

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

<b>Date</b>	February 22, 2022	<b>Time</b>	5:57 p.m.-6:55 p.m.
<b>Chair / Facilitator</b>	MOEN, Donna	<b>Recorder</b>	DAWBER, Michael

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

<b>Present</b>	DAWBER, Michael; DESSERRE, Kim; McDONALD, Donna; MOEN, Donna.
<b>Electronic Attendance</b>	ROBINSON, Anna.
<b>Regrets</b>	EWALD, Mayor Deb.

0.0	CALL TO ORDER	Chair Donna Moen called the meeting to order at 5:57 p.m.	
1.0	APPROVAL OF AGENDA	The following items were added to the agenda: 5.iii – 2021 Annual Report; 6.1 – Letter, dated Feb. 22 ‘22, re: Seniors Community Grant. <b>MOTION 2022:8 [Donna McDonald / Kim Desserre] “THAT the Agenda be approved as amended.” Carried.</b>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF JANUARY 20, 2022	<i>See Document Set A.</i> <b>MOTION 2022:9 [Kim Desserre / Donna McDonald] “THAT the minutes of the meeting of January 20, 2022, be approved as presented.” Carried.</b>	<b>ACTION: CEO Michael Dawber will post the approved minutes to the Library website.</b>
4.0	CURRENT MEETING BUSINESS – Decision Items i. CEO’s Report	<i>See Document Set B.</i> CEO Michael Dawber provided an update on Library activities. The previous snow removal issues around the Library building have been mostly resolved. <b>MOTION 2022:10 [Donna McDonald / Kim Desserre] “THAT the CEO’s Report be received and read.” Carried.</b>	

	ii. Financial Report	See Document Set C. The Board reviewed the Library’s financial position and expenditures for January. There was general agreement that the Board needed to review staff compensation and the staff training budget for 2022. The 2022 budget will be set at a special meeting at the end of March. <b>MOTION 2022:11 [Kim Desserre / Donna McDonald] “THAT Disbursements for January 2022 in the amount of \$7,679.37 be approved as paid.” Carried.</b>	
	iii. Policy Review – SE2 (Staff and Patron Safety), GO2 (Record Retention)	See Document Sets D and E. There was general agreement that – per the suggestion from Assistant Librarian Jodi Wittich – policy SE2 section 7 would be edited to include a prohibition on marijuana products. <b>MOTION 2022:12 [Donna McDonald / Kim Desserre] “THAT Policies SE2 (Staff and Patron Safety) and GO2 (Record Retention) be approved as presented.” Carried.</b>	<b>ACTION: CEO Michael Dawber will post the revised policies to the Library website.</b>
5.0	CURRENT MEETING BUSINESS – Discussion Items i. Policy Review – PE14 (Occupational Health & Safety, Working Alone and Workplace Violence)	See Document Set F. Revisions were suggested for the policy. These will be incorporated into the final version for approval in May.	
	ii. Strategic Plan 2022-2026	See Document Sets G and H. The Board discussed the results of the 2014-2020 strategic plan review and the next strategic planning cycle for the Library. There was general agreement that the context of Library operations has changed since 2014, and the earlier goals are not necessarily a good guide to current objectives. The Board will hold a strategic plan retreat on a Saturday following Easter (possibly April 23 or 30) to brainstorm.	<b>ACTION: The Board will set a strategic plan retreat date.</b>
	lii. 2021 Annual Report	See document distributed at the meeting. Minor changes were recommended to the Annual Report document, including a promotion for purchase of cookbooks and a need for volunteers.	<b>ACTION: CEO Michael Dawber will redraft the Annual Report prior to distribution.</b>
6.0	CURRENT MEETING BUSINESS – FYI Items	See document distributed at the meeting. The Board has	<b>ACTION: CEO Michael Dawber</b>

	i. Letter, dated February 22 '22, re: Seniors Community Grant	received a three-month extension on the Seniors Community Grant eBook project. Hopefully, this will allow in-person training to be scheduled in the spring, and will result in higher usage statistics.	<b>will schedule and promote in-person training sessions on Axis360 for April and May.</b>
7.0	NEXT MEETING [#03-22] – SPECIAL – BUDGET 2022	Date T/B/A – Tuesday, March 29?	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 6:55 p.m.	

/msd