

Minutes
April 18th, 2017
5:15pm – Board Meeting

ATTENDING

Chair: Kristy Magnusson	David Little
Angie Surzyshyn	Glen Basarowich
Barbara Knoll	Robert Ataman (regrets) Rob Hogg (alternate)
Darlene Swiderski (regrets)	Maureen Flynn
	Ken Kuryliw (non-voting)

OPENING ITEMS:

1. Adoption of the Agenda

MOTION: TO ADOPT THE AGENDA

MOVED: David Little	Second: Glen Basarowich	CARRIED
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2. Approval of Minutes from March 20, 2017

MOTION: TO APPROVE THE MINUTES FROM MARCH 20, 2017.

MOVED: Maureen Flynn	SECOND: Angie Surzyshyn	CARRIED
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3. Business Arising from Last minutes

Teleconference Quotes

Ken is continuing to review options for teleconferencing. If we decide to proceed he will look into obtaining a grant from the Selkirk Foundation or the Thomas Sill Foundation in the Fall.

4. Financial: as of the end of March, 2017

Ken advised the board that there are lots of new materials coming out and he would like to keep making purchases for the Collection even though we are ahead of where we usually are at this time of year. His priority is to clean up the Collection since this has not been done since we moved to the new premises. A major inventory is also being done. To date one half of the collection has been inventoried and only 36 items are missing. This doesn't mean that they have been taken. They could be misfiled. Rather than having one large book sale, we will

have an ongoing book sale as books are culled from the Collection. The cash flow is looking very good. The Provincial Grant should arrive in May.

MOTION: TO RECEIVE THE FINANCIAL STATEMENTS AS OF THE END OF MARCH, 2017

MOVED: Angie Surzyshyn	SECOND: Glen Basarowich	CARRIED
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INFORMATION ITEMS:

1. Librarian report (see attached):

The City of Selkirk initially questioned the accounting change from cash to accrual for staff salaries for the 2016 financial year, however they understand and accepted the reason for the change.

The Charities annual return has been filed to CRA before the deadline.

Lego Paint Nite this Friday is sold out.

The Library has requested and is in the process of receiving approval from Manitoba Liquor and Lotteries to permit liquor on site without having to apply for a permit on an event by event basis.

Collection maintenance is ongoing. Nine hundred DVD's and sixteen hundred books have been withdrawn to date. This is a long process and will take most of the year.

The sediment in Selkirk's water supply continues to be a problem. A hot water tank failed 3 months after the warranty ended. The new one has a life time warranty.

A wet sprinkler test must be done next month. Ken will check the Library's insurance coverage to ensure we are covered in the event that the Collection or the building is damaged as a result of the test.

We have received the hard copy Collective Agreement from CUPE for 2016-2017. It has been signed and all payroll adjustments have been made. Ken's employment contract ends February 20, 2018. It is not covered by the Collective Agreement.

The Senior's Coordinator Donna Sutherland has retired due to illness. Ken will take over the duties until a new coordinator is in place. Ken is looking for a person with an academic

background. The position will be a challenge to fill since it is only a 6 hour per week position. He hopes to have someone in place by September.

2. Grant Update:

Nothing new to report.

3. Chair Report:

Kristy described her activities since the last Board Meeting. She worked with Ken and the facilitator to prepare for the Strategic Planning Meeting, she signed the new Collective Agreement for the staff and will begin the evaluation process for the Library Director. She worked on the new Code of Conduct that was sent to the Board Members last week for their review and comments. She intends to commence a review of all Board policies and procedures that will be completed during the coming year.

4. Friends of the Library Report:

The Friends are planning a fundraiser for the Fall. Thoughts at this time include a Library information booth and a tour of the Library, a presentation by book publishers, launching our new Library Raffle, and including wine, beer and cheese. We are hoping to be able to showcase the outdoor facilities as well.

5. Fundraising Update:

The Mexican holiday was a success. The raffle winner had a wonderful time.

6. Tourism Update:

Nothing new to report.

Discussion Items:

1. Board of Directors Code of Conduct:

Kristy presented the new Code of Conduct.

MOTION: TO APPROVE THE BOARD OF DIRECTORS CODE OF CONDUCT.

MOVED: Barbara Knoll	SECOND: Angie Surzychyn	CARRIED
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Board members will be asked to individually sign a copy of the Code of Conduct at the Strategic Planning Meeting on April 22nd.



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2. Strategic Plan:

The meeting is this Saturday, April 22nd from 10:00 to 2:00. Board members are reminded to bring the previous plan and their name tag.

3. Dunnottar Update:

The new agreement referring to two citizen representatives has been prepared.

4. Provincial Grant:

As noted in the information items, the application has been completed.

ADDITIONAL ITEMS

Meeting adjourned: 6:25pm.