

MINUTES OF THE RAINY RIVER PUBLIC LIBRARY BOARD

Date	May 29, 2012
Chair / Facilitator	ARMSTRONG, Linda

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

Signature of Chair / Facilitator: _____

Signature of Recorder: _____

Present	ARMSTRONG, Linda; DAWBER, Michael; EWALD, Debbie; LUNDGREN, Terri Anne; NORDBERG, Veronica; PROST, Gordon.
Regrets	STAMLER, Gill.

1.0	AGENDA	MOTION 2012:34 [Deb Ewald / Veronica Nordberg] “THAT the agenda be approved as distributed.” Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF MARCH 20, 2012	<i>See Document A.</i> MOTION 2012:35 [Gordon Prost / Deb Ewald] “THAT the Minutes of the Meeting of April 24, 2012 be approved as presented.” Carried.	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS		
	i. CEO’s Report	<i>See Document Set B.</i> MOTION 2012:36 [Gordon Prost / Veronica Nordberg] “THAT the CEO’s report be received and read.” Carried.	ACTION: CEO Michael Dawber will investigate the Board’s obligations under the “WorkWell” program.
	ii. Financial Report	<i>See Document Set C.</i> MOTION 2012:37 [Gordon Prost / Deb Ewald] “THAT disbursements for April 2012 in the amount of \$4,232.94 be approved as paid.” Carried. MOTION 2012:38 [Gordon Prost / Deb Ewald] “THAT the Board acknowledges the temporary transfer of \$2,666.67 from reserves to the current account for cash flow, made May 23, 2012, and directs those funds be returned to reserves as soon as possible.” Carried.	
	iii. Changes to Library Service Fees	MOTION 2012:39 [Veronica Nordberg / Gordon Prost] “THAT, effective July 1, 2012, service fees for photocopying shall be 40¢ per page in all instances, and that service fees for faxing shall be \$1.00 per page in all instances.” Carried.	ACTION: CEO Michael Dawber will notify the town office of the changes.
	iv. Holiday Closures, Christmas 2012	MOTION 2012:40 [Veronica Nordberg / Deb Ewald] “THAT the library shall be closed on Tuesday, December 25, Wednesday, December 26, and	ACTION: CEO Michael Dawber will notify the JASI Helpdesk of

		Tuesday, January 1, 2013.” Carried.	the approved closures.
	v. Policy Audit - Policies PE14 (Working Alone), SE15 (Programming), SE16 (Local History Collections)	<p>MOTION 2012:41 [Deb Ewald / Gordon Prost] “THAT Policies PE14 (Working Alone), SE15 (Programming), and SE16 (Local History Collections) be approved as presented.” Carried.</p> <p>MOTION 2012:42 [Veronica Nordberg / Gordon Prost] “THAT Policy SE3 (Internet Access) be amended by striking out: Section 4(c); Section 5, bullet points 8 and 10; and, in Section 6, sentence 18.” Carried.</p> <p>MOTION 2012:43 [Veronica Nordberg / Gordon Prost] “THAT Policy PE3 (Hours of Work) be amended by striking out Section 1 and substituting the following therefore: ‘The regular hours of work for all Library staff shall fall during the following periods: Tuesdays and Thursdays: 2 pm-7 pm. Wednesdays, Fridays and Saturdays: 11 am-4 pm.’” Carried.</p>	ACTION: CEO Michael Dawber will ensure the new and revised policies are posted to the library website.
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS		
	i. Policy Audit – Board Bylaws – Policy GOO (Administration of the Library Board)	<i>See Document D.</i>	ACTION: Board members shall review policy for the June meeting.
6.0	CURRENT MEETING BUSINESS – FYI ITEMS		
	<p>i. Professional Development Report – Dawber – Manitoba Library Association Conference; OLS-N Thunder Bay CSI Meeting</p> <p>ii. Report, Charlotte Anderson, Technology Co-ordinator</p> <p>iii. Letter, dated May 11, 2012, from Rainy River Resources, re: Review Document</p> <p>iv. Letter, dated May 15, 2012, from Barbara Franchetto, SOLS, re: completion of Advanced EXCEL by Michael Dawber</p>	<i>See Documents E, F, G, H.</i>	
7.0	NEXT MEETING	Wednesday, June 20.	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:45 p.m.	

/msd