

Minutes
May 15th, 2017
5:15pm – Board Meeting

ATTENDING

Chair: Kristy Magnusson	David Little
Angie Surzyshyn	Glen Basarowich
Barbara Knoll	Robert Ataman
Darlene Swiderski	Maureen Flynn
Rosalyn Howard Robin Mathers (regrets)	Ken Kuryliw (non-voting)

WELCOME AND INTRODUCTIONS:

New Board member Rosalyn Howard (Dunnottar) was welcomed by the Board Chair and the members.

OPENING ITEMS:

1. Adoption of the Agenda

MOTION: TO ADOPT THE AGENDA

MOVED: Glen Basarowich	Second: Robert Ataman	CARRIED
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2. Approval of Minutes from April 18, 2017

MOTION: TO APPROVE THE MINUTES FROM April 18, 2017.

MOVED: Dave Little	SECOND: Angie Surzyshyn	CARRIED
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3. Business Arising from Last Minutes

Teleconference Quotes

Ken is continuing to review options for teleconferencing. .

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

The financial position is very good with \$170,980 in our chequing and savings accounts. Our staffing expenses are on track at 30% of total budget. Used book sales revenue is already at 99.5% of budget due to DVD and book sales. Lego Fundraising Revenue of \$183 does not include the amount raised at Paint Nite (\$550). The Provincial Grant was received early in May so we won't have to use our line of credit.

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

MOVED: Glen Basarowich

SECOND: Robert Ataman

CARRIED

INFORMATION ITEMS:

1. Librarian Report (see attached):

Lego Paint Nite was a success. The event was sold out with ticket revenue totalling \$550. Liquor sales covered the expenses.

The Library needs agreement from Red River Planning District in order to obtain a site permit from Manitoba Liquor and Lotteries. Ken will be approaching them to get their agreement to proceed. A site permit saves time when an event at the Library requires a liquor permit, because a full site review is not required each time..

Collection maintenance is ongoing. The Library is spending more on materials this year because the cost per item is increasing.

The wet sprinkler test went well.

The partnership with the Gwen Fox Gallery is working well. There will be an aboriginal film festival with guest speakers at the Library on June 17 and 18. A fundraiser for this event will be held on May 27th.

The Spring sessions for Childrens Babytime and Storytime are filled up. The School Division T.I.P. program continues to come monthly to the Library for special programming that we offer for about 20 children with the highest needs.

Ken is heading up a project to convert old newspapers (1880 to 1980) from the Selkirk area from microfilm to searchable pdf. His budget for the project is \$1500, \$900 of which will be spent on the actual data conversion which is being done in Utah.

2. Grant Update:

An application for \$1900 has been made to the Selkirk and District Foundation for furniture. Ken is reviewing the requirements for the Federal Seniors Grant to see if the Seniors Program at the Library qualifies.

3. Chair Report:

Kristy reminded the Board that Ken's contract ends in February 2018. She has sent an Evaluation Document to Ken for his completion. She will be preparing a report for the Board's review in the Fall. Kristy has approached Ecole Bonaventure to find out if they are interested in starting a Lego Program.

4. Friends of the Library Report:

4.1 Fundraising Update:

Nothing new to report.

Discussion Items:

1. Board of Directors Code of Conduct:

Board Members signatures are required. Carried forward to next meeting.

2. Admin Policies Review:

The Board Members reviewed the Library Board Policies & Procedures and the Library Policy Manual which had been sent to each Board Member for review prior to the meeting. Several amendments were discussed and agreed to. Barbara will revise the documents in accordance with the discussions and the revised documents will be sent to the Board Members in advance of the June meeting.

3. Strategic Plan:

Documentation from the Strategic Planning meeting was provided to all board members recapping the Strengths, Weaknesses, Opportunities and Threats that were discussed during the session.

4. St. Clements Citizen Rep:

The opening on the Board for a citizen rep has been advertised by the RM of St. Clements in its Spring Newsletter.



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ADDITIONAL ITEMS

Meeting adjourned: 6:50pm. **Next meeting: Monday June 19, 2017, 5:30 pm at Barbara's home followed by a pot luck dinner. Board members are asked to bring salad or dessert. Spouses, significant others and children are invited to attend. Barbara's address is 29059 Road 72N in the RM of St. Clements. Directions will be provided.**