

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

Date	July 13, 2021	Time	6:00 p.m.-7:12 p.m.
Chair / Facilitator	MOEN, Donna	Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; EWALD, Mayor Deb; McDONALD, Donna; MCGREEVY, Bob; MOEN, Donna.
Electronic Attendance	ROBINSON, Anna (left at 6:10 p.m. due to internet issues); NEILSON, Shawn (left at 6:15 p.m. due to internet issues)
Absent	WHIFFIN, Sandra.

0.0	CALL TO ORDER	Chair Donna Moen called the meeting to order at 6:00 p.m.	
1.0	APPROVAL OF AGENDA	MOTION 2021:13 [Deb Ewald / Bob McGreevy] "THAT the Agenda be approved as presented." Carried.	
1.1	MOTION 2021:17 - Discussion	Due to internet communication issues, Trustee Anna Robinson requested discussion of Motion 2021:17 be next on the agenda. She requested the Board delay approving the motion until a contractor for the new book return was approached a second time.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF MARCH 2, 2021	<i>See Document Set A.</i> Two minor corrections were made to the minutes. Regarding item 6.0 in the minutes, Trustee Donna McDonald reported that she had been advised by Town CAO Veldron Vogan that lottery/ticket licenses could only be used to raise funds for a third party if both the authorized ticket-selling entity and the recipient of the funds were <u>both</u> eligible for licensing. This has not been the case in the past, as the United Church Women raised funds for the Library by selling raffle tickets in 2017.	ACTION: CEO Michael Dawber will post the approved minutes to the Library website.

		MOTION 2021:14 [Bob McGreevy / Deb Ewald] “THAT the minutes of the meeting of March 2, 2021, be approved as corrected.” Carried.	
4.0	CURRENT MEETING BUSINESS – Decision Items i. CEO’s Report	<p><i>See Document Sets B, C and D.</i> CEO Michael Dawber provided a full update on Library activities since the last meeting in March. These included changes to services required by the provincial COVID restrictions. Doors-open service was permitted again effective July 2. A delay in receiving the annual service contract from Morley Township was followed up. Total revenue from cookbook sales to date was \$3,175. The Library book sale will take place on Facebook starting July 16. The CEO also presented a revised version of the Seniors Community Grant (SCG) application. Based on feedback from the regional services representative, information was added to many sections of the application. However, no changes were made to the proposed project budget.</p> <p>MOTION 2021:15 [Bob McGreevy / Deb Ewald] “THAT the CEO’s Report be received and read.” Carried.</p> <p>MOTION 2021:16 [Deb Ewald / Bob McGreevy] “THAT the Board confirms the authorization of the CEO to apply to the Seniors Community Grant program for \$24,332 to support the seniors eBook project.” Carried.</p>	ACTION: CEO Michael Dawber will submit the SCG application.
	ii. 2021 Budget	<p><i>See Document Sets E and F.</i> The Board reviewed the draft 2021 budget. The Board agreed that it would request a minimum increase of 2% from each municipality. The Board has not requested an increase from the Town since 2015. The budget will include an increase of 2% for staff. There was consensus that some funds would be earmarked for purchasing a new outdoor book return – the only question will be the vendor and final price. One vendor will be contacted again.</p> <p>MOTION 2021:24 [Deb Ewald / Donna McDonald] “THAT</p>	ACTION: CEO Michael Dawber will transfer the funds from reserves.

		<p>the 2021 budget be approved as presented.” <i>Carried.</i> MOTION 2021:17 [Bob McGreevy / Deb Ewald] “THAT the Board authorizes the CEO to withdraw a maximum of \$8,300 from reserves to purchase a new outdoor book return.” <i>Tabled.</i></p> <p>The Board also reviewed disbursements for the last five months. MOTION 2021:18 [Donna McDonald / Bob McGreevy] “THAT Disbursements for February 2021 in the amount of \$7,271.74 be approved as paid.” <i>Carried.</i> MOTION 2021:19 [Deb Ewald / Donna McDonald] “THAT Disbursements for March 2021 in the amount of \$8,760.01 be approved as paid.” <i>Carried.</i> MOTION 2021:20 [Donna McDonald / Bob McGreevy] “THAT Disbursements for April 2021 in the amount of \$13,298.22 be approved as paid.” <i>Carried.</i> MOTION 2021:21 [Bob McGreevy / Donna McDonald] “THAT Disbursements for May 2021 in the amount of \$5,481.78 be approved as paid.” <i>Carried.</i> MOTION 2021:22 [Donna McDonald / Deb Ewald] “THAT Disbursements for June 2021 in the amount of \$7,916.83 be approved as paid.” <i>Carried.</i></p>	
	<p>iii. Occupational Health & Safety Report dated May 14, 2021</p>	<p><i>See Document Set G.</i> CEO Michael Dawber notified the Board that, since the inspection, a serious issue has arisen with the lighting in the storeroom. The light is going off and on for no reason. This has been reported to the landlord several times – the problem is still not fixed. An alternate method has been found to dispose of shredded paper from the Library. MOTION 2021:23 [Donna McDonald / Bob McGreevy] “THAT the Occupational Health & Safety Report dated May 14, 2021, be received and read.” <i>Carried.</i></p>	<p>ACTION: CEO Michael Dawber will contact the landlord again about the problem light in the storeroom.</p>

6.0	CURRENT MEETING BUSINESS – Discussion Items	<i>none</i>	
7.0	CURRENT MEETING BUSINESS – FYI Items i. Letter, dated March 28 '21, from Borderland Pride re: donation. 2. Annual Service Contracts with Dawson and LOW Townships, dated April 15 '21 3. Letter, dated May 18 '21, from ADM Kevin Finnerty re: Summer Experience Grant.	<i>See Document Sets H, I, and J.</i>	
8.0	NEXT MEETING [#03-21]	Tuesday, September 14, 2021 – 7 p.m. in the Library	
9.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:12 p.m.	

/msd