



**TEMAGAMI PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES**

**Monday, November 27, 2023, 5:15 pm
Temagami Public Library Board Room
IN PERSON**

Present: Carol Lowery, Carmen Koski, Ashly Legacy, John Shymko and Bob Sykes
Absent with Notice: Victoria Winsor
Staff: Debra Kitts

1. CALL TO ORDER AND ROLL CALL

Carol Lowery called the meeting to order at 5:16 pm.

2. ADOPTION OF THE AGENDA

MOVED BY: John Shymko
SECONDED BY: Carmen Koski

23-063

BE IT RESOLVED THAT the Temagami Public Library Regular Board Meeting Agenda dated November 27, 2023, be adopted as amended with the addition of **15.2. 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 – October 16, 2023

MOVED BY: Bob Sykes
SECONDED BY: Carmen Koski

23-064

BE IT RESOLVED THAT the Minutes of the Temagami Public Library Regular Board Meeting held on October 16, 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

MOVED BY: Carmen Koski

SECONDED BY: John Shymko

23-065

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.

MOVED BY: Bob Sykes

SECONDED BY: John Shymko

23-066

BE IT RESOLVED THAT staff items numbered 8.1.1 to 8.1.4 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 Computers

8.1.2 Ontario Funding - 2023-24 Public Library Operating, Pay Equity and First Nation Salary Supplement (PLOG/PE/FNSS) Grants

8.1.3 Halloween Treat Bags

8.1.4 Remembrance Day Wreath

8.2 Correspondence for Information:

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

9. STAFF REPORTS

9.1 CEO Financial Report

MOVED BY: Carmen Koski
SECONDED BY: Ashly Legacy

23-067

BE IT RESOLVED THAT the Temagami Public Library Board accepts the report of the CEO dated November 24, 2023. **CARRIED**

10. BOARD COMMITTEE REPORTS

11. ANNOUNCEMENTS – CHAIR, VICE CHAIR AND BOARD

Carol Lowery welcomed Ashly Legacy, a new board member, to the Temagami Public Library Board.

12. CORRESPONDENCE

12.1 Action Correspondence

13. POLICIES / PROCEDURES / JOB DESCRIPTIONS

POLICIES:

GOV-05 Planning

GOV-06 Financial Control / Oversight

GOV-07 Board Advocacy

MOVED BY: Bob Sykes
SECONDED BY: John Shymko

23-068

BE IT RESOLVED THAT the Temagami Public Library Board approve Draft Policy GOV-05 Planning. **CARRIED**

MOVED BY: Carmen Koski
SECONDED BY: Bob Sykes

23-069

BE IT RESOLVED THAT the Temagami Public Library Board approve Draft Policy GOV-06 Financial Control / Oversight. **CARRIED**

MOVED BY: John Shymko
SECONDED BY: Bob Sykes

23-070

BE IT RESOLVED THAT the Temagami Public Library Board approve Draft Policy GOV-07 Board Advocacy. **CARRIED**

14. UNFINISHED BUSINESS

14.1 Review of the CEO Position

Review to be done before the end of December 2023.
May 8, 2023 Library Board Minutes – Motion 23-033

MOVED BY: Bob Sykes
SECONDED BY: Carmen Koski

23-071

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 June 2024. **CARRIED**

15. NEW BUSINESS

15.1 Library Open between Christmas and New Year's

Library will be open on Wednesday, Thursday, Friday, and Saturday the week between Christmas and New Year's.
Since Municipal Office is closed that week, we should have 2 workers (staff/volunteer) in the Library.
Gladys De Man and Bob Sykes have volunteered to help.
Need one more volunteer for Wednesday, December 27, 10:30 am to 4:30 pm (1/2-hour break at 1 pm).

15.2 Temagami Public Library Board Bank Account

MOVED BY: Carmen Koski
SECONDED BY: John Shymko

23-072

BE IT RESOLVED THAT the Temagami Public Library Board appoint Carol Lowery (Board Chair), Victoria Winsor (Board Vice Chair) and Debra Kitts (Board Treasurer) as signing officers on the Temagami Public Library Board Bank Account.

AND FURTHER THAT the Temagami Public Library Board approves that all cheques or other orders for the payment of money in the name of the Temagami Public Library Board shall be signed by any two signing officers.

AND FURTHER THAT the Temagami Public Library Board approves that the CEO shall continue to be the signing officer for contracts with vendors and granting agencies. **CARRIED**

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, January 15, 2024, at 5:15 pm in person.

20. ADJOURNMENT

MOVED BY: Bob Sykes
SECONDED BY: John Shymko

23-073

BE IT RESOLVED THAT this meeting adjourn at 5:58 pm. **CARRIED**