

**MINUTES OF THE
RAINY RIVER PUBLIC LIBRARY BOARD**

Date	April 19, 2016
Chair / Facilitator	PROST, Gordon

Time	7:00 p.m.-7:40 p.m.
Recorder	DAWBER, Michael

Signature of Chair / Facilitator: _____ Signature of Recorder: _____

Present	DAWBER, Michael; EWALD, Debbie; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon.
Absent	ARMSTRONG, Linda.

1.0	APPROVAL OF AGENDA	Motion 2016:29 [Debbie Ewald / Donna Moen] “THAT the Agenda be approved as distributed.” Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF MARCH 29, 2016	<i>See Document Set A.</i> MOTION 2016:30 “[Donna Moen / Debbie Ewald] “THAT the minutes of the meeting of March 29, 2016, be approved as presented.” Carried.	ACTION: CEO Michael Dawber will post the minutes to the Library website.
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. CEO’s Report	<i>See Document Set B.</i> CEO Michael Dawber reviewed recent library activities, including the successful application to the Summer Experience Program. Motion 2016:31 [Debbie Ewald / Heather Pater] “THAT the CEO’s report be received and read.” Carried. Motion 2016:32 [Heather Pater / Debbie Ewald] “THAT the CEO is authorized to make all necessary arrangements for the hiring, training and payment of the Summer Experience Program student	ACTION: CEO Michael Dawber will proceed with hiring the Summer Experience Program student employee.

		employee.” Carried.	
	ii. 2016 Budget	<p><i>See Document C.</i> The Board reviewed the revised draft budget for 2016. There was general agreement that the Board would proceed with levying an additional charge to each funding municipality based on eBook service usage. The Board will also undertake to meet with all four municipal councils before 2017 to discuss long-term changes to the Library service contracts.</p> <p>MOTION 2016:33 [Heather Pater / Debbie Ewald] “THAT the 2016 Budget be approved as presented.” Carried.</p>	ACTION: CEO Michael Dawber will complete the annual budget letters to each municipality, circulate them electronically for comments and send the approved versions to each Council.
	iii. Financial Report	<p><i>See Document Set D.</i> CEO Michael Dawber explained that the higher-than-average expenditures for March were to ensure the 2015-16 Ontario Library Capacity Fund grant was spent before the program deadline of March 25. MOTION 2016:34 [Debbie Ewald / Donna Moen] “THAT Disbursements for March 2016 in the amount of \$11,599.35 be approved as paid.” Carried.</p>	
	iv. Policy Review – Policies SE5 (Membership)	<p><i>Refer to Document Set E.</i> The Board discussed the non-resident charges shown in SE5. There was agreement that the non-resident fee should increase to \$40 per year (rather than the proposed \$35) from \$25 per year, as the Town currently funds the Library at \$40.91 per capita. MOTION 2016:35 [Heather Pater / Debbie Ewald] “THAT Policy SE5 be approved as amended.” Carried.</p>	ACTION: CEO Michael Dawber will post the revised SE5 text to the Library website.
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Absence of Trustee Linda	MOTION 2016:36 [Jen Maxfield / Debbie Ewald] “THAT the Board authorizes the absence of Trustee Linda Armstrong from the April 19, 2016 meeting.”	

	Armstrong	<i>Carried.</i>	
	ii. Policy Review – SE3 (Internet Access), SE10 (Resource Sharing & Reserves), GO2 (Record Retention)	<i>See Document Sets F, G, H.</i> These policies will be reviewed at the May meeting.	ACTION: All trustees will review Policies SE3, SE10 and GO2 for the May meeting.
6.0	Current Meeting Business – FYI ITEMS: i. Letter, dated April 4, 2016, from Tom Chrzan, MTCS re Summer Experience Grant ii. RR District Library Co-operative – financial statements, as of April 1, 2016 iii. Thank You card from Gill Stamler re Retirement Tea iv. Copy of Letter, dated February 12, 2016, from Canadian Urban Libraries Council re eBook prices v. Email, dated March 30, 2016, from Pierre Mercier, President, OLBA, re OLBA Services vi. Email, dated March 29, 2015, from Alexandra Yarrow, President, OPLA, re OPLA Services	<i>See Document Sets I, J, K, L, M, N.</i>	
7.0	NEXT MEETING [05-16]	Tuesday, May 24, 2016, @ 7 p.m. in the Library	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:40 p.m.	

/msd