

MINUTES OF THE RAINY RIVER PUBLIC LIBRARY BOARD

Date	March 20, 2012
Chair / Facilitator	ARMSTRONG, Linda

Time	7:05 p.m. – 7:45 p.m.
Recorder	DAWBER, Michael

Signature of Chair / Facilitator: _____

Signature of Recorder: _____

Present	ARMSTRONG, Linda; DAWBER, Michael; EWALD, Debbie; LUNDGREN, Terri Anne; PROST, Gordon; STAMLER, Gill.
Regrets	<i>none</i>
Absent	NORDBERG, Veronica

1.0	AGENDA	MOTION 2012:20 [Deb Ewald / Gill Stamler] “THAT the agenda be approved as distributed.” Carried. Additional items were added as follows: School Fundraising – Festival of Trees; OLS-N Thunder Bay Meeting; RR Trade Show – May 12.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF January 12, 2012	<i>See Document A. MOTION 2012:21 [Gill Stamler / Deb Ewald] – “THAT the Minutes of the Meeting of February 23, 2012, be approved as presented.” Carried.</i>	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS		
	i. CEO’s Report	<p><i>See Document Set B. MOTION 2012:22 [Deb Ewald / Gill Stamler] “THAT the CEO’s report be received and read.” Carried.</i></p> <p>The Board discussed the plans of Relief Librarian Shirlee Arnould for later this spring. MOTION 2012:23 [Deb Ewald / Gordon Prost] “THAT the CEO is authorized to advertise for the position of Relief Librarian, at the existing hours of work and rate of pay, if and when necessary.” Carried.</p> <p>The Board discussed the scheduling conflict between the Manitoba Library Association Conference and the Ontario Library Service-North networking meeting in Thunder Bay in May. MOTION 2012:24 [Gordon Prost / Deb Ewald] “THAT the CEO is authorized to attend the Ontario Library Service-North networking and training event in Thunder Bay (tentatively scheduled for May 15-16, 2012), with mileage and 50% of accommodation</p>	<p>ACTION: CEO Michael Dawber will place an advertisement in the <i>Rainy River Record</i> when necessary.</p> <p>ACTION: CEO Michael Dawber will co-ordinate his attendance at both the MLA conference and the OLS-N networking meeting if possible.</p>

		costs to be paid by OLS-North, all other expenses to be paid by the board per library policy.” Carried.	
	ii. Financial Report	<i>See Document Set C. MOTION 2012:25 [Gill Stamler / Gordon Prost] “THAT disbursements for February 2012 in the amount of \$7,178.02 be approved as paid.” Carried.</i>	
	iii. Policy Audit (Tabled from February)	MOTION 2012:26 [Gordon Prost / Deb Ewald] “THAT Policy GO3 (Fundraising and Financial Gifts) be approved as presented.” Carried.	ACTION: CEO Michael Dawber will ensure this policy is posted on the website.
	iv. Policy Audit (New)	MOTION 2012:27 [Deb Ewald / Gill Stamler] “THAT Policies SE11 (Collection Organization), SE12 (Facility Rental) and SE13 (Community Information and Public Posting) be approved as presented.” Carried.	ACTION: CEO Michael Dawber will ensure these policies are posted on the website.
	v. Suggestion Box – Shirlee Arnould re: Ontario Electronic Stewardship (OES)	<i>See Document D. The Board appreciated this suggestion but declined to proceed, as this service is already provided in the community.</i>	
	vi. Other Business – School Fundraising – Festival of Trees.	The Board reviewed the inquiry from the High School re: selling tickets for the Festival of Trees event. The Board declined, as this is not in compliance with our fundraising policy.	ACTION: CEO Michael Dawber will contact Meghan Shanks re: picking up the tickets.
	vi. Other Business – RR Trade Show	The Board discussed Shirlee Arnould’s suggestion re: a booth at the upcoming RR Trade Show. The Board will have library information available at one or more tables at the Show.	
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS		
	i. Application to Sarah Badgley Literacy Fund, 2012.	<i>See Document E. There was consensus to proceed with this application.</i>	ACTION: CEO Michael Dawber will file the application with the Rural Learning Association.
	ii. Policy Audit Update	<i>See Document F. The Board reviewed progress on the Policy Audit. Approximately 90% of all policies have now been reviewed and approved. Board By-laws will also need to be reviewed before summer.</i>	
6.0	CURRENT MEETING BUSINESS – FYI ITEMS		
	i. Report, Charlotte Anderson, Technology Co-ordinator	<i>See Document G.</i>	
	ii. Policy SE14 (Reference and Information Services)	<i>See Document H. This policy will be reviewed at the April meeting.</i>	
7.0	NEXT MEETING	Tuesday, April 24, 2012, at 7:00 p.m. in the library.	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:45 p.m.	

/msd