

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

Date	March 2, 2021	Time	7:05 p.m.-8:05 p.m.
Chair / Facilitator	MOEN, Donna	Recorder	DAWBER, Michael

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

Present	DAWBER, Michael; EWALD, Debbie; McDONALD, Donna; MCGREEVY, Bob; MOEN, Donna; NEILSON, Shawn; ROBINSON, Anna; WHIFFIN, Sandra.
Regrets	<i>none</i>

0.0	CALL TO ORDER	Chair Donna Moen called the meeting to order at 7:00 p.m.	
1.0	APPROVAL OF AGENDA	MOTION 2021:1 [Bob McGreevy / Anna Robinson] "THAT the Agenda be approved as presented." Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	OFFICER ELECTIONS FOR 2021	By consensus, Michael Dawber was appointed Chief Election Officer and assumed the chair. For the position of Chair: Donna Moen was nominated by Debbie Ewald, seconded by Donna McDonald. Nomination accepted. No further nominations. Donna Moen was declared elected by acclamation. For the position of Vice-Chair: Bob McGreevy was nominated by Donna McDonald, seconded by Shawn Neilson. No further nominations. Bob McGreevy was declared elected by acclamation. Donna Moen resumed the chair at 7:10 p.m.	
4.0	MINUTES OF THE MEETING OF DECEMBER 1, 2020	<i>See Document Set A. MOTION 2021:2 [Anna Robinson / Bob McGreevy] "THAT the minutes of the meeting of December 1, 2020, be approved as presented." Carried.</i>	ACTION: CEO Michael Dawber will post the approved minutes to the Library website.

5.0	CURRENT MEETING BUSINESS – Decision Items i. CEO’s Report	<p><i>See Document Set B.</i> CEO Michael Dawber provided a full update on Library activities since the last meeting in December. These included changes to services required by the provincial COVID stay-at-home order.</p> <p>MOTION 2021:3 [Anna Robinson / Bob McGreevy] “THAT the CEO’s Report be received and read.” Carried.</p> <p>MOTION 2021:4 [Bob McGreevy / Anna Robinson] “THAT the Board confirms the authorization of the CEO to apply to the 2021 Summer Experience Program for \$3,723 for one student employee.” Carried.</p> <p>MOTION 2021:5 [Shawn Neilson / Donna McDonald] “THAT the Board confirms the authorization of the CEO to apply to NewGold for \$1,750 to support eBook purchases.” Carried.</p>	
	ii. Financial Report	<p><i>See Document Set C.</i> The Board reviewed disbursements for December 2020 and January 2021. He also confirmed that the Board’s financial audit for 2019 had been received, and that the 2020 audit had been completed remotely by BDO.</p> <p>MOTION 2021:6 [Debbie Ewald / Donna McDonald] “THAT Disbursements for December 2020 in the amount of \$9,281.93 be approved as paid.” Carried.</p> <p>MOTION 2021:7 [Shawn Neilson / Debbie Ewald] “THAT Disbursements for January 2021 in the amount of \$4,092.52 be approved as paid.” Carried.</p> <p>MOTION 2021:8 [Debbie Ewald / Shawn Neilson] “THAT the Board confirms the memorandum issued December 21, 2020, by the Chair and Vice-chair regarding Policy GO1.” Carried.</p> <p>MOTION 2021:11 [Sandra Whiffin / Debbie Ewald] “THAT the Board authorizes the transfer of \$4,798 in 2020/21 Pay Equity funding from reserves to the current account.” Carried.</p>	<p>ACTION: CEO Michael Dawber will transfer the funds from reserves.</p>

	lii. 2020 Annual Report	<i>See Document Set D.</i> The Board reviewed the 2020 annual report handout. MOTION 2021:9 [Shawn Neilson / Donna McDonald] “THAT the 2020 Annual Report be approved as presented.” Carried.	ACTION: CEO Michael Dawber will distribute the Annual Report.
	iv. Occupational Health & Safety Report dated February 20, 2021	<i>See Document Set E.</i> CEO Michael Dawber confirmed the flooring in the children’s section was replaced by the landlord. Replacement legs for the damaged meeting table are being provided at no cost by Wilson’s. MOTION 2021:12 [Debbie Ewald / Donna McDonald] “THAT the Occupational Health & Safety Report dated February 20, 2021, be received and read.” Carried.	
	v. Fundraising Plan for 2021: Cookbook [D. McDonald]	<i>See Document Set F.</i> Trustee Donna McDonald updated the Board on the status of the 65 th Anniversary Cookbook project. There was general agreement that the title would be “Food for Thoughts” and that 300 books would be ordered at the start. With camera-ready text and artwork, the Board will be able to order additional copies if needed. MOTION 2021:10 [Shawn Neilson / Sandra Whiffin] “THAT the Board confirms the printing contract for the 65th anniversary cookbook with Gateway Rasmussen, at a projected cost of \$2,058 plus tax and shipping for 300 cookbooks.” Carried.	ACTION: Trustee Donna McDonald will confirm changes to the contract terms with Gateway Rasmussen.
6.0	CURRENT MEETING BUSINESS – Discussion Items i. Friends of the Library [D. McDonald]	Trustee – and Friends of the Library liaison - Donna McDonald recommended the Friends of the Library reform and register as a charity with the Canada Revenue Agency. Mayor Debbie Ewald recommended speaking with Town CAO Veldron Vogan about charitable status for Town-related entities.	ACTION: Trustee Donna McDonald will speak with Town CAO Veldron Vogan.
7.0	CURRENT MEETING BUSINESS – FYI Items i. Final Report from Student Library Assistant Emma Olson, December 22, 2020 ii. Interlibrary Loan Activity Report for 2020	<i>See Document Sets G, H, I, and J.</i>	

	iii. Ontario Government News Release dated Feb. 4 '21 re: Broadband Access iv. Letter from OLS-N/SOLS dated Jan. '21 re: merged OLS Board		
8.0	NEXT MEETING [#02-21]	Tuesday, April 13, 2021 – 7 p.m. in the Library	
9.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 8:05 p.m.	

/msd