

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, February 19, 2025

7:00 p.m. in-person and via zoom

1. Call to Order

Meeting called to order by Library Board Chair Brigid Wilkinson at 7:01 p.m.

2. Roll Call

Present: Chair Brigid Wilkinson, Vice-Chair Erin Little, Nadia Pelletier-Lavigne, Joyce Elson, Erica Burkett, Sarah Bahm in person and Melanie Ducharme, Jule Booth and Thomas McLean via zoom.

Regrets: 0

Members of the Public: 0

3. Adoption of the Agenda

Motion #2025-05

Moved by: Nadia Pelletier-Lavigne

Seconded by: Melanie Ducharme

Be it resolved that the Temiskaming Shores Public Library Board accepts the February 19, 2025 agenda as amended

Carried.

Correspondence

- a. From Alzheimer's Society. Thank you. For information**
- b. From TDSS. May Ball Scholarship. For information.**

4. **Declaration of conflict of interest:** Joyce Elson for item New Business B. DTSSAB funding.

5. **Adoption of the Minutes**

Motion #2025-06

Moved by: Erin Little

Seconded by: Sarah Bahm

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, January 22, 2025 as presented.

Carried.

6. **Business arising from Minutes: None.**

7. **Correspondence:**

a. **From Alzheimer's Society.** Thank you. For information

b. **From TDSS. May Ball Scholarship.** For information.

8. **Secretary–Treasurer's Report**

Report, workplace inspection reports, monthly financial statement and Scotiabank Statements included in the trustees' information packet.

Library CEO's Report

February 19, 2025

Building:

Fire Safety checks are completed on a monthly basis and reported to the Fire Prevention Officer for the City. Workplace safety inspections are completed on a monthly basis by the Library's Health and Safety Representative.

Damaged wall: Shelving and books have been cleared away from the wall in preparation for repair. The structural engineer and contracted repair staff have opened the wall to do a better inspection. We are unsure of the timing for the repair.

CJTT Chats: Chats have been scheduled for once a month in 2025.

Committees: I am continuing to attend the various community committee meetings when time allows. I do find it is beneficial to know what is happening with the various community organizations in the area.

Courses: I have signed up for the Four Seasons of Reconciliation course through the Federation of Ontario Public Libraries. The course is free for FOPL representatives and I have one year to complete it.

Grants:

Connectivity Fund Grant : The application was filled out and submitted in early December.

Inter-Library Loan Reimbursement: We have received our ILL reimbursement cheque in the amount of \$438.90. This reimburses us the postage on 209 books sent out to other libraries in 2024.

Partnerships:

David Brydges, Poet Emissary of the Ontario Poetry Society : David will be presenting a Haiku 101 Playshop on Thursday, March 6.

North Bay and District Multicultural Centre: The North Bay and Timmins Multicultural Centres have combined and are now called: **Northeastern Ontario Multicultural Centre.**

Planet Youth: The Library will be hosting a Drug Free Kids Canada workshop for parents the last week of May. There will be a French and an English workshop happening simultaneously in the Creator Space and Programming Room. Exact dates are to be decided.

Workplace Inspections: The First Aid training is still needed for two staff members and we hope to have it scheduled soon. In the meantime we are scheduling to be sure we always have a staff member with first aid in the building while we are open.

Finances and Statistics

The Board reviewed the workplace inspection, financial and statistical reports, including the Scotiabank Statements as provided by the CEO.

Motion #2025-07

Moved by: Melanie Ducharme

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board accepts the February 2025 Secretary-Treasurer's report, workplace inspection report and financial reports including Scotiabank statements.

Carried.

9. Committee Reports:

- a. Finance Committee: Nothing to report.
- b. Policy and Personnel Committee: Nothing to report.
- c. Strategic Planning Committee: Nothing to report.
- d. Library Services Committee: Nothing to report.

10. New Business:

- a. Report LIB-01-2025 OLA Superconference 2025 report. For information.
- b. DTSSAB Memo regarding Outreach Support Funding. For discussion.

11. Policy Review

- a. Policy Circ-3 Loan period, renewals, reserve policy. Motion

Motion #2025-08

Moved by: Sarah Bahm

Seconded by: Erica Burkett

Be it resolved that the Temiskaming Shores Public Library Board accepts policies: Circ-3 Loan period, renewals, reserve policy as amended.

Carried

12. Closed session

- a. Regarding identifiable individuals.

Motion #2025-09

Moved by: Melanie Ducharme

Seconded by: Thomas McLean

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 7:37 p.m. in regards to identifiable individuals.

Carried.

Motion #2025-10

Moved by: Nadia Pelletier-Lavigne

Seconded by: Joyce Elson

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:43 p.m. with report.

Carried.

Motion #2025-11

Moved by: Sarah Bahm

Seconded by: Erica Burkett

Be it resolved that the Temiskaming Shores Public Library Board accepts the September and December 2024 closed session minutes as reviewed by the Board.

Carried.

13. Adjournment

- a. **Next meeting: Wednesday, March 26, 2025**

Adjournment by Brigid at 8:45 p.m.

Chair –