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**Temiskaming Shores Public Library Board**

**Meeting Minutes**

Wednesday, June 26, 2024

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

**1. Call to Order**

Meeting called to order by Library Board Chair Brigid Wilkinson at 7:02 p.m.

**2. Roll Call**

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

Regrets: none

Members of the Public: 0

**3. Adoption of the Agenda**

**Motion #2024-24**

**Moved by: Erica Burkett**

**Seconded by: Nadia Pelletier-Lavigne**

Be it resolved that the Temiskaming Shores Public Library Board accepts the June 26, 2024 agenda as presented.

**Carried.**

**Additions: none**

**4. Declaration of conflict of interest: None**

**5. Adoption of the Minutes**

**Motion #2024-25**

**Moved by: Jule Booth**

**Seconded by: Nadia Pelletier-Lavigne**

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, April 24, 2024 as presented.

**Carried.**

**6. Business arising from Minutes:**

- a. Community meeting regarding unhoused report

**7. Correspondence:**

- a. From The Temiskaming Foundation. Re: May Ball and TSPL Fund cheque.

**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**

**June 4, 2024**

**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.

**CJTT Chats:** The chats are scheduled for June 5, July 9, August 6, September 11, October 9, November 6, and December 11.

**Community Meeting on Homelessness:** As result of the meeting, I have been invited to sit on the Community Safety and Well Being Housing and Homelessness committee. The next meeting is on Wednesday, June 26.

Just a few notes from the meeting: 42 people attended, 11 in-person and 31 online. Representatives from DTSSAB, CMHA, Keepers of the Circle, the Salvation Army, Timiskaming Health Unit, Zack’s Crib, the City, and others spoke about the services that

are being provided to the 39 homeless individuals in the district. Of those 39 people, 5 are considered “street homeless.”

Useful information for library staff and others dealing with balancing service needs of differing clients included that Zack’s Crib is open on weekends until 4:00. The Mobile Crisis Team is likely to receive further funding to continue operating. There was some information about the City Navigator model used at Halifax and Barrie Public Libraries, where a social worker will spend time at the library branch to be able to refer individuals to services within the municipality. It was also mentioned that the Northern Star program has re-opened to provide daytime programs from 9-3 most days.

**Committees:**

**Temiskaming Elder Abuse Task Force:** I have been invited to sit on the Temiskaming Elder Abuse Task Force committee, since the library serves a large population of seniors in the area. I was not able to attend the May meeting because of a scheduling conflict, but I will attend the next meeting.

**Markham Public Library Staff Conference CEO Panel:** Markham Public Library is hosting a staff conference for their staff’s professional development. They have invited seven Library CEOs from across Ontario to have a panel discussion on what libraries of all sizes do to support their communities, what challenges they face, and what their leaders are looking forward to. I was one of the invitees and will be presenting via zoom on August 29.

**Evacuation Site:** The Keepers of the Circle have asked that the library act as an evacuation site in case of an emergency at their location. I have agreed, as the number of their staff and clients does not exceed the library’s occupancy limits.

**Grants:**

**Conseil scolaire catholique de district des Grandes Rivières :** The French Catholic School Board has donated \$500 towards the French TD Summer Reading Programs this summer.

**Partnerships:**

**Art Gallery:** Felicity Buckell from the Art Gallery has brought in and set up the paintings for the Muriel Newton-White display in the Local History area of the library. She has also provided booklets to be handed out and colouring pages of the artwork. The display will run while the exhibit is on at the Art Gallery.

**Cam’s Club:** Chantal Aitchison and her daughter, Kaitline Metson have contacted me to see if we can help support starting a grief support group for families who are dealing with the loss of loved ones to substance use. They have started a support group called Cam’s Club, and have taken training to be facilitators for a grief support group. The Library will support by providing resources such as self- help books, space for the meetings and advertising the meetings on social media.

**DTSSAB/CMHA:** staff from DTSSAB contacted me to set up times for an outreach social worker to be at the library for a few hours a week in June/July. There will also be a worker from CMHA to provide information about the resources they have. We will be having a meeting to schedule the times on June 19.

**Workplace Inspections:** The First Aid training is still needed for one staff member 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 #2024-26**

**Moved by: Melanie Ducharme**

**Seconded by: Erin Little**

Be it resolved that the Temiskaming Shores Public Library Board accepts the June 2024 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. **2023 Annual Report for review.**
- b. **Land acknowledgement for the Library Board to use at meetings.** For information/review. There was discussion. The Library Services Committee will review for the October meeting.

- c. **Report LIB-02-2024 Fine-Free project update.** For information.
- d. **Board and staff member list.** For information. Jule Booth asked to sit on the Planning, Policy, Personnel and Publicity Committee.

## 11. Policy Review

- a. **Policy Col-2 Intellectual Freedom.**
- b. **Policy Col-3 Local History**
- c. **Policy Prog-1 Programming**

### **Motion #2024-27**

**Moved by: Nadia Pelletier-Lavigne**

**Seconded by: Erica Burkett**

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policies: Col-2 Intellectual Freedom, Col-3 Local History and Prog-1 Programming amended.

**Carried**

## 12. Adjournment

**Next meeting: Wednesday, September 25 at 7:00 at the library and zoom**

Adjournment by Brigid at 8:35 p.m.

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Chair –