

## THE THUNDER BAY PUBLIC LIBRARY BOARD

### REGULAR BOARD MEETING

Thursday, November 9, 2023 - 5:15 p.m.

Mary J.L. Black Community Hub

### AGENDA

We acknowledge that the City of Thunder Bay has been built on the traditional territory of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850. We also recognize the contributions made to our community by the Métis people.

1. **WELCOME AND INTRODUCTIONS**

2. **ADDITIONS TO THE AGENDA**

3. **DECLARATION OF CONFLICT OF INTEREST**

4. **MINUTES**

- a) Regular Board Meeting –September 14, 2023 3-6

**MOTION: That the Minutes of the Regular Board Meeting held on Thursday, September 14, 2023, is adopted as amended/submitted.**

5. **CONSENT ITEMS – INFORMATION**

- a) Report to Lakehead Public School Board 7  
b) Report to Thunder Bay District Catholic School Board 8  
c) TBPL School News 9-10  
d) Thunder Bay Public Library 2024 System Wide Days  
Closed/Statutory Holidays 11  
e) 2024 Proposed Board Meeting Dates 12

**MOTION: That the Correspondence and Reports be received for action and/or information.**

**6. DECISION ITEMS**

- a) Change in Board by-law 3.1 to reflect new COTB By-Law –  
Re: Composition of the Board (need to re-vote as 1<sup>st</sup> and 2<sup>nd</sup> at the Sept 14 mtg was not recorded)
- b) Draft Strategic Plan 2024-2028

**7. DISCUSSION/OTHER BUSINESS**

- a) General Steering Committee and Fundraising Steering Committee for Central Library N/A
- b) Update on collaboration with City Admin on Central Library N/A
- c) Organizational restructuring update N/A
- d) Update on 2024 budget negotiations with City N/A

**8. CLOSED SESSION**

**MOTION: That the Board move into Closed.**

**MOTION: That the Board move out of Closed Session.**

**MOTION: That the Board adopts the motions approved in Closed Session.**

**12. NEXT MEETING DATE**

December 14, 2023 – Mary J.L. Black Community Hub

**13. ADJOURNMENT**

**MOTION: That the Regular meeting of the Thunder Bay Public Library Board being held on Thursday, November 9, 2023 be adjourned.**

**THE THUNDER BAY PUBLIC LIBRARY BOARD  
Minutes of the Regular Board Meeting**

**Held on Thursday, September 14, 2023  
Mary J.L. Black Community Hub**

C. Grieve  
J. Todd  
S. Kabir  
C. McCraw  
M. Zussino  
S. Lewis

R. Togman, CEO  
V. Zachariasz, Minute taker

**Regrets:**  
K. Fettes

**Absent:**  
T. Giertuga

We acknowledge that the City of Thunder Bay has been built on the traditional territory of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850. We also recognize the contributions made to our community by the Métis people.

**CALL TO ORDER**

**MOTION: 023-064:** That the Regular Meeting of the Thunder Bay Public Library Board being held on Thursday, September 14, 2023 now comes to order at 5:22 pm

**1. WELCOME AND INTRODUCTION**

**2. ADDITIONS TO THE AGENDA**

- 7a) City of Thunder Bay By-Law (3.1)
- 7b) Committees and Board election

**MOTION: 023-065:** That the Agenda of September 14, 2023 be approved as amended

Moved/seconded by: J. Todd/M. Zussino  
**CARRIED**

### 3. **DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest

### 4. **MINUTES**

**MOTION: 023-66:** That the Minutes of the regular meeting held on Thursday June 8, 2023 be adopted as submitted.

Moved/Seconded by: M. Zussino/C. McCraw  
**CARRIED**

### 5. **CONSENT ITEMS – INFORMATION**

- a) 2024 System Wide Days Closed/Statutory Holidays  
(as provided)
- b) Health and Safety Semi-Annual report (as provided)
- c) AODA training (Board), Board was instructed to check their email for the necessary documents to be complete
- d) Strategic & Action plan (Draft)  
Management is developing a new Strategic Plan and will be consulting with staff, changes and updates are currently underway
- e) The Board Chair and CEO attended the retirement event held for S. Renaud

