

# Temagami Public Library

## Regular Board Meeting

Via Zoom

Tuesday January 26<sup>th</sup> 2021

7:30pm

Present: Carol Lowery (Chair), John Shymko (Vice Chair) Claudia Smith

Absent without notice: Paul Middleton

Staff Present: Quelia Cormier (CEO) Guest: Suzie Fournier (Municipal Clerk)

Via Zoom

1. **MEETING CALLED TO ORDER AT: 7:35PM**
2. **ADOPTION OF THE AGENDA:** The Chair made an amendment to add the following items to the agenda.
  - I. Advertising for new board members
  - II. Policy Review and update

**MOVED BY** Claudia Smith and **SECONDED BY** John Shymko that the amended agenda dated January 26<sup>th</sup> 2021 be accepted. **CARRIED.**
3. **DECLARATION OF PECUNIARY INTEREST:** None Declared.
4. **REVIEW AND APPROVAL OF THE MINUTES:** of the regular board meeting dated November 24<sup>th</sup> 2020. **MOVED BY** John Shymko and **SECONDED BY** Claudia Smith that the minutes of November 24<sup>th</sup> 2020 be accepted as presented. **CARRIED.**
5. **BUSINESS ARISING FROM THE MINUTES**
  - The library received a bank statement with regards to the Tracy Gauvreau Scholarship Bank Account which was reported to have been closed by the chair. The Chair will revisit the bank with the statement to see as to why the account has not yet been closed and funds have not yet been transferred to the Temagami Community Foundation which will go towards the scholarship fund.
  - The chair will contact the Temagami Community Foundation with regards to our annual statement from them regarding the Tracy Gauvreau Scholarship fund.
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6. **CORRESPONDENCE:**
  - The Temagami Public Library received a thank you card from Anita Mamen.

7. **TREASURERS REPORT: MOVED BY** Claudia Smith and **SECONDED BY** John Shymko that the Treasurers report dated January 11<sup>th</sup> 2021 be accepted as presented. **CARRIED.**

8. **CEO's REPORT:**

- The CEO reported that the Virtual Story Time with Santa went well with over 1000 views each.
- The take home Christmas Craft kit was well received by our community families. The CEO will look into doing something similar for Easter.
- The CEO has been working with the Deputy Treasurer/Special Projects Manager to get the iPad ready to lend out to Patrons.
- The Library has received our Parks Ontario Passes.
- We will be receiving medical supplies and PPE from funding secured by our Municipal Recreation Manager.
- The CEO reported that she has been working from home as well as going into the library to check messages, fill curbside orders, sanitizing and shelving books etc.
- CEO has been attending EOC-CM (Covid-19 Community Control Group) Meetings.
- The CEO has been working with the Treasurer Administrator on the 2021 Budget.
- The CEO reported that the Library has hired Laurel Beardmore for the Occasional Library Assistant position. Due to the current Covid-19 measures in place, training for the position has been put on hold.

**MOVED BY** John Shymko **SECONDED BY** Claudia Smith that the CEO's Report dated Wednesday January 20, 2021. **CARRIED.**

9. **NEW BUSINESS**

- John Shymko will contact the CEO to set up a time to install the Security Cameras in the Library as well as a time to work on the Library Website.

10. **ADVERTISING FOR NEW LIBRARY BOARD MEMBERS: MOVED BY** John Shymko and **SECONDED** by Claudia Smith that the board direct the CEO to work with the Municipal Clerk to advertise for new library board members. **CARRIED.**

11. **POLICY REVIEW AND UPDATE:** The board has directed the CEO to review and update the library policies by bringing forward a policy to each meeting for review and approval from the board.

12. **NEXT MEETING:** February 23<sup>rd</sup> 2021

13. **ADJOURNMENT:** Moved by John Shymko and **SECONDED** by Claudia Smith that the regular board meeting of January 26<sup>th</sup> 2021 be adjourned at 8:20pm. **CARRIED.**