

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

Date	February 13, 2018	Time	7:00 p.m. - 7:35 p.m.
Chair / Facilitator	PROST, Gordon	Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; MOEN, Donna; PATER, Heather; PROST, Gordon; SOPOTIUCK, Norina.
Regrets	MAXFIELD, Jen.

1.0	APPROVAL OF AGENDA	Motion 2018:7 [Donna Moen / Heather Pater] “THAT the Agenda be approved as distributed.” <i>Carried.</i>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF JANUARY 9, 2018	<i>See Document Set A.</i> MOTION 2018:8 [Heather Pater / Donna Moen] “THAT the minutes of the meeting of January 9, 2018, be approved as presented.” <i>Carried.</i>	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 C.</i> CEO Michael Dawber discussed the Library’s recent activities. Taylor Neilson has been hired as the Library’s Student Internet Access Assistant using the Improving Library Digital Services (ILDS) grant. There was also general agreement for the Board to apply for both Round 4 of the Healthy Kids Community Challenge Grant and for the 2018 Summer Experience	

	<p>Program.</p> <p>MOTION 2018:9 [Norina Sopotiuick / Heather Pater] “THAT the CEO’s report be received and read.” <i>Carried.</i></p> <p>MOTION 2018:10 [Norina Sopotiuick / Heather Pater] “THAT the CEO is authorized to apply to the Healthy Kids Community Challenge for \$675 to support children’s programming.” <i>Carried.</i></p> <p>MOTION 2018:11 [Norina Sopotiuick / Heather Pater] “THAT the CEO is authorized to apply to the 2018 Summer Experience Program for a grant of \$3,658 in support of one student assistant position.” <i>Carried.</i></p> <p>MOTION 2018:12 [Donna Moen / Norina Sopotiuick] “THAT the CEO is authorized to attend the Manitoba Libraries Conference in Winnipeg, May 30-Jun 1 2018, with all expenses incurred at his discretion – supply coverage to be provided for that week.” <i>Carried.</i></p>	
ii. Financial Report	<p><i>See Document Set C.</i> MOTION 2018:13 [Norina Sopotiuick / Donna Moen] “THAT Disbursements for January 2018 in the amount of \$7,049.83 be approved as paid.” <i>Carried.</i></p>	
iii. Occupational Health & Safety Inspection – Feb. 6/18	<p><i>See Document Set D.</i> MOTION 2018:14 [Norina Sopotiuick / Donna Moen] “THAT the Occupational</p>	

		Health & Safety Inspection dated February 6, 2018, be approved as presented.” Carried.	
	iv. Policy Review – SE16 (Occ. Health & Safety, Working Alone & Workplace Violence)	<i>See document distributed at the January meeting.</i> MOTION 2018:15 [Norina Sopotiuuck / Donna Moen] “THAT Policy SE16 (Occ. Health & Safety, Working Alone & Workplace Violence) be approved as presented.” Carried.	ACTION: CEO Michael Dawber will post the policy to the website.
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Draft 2018 Budget Estimates	<i>See Document Set E.</i>	ACTION: Trustees will review the budget for the special meeting in March.
6.0	CURRENT MEETING BUSINESS – FYI ITEMS	<i>none</i>	
7.0	Next Meeting [#03-18] – BUDGET REVIEW	Tuesday, March 20, 2018, 7 p.m.	
8.0	Adjournment	With no remaining business, the meeting adjourned at 7:35 p.m.	

/msd