



**TEMAGAMI PUBLIC LIBRARY  
REGULAR BOARD MEETING  
AGENDA  
MONDAY, November 14<sup>th</sup>, 2022, 7:30 pm  
Temagami Public Library Board Room**

IN PERSON

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**PRESENT:**

**ABSENT:**

**STAFF:**

**1. CALL TO ORDER AND ROLL CALL**

\_\_\_\_\_ called the meeting to order at \_\_\_\_\_ pm.

**2. ADOPTION OF THE AGENDA**

MOVED BY:

SECONDED BY:

Draft Motion:

BE IT RESOLVED THAT the Temagami Public Library Regular Board Meeting Agenda dated November 14, 2022 be adopted as presented.

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

**4. REPORT FROM CLOSED SESSIONS**

**5. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS AND RESOLUTION 22-040**

**Regular Board Meeting – October 17, 2022**

**Resolution 22-040 – October 23, 2022**

MOVED BY: Carol Lowery

SECONDED BY: Carmen Koski

BE IT RESOLVED THAT the Temagami Public Library Board acknowledges that as the CEO is responsible for the library finances it is appropriate that she be responsible and aware of all credit card charges. Therefore, the Temagami Public Library Board requests that a credit card be issued to Debra Kitts and that the current credit card be cancelled.

**CARRIED**

MOVED BY:  
SECONDED BY:

Draft Motion:

BE IT RESOLVED THAT the Minutes of the Temagami Public Library Regular Board Meeting held on October 17, 2022 and Resolution 22-040 dated October 23, 2022 be adopted as presented / amended.

**6. BUSINESS ARISING FROM THE MINUTES**

**7. DELEGATIONS / PRESENTATIONS**

**Registered Delegations – With Presentations:**

**Invited Presentations:**

**Registered Delegations – Without Presentations:**

**Unregistered Delegations:**

**8. CONSENT AGENDA ITEMS**

MOVED BY:  
SECONDED BY:

Draft Motion:

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

**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.*

MOVED BY:  
SECONDED BY:

Draft Motion:

BE IT RESOLVED THAT staff items numbered 8.1.1 to 8.1.10 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.

**Acting CEO Report:**

**8.1.1 Staff Meeting – Saturday, October 22, 2022**

**8.1.2 Staff Pay 2022 – 4% Cost of Living Adjustment (COLA)**

**8.1.3 Municipality and Library – Human Resource Policy**

**8.1.4 Library Hours during the Holidays**

**8.1.5 Library Board Membership**

**8.1.6 Library Door Bell**

**8.1.7 Temagami First Nation Scanner**

**8.1.8 Book Club**

**8.1.9 Read Along Program**

**8.1.10 Temagami Preschool Reading Club – Literacy Program**

**8.2 Correspondence for Information:**

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

MOVED BY:

SECONDED BY:

Draft Motion:

BE IT RESOLVED THAT correspondence item numbered 8.2.1 to 8.2.4 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.

**8.2.1 Temagami Legion – Donation to the Legion Poppy Fund**

**8.2.2 TD Summer Reading Club Program for 2023**

**8.2.3 Access Copyright – Renewal January 1, 2023**

**8.2.4 OverDrive Membership for 2023**

**9. STAFF REPORTS**

**9.1 CEO Financial Report**

MOVED BY:

SECONDED BY:

Draft Motion:

BE IT RESOLVED THAT the Temagami Public Library Board accepts the report of the CEO dated November 10, 2022.

**10. BOARD COMMITTEE REPORTS**

**11. ANNOUNCEMENTS – CHAIR, VICE CHAIR AND BOARD**

**12. CORRESPONDENCE**

**12.1 Action Correspondence**

**12.1.1**

MOVED BY:

SECONDED BY:

**13. POLICIES / PROCEDURES / JOB DESCRIPTIONS**

**13.1**

MOVED BY:

SECONDED BY:

**14. UNFINISHED BUSINESS**

**14.1 Library Board Training**

Revisit in the fall.

**14.2 Tracy Gauvreau Scholarship Fund**

**14.3 Temagami Public Library Fines and Charges Comparison**

Report to be completed.

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

**14.4 Library iPad for Patron**

June 13, 2022 Library Board Minutes – Motion 22-010 and

September 12, 2022 Library Board Minutes – Motion 22-029

**14.5 Review of the CEO Position**

Review to be done before December 31, 2022

September 12, 2022 Library Board Minutes – Motion 22-018

**14.6 Temagami First Nation supervised access of the Library's Archives and Digitalization of Materials.**

To commence after Christmas break.

September 12, 2022 Library Board Minutes – Motion 22-019

**14.7 Library Policies**

Review and update policies.

September 12, 2022 Library Board Minutes – Acting CEO Report

**14.8 Library Fines on Late Returns – List of Books not Returned**

Library Board to assist in providing contact information for those remaining on the list.

October 17, 2022 Library Board Minutes – Acting CEO Report

**14.9 Volunteers – Vulnerable Sector Checks**

**15. NEW BUSINESS**

**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 \_\_\_\_\_ at 7:30 pm in person.

**20. ADJOURNMENT**

MOVED BY:

SECONDED BY:

BE IT RESOLVED THAT this meeting adjourn at \_\_\_\_\_ pm.