



TEMAGAMI PUBLIC LIBRARY

Regular Board Meeting

Minutes

Monday, May 9, 2022 7:30 pm

In Person and Electronic Participation

Attendance: Carol Lowery (Chair), John Shymko (Vice-Chair), Carmen Koski, Victoria Winsor, Bob Sykes (Sherry Larochelle, Sandra Firman, Debra Kitts at 8:00 pm)

1. **CALL TO ORDER** 7:30 pm

2. **APPROVAL OF THE AGENDA**

MOVED BY: J. Shymko

SECONDED BY: V. Winsor

BE IT RESOLVED THAT the Temagami Public Library Board Agenda dated May 2, 2022 be adopted with the following amendments: in camera be moved to the beginning of the agenda, and Community Garage Sale be added. Carried.

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

none declared

4. **IN CAMERA SESSION**

MOVED BY: J. Shymko

SECONDED BY: B. Sykes

BE IT RESOLVED THAT the Board of the Temagami Public Library move in camera 7:31 pm. Return to open session at 7:49 pm. Resume meeting at 8:00 pm. Carried

5. **MOTION RE: STAFFING**

BE IT RESOLVED THAT the Temagami Public Library Board authorize the Chair and Vice-Chair to act on Board recommendations re: staffing.

MOVED BY: C. Koski

SECONDED BY: B. Sykes

Carried

6. **ADOPTION OF THE MINUTES**

MOVED BY: J. Shymko

SECONDED BY: B. Sykes

BE IT RESOLVED THAT Temagami Public Library Board Minutes dated April 11, 2022 be adopted with the following amendment #9 remove S. Pandolfo's name. Carried

7. **BUSINESS ARISING FROM THE MINUTES**

7.1 CEO has purchased a gift card on-line for C. Smith

8. **DELEGATIONS & PRESENTATIONS** none

9. **ACTION / INFORMATION ITEMS**

- 9.1 Tracy Gauvreau Scholarship. The Temagami Public Library will accept written applications until July 29th, 2022. Criterion are posted online. The posters have been placed at businesses around town and on the website.
- 9.2 Eggstravaganza Thursday, April 14th. CEO provided an outline of costs to the board.
- 9.3 CEO provided the Board with the staff schedule of Saturdays from April 2nd to May 28th.

10. **ONGOING BUSINESS – UPDATES**

- 10.1 Library Board Training to be revisited in the fall.
- 10.2 COVID Status Update and Library Health Protocols have been in place, patrons are using their own discretion to wear a mask or not.
- 10.3 Library Website. J. Shymko continues to update website.
- 10.4 Temagami Preschool Readers report and excel financial data presented by the CEO.
- 10.5 May CEO Report
MOVED BY: C. Koski
SECONDED BY: J. Shymko
BE IT RESOLVED THAT the CEO Report May 9, 2022 be adopted as presented. Carried
- 10.6 Policies and Procedures and CEO job description. D. Kitts drafted a job description which will be emailed to board members for comment and ratified at the June 13th board meeting.

11. **NOTICE OF NEW BUSINESS**

- 11.1 Summer Calendar draft copy is in process.
- 11.2 Victoria Day Weekend May 23rd Victoria Day. The Library will be closed as the Municipality offices are also closed.
- 11.3 Donated Books Storage. We have received many donations of used books that will be made available to the public this summer at various functions.
- 11.4 Canada Day Celebration book sale. Volunteers: V. Windsor and Bob Sykes
- 11.5 Toy Library will be revisited in the fall.
- 11.6 Community Garage Sale on the Victoria Day weekend. The Library will have a table for the library books. V. Windsor and J. Shymko will look after the sale.

12. **NEXT MEETING** June 13, 2022 7:30 pm in person

13. **ADJOURNMENT**

- MOVED BY: C. Koski
- SECONDED BY: B. Sykes
- BE IT RESOLVED THAT the meeting dated May 9th, 2022 be adjourned by 9:00 pm. Carried