

# TEMAGAMI PUBLIC LIBRARY

Minutes of Regular Board Meeting

Tuesday, January 23 2018

7:00pm Library Conference Room

Present: Peter DeMan, Carol Lowery, Anita Mamen, Marvyn Morrison, Claudia Smith

Chair: Peter DeMan

Staff: Quelia Cormier (CEO)

Absent with notice: Lorie Hunter

1. ADOPTION OF THE AGENDA: MOVED by Carol Lowery and SECONDED by Claudia Smith that the agenda for the January 23<sup>rd</sup> Regular Board Meeting be approved. CARRIED
2. DECLARATION OF CONFLICT OR PUECUNIARY INTEREST: None Declared.
3. APPROVAL OF THE MINUTES of the Regular Board Meeting of December 19<sup>th</sup> 2017. MOVED by Anita Mamen and SECONDED by Marvyn Morrison that the minutes of the December 19<sup>th</sup> Regular Board Meeting be accepted as presented. CARRIED
4. BUSINESS ARISING FROM MINUTES: None
5. CORRESPONDENCE: The CEO received a resume from an individual regarding employment and volunteering at the library. A letter has been drafted and sent informing the individual that we are not at present hiring, however we would keep their information on file should a position become available or if we require volunteers that they will be contacted.
6. TREASURER'S REPORT: MOVED by Claudia Smith and SECONDED by Carol Lowery that the Treasurer's Report Dated January 23<sup>rd</sup> 2018 be approved. CARRIED
7. CHIEF EXECUTIVE OFFICERS REPORT:
  - A new book shelf has been added to the Children's Area.
  - ServiceOntario at Public Libraries Program reimbursement claim is in the final stages of completion.
  - Many new digital devices have been purchased using the Improving Library Digital Services Funding. Many of these devices will assist with different programming at the library. The deadline to submit the final report and expenditure report is April 25<sup>th</sup> 2018.
  - A Lego activity was held in the library over the Christmas break. This activity was a success and will be held at our library again in the future.

- CEO has been talking with community members with small children with regards to the Library holding a regular “Story Times” for babies, toddlers and preschoolers. Feedback has been positive.
- The new Occasional Library Assistant has provided all the required documents and has finished her training and is now able to work on her own.

Motion: MOVED by Anita Mamen and SECONDED by Marvyn Morrison that the Chief Executive Officers Report dated January 23<sup>rd</sup> 2018 be approved. CARRIED

8. OTHER BUSINESS

- **Minimum Wage Increase**

MOVED by Claudia Smith and SECONDED by Anita Manan that we continue to follow our policy of minimum wage plus \$.50 per hour for Occasional Library Assistants. CARRIED

- **TechSocial**

NeoNet will be coming to the Library starting in March to do the TechSocial program. TechSocial is a program that aims to reduce social isolation by helping older adults learn about smartphones, tablets and apps. The workshop is free of charge and will include monthly workshops, one-one-one sessions and an online forum.

9. NEXT MEETING: February 27<sup>th</sup> 7:00pm

10. ADJOURNMENT: MOVED by Anita Mamen and SECONDED by Marvyn Morrison that the meeting of January 23<sup>rd</sup> be adjourned at 7:39pm. CARRIED