**MOTION: 023-067:** That the Correspondence and Reports be received for action and/or information.

Moved/seconded by: C. McCraw/J. Todd  
**CARRIED**

## 6. DECISION ITEMS

### a) Budget

#### i. 2023 Operating Budget

**MOTION: 023-068:** That the Board approve the 2024 Operating Budget submission requesting a 6.2% increase for a total City contribution of \$7,047,800

Moved/seconded by: J. Todd/ M. Zussino

**CARRIED**

#### ii. 2024 Capital Budget

**MOTION: 023-069:** That the Board approve the 2024 Capital Budget submission in the amount of \$1,000,500 as per the Capital envelope provided by the City Which includes \$850,500 per the City's Capital envelope plus \$150,000 for the Master Facilities plan consulting fees

Moved/seconded by: J. Todd/C. McCraw

#### Board Policy 2.13 Accessibility for Ontarians with Disabilities

**MOTION: 023-070:** That the Board approve Policy 2.13 Accessibility for Ontarians with Disabilities as provided

Moved/seconded by: M. Zussino/J. Todd

### b) Service Agreements

#### i. Lappe and Area Local Services Board

**MOTION: 023-071:** That the Board approve the Service agreement between TBPL & the Lappe and Area Local Services Board

Moved/Seconded: S. Kabir/J. Todd

**CARRIED**

#### ii. The Municipality of Shuniah

**MOTION: 023-072:** That the Board approved the Service Agreement between TBPL & the Municipality of Shuniah

Moved/Seconded: S. Kabir/JM. Zussino

**CARRIED**

## **7. DISCUSSION/OTHER BUSINESS**

a) City of Thunder Bay By-law (3.1)

A brief discussion was held indicating the City's change in the COTB By-Law 3.1 to comply with the COTB By-law 182-195 Section 2 effective April 24, 2023

b) TBPL Committees

An update on the members for Board committees

V. Zachariasz. left the meeting at 5:38 p.m.

## **8. CLOSED SESSION**

MOTION: THAT the Board move into Closed Session.

MOTION: THAT the Board move out of Closed Session.

MOTION: THAT the Board approves the motions passed in Closed Session

**9. NEXT MEETING DATE:** November 9, 2023 – Mary J.L Black Community Hub

## **10. ADJOURNMENT**

That the Regular meeting of the Thunder Bay Public Library Board being held on, September 14, 2023, now adjourn @ 6:24 p.m.

**Report to Lakehead Public Schools - October 2023**

**Statistical Overview - 2019 to 2022**

Type:	Annual Stats			
	2022	2021	2020	2019
<b>Total Uses</b>	2,471,648	1,841,433	2,076,027	2,975,876
<b>New registrants Children* (Sept 1 / 18 - Aug 31 / 23)</b>	812	673	273	263
<b>New registrants -Youth* (Sept 1 / 18 - Aug 31 / 23)</b>	235	112	77	70
<b>Total Children's Members*</b>	5,865	3,815	5,233	13,043
<b>Total Youth Members*</b>	5,616	3,617	5,600	5,732
<b>Children and Youth Programs</b>	1,309	376	67	1,365
<b>Children and Youth Program Attendance</b>	12,930	13,157	2,199	30,412
<b>Average C&amp;Y program attendance per program</b>	10	35	32.8	22.2
<b>Class Visits - Public Schools</b>	33	36	70	13
<b>Class Visit Participants</b>	1,905	2,152	2,526	385

