

# Temagami Public Library

Via Zoom

Minutes of Tuesday September 29<sup>th</sup> 2020

**Present:** Carol Lowery (Chair), John Shymko (Vice Chair), Claudia Smith, Anita Mamen, Paul Middleton

Staff Present: Quelia Cormier (CEO)

1. **MEETING CALLED TO ORDER AT: 6:30PM**
2. **ADOPTION OF THE AGENDA: MOVED** by John Shymko and **SECONDED** by Paul Middleton that the agenda of the Temagami Public Library Boards regular board meeting dated Tuesday September 29<sup>th</sup> 2020 be accepted as presented. **CARRIED.**
3. **DECLARATION OF CONFLICT OR PECUNIARY INTERESTED:** None Declared.
4. **REVIEW AND APPROVAL OF THE MINUTES** of the Regular board meeting dated June 23<sup>rd</sup> 2020. **MOVED** by John Shymko and **SECONDED** by Anita Mamen that the minutes dated June 23<sup>rd</sup> 2020 be accepted as presented. **CARRIED.**
5. **BUSINESS ARISING FROM THE MINUTES:**
  - The chair will visit the bank with regards to the Tracy Gauvreau account.
  - The CEO will develop an instruction video and pamphlet to help patrons navigate the on-line catalog.
  - The CEO will compose a letter to the Gauvreau Family informing them who has been awarded the scholarship for 2020, but due to Covid-19 the presentation at a Municipal Council meeting will not take place this year.
  - Motion: **MOVED** by John Shymko and **SECONDED** by Anita Mamen that the board directs the Chair to speak with Shauna Waddell of the Temagami Community Foundation's Grants Committee on how the Library Board wishes to inform the chosen recipient of the Scholarship that they have been selected to receive the award.  
**CARRIED.**
6. **CORRESPONDANCE:**
  - Email from Living Temagami asking us for support with future endeavors and programming.
  - Resignation from the Library Board from Carman Koski. The Board accepts her resignation and thanks her for her years of services to the library and wish her the best.
7. **TREASURER'S REPORT: MOVED** BY Paul Middleton and **SECONDED** by John Shymko that the Treasurer's Report Dated September 8<sup>th</sup> 2020 be accepted as presented. **CARRIED.**
8. **CEO's REPORT**
  - Curbside has been running smoothly and the CEO has no concerns.
  - The Library will work with the Events Committee with Covid-19 Safe Halloween Activities.

- This Tracy Gauvreau Scholarship recipient for 2020 is Allison Lockhart and she has received her bursary.

## **9. POLICY REVIEW AND ESTABLISHMENT**

After close review the following policies with regards to the COVID-19 have been established

- o **MOVED** by John Shymko and **SECONDED** by Anita Mamen that the policy titled: Safety, Security and Emergency in the Library Dated September 29<sup>th</sup> 2020 be approved. **CARRIED.**
- o **MOVED** by John Shymko and **SECONDED** by Paul Middleton that the policy titled: Epidemic/Pandemic, dated September 29<sup>th</sup> 2020 be approved. **CARRIED.**
- o **MOVED** by John Shymko and **SECONDED** by Claudia Smith that the policy titled: Reopening during an Epidemic/Pandemic dated September 29<sup>th</sup> be approved. **CARRIED.**
- o **MOVED** by Claudia Smith and **SECONDED** by Anita Mamen that the policy titled: Mask Policy dated September 29<sup>th</sup> be approved: **CARRIED.**

**\*Copies of these policies are available at the library and will also be posted inside the library for the public.**

## **10. NEW BUSINESS**

- John Shymko brought forward the idea to host some guitar lessons virtually.

**11. NEXT MEETING** October 27<sup>th</sup> 2020

**12. ADJOURNMENT: MOVED** by Paul Middleton and **SECONDED** by Anita Mamen that the regular board meeting of September 29<sup>th</sup> 2020 be adjourned at 7:56pm. **CARRIED.**