MINUTES OF A MEETING OF THE
RAINY RIVER PUBLIC LIBRARY BOARD

Date	March 12, 2019		Time	7:00 p.m. - 8:30 p.m.
Chair / Facilitator	SOPOTIUCK, Norina		Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; HARTNELL, Andrew; McDONALD, Donna; McGREEVY, Bob; MOEN, Donna; NEILSON, Shawn; ROBINSON, Anna; SOPOTIUCK, Norina; WITTICH, Jodi.
Regrets	*none*

1.0	CALL TO ORDER APPROVAL OF AGENDA	**MOTION 2019:16 [Anna Robinson / Donna McDonald]** **"THAT the Agenda be approved as distributed."** *Carried.*	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. Budget for 2019	*See Document Set A.* The Board and staff reviewed the Library's financial position for 2019. The Library continues to labor under a structural shortfall that – due to increased costs and static or declining funding – has now grown to approximately $18,000. Options discussed included reducing public service hours to 22 per week from 25 (thereby cutting three hours per week from the CEO's schedule) and reducing staff development to $300 from $600. There was general agreement that service reductions would only increase existing staffing shortages, reduce patron access and send a negative signal to our funders. Therefore, items 1, 5 and 6 from the staffing section of the CEO's financial options report were removed. The revised Budget will require a fundraising commitment of $11,119 from the Board for 2019. There was general agreement that a long-term facility plan – as already envisaged in the Strategic Plan – would be needed	**ACTION: CEO Michael Dawber will revise the 2019 Budget figures as directed and send the final document to the Board and our funders as soon as the 2019 service contracts and covering letter are approved.**

		to improve the Library's finances in the long term. The Board will review striking a building committee at the March 26 meeting. **MOTION 2019:17 [Bob McGreevy / Donna Moen] "THAT the 2019 Budget is approved as amended, under category staffing and reserves."** *Carried.*	
	ii. Fundraising Plan for 2019 (deferred from January & February 2019 meetings)	There was a detailed discussion of the Board's fundraising obligations for 2019. CEO Michael Dawber confirmed the Board's fundraising responsibilities are set out in Policy GO3. There was general agreement that the Board needed a consolidated list of fundraising strategies/options with a view to creating a 2019 fundraising plan at the March 26 meeting. The CEO requested Board authorization to submit an application to the Sarah Badgley Literacy Fund for Rural Ontario Children. The application will seek $500 to support the TD Summer Reading Club. There was consensus to proceed. **MOTION 2019:18 [Anna Robinson / Shawn Neilson] "THAT the Board authorizes the CEO to apply to the Sarah Badgley Fund for $500 to support the summer reading program."** *Carried*.	**ACTION: All Trustees will send fundraising ideas to Anna Robinson before Saturday, March 16. She will forward a file with those ideas to the CEO.** **ACTION: CEO Michael Dawber will include the list of options generated by Anna in the March 26 meeting packages.** **ACTION: CEO Michael Dawber will contact the Town office re: licensing requirements for events involving tickets.**
4.0	Next Meeting	**Tuesday, March 26, 2019 – 7 p.m.**	
5.0	Adjournment	With no remaining business, the meeting adjourned at 8:30 p.m.	

/msd