



**TEMAGAMI PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES
MONDAY, November 14th, 2022, 7:30 pm
Temagami Public Library Board Room**

IN PERSON

Present: Carol Lowery (Chair), Carmen Koski, Bob Sykes, Victoria Winsor

Absent with Notice: John Shymko (Vice Chair)

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

22-041

MOVED BY: Bob Sykes

SECONDED BY: Victoria Winsor

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

CARRIED

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

22-042

MOVED BY: Carmen Koski

SECONDED BY: Bob Sykes

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.

CARRIED

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

22-043

MOVED BY: Victoria Winsor

SECONDED BY: Carmen Koski

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.

22-044

MOVED BY: Carmen Koski

SECONDED BY: Bob Sykes

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.

CARRIED

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.

22-045

MOVED BY: Victoria Winsor

SECONDED BY: Carmen Koski

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.

CARRIED

- 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

22-046

MOVED BY: Carmen Koski

SECONDED BY: Bob Sykes

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

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 with the new Board.

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 Monday, December 12, 2022 at 7:30 pm in person.

20. ADJOURNMENT

22-047

MOVED BY: Bob Sykes

SECONDED BY: Carmen Koski

BE IT RESOLVED THAT this meeting adjourn at 8:50 pm.

CARRIED