations to allow supervised access of the Library's archives and digitalization of materials, commencing after the Christmas break.

CARRIED

7.2 Invited Presentations:

7.3 Registered Delegations – Without Presentations:

7.4 Unregistered Delegations:

8. CONSENT AGENDA ITEMS

22-020

MOVED BY: Victoria Winsor
SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board adopt the consent agenda motions presented on the agenda.

CARRIED

8.1 Staff Report(s) for Information:

Hard copies of all staff items for information have been circulated to the Board prior to the meeting.

22-021

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

BE IT RESOLVED THAT staff items numbered 8.1.1 to 8.1.12 on this agenda be received by the Temagami Public Library Board for information and be noted, filed and recorded in the minutes of this meeting.

CARRIED

Acting CEO Report:

8.1.1 Library Staff

8.1.2 Library Staff – Work Flows JASI Training

8.1.3 Library Book Sales

8.1.4 Library Desktops and Library Laptop Backups

8.1.5 Donations – Official Donation Receipts

8.1.6 Library Petty Cash

8.1.7 New Phone System

8.1.8 COVID and Library Health Protocols

8.1.9 Library Fines on Late Returns

8.1.10 Temagami Preschool Readers Club – Literacy Program

8.1.11 Tracy Gauvreau Scholarship

8.1.12 International Dyslexia Association Ontario – Mini Grant Program

8.2 Correspondence for Information:

Hard copies of all correspondence for information have been circulated to the Board prior to the meeting.

22-022

MOVED BY: Victoria Winsor

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT correspondence item numbered 8.2.1 on this agenda be received by the Temagami Public Library Board for information and be noted, filed and recorded in the minutes of this meeting.

CARRIED

8.2.1 International Dyslexia Association Ontario

Library Mini-Grant for Decodable Books

Letter and Signed Contract

9. STAFF REPORTS

9.1 CEO Financial Report

22-023

MOVED BY: John Shymko

SECONDED BY: Carmen Koski

BE IT RESOLVED THAT the Temagami Public Library Board accepts the report of the CEO dated August 23, 2022.

CARRIED

9.2 2022-M-007 eSCRIBE

22-024

MOVED BY: John Shymko

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Temagami Public Library Board accepts Report 2022-M-007 and authorizes that the Temagami Public Library Board Meeting notices of meetings, agendas and minutes be posted on the Temagami Public Library website starting the year 2022.

CARRIED

9.3 2022-M-008 Library Staff – Ontario Library Service Exel Certificate Program

22-025

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board accepts Report 2022-M-008 and authorizes payment for courses for the Library staff member as outlined in the Report.

CARRIED

9.4 2022-M-009 Volunteers - Vulnerable Sector Check

22-026

MOVED BY: John Shymko

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT the Temagami Public Library Board accepts Report 2022-M-009 and authorizes that the message outlined in the Report be placed on the Temagami Public Library website.

CARRIED

9.5 2022-M-010 Book Club

22-027

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Temagami Public Library Board accepts Report 2022-M-010 and authorizes the Book Club Program as outlined in the Report.

CARRIED

9.6 2022-M-011 Read Along Program

22-028

MOVED BY: John Shymko

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT the Temagami Public Library Board accepts Report 2022-M-011 and authorizes the Read Along Program as outlined in the Report and requests that a report on the Read Along Program including numbers be presented at the Temagami Library Board meeting in November.

CARRIED

10. BOARD COMMITTEE REPORTS

11. ANNOUNCEMENTS – CHAIR, VICE CHAIR AND BOARD

12. CORRESPONDENCE

12.1 Action Correspondence

13. POLICIES / PROCEDURES / JOB DESCRIPTIONS

13.1

14. UNFINISHED BUSINESS

14.1 Library Board Training

Revisit after the new council comes in and new library board members are appointed.

14.2 Toy Library

Revisit in the fall.

14.3 Temagami Public School Visit

Primary Class (K to 3) to spend part of a morning at the Library for games, oral reading and small crafts. Date to be confirmed.

14.4 Temagami Public Library Fines and Charges Comparison

(see June 13, 2022 Library Board Minutes – Motion 22-009)

14.5 Temagami Public Library iPads for Patrons

(see June 13, 2022 Library Board Minutes – Motion 22-010)

22-029

MOVED BY: John Shymko

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT the Temagami Public Library Board authorizes a budget of \$3,000.00 for the CEO to purchase a system to control the Temagami Public Library iPads.

CARRIED

15. NEW BUSINESS

15.1 John Shymko, Recreation Coordinator/Facility Operator, Municipality of Temagami informed the Temagami Public Library Board of the Recreation Department plans for Halloween and requested that the Temagami Public Library take over the Trappers cabin and read scary stories (Tiny Terrors). John will provide more details at the Temagami Public Library Board meeting in October.

16. NOTICE OF MOTION

17. QUESTIONS FROM PUBLIC – ITEMS ON THE AGENDA

18. CLOSED SESSION

19. NEXT MEETING

The next Regular Meeting will be on Monday, October 3rd, 2022 at 7:30 pm in person.

20. ADJOURNMENT

22-030

MOVED BY: Carmen Koski

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT this meeting adjourn at 10:01 pm.

CARRIED