

## MINUTES OF THE RAINY RIVER PUBLIC LIBRARY BOARD

<b>Date</b>	December 17, 2013
<b>Chair / Facilitator</b>	ARMSTRONG, Linda

<b>Time</b>	5:05 p.m.-5:55 p.m.
<b>Recorder</b>	DAWBER, Michael

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

Signature of Recorder: \_\_\_\_\_

<b>Present</b>	ARMSTRONG, Linda; DAWBER, Michael; EWALD, Debbie; NORDBERG, Veronica; PROST, Gordon; STAMLER, Gill.
<b>Guest</b>	VOGAN, Veldron [ <i>left at 5:35 p.m</i> ]
<b>Regrets</b>	LUNDGREN, Terri Anne.

1.0	APPROVAL OF AGENDA	<b>MOTION 2013:79 [Deb Ewald / Gordon Prost] "THAT the Agenda be approved as distributed." Carried.</b>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	GUEST PRESENTATION	Town CAO Veldron Vogan spoke to the Board about the new financial reports being generated by the town's Assyst bookkeeping system. All library accounts up to December 1, 2013, have been entered. Veldron and CEO Michael Dawber have been in regular contact to cross-check the figures and the HST amounts claimable by the Library Board. The reports will differ from the existing financial reports in that only the non-refundable portion of the HST will be shown as an expense. Therefore, the amounts in the financial reports will differ from the numbers shown on the invoices. Payroll taxes will also be shown as payable at each pay period instead of monthly. The Board thanked Veldron for her work.	<b>ACTION: The Town Office is to provide monthly financial reports for the Library Board's use starting January 2014.</b>
3.0	MINUTES OF THE MEETING OF NOVEMBER 26, 2013	<i>See Document Set A.</i> <b>MOTION 2013:80 [Gordon Prost / Deb Ewald] "THAT the Minutes of the Meeting of November 26, 2013, be approved as presented." Carried.</b>	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS		
	i. CEO's Report	<i>See Document Sets B &amp; D.</i> CEO Michael Dawber provided a verbal report on the JASI Steering Committee meeting in Sudbury (December 10-12). Five companies responded to the Request for Proposal to provide circulation software for the JASI consortium. The Committee voted to invite two companies – SirsiDynix and VTLS	

		<p>– to demonstrate their software (Symphony and Virtua, respectively) at a Steering Committee meeting in January. The CEO reported he voted against this motion based on the high cost estimates from all five bidding companies, the very poor track record of SirsiDynix in meeting library needs, and the opinions expressed to the CEO by his constituents (Northwestern JASI library CEOs). The CEO also shared a cost estimate to join the BC Libraries Co-op, running the open-source Evergreen system. The cost is not affordable for the Library.</p> <p><b>MOTION 2013:81 [Gordon Prost / Deb Ewald] “THAT the CEO’s report be received and read.” Carried.</b></p> <p><b>MOTION 2013:82 [Deb Ewald / Gill Stamler] “THAT the CEO be authorized to attend the JASI Steering Committee Meeting in Sudbury on January 7-9, 2014, on condition usual costs are paid by OLS-North – supply coverage to be provided.” Carried.</b></p> <p><b>MOTION 2013:83 [Gill Stamler / Deb Ewald] “THAT the Occupational Health &amp; Safety Inspection dated December 7, 2013, be received and read.” Carried.</b></p>	<p><b>ACTION: CEO Michael Dawber will attend the JASI meeting January 7-9 ’14 and will continue to lobby for an improved deal for JASI libraries.</b></p>
	ii. Financial Report	<p>See Document Set C. <b>MOTION 2013:84 [Veronica Nordberg / Gill Stamler] “THAT disbursements for November 2013 in the amount of \$6,638.47 be approved as paid.” Carried.</b></p>	
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS		
	i. 2014 Draft Budget	<p>See documents provided at meeting. CEO Michael Dawber and Chair Linda Armstrong reported they had had a preliminary discussion about the 2014 budget figures. The Board is facing a shortfall of approximately \$5,600. The Board was presented with four options to close the gap. The CEO does not endorse any of the four options.</p>	<p><b>ACTION: Board Members will review the budget for a special meeting on January 14 ’14.</b></p>
6.0	CURRENT MEETING BUSINESS – FYI ITEMS		
	i. Report – Sarah Mitchell, YI@CAS Assistant, re: program activities	<p>See Document Set E.</p>	
7.0	NEXT MEETING	<p>Tuesday, January 14, 2014, 7 p.m. – special budget meeting Tuesday, January 28, 2014, 7 p.m.</p>	
8.0	ADJOURNMENT	<p>With no remaining business, the meeting adjourned at 5:55 p.m.</p>	

/msd