

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

<b>Date</b>	September 4, 2015
<b>Chair / Facilitator</b>	MAXFIELD, Jen

<b>Time</b>	5:10 p.m.-5:55 p.m.
<b>Recorder</b>	DAWBER, Michael

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

<b>Present</b>	DAWBER, Michael; MAXFIELD, Jen; MOEN, Donna; PATER, Heather; PROST, Gordon; WITTCH, Jodi.
<b>Regrets</b>	ARMSTRONG, Linda; STAMLER, Gill.
<b>Guest</b>	LAEVENS, Rosemary.

1.0	APPROVAL OF AGENDA	<b>Motion 2015:47 [Gordon Prost / Donna Moen]</b> <b>“THAT the Agenda be approved as amended.”</b> <i>Carried.</i>	
2.0	CONFLICT OF INTEREST DECLARATION		
3.0	MINUTES OF THE MEETINGS OF JUNE 12, 2015, AND JULY 22, 2015	<i>See Document Sets A and B. MOTION 2015:48 [Donna Moen / Gordon Prost]</i> <b>“THAT the minutes of the Meetings of June 12, 2015, and July 22, 2015, be approved as presented.”</b> <i>Carried.</i>	
4.0	CURRENT MEETING BUSINESS – DECISION ITEMS i. CEO’s Report	<i>See Document Set C.</i> CEO Michael Dawber reviewed the Library’s activities over the summer. <b>MOTION 2015:49 [Gordon Prost / Heather Pater]</b> <b>“THAT, the CEO’s report be received and read.”</b> <i>Carried.</i>	
	ii. Financial Report.	<i>See Document Set D.</i> CEO Michael Dawber reviewed the Library’s finances. It was noted that the financial	<b>ACTION: CEO Michael Dawber will ask the Town</b>

		report from the Town contained the 2014 budget figures and, therefore, the YTD percentages were not correct. <b>Motion 2015:50 [Heather Pater / Gordon Prost] “THAT Disbursements for June, July and August 2015 in the amount of \$23,387.90 be approved as paid.” Carried. Motion 2015:51 [Heather Pater / Donna Moen] “THAT the Board authorizes the temporary transfer of the 2015-16 OLCF grant (\$8,569) to reserves pending Board direction on its disbursement.” Carried.</b>	<b>staff to update the budget figures in their spreadsheets.</b>
	iii. Occupational Health & Safety Inspections, dated June 27, 2015, and August 14, 2015	<i>See Document Sets E and F.</i> The Board advised that any issue of outside power outlets being used off-hours should be referred to the landlord with a suggestion to switch off the breakers supplying those circuits. <b>Motion 2015:52 [Gordon Prost / Heather Pater] “THAT the Occupational Health &amp; Safety Inspections dated June 27, 2015, and August 14, 2015, be received and read.” Carried.</b>	
	iv. Policy Review – GO2 (Fundraising)	<b>MOTION 2015:53 [Heather Pater / Donna Moen] “THAT Policy GO2 be approved as presented.” Carried.</b>	
5.0	CURRENT MEETING BUSINESS – DISCUSSION ITEMS i. RRPL Multi-Year Accessibility Plan ii. RRPL Pay Equity Maintenance Plan	<i>Refer to Document Sets G and H.</i> CEO Michael Dawber confirmed that the Multi-Year Accessibility Plan is a requirement under the Access for Ontarians with Disabilities Act (AODA). The approved document must be posted as soon as possible.	<b>ACTION: All trustees will review the plans presented for final discussion at the October meeting.</b>
	iii. Policy Review – PE7 (Grievances), PE8 (End of	<i>Refer to Document Sets I and J.</i> CEO Michael Dawber confirmed that there are no changes proposed to	<b>ACTION: All trustees will review the policies</b>

	Employment)	either policy.	<b>presented for final discussion at the October meeting.</b>
6.0	CURRENT MEETING BUSINESS – FYI Items i. Student Library Assistant 2015 Summer Report – Hayley Arpin ii. Letter, dated July 14, 2015, from Veldron Vogan, re Library Board Trustee	<i>Refer to Document Sets K and L.</i>	
6.1	OTHER BUSINESS i. OLSN DVD Pool	CEO Michael Dawber reported OLS-North is offering a three-year DVD Pool collection – buy-in cost is \$450 per block of 12 DVDs. The Board discussed the relative merits of this pool and agreed to proceed. <b>MOTION 2015:54 [Heather Pater / Donna Moen] “THAT the Board authorizes participation in the OLSN DVD Pool at a cost of \$450.” Carried.</b>	<b>ACTION: CEO Michael Dawber will forward the completed DVD Pool documentation to OLSN.</b>
7.0	NEXT MEETING [09-15] – Regular	Tuesday, October 20, 2015 – 7 p.m.	
8.0	ADJOURNMENT	With no remaining business, the meeting adjourned at 5:55 p.m.	
		<i>The meeting was followed by the Volunteer Appreciation Potluck. Certificates of Appreciation were presented to Dianna Gamsby, Rosemary Laevens (for more than 40 years’ support of the Library), Linda Budreau, and Donna MacDonald.</i>	

/msd