

The Terrace Bay Public Library Board held its regular board meeting on Tuesday, November 8th, 2011 in the library.

Present: Chair- Irene Moore, Vice Chair- Chris Stewart, Trustee Connie Bryson, Council rep Michael King and CEO, Secretary/Treasurer Mary Deschatelets

Part: Marie Clara Papineau & Karen Morley

Meeting called to order at 5:34pm

Regrets: none

Declaration of Interest: none

Marie Clara Papineau and Karen Morley made a presentation to the library board of a framed poster entitled "How to Build a Community". Marie Clara purchased the poster and Karen framed it. It will be hung in the library. The library board thanked them for their generous donation. They left the meeting.

Agenda: Moved by Michael King and seconded by Chris Stewart that "the agenda be approved"

CARRIED 11-72



Chair's Report for November 2011:

Retirements:

Barbara Clubb of Ottawa PL
Ken Roberts, Hamilton PL
Margaret Sedgewick, Fort Frances

PL

Appointment:

Michael Chan, Minister of Culture and

Tourism

O(ntario)L(ibrary)B(oard)A(ssociation): My application to serve as the Northwestern Ontario representative (Done)

Closing Date: November 15.

OLS-N meeting: October 20-23

Strategic Planning session on Friday: Client Survey Results (copy available)

Board Meeting on Saturday: CUPE contract settled (4 year agreement)

- 1M secured funding to continue e-resources for coming year
- Licenses for Overdrive and AskON expire & no funding
- 15M Final Report and Figures (I have a copy.)
- Jasi- starting preliminary search for ILS provider
Looking at the recommendations from the ERK rpt
No one vendor considered at this time

Funding/Continuation of databases will be a key funding issue for all small libraries as licenses expire.

Annual Report 2010-2011 available

Upcoming: plan to use remainder of 15M for such things as FN repository, AODA compliance.

Trivia: OLS-N serves 126 libraries 72 libraries use the automated services (JASI)

Advocacy

Meeting with Linda Palmer, LSHS principal, on November 2.

Good contact with plans to work together to get students use the library.

Federation of Ontario Public Libraries

Literacy Study

Facility Survey

Ontario Public Library Week: Hon Michael Chan attended the launch at Whitby Public Library and he stayed around for the afternoon

Submission to the Commission on the Reform of Ontario's Public Services*

Marketing Task force teleconference November 1.

Recruitment

One potential contact...

Board Orientation/Planning

A review of Planning Worksheet #3 from the OLBA Leadership by Design Toolkit was held. Board members presented information that they researched on the topics of funding, financial, strategic plan and gathering community information.

For approval:

Minutes: Draft minutes of the October 11th, 2011 meeting were reviewed.

Moved by Michael King and seconded by Chris Stewart that "the minutes of the October 11th, 2011 meeting be approved."

CARRIED 11-73

Treasurer's report:**Financial Disbursements:**

Moved by Connie Bryson and seconded by Michael King that "the Terrace Bay Public Library Board approves the financial disbursements for October 2011 as presented."

CARRIED 11-74

For Discussion:

Business Arising: none

For Information:

Moved by Chris Stewart and seconded by Michael King that "the Terrace Bay Public Library Board receives agenda items 11 & 12 as presented."

CARRIED 11-75

CEO's Report for November 2011**Statistics for October 2011**

Materials Circulation: 1,457

OVERDRIVE (downloadable audio and e books): 22 checkouts

Persons visiting the library: 1,821

Room bookings: 9

Inter Library Loans: 40 received and 17 loaned

Hits to our website: 1,781

Tackle Share: 3

CNIB: 11 Braille books received and 2 returned

Revenues for October 2011

Total Revenue for October: \$ 569.00

Material donations added to our collection: 3 Adult

Irene donated coffee for sales.

Connie donated money to be used for purchasing coffee.

Digitization Project

The project is on track. The Legion delivered trophies that were photographed and digitized. They will be disposed of as no one has room or reason to store them.

