

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

Date	January 9, 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; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon; SOPOTIUCK, Norina.
Regrets	<i>none</i>

1.0	APPROVAL OF AGENDA	Motion 2018:1 [Heather Pater/ Donna Moen] “THAT the Agenda be approved as distributed.” <i>Carried.</i>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETINGS OF NOVEMBER 21, 2017, and DECEMBER 5, 2017	<i>See Document Sets A & B.</i> MOTION 2018:2 [Donna Moen / Heather Pater] “THAT the Minutes of the meetings of November 21, 2017, and December 5, 2017, 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. MOTION 2018:3 [Donna Moen / Norina Sopotiuuck] “THAT the CEO’s report be received and read.” <i>Carried.</i>	
	ii. Financial Report	<i>See Document Set D.</i> CEO Michael Dawber confirmed the Library raised over \$27,000 in 2017. Board Chair Gordon Prost recommended the \$5,000 private donation be held in reserve. Motion	

		2018:4 [Heather Pater / Norina Sopotiuuck] “THAT the Board confirms the transfer of \$5,000 to reserves, dated December 22, 2017, all funds to be spent in 2018.” By friendly amendment, the motion was changed to: “THAT the Board confirms the transfer of \$5,000 to reserves, dated December 22, 2017.” <i>Carried.</i> Motion 2018:5 [Donna Moen / Heather Pater] “THAT Disbursements for November and December 2017 in the amount of \$21,217.30 be approved as paid.” <i>Carried.</i>	
	iii. Fundraising Plans for 2018	There was a general discussion about the need to raise funds in 2018. CEO Michael Dawber confirmed the structural shortfall of about \$12,000 remains in the Library budget – the exact figure will be ready for the upcoming budget discussions. There was general agreement to hold a meeting with the Friends to plan fundraising.	
	v. Policy Review – PE16 (Professional Development)	<i>See document distributed at the November meeting.</i> MOTION 2018:6 [Norina Sopotiuuck / Donna Moen] “THAT Policy PE16 (Professional Development) be approved as presented.” <i>Carried.</i>	ACTION: CEO Michael Dawber will post the policy to the website.
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Policy Review – PE14 (Occ. Health & Safety, Working Alone & Workplace Violence)	<i>See Document Set E.</i>	ACTION: Trustees will review Policy PE16 for the February meeting.
6.0	CURRENT MEETING BUSINESS – FYI ITEMS	<i>none</i>	

7.0	Next Meeting [#02-18] and HOLIDAY SUPPER	There was consensus to hold the Board's annual holiday supper on Wednesday, January 31, at 5 p.m. in the Library. The next regular meeting of the Board will be Tuesday, February 13, at 7 p.m. in the Library.	
8.0	Adjournment	With no remaining business, the meeting adjourned at 7:35 p.m.	

/msd