

**Minutes**  
**March 28 2018**  
**5:15pm – Board Meeting**

**ATTENDING**

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

**WELCOME**

**OPENING ITEMS:**

**1. Adoption of the Agenda**

**MOTION: TO ADOPT THE AGENDA**

<b>MOVED: Robert Ataman</b>	<b>SECOND: David Little</b>	<b>CARRIED</b>
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**2. Presentation by Katherine Anderson, IT/Public Services Coordinator**

Katherine delivered an informative presentation to the Board covering the many roles she does at the library. She explained how she redeveloped the library marketing image from what it was ten years ago and where it is now. With over 140 information brochures and her role in marketing the library as Rita Book the mascot. She also explained that she handles the three servers, and keeps the over 25 computers running in the library.

In addition she provides support for the Red River Library Group providing Destiny to them, and support for the SIP2 server.

**3. Approval of Minutes from February 26th, 2018**

**MOTION: TO APPROVE THE MINUTES FROM JANUARY 22, 2018**

<b>MOVED: Robert Ataman</b>	<b>SECOND: Angie Surzyshyn</b>	<b>CARRIED</b>
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**4. Business Arising from Last Minutes**

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Items handles in discussion.

**5. Financial: as of the end of January, 2018**

**Note:** Dunnottar is spelled wrong in the Quick Books statements.

**MOTION: TO RECEIVE THE FINANCIAL STATEMENTS AS OF THE END OF February, 2018**

<b>MOVED: Angie Surzyshyn</b>	<b>SECOND: Rosalyn Howard</b>	<b>CARRIED</b>
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**INFORMATION ITEMS:**

**1. Chair Report:**

Kristy thanked Barb Knoll for all her support of the Library, and was sad to see her resign. The Board went on to discuss ways of bringing on new people on to the Board and make recommendations to councils about appointments. It was also agreed that the Board should look to setting up subcommittees of additional volunteers for specific projects.

She also explained the importance of the Lego program and the difference it makes. It was also discussed while the formal program ended last week, a new open lego program will run over the spring and summer.

**2. Friends of the Library Report:**

With Barbara's resignation this report was tabled.

**3. Librarian's Report:(see attached)**

Ken advised the Board that all Library programs are doing well. The focus of February was the audit and that the process went well. David mentioned he reviewed the adjusting entries and the few that were there were not a concern. Ken did mention it was a rough year for building repairs as it now in its 5<sup>th</sup> year.

**4. Grant Update:**

We were successful in our 2018/19 application for \$4200 for the Children's programming at the Library. The Program is funded by Healthy Child Manitoba.

**DISCUSSION ITEMS:**

**1. Election of Board Positions:**

Kristy Magnusson was voted in as chair of the library.

<b>MOVED: Rosalyn Howard</b>	<b>SECOND: Larry Lattanzi</b>	<b>CARRIED</b>
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We all thanked Kristy for her efforts on the Board, and were thrilled she was returning for her third year.

The Secretary position was decided to be a shared duty of Board members.

**Note:** Ken will provide a template for the Secretary.

**2. Children’s area blinds**

Board approved the replacement of the Children’s area blinds to insure privacy. Expected cost is \$1299.78.

<b>MOVED: Robert Ataman</b>	<b>SECOND: Maureen Flynn</b>	<b>CARRIED</b>
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**3. Strategic Plan Update:**

Ken Provided an update of where we are on our 2014-2018 Strategic plan as we are more than 80% complete the goals of the last plan.

The New Plan 2019-20?? Rosalyn and Ken met to discuss how best to go forward. The next step forward was to meet in early June for a BBQ at Rob’s place to continue the process. It was also agreed Board members would take time to think about their vision for the Library, and review some links that may be provided by fellow board members and Ken.

Rob suggested that the plan should look to a mentorship program to constantly bring new ideas to the Board and planning process.

**4. Building related Duties:**

Be it approved to send building related duties to City of Selkirk to see if their operations department can take on some of the duties, and if so the estimated cost of doing so.

<b>MOVED: David Little</b>	<b>SECOND: Larry Lattanzi</b>	<b>CARRIED</b>
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**5. Audited Financial statements 2017**

Davis discussed the meeting with Chambers and Frasor and was confident in the Audit as presented.

The Draft Financial statements presented to the Board were accepted and approved. The Board asks Chambers to produce the final version and distribute as we normally do. The Board approves the signing of the final version.

**Note: Ken will send the final version electronically to the CAO's and then print copies when they are available.**

<b>MOVED: David Little</b>	<b>SECOND: Larry Lattanzi</b>	<b>CARRIED</b>
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**6. The 2017 Annual Report**

The Annual report was approved as presented.

<b>MOVED: Robert Ataman</b>	<b>SECOND: Angie Surzyshyn</b>	<b>CARRIED</b>
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**7. Provincial Grant Application**

Approved the chair sign the Provincial Grant application.

<b>MOVED: Larry Lattanzi</b>	<b>SECOND: David Little</b>	<b>CARRIED</b>
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**8. Door Sensors**

The traffic count sensors failed again and need to be replaced.  
The Board approves \$1200 to replace the two sensors.

<b>MOVED: Rosalyn Howard</b>	<b>SECOND: Angie Surzyshyn</b>	<b>CARRIED</b>
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**9. Building Maintenance**

Request quotes on building maintenance of the building.

<b>MOVED: Angie Surzyshyn</b>	<b>SECOND: Robert Ataman</b>	<b>CARRIED</b>
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**10. Manitoba Library Association Conference 2018**

Approve Ken, and up to two additional staff to attend the Manitoba Library conference in Winnipeg.

<b>MOVED: Larry Lattanzi</b>	<b>SECOND: David Little</b>	<b>CARRIED</b>
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**11. Solar Project.**

We will continue to look at this as an option going forward. Rob will ask his council if they would consider providing the funding in exchange for the library repaying the loan.

**ADDITIONAL ITEMS:**

Meeting adjourned: **Next meeting: Monday April 23, 2018 at 5:30 pm.**