

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

Date	September 20, 2016
Chair / Facilitator	PROST, Gordon

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

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

Present	DAWBER, Michael; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon; SOPOTIUCK, Norina.
Absent	EWALD, Debbie.

1.0	APPROVAL OF AGENDA	The following items were added to the Agenda: under 4.ii (Financial Report) – Grant Applications; under 4.v (Other) – Building Inquiry; Rainy River Record. Motion 2016:50 [Heather Pater/ Donna Moen] “THAT the Agenda be approved as amended.” Carried.	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETINGS OF JUNE 10, 2016, AND AUGUST 31, 2016	<i>See Document Sets A and B. Motion 2016:51 [Jen Maxfield / Heather Pater] “THAT the Minutes of the meetings of June 10, 2016, and August 31, 2016, be approved as presented.” Carried.</i>	ACTION: CEO Michael Dawber will post the approved minutes to the Library website.
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS		
	i. CEO’s Report	<i>See Document Set C. CEO Michael Dawber reviewed Library activities in June, July and August. Chair Gordon Prost noted he had received an email from the Fort Frances Library indicating the proposed plan to enable</i>	

		<p>student access to the District eBook Co-operative through reciprocal borrowing memberships would be acceptable. Motion 2016:52 [Heather Pater / Norina Sopotiuick] “THAT the CEO’s report be received and read.” Carried.</p>	
ii. Financial Report		<p><i>See Document Set D and additional documents handed out at the meeting.</i> CEO Michael Dawber noted some corrections to be made to the financial statement. Motion 2016:53 [Norina Sopotiuick / Heather Pater] “THAT Disbursements for June, July and August 2016 in the amount of \$24,364.30 be approved as paid.” Carried. Motion 2016:56 [Heather Pater / Donna Moen] “THAT the Board confirms the temporary transfer of \$3,000 from reserves on June 24, 2016, for cash flow purposes, and confirms the return of those funds to reserves on August 13, 2016.” Carried.</p> <p>CEO Michael Dawber alerted the Board to two funding opportunities: one through the Healthy Kids Community Challenge and a second through Tbaytel. The proposed HKCC application would be for \$300 to purchase water-related children’s books. The TBaytel application would be for up to \$5,000 for a children’s audiovisual centre. There was consensus that the CEO could proceed with applications to both funds as discussed. Motion 2016:57 [Heather Pater / Jen Maxfield] “THAT the Board authorizes the CEO to apply to the ‘Healthy Kids Community Challenge Fund’ and ‘Tbaytel for Good’ for a maximum of \$300</p>	<p>ACTION: CEO Michael Dawber will file the grant applications as discussed.</p>

		and \$5,000, respectively.” Carried.	
	iii. 2016 Genre Pool Agreement	<i>See Document Set E.</i> There was agreement to proceed with this pool, with a recommendation to seek a community or corporate donation to cover the cost. Motion 2016:54 [Donna Moen / Jen Maxfield] “THAT the Board approves participation in the OLS-North Genre Pool at a total cost of \$550.” Carried.	ACTION: CEO Michael Dawber will complete and send the contract for the Genre Pool.
	iv. Occupational Health and Safety Reports – July 27, 2016; September 10, 2016.	<i>See Document Sets F and G.</i> CEO Michael Dawber noted the carpet cleaning was completed as scheduled in August. Motion 2016:55 [Jen Maxfield / Norina Sopotiuick] “THAT the Occupational Health and Safety Reports dated July 27, 2016, and September 10, 2016, be received and read.” Carried.	
	v. Other	<p>The Library Board received an inquiry from potential purchasers of 334 4th Street regarding the Library’s lease. The purchasers asked if the Board intended to remain a tenant, and if yes, would the Board be agreeable to re-negotiating the lease (which expires in the fall of 2018). There was consensus that the Library Board had no immediate plans to relocate the Library, and that the Board was open to a discussion about the lease. However, the Board could not commit to any specific changes to the lease in advance of the discussion. The Board would be very concerned about any potential increase in leasing costs.</p> <p>The pending closure of the <i>Rainy River Record</i> newspaper was discussed. CEO Michael Dawber confirmed that the monthly “Library Corner” column</p>	ACTION: CEO Michael Dawber will send the Board’s response to the potential building purchasers.

		would continue under the auspices of the <i>Westend Weekly</i> .	
5.0	CURRENT MEETING BUSINESS – Discussion Items: i. Policy Review – SE8 (Business Services), SE11 (Collection Organization), SE12 (Facility Rental). ii. Draft Submission to Review of Library Funding in Ontario	<i>See Document Sets J and K.</i>	ACTION: Trustees will review the policies for discussion at the next meeting.
6.0	Current Meeting Business – FYI ITEMS: i. Summer Student Final Report – 2016, by Hayley Arpin ii. Town of Rainy River Motions 16-096 & 16-097	<i>See Document Sets H and I.</i>	
7.0	NEXT MEETING [#09-16]	Tuesday, November 1, 2016 – 7 p.m. in the Library	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 7:50 p.m.	

/msd