\* includes juvenile limit and non-resident members commencing 2009



**Report to Thunder Bay Catholic District School Board - October 2023**

**Statistical Overview - 2019 to 2022**

Type:	Annual Stats			
	2022	2021	2020	2019
<b>Total Uses</b>	2,471,648	1,841,443	2,076,027	2,975,876
<b>New registrants-Children* (Sept 1 / 19 - Aug 31 2022)</b>	812	673	273	263
<b>New registrants-Youth* (Sept 1 / 19 - Aug 31 / 22)</b>	235	112	77	70
<b>Total Children's Members*</b>	5,865	3,815	5,233	13,043
<b>Total Youth Members*</b>	5,616	3,617	5,600	5,732
<b>Children and Youth Programs</b>	1,309	376	67	1,365
<b>Children and Youth Program Attendance</b>	12,930	13,157	2,199	30,412
<b>Average C&amp;Y program attendance per program</b>	10	35	32.8	22.2
<b>Class Visits -Catholic Schools</b>	5	3	17	17
<b>Class Visit Participants</b>	413	48	563	563

\* includes juvenile limit and non-resident members commencing 2009





Thunder Bay  
Public Library



Fall 2023



# school news

## Visit the Library with your Class

Library staff are available to meet with your class to provide students with an introduction to the Library and learn about our collections and services. Call your preferred branch to find out more about activities for your class to enjoy!

Older grades can request short information tutorials for resources like Tumblebooks, Kanopy Kids, and Gale In Context: Elementary.

## Workshops for Secondary Schools

Library staff are available to go to your class to provide an introduction to the Library and our services, workshops, and more! Educators can choose between the following two workshops:

### Research 101

Enhance the research skills of your students by having Library staff walk them through a live how-to session using academic resources. Useful for preparing students to write essays, prepare works cited lists, projects, independent studies, and more. Both online virtual collections and print material will be used.

### Information Literacy

C.R.A.A.P. - Currency, relevancy, authority, accuracy, and purpose. Fake news ... alternative facts. Digital and media literacy is critical for students to learn. This workshop is ideal for grades 9-12.

To request a class visit or workshop, please contact your preferred branch by telephone at (807) 345-8275 or by email.

County Park .....cpark@tbpl.ca  
Brodie .....brodie@tbpl.ca  
Mary J.L. Black .....mjlb@tbpl.ca  
Waverley .....waverley@tbpl.ca



## Contact Us



web..... [www.tbpl.ca](http://www.tbpl.ca)  
phone..... (807) 345-8275  
email ..... [comments@tbpl.ca](mailto:comments@tbpl.ca)  
social ..... @tbaypl

## THINK Hub



**Tinker, Hack, Innovate, Network, and Know with the THINK Hub at Brodie!**

Challenges require building, making, testing and problem-solving, and provide an opportunity for creativity and out-of-the-box thinking.

Your class can visit the library and book the **Tremendous Towers** or **Bridges** programs. These programs are perfect for **Grades 3-5 Structures and Mechanisms** modules. Call the Brodie Library at (807) 345-8275 or email [thinkhub@tbpl.ca](mailto:thinkhub@tbpl.ca) to book.



## Stories of Anishinaabe Resilience



### (SOAR) Curriculum

The Thunder Bay Public Library Stories of Anishinaabe Resilience (SOAR) curriculum development for grades 9 to 12 is available for classroom use. To access the curriculum package, or for more information, contact Robyn Medicine via email to [rmedicine@tbpl.ca](mailto:rmedicine@tbpl.ca) or call (807) 684-6812.

## THINK Hub Drop-In @ Brodie

Brodie Programming Room

Tuesdays and Wednesdays 4:30 pm - 7:30 pm

September 19 - December 13

School age children (aimed at 6+) will love exploring the Northern THINK Hub activities in our Programming Room. Younger children can enjoy puzzles, a scavenger hunt, and more in the Children's Department. Just drop in!

\*The THINK Hub contains small parts, heavy pieces, etc and is not suitable for babies, toddlers, or any children still putting pieces in their mouths. Please keep little ones in the general Children's area to keep them safe.\* (ages 6+)

## Blissful Beading

County Park

Thursdays @ 3 pm

September 7 - December 21

Drop in and relax while you create beaded trinkets, necklaces, keychains, and more. (ages 4+)

## Window Painting

County Park

Fridays @ 10 am

September 22

November 17

January 5, 2024

Drop in for a story and go crazy painting our big windows. Let your creative self have some fun! (all ages)

## YOUth Action Council

Mary J.L. Black @ 6:30 pm

October 19

November 22

December 20

Earn volunteer hours and create a library you want to visit! Attend and help out at meetings, discuss changes, and help plan, attend, and promote Library events for YOUth. Head to [www.tbpl.ca/youth](http://www.tbpl.ca/youth) to join (ages 13-18).

