

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

Date	April 19, 2018	Time	7:15 p.m. - 8:15 p.m.
Chair / Facilitator	PROST, Gordon	Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon; WITTICH, Jodi.
Regrets	SOPOTIUCK, Norina
Guests	GALE, Kitty; McGREEVY, Bob.

1.0	CALL TO ORDER APPROVAL OF AGENDA	The agenda was amended by the addition of the following item: 5.iii – Strategic Plan. MOTION 2018:20 [Jen Maxfield / Heather Pater] “THAT the Agenda be approved as amended.” Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	DELEGATION: KITTY GALE & FRIENDS OF THE LIBRARY	The Board had a wide-ranging discussion with Friends of the Library volunteer Kitty Gale regarding fundraising plans for 2018. The goal for 2018 is \$10,500, and to date, \$2,000 has been raised. Summary of fundraising Ideas: 1. Annual book sales for Railroad Daze (3rd weekend in July) and Ontario Public Library Week (3rd week of October), plus annual silent auction for OPLW, per usual - combined net revenue for all is usually about \$1,500	ACTION: Friends Liaison Jen Maxfield will maintain communication with Kitty Gale regarding the Board’s fundraising plans and priorities for 2018.

2. 50/50 Draw - would have to be run by a third party (e.g. United Church Women) - neither Friends nor Board can run draw directly
3. Art classes - information needed on cost and net profit for these kinds of events
4. Selling books at Farmer's Market - volunteer Elsie Schuck is willing to sell books - however, this would only be viable if the table was offered for free
5. Spaghetti Supper - hold during August to catch seasonal residents and avoid conflict with other similar events (e.g. Walleye Tournament)
6. Performance by Borderland Orchestra - suggestion was for Christmas concert - contact is Katherine Williams
7. Ontario Arts Council performer grants - generally require multiple (often five) co-applicants and have a long lead time (six months) - not viable for 2018 but possible for 2019 if the Board planned for this
8. Fundraising letters to: Gillons (may have community giving application process); Hardware Store.
9. Community giving applications to: LCBO; Union Gas - Board would have to investigate community giving programs and what the application procedure would be
10. CN Retirees Community Grants - applications only accepted from retired employees - also requires

		<p>community volunteering effort by retired employee (I believe 30+ hours) with the potential grant recipient</p> <p>Funding applications already written/submitted by Michael, and the fundraising work undertaken by Jodi and Michael, so far in 2018:</p> <ol style="list-style-type: none"> 1. Summer Experience Program for summer student (\$3,658) - decision by Ministry - due May '18 2. Canada Post Community Foundation for children's service improvements (\$2,213) - decision Sep '18 3. Healthy Kids Community Challenge for family citizen science programs (\$675) - approved and in progress 4. Grant request to RR Legion (\$400 for large print books) - submitted 5. "10 Most-Wanted" promotion to fund collection purchases - on-going since February 21, two of 10 titles captured <p>Pending effort: "Blind Date with a Book" - dependent on finding book bags at reasonable price for promotion</p>	
4.0	MINUTES OF THE MEETINGS OF FEBRUARY 13 AND MARCH 20, 2018	<i>Refer to Document Sets A and B. MOTION 2018:21 [Heather Pater / Jen Maxfield] "THAT the minutes of the meetings of February 13 and March 20, 2018, be approved as presented." Carried.</i>	
5.0	CURRENT MEETING BUSINESS – DECISION ITEMS	<i>See Document Set C. CEO Michael Dawber confirmed the post-project report for the 2017-18 Improving</i>	ACTION: CEO Michael Dawber will make

i. CEO's Report	<p>Library Digital Services (ILDS) grant was complete and has been acknowledged by the Ministry. He also confirmed Constable Dwight Lundgren from the OPP visited the Library on April 4 for a casual security check. Given the seriousness of recent security issues in the Library, this is a very welcome development.</p> <p>MOTION 2018:22 [Heather Pater / Jen Maxfield] "THAT the CEO's report be received and read." <i>Carried.</i></p> <p>MOTION 2018:23 [Heather Pater / Jen Maxfield] "THAT the CEO and Relief Librarian be authorized to attend the OLS-North Networking Meeting in Thunder Bay, May 1-2 '18, with mileage, meals and 50% of accommodation to be paid by OLS-North – remaining expenses to be covered, and the Library to be closed for May 1-2." Carried.</p> <p>MOTION 2018:24 [Jen Maxfield / Heather Pater] "THAT the Board confirms the authorization of the CEO to apply to the Canada Post Community Foundation for \$2,213 in support of Children's Library Enhancements." Carried.</p>	<p>arrangements for the Thunder Bay meeting and the Library closure for May 1 and 2.</p>
ii. Financial Report	<p><i>See Document Set D and documents distributed at the meeting.</i> MOTION 2018:25 [Donna Moen / Heather Pater] "THAT Disbursements for February and March 2018 in the amount of \$19,835.16 be approved as paid." Carried.</p>	

	lii. Strategic Plan	CEO Michael Dawber recommended that – due to the uncertainty about the Library’s provincial funding in 2018/19 and 2019/20 – the Board extend the existing 2014-18 Strategic Plan to January 2020. The next Board will be in a better position to set new goals when the funding situation is clear. There was consensus to proceed. MOTION 2018:26 [Heather Pater / Donna Moen] “THAT the Board approves extension of the 2014-18 Strategic Plan to January 2020, and directs the CEO to report final results of the Plan at that time.” Carried.	
6.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS I. Budget Request Letters to Municipalities	<i>See Document Set E.</i>	ACTION: CEO Michael Dawber will send the 2018 budget request letters to the four funding municipalities.
7.0	CURRENT MEETING BUSINESS – FYI ITEMS	<i>See document re: appointment of Bob McGreevy distributed at the meeting.</i>	
8.0	Next Meeting [#05-18]	Tuesday, May 22, 2018 – 7 p.m.	
9.0	Adjournment	With no remaining business, the meeting adjourned at 8:15 p.m.	
		<i>Following the meeting, the Board enjoyed a celebration for outgoing Trustee Heather Pater.</i>	

/msd