



**TEMAGAMI PUBLIC LIBRARY  
REGULAR BOARD MEETING  
MINUTES**

**Monday, February 13, 2023, 7:30 pm**

**Temagami Public Library Board Room**

**IN PERSON**

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**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 7:31 pm.

**2. ADOPTION OF THE AGENDA**

**23-012**

MOVED BY: Bob Sykes

SECONDED BY: Carmen Koski

**BE IT RESOLVED THAT** the Temagami Public Library Regular Board Meeting Agenda dated February 13, 2023 be adopted as amended.

**CARRIED**

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

**4. REPORT FROM CLOSED SESSIONS**

**5. ADOPTION OF THE MINUTES OF PREVIOUS MEETING**

**Regular Board Meeting – January 17, 2023**

**23-013**

MOVED BY: Victoria Winsor

SECONDED BY: Bob Sykes

**BE IT RESOLVED THAT** the Minutes of the Temagami Public Library Regular Board Meeting held on January 17, 2023 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**

### **23-014**

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

**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.*

### **23-015**

MOVED BY: Victoria Winsor

SECONDED BY: Bob Sykes

**BE IT RESOLVED THAT** staff items numbered 8.1.1 to 8.1.6 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 Winter Hours – February 1 to April 30, 2023**

**8.1.2 Program – Book Club**

**8.1.3 Program - EarlyON**

**8.1.4 Staff – Ad for Staff**

**8.1.5 Displays by Ashley**

**8.1.6 Temagami Public Library Board – Membership**

**8.2 Correspondence for Information:**

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

**23-016**

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT correspondence item numbered 8.2.1 to 8.2.10 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**

**8.2.1 CEO Salary Survey Report 2022**

**8.2.2 Information and Privacy Commissioner of Ontario –  
2022 Statistical Report Submission**

**8.2.3 Summer Experience vs Canada Summer Jobs**

**8.2.4 Library Automation Perceptions Survey**

**8.2.5 OverDrive App**

**8.2.6 OverDrive 2023 Kickoff**

**8.2.7 2022 Annual Survey of Public Libraries**

**8.2.8 Library Board Orientation Training**

**8.2.9 Library Impact Ontario**

**8.2.10 Canada Reads 2023**

**9. STAFF REPORTS**

**9.1**

**10. BOARD COMMITTEE REPORTS**

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

## **12. CORRESPONDENCE**

### **12.1 Action Correspondence**

#### **12.1.1**

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

## **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 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

### **14.5 Library Policies**

Review and update policies.

September 12, 2022 Library Board Minutes – Acting CEO Report

### **14.6 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

### **14.7 Volunteers – Vulnerable Sector Checks**

### **14.8 Remembrance Day 2023**

Library to consider the purchase of a wreath.

### **14.9 Review of the CEO Position**

Review to be done before the end of June 2023.

January 17, 2023 Library Board Minutes – Motion 23-009

## **15. OTHER BUSINESS**

### **15.1 Book drop off at the Arena.**

## **16. NOTICE OF MOTION**

**17. QUESTIONS FROM PUBLIC – ITEMS ON THE AGENDA**

**18. CLOSED SESSION**

**19. NEXT MEETING**

The next Regular Meeting to be determined. Board Chair and CEO will advise.

**20. ADJOURNMENT**

**23-017**

MOVED BY: Bob Sykes

SECONDED BY: Carmen Koski

**BE IT RESOLVED THAT** this meeting adjourn at 8:48 pm.

**CARRIED**