

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

Date	October 20, 2015
Chair / Facilitator	ARMSTRONG, Linda

Time	7:00 p.m.-7:50 p.m.
Recorder	DAWBER, Michael

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

Present	ARMSTRONG, Linda; DAWBER, Michael; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon.
Regrets	<i>None</i>

0.0	CALL TO ORDER	Chair Linda Armstrong called the meeting to order at 7 p.m. The Chair confirmed the Board had received verbal notice of the resignation of Trustee Gill Stamler with immediate effect. Written notice is to follow. The Board thanked Gill for her many years of service and will arrange a recognition event.	ACTION: CEO Michael Dawber will organize recognition for Gill Stamler.
1.0	APPROVAL OF AGENDA	Motion 2015:55 [Heather Pater / Jen Maxfield] “THAT the Agenda be approved as amended.” <i>Carried.</i>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF SEPTEMBER 4, 2015	<i>See Document Set A.</i> MOTION 2015:56 [Jen Maxfield / Heather Pater] “THAT the minutes of the meeting of September 4, 2015, be approved as presented.” <i>Carried.</i>	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS	<i>See Document Sets B and C.</i> CEO Michael Dawber reviewed the Library’s activities in September and	ACTION: CEO Michael Dawber and Chair Linda

i. CEO's Report	<p>October. The Board reviewed the proposed spending plan for the 2015-16 Capacity Fund grant (\$8,569) and there was consensus to proceed as described in the plan. This will be incorporated into the 2016 budget next winter.</p> <p>MOTION 2015:57 [Jen Maxfield / Gordon Prost] "THAT the CEO's report be received and read." <i>Carried.</i></p> <p>MOTION 2015:58 [Heather Pater / Jen Maxfield] "THAT the BOARD approves the Seven Generations Addendum to the Rainy River District Co-operative Agreement, as distributed, and authorizes the CEO and Board Chair to sign the agreement." <i>Carried.</i></p>	<p>Armstrong will sign the Addendum and return it to the Fort Frances Library.</p>
ii. Financial Report.	<p><i>See Document Set C.</i> CEO Michael Dawber reviewed the Library's finances. It was noted that the financial report from the Town still contained the 2014 budget figures and, therefore, the YTD percentages were not correct. Motion 2015:59 [Gordon Prost / Heather Pater] "THAT Disbursements for September 2015 in the amount of \$7,131.81 be approved as paid." <i>Carried.</i></p>	<p>ACTION: CEO Michael Dawber will ask the Town staff to update the budget figures in their spreadsheets.</p>
iii. Occupational Health & Safety Inspection, dated October 10, 2015	<p><i>See Document Set E.</i> Motion 2015:60 [Gordon Prost / Heather Pater] "THAT the Occupational Health & Safety Inspection dated October 10, 2015, be received and read." <i>Carried.</i></p>	
iv. Policy Review – PE7 & PE8	<p>MOTION 2015:61 [Heather Pater / Donna Moen] "THAT Policies PE7 and PE8 be approved as</p>	

		presented.” Carried.	
	v. Multi-Year Accessibility Plan	MOTION 2015:62 [Heather Pater / Jen Maxfield] “THAT the Multi-Year Accessibility Plan be approved as presented.” Carried.	ACTION: CEO Michael Dawber will post the Plan on the Library website.
	vi. Pay Equity Maintenance Plan	MOTION 2015:63 [Heather Pater / Donna Moen] “THAT the Pay Equity Maintenance Plan be approved as presented.” Carried.	
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. Motion re eBook Prices	<i>Refer to Document F.</i> The Board reviewed the motion received regarding eBook prices and agreed Town Council should endorse.	ACTION: Trustee Gordon Prost will notify Council of the Board’s support for this motion.
6.0	CURRENT MEETING BUSINESS – FYI Items i. ROI Project – Summary of Proposal ii. CEO’s Performance Appraisal, dated September 8, 2015 iii. Policies PE9 (Personnel Records), PE11 (Managing Emergencies”	<i>Refer to Document Sets G, H and I.</i>	ACTION: Trustees will review the policies for decision at the December meeting.
7.0	NEXT MEETING [10-15] – Regular	Wednesday, December 2, 2015 – 4:30 p.m., to be followed by annual holiday supper at 5:30 p.m. at the Roadside.	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:50 p.m.	

/msd