

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

<b>Date</b>	September 17, 2019	<b>Time</b>	7:00 p.m.-7:50 p.m.
<b>Chair / Facilitator</b>	SOPOTIUCK, Norina	<b>Recorder</b>	DAWBER, Michael

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

<b>Present</b>	DAWBER, Michael; HARTNELL, Andrew; MCGREEVY, Bob; MOEN, Donna; NEILSON, Shawn; SOPOTIUCK, Norina.
<b>Regrets</b>	McDONALD, Donna; ROBINSON, Anna.

1.0	CALL TO ORDER APPROVAL OF AGENDA	The following item was added to the agenda – 1.1 – Statement by the Chair. <b>MOTION 2019:41 [Donna Moen / Bob McGreevy] “THAT the Agenda be approved as amended.” Carried.</b>	
1.1	STATEMENT BY THE CHAIR	<i>See letter distributed at the meeting.</i> Chair Norina Sopotiuuck confirmed she would be resigning from the Board effective September 30, 2019. The Board thanked Norina for her commitment and contribution to the Library. <b>MOTION 2019:48 [Shawn Neilson / Bob McGreevy] “THAT the Board accepts with regret the resignation of Norina Sopotiuuck from the Library Board, effective September 30, 2019; and, that the Board directs the CEO to advertize for one or more additional Trustees.” Carried.</b>	<b>ACTION: CEO Michael Dawber will make arrangements for the recruitment advertizing.</b>
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETING OF JUNE 19, 2019	<i>See Document Set A.</i> <b>MOTION 2019:42 [Bob McGreevy / Donna Moen] “THAT the minutes of the meeting of June 19, 2019, 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>See Document Set B.</i> CEO Michael Dawber provided a summary of the Library’s activities over the summer. The	<b>ACTION: Trustees attending the October 5 Board training</b>

	i. CEO's Report	<p>Summer Reading Club had good registration and enthusiastic participation, but very uneven attendance. This will be taken into account for 2020. All contracting township payments have now been received. However, there is no timeline on when the annual Public Library Operating Grant application window will open. <b>MOTION 2019:43 [Donna Moen / Bob McGreevy] "THAT the CEO's report be received and read." Carried. MOTION 2019:44 [Andrew Hartnell / Bob McGreevy] "THAT the CEO is authorized to attend the Ontario Library Association Child &amp; Youth Expo in Thunder Bay, October 16, 2019, at his own expense – supply coverage to be provided." Carried.</b></p>	<p><b>workshop in Emo will make carpool arrangements as needed.</b></p>
	i.a. Letter to Ministry re: Interlibrary Loan	<p><i>See Document Set C.</i> CEO Michael Dawber described the on-going issues with interlibrary loan in Ontario. The Manitoba system is functioning normally and is now providing the bulk of our inbound loans. We are currently a 3:1 net lender to other Ontario libraries and it is not reasonable (or affordable) for this to continue. There was consensus to move ahead with the letter to the Minister urging cost-saving, and environmentally-friendly, cloth bags be used for ILLO in Ontario. <b>MOTION 2019:44 [Andrew Hartnell / Bob McGreevy] "THAT the letter to Minister MacLeod regarding interlibrary loan services be approved." Carried.</b></p>	<p><b>ACTION: CEO Michael Dawber will send the letter to the Minister with copies to MPP Greg Rickford and the Minister of the Environment.</b></p>
	i.b. 2019 Fundraising Plan: OPLW Book Sale & Silent Auction, Oct 22-26	<p>The Board reviewed progress on the 2019 fundraising plan. The annual Ontario Public Library Week (OPLW) book sale and silent auction will go ahead October 22-26. There was general agreement that the proposed pork roast supper for October 19 should be delayed until March 2020. The The fall Clothing Exchange event will go ahead as the closing event of OPLW: Saturday, October 26, 7 pm-9 pm.</p>	<p><b>ACTION: Donna Moen will confirm details for the Clothing Exchange.</b></p> <p><b>ACTION: Trustees available to volunteer for the OPLW events will be contacted by Kitty Gale.</b></p>

	ii. Financial Report	See Document Set D and document distributed at the meeting. CEO Michael Dawber reviewed the Library's current financial situation. <b>MOTION 2019:47 [Andrew Hartnell / Bob McGreevy] "THAT Disbursements for June, July and August 2019 in the amount of \$21,214.51 be approved as paid." Carried.</b>	
	iii. Occupational Health & Safety Inspections – July 27 and September 7, 2019	See Document Sets E and F. CEO Michael Dawber confirmed that a serious water issue has been found on the east side of the Library. Some flooring and drywall must be removed and replaced. This same issue happened in 2010. Work is slated to begin September 23. After 10+ years of complaints, the thermostat has finally been relocated from Service Ontario to the basement stairwell. The fire extinguishers have also been reinspected.	<b>ACTION: CEO Michael Dawber will write to the landlord regarding the recurring water damage issue.</b>
	iv. New Gold Meeting Room Project	CEO Michael Dawber indicated the project was underway and an order for the new furniture would be placed shortly.	
5.0	CURRENT MEETING BUSINESS – Discussion Items I. Investing in Canada Infrastructure Program	See Document Set G. The Board reviewed the announced Canada Infrastructure Program. Coun. Andrew Hartnell stated Town Council was investigating the Program but that the very tight application deadline (November 12) might make it impossible for the Town to apply in time. There was general agreement that the Board should send a letter of support to Council.	<b>ACTION: CEO Michael Dawber will draft a letter and – due to the short timelines involved – will circulate it to the Board by email for review and approval.</b>
6.0	CURRENT MEETING BUSINESS – FYI Items	None	
7.0	Next Meeting [#09-19]	Tuesday, October 29, 2019 – 7 p.m.	
8.0	Adjournment	With no remaining business, the meeting adjourned at 7:50 p.m.	

/msd