Programming & Partnerships

Two Genealogy workshops were held on October 4th. The Ancestry Database usage statistics are high due to the workshops being held. Lunch Bunch reading group met on October 26 to discuss Savage Garden.

The library had a booth at the Seniors Health and Wellness Fair on Oct 14th. Board Chair Moore assisted in setting up the display and attending the table to give out information and talk to people.

A group of seniors from the Long Term Care Unit visited the library on Oct 12th.

Ontario Public Library Week was held Oct 16- 22. Patron Appreciation Day was held on Monday with many people enjoying the free coffee/tea and baking that the library board provided. Contests and draws were held during the week. The Storytime program kicked off with a Halloween puppet show and craft. There were 35 in attendance. Illusionist Tyler Biloski performed a show called Miracles Await. All of the students and teachers from both elementary schools were in attendance. Our annual used book sale was held.

Advertising for library week activities was done mainly through CFNO radio and was very successful.

Family Storytime started on Oct 19th and will be held weekly on Wednesdays from 6:15- 7:15pm until spring.

I registered the library for the OLA Forest of Reading Program. We are expanding the program this year to include the Silver Birch program along with the Blue Spruce program. Jean will deliver the program to the elementary school classes. This programming will begin in the new year.

During the provincial elections being held in the hall, the returning officer used the library to fax documents.

Training

Jean and Paige attended 2 webinars on E Books and OVERDRIVE. I attended a webinar on E Books and the Pickering Library E lending project as well as a webinar on promoting OVERDRIVE to patrons.

Other

Paige Gordon started work as our CAP YI on Oct 3

Had a meeting with Brian of Northern Computers to discuss the IT project and the CAP project and grant

The library was closed Mon Oct 10th for Thanksgiving

I did an interview with Sarah McArthur for Shaw TV which aired on the local Shaw channel during library week

2 hand sanitizer stations were installed in the library

The library is now open Saturdays 1-5pm until spring

I nominated Irene Moore to the OLBA

I met with Rachel Hambly, the Outreach Business Officer for FEDNOR to discuss promoting small business week and possible partnerships.

A public meeting was advertised and held on October 25th to discuss the possibility of forming a Historical Society for Terrace Bay. Donna Mikeluk was the guest speaker and talked about how Schreiber's Heritage Committee started and about some of the projects they have done to date. There were 13 people in attendance and all agreed that it was important to move forward with this initiative. I will chair the next meeting of interested people in November when we will determine our next steps. We will try and get the historical material from the mill.

15 students from a Grade 12 High school English class visited Oct 25th with their teacher Joe Braun. We assisted them in finding 2 novels that they have to read for a comparative essay. Many of them signed up for library cards and said they would be back to use the facility.

I submitted a photo of our new children's interactive panels and a caption to the OLA Access magazine.

Correspondence Action Items

Carmelo Notarbartolo – Township of Terrace Bay re: Saturday Library Operating Hours

Moved by Chris Stewart and seconded by Connie Bryson that "the Terrace Bay Public Library Board change the library winter operating hours on Saturdays from 1-5pm to 12:30- 4:30pm, effective immediately."

CARRIED 11-76

New Business

Budget 2012

CEO informed the board that there has been no direction received from the Township Treasurer for the 2012 budget. Council rep King informed the board that a budget "open house" is being planned for sometime in December so that residents can voice their opinions on the 2012 budget. CEO asked the board for direction in dealing with some outdated issues in the library assistant job descriptions. The board told the CEO to work on the revisions.

FOPL – Submission to the Ontario Commission

Discussion was held regarding the Federation of Ontario Public Libraries draft submission to the Ontario Commission. FOPL wanted feedback on the draft to be posted on a forum on their website. The CEO will post a comment from the Terrace Bay Public Library Board that they are not in agreement with the submission and that it needs more work.

In Camera

No In Camera session was held

CDP- Vita agreement

Deferred

Next Meeting

The next regular library board meeting will be held on Tuesday, December 6th, 2011 @ 5:30pm in the library.

Adjournment

Meeting adjourned at 7:16 pm

Chairperson_____

Secretary_____