

Temagami Public Library

Regular Board Meeting Minutes of September 24th 2019

Present: Carol Lowery (Chair), John Shymko (Vice Chair), Claudia Smith, Anita Mamen, Paul Middleton,
Carmen Koski
Staff: Quelia Cormier

1. **MEETING CALLED TO ORDER AT: 6:55PM**
2. **ADOPTION OF THE AGENDA: MOVED BY** Claudia Smith and **SECONDED BY** Carmen Koski that the agenda of Tuesday September 24th be approved as presented. **CARRIED.**
3. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST: None Declared.**
4. **REVIEW AND APPROVAL OF THE MINUTES** of the regular Board Meeting of June 18th 2019. **MOVED BY** Paul Middleton and **SECONDED BY** John Shymko. **CARRIED.**
5. **BUSINESS ARISING FROM THE MINUTES:**
 - Security cameras have been purchased and will be install in the library in the coming weeks.
6. **CORRESPONDENCE:**
 - 2 letters for information from Judy Gouin with regards to the provincial budget cuts effecting public libraries. CEO will send Judy Gouin a thank you note on behalf of the library board.
 - Letter from the Temagami Community Foundation with regards to reimbursement of past Tracy Gauvreau Scholarship funds.
 - Letter from John Janssen of iTSN with regards to new security features for library computers.

MOTION: MOVED BY Carmen Koski and **SECONDED BY** Anita Mamen that the library go ahead with the new security features. **CARRIED.**
 - Letter of Resignation from Lorie Hunter from the Temagami Public Library Board.

MOTION: MOVED BY John Shymko and **SECONDED BY** Claudia Smith that the Temagami Public Library Board accepts Lorie Hunters Letter of resignation from the Library Board and thank her for her years of service. **CARRIED.**
7. **TREASURER'S REPORT: MOVED BY** Paul Middleton and **SECONDED BY** John Shymko that the Treasurers Report Dated September 5th 2019 be accepted as presented. **CARRIED.**
8. **CEO'S REPORT: MOVED BY** Carmen Koski and **SECONDED BY** John Shymko that the CEO's Report dated September 18th 2019 be accepted as presented. **CARRIED.**

9. MOTION TO MOVE IN CAMARA TO DISCUSS AN EMPLOYEE RELATED ISSUE:

MOVED BY Claudia Smith and **SECONDED BY** John Shymko that the Library Board move in-camera at 7:27 to discuss an employee related issue. **CARRIED.**

10. MOVED BY Anita Mamen and **SECONDED BY** Paul Middleton that Library Board return to Regular Meeting at 7:39pm. **CARRIED.**

MOTION: MOVED BY Paul Middleton and **SECONDED BY** John Shymko that the Temagami Public Library Board increase the CEO's hourly wage based on performance and the Canadian average for this position. This increase will be retroactive to January 2019. **CARRIED.**

MOTION: MOVED BY Carmen Koski and **SECONDED BY** Anita Mamen that the Occasional Library Assistants receive an hourly wage increase to maintain the hourly wage gap between the CEO and Occasional Library Assistant. Wage increase effective September 24th 2019. **CARRIED.**

11. CEO's Performance Appraisal

CEO's Performance Appraisal for 2019 will be done by Claudia Smith and John Shymko before the end of 2019. Carol Lowery will be an alternative member of this group.

12. Tracy Gauvreau Scholarship Fund

This year's scholarship has been awarded to Allison Lockhart who is entering into her seconded year in the education field. Ms. Lockhart has been notified and will receive her bursary as soon as the funds are released from the Municipality.

13. Friends of The Library:

This has been deferred till the next meeting so that the CEO has time to look into this matter further.

14. Library Hours:

MOVED BY John Shymko and **SECONDED BY** Anita Mamen that the library hours will be as follows starting October 15th 2019.

Winter Hours: Labour Day to Victoria Day

Sunday & Monday –Closed

Tuesday, Wednesday, Thursday, Friday, 1:00pm- 6:00pm

Saturday 10:00am-1:00pm

Summer Hours: Victoria Day to Labour Day

Sunday – Closed

Monday, Tuesday, Wednesday, Thursday 1:00pm – 6:00pm

Friday 9:00am – 12:00pm & 1:00pm – 5:00pm

Saturday – Closed

CARRIED.

15. LIBRARY WEBSITE:

John Shymko will assist the CEO in navigating and maintaining the library's new website to get it up and running.

16. NEXT MEETING: October 22nd at 7:00pm in the Library.

17. ADJOURNMENT: MOVED BY Claudia Smith and **SECONDED BY** Anita Mamen that the regular board meeting of September 24th 2019 be adjourned at 8:18pm. **CARRIED.**

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