

MINUTES OF THE RAINY RIVER PUBLIC LIBRARY BOARD

Date	May 28, 2013
Chair / Facilitator	ARMSTRONG, Linda

Time	6:55 p.m.-7:50 p.m.
Recorder	DAWBER, Michael

Signature of Chair / Facilitator: _____

Signature of Recorder: _____

Present	ARMSTRONG, Linda; DAWBER, Michael; EWALD, Debbie; NORDBERG, Veronica; PROST, Gordon; STAMLER, Gill.
Guest	VOGAN, Veldron (leaves 7:30 p.m.)
Absent	LUNDGREN, Terri Anne

1.0	AGENDA	The following item was added as 1.1: "2012 Audit and Financial Record-Keeping." MOTION 2013:38 [Gill Stampler / Debbie Ewald] "THAT the agenda be approved as amended." Carried.	
1.1	2012 AUDIT AND FINANCIAL RECORD-KEEPING	<p><i>See Document Set G.</i> The Board reviewed the Town's commitment to provide financial record-keeping for the Library for 2012. There was consensus that the agreement had not functioned as expected. As previously agreed, there was consensus that town staff would provide financial record-keeping through the Assyst system for the Library for 2013. CEO Michael Dawber will provide library financial records in their existing electronic format for town staff to input. These records will be sent to the town office every two weeks, when library payroll is processed. There was consensus the town would provide the necessary financial reports requested by the Board on a monthly basis. The agreement is contingent on the town meeting the conditions of Library Board Motion 2013:23. The Board also discussed the 104% increase in audit fees levied by BDO. The email received from BDO dated May 23, 2013, failed to provide an itemized explanation of the invoice.</p> <p>MOTION 2013:43 [Veronica Nordberg / Gordon Prost] "THAT the CEO is authorized to withdraw \$1,000 from reserves for the 2012 Audit Fees." Carried.</p>	ACTION: CEO Michael Dawber will send financial records to the town ASAP and then every two weeks after.
2.0	CONFLICT OF INTEREST DECLARATION		

3.0	MINUTES OF THE MEETING OF APRIL 30, 2013	<i>See Document Set A. MOTION 2013:39 [Debbie Ewald / Gill Stamler] "THAT the Minutes of the Meeting of April 30, 2013, be approved as presented." Carried.</i>	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS		
	i. CEO's Report	<i>See Document Set B. MOTION 2013:40 [Gill Stamler / Debbie Ewald] "THAT the CEO's report be received and read." Carried.</i> MOTION 2013:41 [Gordon Prost / Veronica Nordberg] "THAT the CEO is authorized to make all necessary arrangements for the hiring, training and payment of the Summer Experience Student." Carried.	
	ii. Financial Report	<i>See Document Set C. MOTION 2013:42 [Gordon Prost / Veronica Nordberg] "THAT disbursements for April 2013 in the amount of \$7,284.04 be approved as paid." Carried.</i>	
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS	<i>None</i>	
6.0	CURRENT MEETING BUSINESS – FYI ITEMS		
	i. 2012 Interlibrary Loan Statistics ii. "The 21st Century Public Library" iii. Professional Development Report – Michael Dawber, OLS-N Networking Meeting	<i>See Documents D, E, F.</i>	
7.0	NEXT MEETING	Tuesday, June 25, 7 p.m. Meeting will be followed by a spaghetti supper at Gordon Prost's.	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:50 p.m.	

/msd