

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

<b>Date</b>	November 21, 2017	<b>Time</b>	7:05 p.m. - 7:30 p.m.
<b>Chair / Facilitator</b>	PROST, Gordon	<b>Recorder</b>	DAWBER, Michael

Signature of Chair / Facilitator: \_\_\_\_\_ Signature of Recorder: \_\_\_\_\_

<b>Present</b>	DAWBER, Michael; MAXFIELD, Jen; PATER, Heather; PROST, Gordon; SOPOTIUCK, Norina.
<b>Regrets</b>	MOEN, Donna.

1.0	APPROVAL OF AGENDA	<b>Motion 2017:51 [Heather Pater/ Jen Maxfield] “THAT the Agenda be approved as distributed.”</b> <i>Carried.</i>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF OCTOBER 24, 2017	<i>See Document Set A.</i> <b>MOTION 2017:52 [Jen Maxfield / Heather Pater] “THAT the Minutes of the meeting of October 24, 2017, be approved as presented.”</b> <i>Carried.</i>	<b>ACTION: CEO Michael Dawber will post the corrected minutes to the Library website.</b>
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. CEO’s Report	<i>See Document Set B.</i> CEO Michael Dawber discussed the Library’s recent activities. <b>MOTION 2017:53 [Heather Pater / Jen Maxfield] “THAT the CEO’s Report be received and read.”</b> <i>Carried.</i> <b>MOTION 2017:54 [Jen Maxfield / Heather Pater] “THAT the Library Board approves the transfer of \$7,430 to reserves per the Improving Library Digital Services and \$10,000 private donation</b>	

		<p>spending plans.” <i>Carried.</i> <b>Motion 2017:55 [Heather Pater / Norina Sopotiuuck] “THAT the Board approves the transfer of the 2017-18 Pay Equity Grant of \$4,798 to reserves – all funds to spend on maintenance of Pay Equity in 2018.” <i>Carried.</i></b></p>	
	ii. Financial Report	<p><i>See Document Set C.</i> CEO Michael Dawber indicated he had not received an updated financial report from the town office prior to the meeting. <b>Motion 2017:56 [Norina Sopotiuuck / Heather Pater] “THAT Disbursements for October 2017 in the amount of \$12,596.40 be approved as paid.” <i>Carried.</i></b></p>	
	<p>iii. Occupational Health &amp; Safety Inspection dated November 7, 2017.</p> <p>iv. Occupational Health &amp; Safety Inspection dated September 23, 2017.</p>	<p><i>See Document Set D.</i> <b>Motion 2017:57 [Heather Pater / Norina Sopotiuuck] “THAT the Occupational Health &amp; Safety Inspections dated September 23, 2017, and November 7, 2017, be received and read.” <i>Carried.</i></b></p>	
	v. Policy Review – SE16 (Local History Collections)	<p><i>See document distributed at the October meeting.</i> <b>MOTION 2017:58 [Norina Sopotiuuck / Heather Pater] “THAT Policy SE16 (Local History Collections) be approved as presented.” <i>Carried.</i></b></p>	<p><b>ACTION: CEO Michael Dawber will post the policy to the website.</b></p>
5.0	<p>CURRENT MEETING BUSINESS – DISCUSSION ITEMS</p> <p>i. Policy Review – PE16 (Professional Development)</p>	<p><i>See Document Set E.</i></p>	<p><b>ACTION: Trustees will review Policy SE16 for the January meeting.</b></p>
6.0	CURRENT MEETING BUSINESS – FYI ITEMS	<p><i>none</i></p>	

7.0	Next Meeting [#10-17]	There was consensus to hold the Board's annual holiday supper in January 2018. The meeting for December 2017 will be held only to elect the officers for 2018 and deal with urgent items. Tuesday, January 5, 2017 – 7 p.m.	
8.0	Adjournment	With no remaining business, the meeting adjourned at 7:30 p.m.	

/msd