



**TEMAGAMI PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES**

Monday, May 8, 2023, 7:00 pm

Temagami Public Library Board Room

IN PERSON

PRESENT: Carol Lowery, John Shymko, Carmen Koski, Bob Sykes, Victoria Winsor

Absent with Notice:

STAFF: Debra Kitts (Acting CEO)

1. CALL TO ORDER AND ROLL CALL

Carol Lowery called the meeting to order at 6:56 pm.

2. ADOPTION OF THE AGENDA

23-018

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Temagami Public Library Regular Board Meeting Agenda dated May 8, 2023 be adopted as presented.

CARRIED

3. ELECTION OF OFFICERS

23-019

MOVED by Carmen Koski and **SECONDED** by Bob Sykes that nominations be open for Chair of the Temagami Public Library Board. **CARRIED**

23-020

MOVED by John Shymko and **SECONDED** by Bob Sykes that Carol Lowery be nominated for the position of Chair of the Temagami Public Library Board. **CARRIED**

There were no other nominations for this position.

23-021

MOVED by Carmen Koski and **SECONDED** by Victoria Winsor that nominations for Temagami Public Library Board Chair be closed. **CARRIED**

Carol Lowery accepted the position of Temagami Public Library Board Chair.

23-022

MOVED by Victoria Winsor and **SECONDED** by Bob Sykes that nominations be open for Vice Chair of the Temagami Public Library Board. **CARRIED**

23-023

MOVED by John Shymko and **SECONDED** by Bob Sykes that Victoria Winsor be nominated for the position of Vice Chair of the Temagami Public Library Board. **CARRIED**

There were no other nominations for this position.

23-024

MOVED by Carmen Koski and **SECONDED** by Bob Sykes that nominations for Temagami Public Library Board Vice Chair be closed. **CARRIED**

Victoria Winsor accepted the position of Temagami Public Library Board Vice Chair.

4. DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

5. ADOPTION OF THE MINUTES OF PREVIOUS MEETING

Regular Board Meeting – February 13, 2023

23-025

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT the Minutes of the Temagami Public Library Regular Board Meeting held on February 13, 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

23-026

MOVED BY: Victoria Winsor

SECONDED BY: John Shymko

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.

23-027

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

BE IT RESOLVED THAT staff items numbered 8.1.1 to 8.1.11 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 Finance - Book Purchases

8.1.2 Events – Saint Patrick’s Day

8.1.3 Events – Easter Activities

8.1.4 Events – Love Makes A Family (Mother’s Day)

8.1.5 Programs – Book Club

8.1.6 Programs – EarlyOn

8.1.7 Programs - Preschool Reading Club – Literacy

23-028

MOVED BY: Bob Sykes

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board approve one more mailing for the Preschool Reading Club to ensure all donated funds are spent. **CARRIED**

8.1.8 Programs – TD Reading Club

8.1.9 Reports – 2022 Annual Survey of Public Libraries

8.1.10 Reports – 2022 Statistical Report Information and Privacy Commissioner of ON

8.1.11 Staff – First Aid Training

8.2 Correspondence for Information:

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

8.2.1

9. STAFF REPORTS

9.1 CEO Financial Report

23-029

MOVED BY: Victoria Winsor

SECONDED BY: Bob Sykes

BE IT RESOLVED THAT the Temagami Public Library Board accepts the report of the CEO dated May 2, 2023. **CARRIED**

9.2 Temagami Public Library – Summer Hours

23-030

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board accepts and authorizes the Temagami Public Library Summer Hours as outlined in the report of the CEO dated May 2, 2023. **CARRIED**

9.3 2023-M-002 CBC Corner

23-031

MOVED BY: John Shymko

SECONDED BY: Victoria Winsor

BE RESOLVED THAT Report 2023-M-002 be received by the Temagami Public Library Board for information and authorizes the Temagami Public Library to add the CBC Corner Free Digital Portal to the Temagami Public Library's website. **CARRIED**

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

Ontario Library Services – Governance 101: Public Library Board Training (VIRTUAL)
Thursday, June 15, 6:30 pm to 8:30 pm

14.2 Tracy Gauvreau Scholarship Fund

23-032

MOVED BY: Bob Sykes

SECONDED BY: John Shymko

BE IT RESOLVED THAT Temagami Public Library Board agrees and approves that the Temagami Public Library Board turn over all their administrative responsibilities for the Tracy Gauvreau Scholarship Fund to the Temagami Community Foundation.

AND FURTHER THAT the Temagami Community Foundation will continue to be responsible for the accounting, investing and now the full administration of the Scholarship. **CARRIED**

14.3 Temagami Public Library Fines and Charges Comparison

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.

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 Remembrance Day 2023

Library to consider the purchase of a wreath. CEO to contact the Legion in fall.

14.7 Review of the CEO Position

Review to be done before the end of June 2023.

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

23-033

MOVED BY: Bob Sykes

SECONDED BY: John Shymko

BE IT RESOLVED THAT the Temagami Public Library Board extends the Acting CEO Position for another six months whereby it will be reviewed again before the end of December 2023. **CARRIED**

14.8 iPads – Update

The Acting CEO provided an update at the May 8th meeting.

15. NEW BUSINESS

15.1 July 1st Canada Day Library Book Sale at the Library.

Volunteers - Carol Lowery and Bob Sykes.

Vulnerable Sector Checks will not be required for volunteers for the Book Sale.

The Book Sale Hours will be 10 am to 2 pm on Saturday, July 1st.

15.2 New Literacy Program

A new literacy program was discussed.

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, June 12th at 7:00 pm in person.

20. ADJOURNMENT

23-034

MOVED BY: Carmen Koski

SECONDED BY: Victoria Winsor

BE IT RESOLVED THAT this meeting adjourn at 8:54 pm. **CARRIED**