

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

<b>Date</b>	September 14, 2021	<b>Time</b>	7:00 p.m.-8:00 p.m.
<b>Chair / Facilitator</b>	MOEN, Donna	<b>Recorder</b>	DAWBER, Michael

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

<b>Present</b>	DAWBER, Michael; EWALD, Mayor Deb; McDONALD, Donna; McGREEVY, Bob; MOEN, Donna; ROBINSON, Anna.
<b>Absent</b>	<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	The following items were added to the agenda: 5.1. Meeting times; 5.2. Fort Frances Library Friends; 5.3 Board Renewal. <b>MOTION 2021:25 [Deb Ewald / Donna McDonald] "THAT the Agenda be approved as amended." Carried.</b>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF JULY 13, 2021	<i>See Document Set A.</i> CEO Michael Dawber confirmed the landlord had repaired the light in the storeroom – this was an action item from 4.iii of the minutes. <b>MOTION 2021:26 [Donna McDonald / Deb Ewald] "THAT the minutes of the meeting of July 13, 2021, be approved as presented." Carried.</b>	<b>ACTION: CEO Michael Dawber will post the approved minutes to the Library website.</b>
4.0	CURRENT MEETING BUSINESS – Decision Items i. CEO's Report and i.a. Ontario Public Library Week (Oct 18-24 '21)	<i>See Document Set B.</i> CEO Michael Dawber provided a full update on Library activities since the last meeting in July. The Board agreed to hold an on-line silent auction for Ontario Public Library Week (Oct 18-24). The purchase of a new book return can go ahead as budgeted. <b>MOTION 2021:27 [Donna McDonald / Anna Robinson] "THAT the CEO's Report be received and read." Carried.</b>	<b>ACTION: CEO Michael Dawber will proceed with the purchase of the new dropbox.</b> <b>ACTION: All trustees will encourage donations for the OPLW silent auction.</b>

		<p><b>MOTION 2021:28 [Anna Robinson / Donna McDonald] “THAT the Board accepts with regrets the resignation of Trustee Sandra Whiffin, effective July 15, 2021.” Carried.</b></p> <p><b>MOTION 2021:29 [Deb Ewald / Donna McDonald] “THAT the Board accepts with regrets the resignation of Trustee Shawn Neilson, effective July 30, 2021.” Carried.</b></p>	
	ii. Financial Report	<p><i>See Document Set C.</i> The Board reviewed the Library’s financial position and expenditures for July and August.</p> <p><b>MOTION 2021:30 [Bob McGreevy / Deb Ewald] “THAT disbursements for July and August 2021 in the amount of \$13,317.39 be approved as paid.” Carried.</b></p>	
	iii. Reconciliation Day Stat Holiday	<p>The Board discussed the new federal Reconciliation Day statutory holiday. CEO Michael Dawber recommended the day be added to the list of public holidays recognized by the Library, and that staff receive stat holiday pay at the usual rate. Mayor Deb Ewald confirmed both union and non-union town staff are receiving the day. There was general agreement that the Board would make interim provision for payment in 2021, with a revision to the related policy (PE5) to be approved at the October meeting. <b>MOTION 2021:31 [Deb Ewald / Bob McGreevy] “THAT the Board approves the CEO’s recommendations regarding Reconciliation Day.” Carried.</b></p>	<p><b>ACTION: CEO Michael Dawber will make arrangements (including publicity) for the Reconciliation Day closure.</b></p>
5.0	<p>CURRENT MEETING BUSINESS – Discussion Items</p> <p>i. Meeting times</p>	<p>The Board discussed moving meetings to daytime hours. It was noted meetings during working hours on weekdays prevent people of working age from joining the Board. The Board agreed that remaining flexible on meeting times and dates was a sensible approach when recruiting new trustees.</p>	<p><b>ACTION: Meeting times will return to 6 p.m. starting in October 2021.</b></p>
	ii. Fort Frances Library Friends	<p>Trustee Donna McDonald reported on a conversation she had with the Fort Frances Friends of the Library group. The Fort Friends indicated they were not actively</p>	<p><b>ACTION: Trustee Donna McDonald will speak with Kitty Gale regarding the Friends</b></p>

		fundraising as the Library had received a substantial bequest. There was general agreement she could approach Friends volunteer Kitty Gale about restarting our group.	<b>Group.</b>
	lii. Board Renewal	Trustee Bob McGreevy recommended the Board discuss a trustee recruitment strategy at the next meeting. CEO Michael Dawber confirmed the Board still had the minimum legal complement of trustees (five), but that Town Council had the authority to appoint more if it chose to do so. Social media advertizing and use of the talker boards on Highway 11 were both recommended.	<b>ACTION: CEO Michael Dawber will contact staff at MHSTCI regarding current requirements of newspaper recruitment advertizing for trustees. ACTION: Trustee Bob McGreevy will lead a conversation about the recruitment strategy at the October meeting.</b>
6.0	CURRENT MEETING BUSINESS – FYI Items I. Policy Review – PE5 (Holidays), PE8 (End of Employment), PE9 (Personnel Files), PE11 (Managing Emergencies)	<i>See Document Sets D, E, F, and G.</i> Trustees Anna Robinson and Donna McDonald suggested changes to the wording of policies PE5, PE8 and PE9. These changes will be incorporated into the versions in the October meeting package.	
7.0	NEXT MEETING [#04-21]	Tuesday, October 19, 2021 – 6 p.m. in the Library	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 8:00 p.m.	

/msd