

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

Date	March 29, 2016
Chair / Facilitator	PROST, Gordon

Time	6:00 p.m.-7:40 p.m.
Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; EWALD, Debbie; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon.
Regrets	ARMSTRONG, Linda.

1.0	APPROVAL OF AGENDA	Motion 2016:22 [Heather Pater / Jen Maxfield] “THAT the Agenda be approved as distributed.” Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF FEBRUARY 9, 2016	<i>See Document Set A.</i> MOTION 2016:23 “[Jen Maxfield / Heather Pater] “THAT the minutes of the meeting of February 9, 2016, be approved as presented.” Carried.	ACTION: CEO Michael Dawber will post the minutes to the Library website.
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. 2016 Budget	<i>See Document Set B.</i> The Board had a wide-ranging discussion of the Library’s finances. There was consensus that the existing funding formula for the four contributing municipalities was out-of-date and not based on the value or cost of Library service. The lease for 334 4 th Street signed in 2013 creates a structural shortfall of \$3,480 annually. There is no core funding to cover that shortfall. There was agreement that additional charges should now be levied on each	ACTION: CEO Michael Dawber will revise the draft budget as directed by the Board and will bring back the final document for the April meeting. ACTION: Mayor Debbie

		municipality proportional to the eBook usage recorded for the Library members in that municipality. There was also agreement that Rainy River Town Council needed to advance the Library funding issue on a political level. The three non-statutory public holidays listed in Policy PE5 will be paid in 2016.	Ewald and Chair Gordon Prost will raise the need for political action on the Library funding issue at Town Council.
	i. (a) Sick Time for Staff [H. Pater]	Trustee Heather Pater raised the issue of paid sick time for staff. Currently, Library staff receive no paid sick days. There was no consensus to proceed with adding three paid sick days per year until after the municipalities respond to the 2016 funding request.	
	ii. CEO's Report	<i>See Document Set C.</i> CEO Michael Dawber reviewed recent library activities including the retirement tea for Gill Stamler. He reported the issue with the main door lock has been resolved. Motion 2016:24 [Jen Maxfield / Heather Pater] "THAT the CEO's report be received and read." Carried. Motion 2016:25 [Debbie Ewald / Donna Moen] "THAT the Board authorizes the CEO to apply to the Canada Post Community Foundation for a grant of \$5,784 in support of a Children's Audiovisual Centre." Carried.	
	iii. Financial Report	<i>See Document Set D.</i> MOTION 2016:26 [Donna Moen / Debbie Ewald] "THAT Disbursements for February 2016 in the amount of \$6,322.03 be approved as paid." Carried.	
	iv. Policy Review – Policies SE5 (Membership), SE7 (Home Library Services & Institutional Borrowers)	<i>Refer to documents distributed at previous meeting.</i> The Board discussed the non-resident charges shown in SE5. There was agreement that the non-resident fee should increase to \$35 per year from \$25 per year, and	ACTION: CEO Michael Dawber will bring back a revised text of Policy SE5 for approval at the April

		that the seasonal membership category would be discontinued. MOTION 2016:27 [Debbie Ewald / Donna Moen] “THAT Policy SE7 be approved as presented.” Carried.	meeting.
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Absence of Trustee Linda Armstrong	MOTION 2016:28 [Heather Pater / Debbie Ewald] “THAT the Board authorizes the absence of Trustee Linda Armstrong from the March 29/16 meeting.” Carried.	
6.0	Current Meeting Business – FYI ITEMS: i. RR District Library Co-operative – Draft Meeting Minutes – Jan. 25 '16		
7.0	NEXT MEETING [04-16]	Tuesday, April 29, 2016, @ 7 p.m. in the Library	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:40 p.m.	

/msd