

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

<b>Date</b>	April 23, 2019	<b>Time</b>	7:00 p.m. - 8:10 p.m.
<b>Chair / Facilitator</b>	SOPOTIUCK, Norina	<b>Recorder</b>	DAWBER, Michael

Signature of Chair / Facilitator: \_\_\_\_\_ Signature of Recorder: \_\_\_\_\_

<b>Present</b>	DAWBER, Michael; McGREEVY, Bob; McDONALD, Donna; NEILSON, Shawn; ROBINSON, Anna; SOPOTIUCK, Norina.
<b>Regrets</b>	HARTNELL, Andrew; MOEN, Donna.

1.0	CALL TO ORDER APPROVAL OF AGENDA	The agenda was amended as follows: item 5.ii – OLS-N/SOLS Funding Cuts for 2019-20 – was moved to 4.i; item 4.iv – IN CAMERA: RRPL Confidentiality & Privacy Policies; Communications Issues – was tabled until the May meeting. <b>MOTION 2019:24 [Donna McDonald / Shawn Neilson] “THAT the Agenda be approved as amended.” Carried.</b>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETINGS OF MARCH 26, 2019	<i>See Document Set A.</i> One typo in the minutes was noted and corrected. <b>MOTION 2019:25 [Shawn Neilson / Donna McDonald] “THAT the minutes of the meeting of March 26, 2019, be approved as corrected.” Carried.</b>	<b>ACTION: CEO Michael Dawber will post the corrected minutes to the Library website.</b>
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. OLS-N/SOLS Funding Cuts for 2019-20	CEO Michael Dawber explained the fallout of the 50% cuts to the two OLS agencies. All interlibrary loans on the Ontario side are suspended until May 31. Our Manitoba services are not affected and continue as normal. All postage subsidies for ILLO are terminated effective immediately. All site visits by OLS-North staff are cancelled for 2019. Advocacy efforts around the cuts are already well in motion using social media. A media release from the Board was published in the Westend Weekly on April	<b>ACTION: All Trustees will raise awareness about the impact of the OLS cuts to our library.</b> <b>ACTION: CEO Michael Dawber will attend the advocacy teleconference on April 25 and will report back to the Board on developments.</b>

		25. The Library has been taking measures for almost 10 years to prepare for a possible loss of some/all programs, services and funding from the province. The Library is as well positioned as it can be to continue operating.	
	ii. CEO's Report	See Document Set B. CEO Michael Dawber described the library's recent activities. An issue with mishandled/lost ILLO mailing bags is being resolved by billing the libraries in question for replacement costs. The Board has not yet received a response from our contracting municipalities re: 2019 funding requests. <b>MOTION 2019:26 [Donna McDonald / Shawn Neilson] "THAT the CEO's report be received and read." Carried. MOTION 2019:27 [Shawn Neilson / Donna McDonald] "THAT the Annual Staff Safety and Risk Assessment Report be received and read." Carried.</b>	
	iii. Financial Report	See Document Set C. CEO Michael Dawber reviewed the accounts for March 2019. There was consensus that Board Chair Norina Sopotiuick would co-present the 2019 budget to Rainy River Town Council on May 6, 6 p.m. <b>MOTION 2019:28 [Donna McDonald / Anna Robinson] "THAT Disbursements for March 2019 in the amount of \$7,453.12 be approved as paid." Carried.</b>	<b>ACTION: CEO Michael Dawber and Board Chair Norina Sopotiuick will present the 2019 budget to Council.</b>
	iv. Fundraising Plan, including, a: Booksale Prices.	See Document Set B. The Board reviewed progress on the 2019 fundraising plan. Donation/sponsorship letters were reviewed and were authorized for distribution with requested amendments. All letters will be countersigned by Board Chair Norina Sopotiuick. Trustee Anna Robinson will work on additional sponsorship/fundraising letters. Planned events [with event leaders in square brackets] include: annual book sales – July & October – plus October silent auction [all Trustees, Friends, staff] – Trustee Donna McDonald has invested many hours; "Blind Date with a	<b>ACTION: Event leaders need to continue work on their events for delivery by dates shown.</b>

		Book” - anytime [staff]; “10 Most Wanted” - anytime [staff]; Food Festivities - “Big Pig Gig” [Donna McDonald and Norina Sopotiuick, with Friends, student volunteers, etc.] - tentative plan for pig roast Thursday, August 8, inquiries being made about vendor for pig roast and other details; Group Garage Sale – summer but not Mother’s Day Weekend [Friends, Bob McGreevy] – no new information; “Rounding-up” with WalMart [Anna] – no new information; Clothing Exchange – spring and/or fall [Donna Moen] – no report.	
	v. Fire/Building Inspections of Library	The Board discussed at length the on-going facility issues and the proposed inspections of the building with the Fire Department and Building Inspector. There was consensus that the Board would not proceed with inspections at this time, as it was not clear the inspections would move the process forward. CEO Michael Dawber was directed to contact the landlord (Friesen Five) to request the purchase of air conditioners and space heaters to relieve the heating/cooling problems. He was also directed to contact the current provincial disabilities secretariat or agency re: AODA implications of the exterior door and railing.	<b>ACTION: CEO Michael Dawber will send the letters as directed.</b>
	vi. Policy Review – GO5 (Trustee Code of Conduct)	<i>See document distributed at March 26 meeting.</i> Two minor corrections were made to sections 2.iii and 4. <b>MOTION 2019:29 [Donna McDonald / Shawn Neilson] “THAT Policy GO5 (Trustee Code of Conduct) be approved as amended.” Carried.</b>	<b>ACTION: CEO Michael Dawber will post the revised policy to the website.</b>
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Policy Review – FO1 (Purpose of Policy and Procedure), FO2 (Board Advocacy), FO3 (Planning)	<i>See Document Set D.</i>	

6.0	Current Meeting Business – FYI ITEMS none		
7.0	Next Meeting	<b>Tuesday, May 21, 2019, 7 p.m.</b>	
8.0	Adjournment	With no remaining business, the meeting adjourned at 8:10 p.m.	

/msd