## YOUth Knitters

Knit or crochet hats or scarves for those in need and get volunteer hours. Head to [www.tbpl.ca/youth](http://www.tbpl.ca/youth) to join (ages 13-18).

## First Nations Public Library Week:

### Online Author Reading with Phyllis Webstad

Waverley Auditorium - Online Zoom event

Monday, October 2 @ 2 pm - 3 pm

As founder of Orange Shirt Day and ambassador for Orange Shirt Society, Phyllis Webstad facilitates dialogue around the Residential School system and creates space for healing. Orange Shirt Day, recognized annually on September 30, is a day for people to reflect, educate themselves and commit to Truth and Reconciliation. At this online event, she will be reading from her new book, *Every Child Matters*. Class visits are welcome. Please contact [kberthelette@tbpl.ca](mailto:kberthelette@tbpl.ca) or call (807) 345-8275 ext. 7252.



## Online Resources

Explore the online opportunities for learning your Library card opens up! Visit our database page for more information.

### Kanopy Kids

Kanopy Kids is a carefully curated streaming collection of movies and shows for kids that are enriching, educational, and always entertaining. Kanopy Kids has unlimited plays with your TBPL card.

### NoveList K-8

A research database, and search engine that helps you find more books that are similar to your favourites. NoveList K-8 is perfect for helping you find the next read for picky students!

### TumbleBooks

Tumblebooks has animated read-along story books, graphic novels, and games in English and French. They also have educational videos Animagic to help students learn about nature!

### cloudLibrary Newsstand

Access a wide variety of youth and kids magazines all for free with your TBPL library card number and PIN including titles like OWL.

### Gale in Context: Elementary

Gale in Context Elementary is the perfect way to help your students in Kindergarten to grade 5 get familiar with research. It has helpful research categories as well as news, video, and picture sections. TBPL staff can present Tutorials and Scavenger hunt lessons to your students.

### ComicsPlus

ComicsPlus offers a wide variety of Manga and Graphic novels with selections for kids and a wide variety of titles for youth.

**THUNDER BAY PUBLIC LIBRARY  
2024 System Wide Days Closed/Statutory Holidays**

<b>MONTH</b>	<b>SIGNIFICANCE</b>	<b>DATES CLOSED</b>
<b>January</b>	New Year's Day Staff Forum (branches closed from 9:30 to 1 pm)	1 19 (branches open 1-5 pm)
<b>February</b>	Family Day	19
<b>March</b>	Good Friday Easter Sunday	29 31
<b>April</b>	Easter Monday	1
<b>May</b>	Victoria Day	20
<b>June</b>	Staff Forum (branches closed from 9:30 to 1 pm)	14 (branches open 1-5 pm)
<b>July</b>	Canada Day	1
<b>August</b>	Civic Holiday	5
<b>September</b>	Labour Day Staff Development Day National Day for Truth & Reconciliation	2 20 30
<b>October</b>	Thanksgiving	14
<b>November</b>	Remembrance Day	11
<b>December</b>	Christmas Day, Boxing Day,	25, 26
<b>TOTAL</b>		15 + two half days

**Holiday Hours – 2024**

We will operate with regular hours of operation at all four locations until Monday, December 23, 2024.

December 24, 2024 - all locations will be open from 9:30 am to 1 pm (staff work 9 - 1)  
County Park and Brodie will be closed from December 24 at 1 pm until January 2, 2025

Waverley and Mary J.L. Black will be open:

- December 27 & 28 from 9:30 am to 5 pm
- December 30 & 31 from 9:30 am to 5 pm

All locations will be closed January 1, 2025. Regular hours will resume at all locations on January 2, 2025



Proposed dates

Thunder Bay Public Library Board Meetings for 2024

January 11

February 8

March 14

April 11

May 9

June 13

September 12

October 10

November 14

December 12