



Flin Flon Public Library
58 Main St. Flin Flon, Mb

MINUTES

BOARD MEETING: Dec 20, 2016

PRESENT

Maxine Armstrong, Nora Fontaine, Bill Hanson, Karen MacKinnon, Cindy McLean, Tom Goodman
Regrets: Val Dixon, Bunny Burke, Constance McLeese

❖ **CHAIRPERSON: BILL HANSON CALLED THE MEETING TO ORDER AT 12:10.**

MOTION: to accept the agenda as presented.

K MacKinnon/ M
Armstrong

CARRIED

MOTION: to accept the minutes from the previous Board meeting.

M Armstrong/ T Goodman

CARRIED

❖ **CORRESPONDENCE:**

- ❖ Flin Flon Fire Department-Guidelines for Preparing an Effective Safety Plan
- ❖ Email Donna Kormilo-update regarding MLTA happenings, Annual meeting, and
- ❖ Bright Spots Study-A study was undertaken to find the top performing libraries in the province. The most important factor being, that the head librarian has a growth mindset. Out of 58 libraries in Manitoba, Flin Flon ranked 10th, in the top 10.
- ❖ E-mail Lana Jennings-Manitoba Press Release-Manitoba launching province wide review of Library system. Also attached is an article printed in western Journal, interviewing Shelley Mortensen-Head Librarian Brandon.
- ❖ Phone request Doug Evans requesting support FF Library for the Heritage Project. Letter of Support completed by Administrator.
- ❖ Email Buz Trevor-idea put forth moving library to upstairs Co-Op??
- ❖ Email Ebony Novakowski (Mb Assoc Library Technicians-MALT) advising of their support regarding our recent closing of Saturdays. MALT has sent a letter of support to the Honourable Rochelle Squires (attached).
- ❖ Email Wayne Huculuk-sharing correspondence that was included in minutes from one of the Central Region libraries. The documents title is "Rural and Northern Public Library Funding Challenges" Very interesting read.
- ❖ E-mail Lana Jennings-advising of the 2016 Rural Technological Sustainability Grant/cc of letter sent to Mark Kolt \$4,313.73 from the Minister
- ❖ Letter & cheque Flin Flon Arts Council-refund \$474.44 expenses Human Book Night

❖ **OLD BUSINESS:**

1. Administrator attended the Creighton council meeting November 23, 2016 requesting that prior increased funding be re-instated.
2. Board reviewed estimates from SecureTek regarding the monitoring system required for the sump pump. After review it was decided it was more economical to lease vs. purchasing in the operating budget for 2016. In the event of a flooding situation, the Administrator will be contacted first, then remaining staff, then board member Bill Hanson. In the event of a break-in/emergency the RCMP will be notified first.
3. Archives Room correspondence to Charles Boulet will be further addressed by Chairperson Bill Hanson.

❖ **NEW BUSINESS:**

1. Administrator retirement: A committee of Bill Hanson, Karen MacKinnon, and Cindy McLean has been established to review applications and complete interviews.
2. Christmas bonus 2016 as per previous years approved for \$100.00. Salaries for 2017 tabled pending budgetary approval.
3. Request approval to process payroll on Dec 28th, for Dec 30th, as it is year end, and month end.

MOTION: To process Dec. 30 payroll on Dec. 28th > T Goodman/V Dixon > CARRIED

❖ **FINANCIAL REPORT:**

- ❖ Administrator presented Financial statements to Dec 19 /16

MOTION: To accept Financial report as presented

K Mackinnon/T
Goodman

CARRIED

MOTION: Accept business consent form from Kendall & Pandya Chartered Accountants > B Hanson/N Fontaine > CARRIED

ADMINISTRATOR'S REPORT:

1. Library staff have been very busy this month decorating for Christmas, completing advertising, and planning Christmas events. Library Christmas events, are Candy Cane Scavenger Hunt, Elf on the Shelf daily antics with cookies daily, Children's Christmas Book Sale, Santa Letter Writing Station, and Bomber Christmas party.
2. Creighton Family Day Nov 18th. Maureen Fox's Pre-K classes came for a tour, story, and snacks.
3. Administrator attended CFAR Nov 22nd, to promote library activities.
4. Elf on the Shelf arrived Nov 25th. We held a big celebration, and served hot chocolate and snacks to the public, and Administrator read throughout the day.
5. Our new session of Story Hour started Nov 28th. Tuesday afternoons 1:30-2:30. As part of the Wpg Foundation grant, Danielle Salamandyk has been hired to instruct.
6. We held our annual Christmas party with the Bombers, Dec 5th. The children decorated ice cream cone trees, enjoyed snacks, and a story with Santa. All children received a treat bag!
7. First Stop Computer installed new security system on Dec 1st and 2nd.

8. Jim's Custom Doors & Windows were called to repair handicap buttons, and blind that broke Dec 7th. Cost to repair handicap door \$113.68
9. Administrator off vacation Dec 7, 8th, and 9th



Signed: _____ Date: _____