



BOARD MEETING: September 20, 2017

PRESENT



Bill Hanson, Melody Borschewski, Courtney Campbell
Regrets: Constance McLeese, Val Dixon, Bunny Burke, Maxine Armstrong, Karen MacKinnon, Nora Fontaine

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

MOTION: to accept the agenda as presented.



No quorum

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



No quorum

❖ CORRESPONDENCE:

1. Canada Revenue Agency regarding Registered Charity Information Return Summary
2. Email: Doug Evans regarding Heritage Project involvement at the Library’s Culture Days event for seniors
3. Canada Council of Archives regarding YCW payment installments
4. Email: SecurTek regarding updating the contract contact
5. Email: Canada Summer Jobs regarding payment installments
6. Email: Svitlana Maluzynsky - PLSB regarding Large Print rotation
7. Email: Lana Jennings - PLSB regarding Canadian Library month
8. Lauren Wadelius, The Pas Regional Library regarding RM of Kelsey grant installment
9. Town of Creighton regarding the Denare Beach grant installment

❖ OLD BUSINESS:

1. Fundraising: The 50/50 fundraiser has started, tickets are out around town and advertising is out through posters, social media, CFAR and possibly The Reminder. It was decided that staff will not purchase tickets (however their families can) and board members are free to purchase tickets. The draw will take place November 3rd and will coincide with a “customer appreciation” event at the Library. The Christmas raffle will start on November 4th at the Arts Council Craft Sale.
2. Budget: The budget is on track on is closely monitored. The fall order has been placed and there is still money left in the book purchases line.
3. Archives room condition: The archives room is awaiting the installation of the flooring by the City of Flin Flon. Don Peake and Courtney Campbell have planned to assess and inventory the materials currently at City Hall before they are moved back to the Library.

❖ NEW BUSINESS:

1. PLSB September meeting/The Pas PD: It was good to meet with PLSB, however no new information was brought forward regarding the Public Libraries review or funding changes.
2. Culture Days events: The Human Books event is a kick-off event for Flin Flon Culture Days this year. The “books” have been confirmed and the staff is busy preparing for the event.

❖ **FINANCIAL REPORT:**

Administrator presented Financial statements to September 20th, 2017

MOTION: To accept financial report as presented



No quorum

❖ **ADMINISTRATOR'S REPORT:**

1. Aliece Angell's final day with the library as a Canada Summer Jobs summer student was August 25th, 2017
2. Gabrielle Smith's final day as the Young Canada Works summer student was September 1st, 2017. She returned to her duties as a student page after that date.
3. The TD Summer Reading Club "It's a Wrap!" BBQ was held on August 25th with 34 people attending. Thank you letters to donors were sent out and special mentions were made on social media.
4. Jim's Custom Windows and Doors came in multiple times the last week in August as the basement door lock stopped working. The lock was replaced as was the lock for the side entrance as there was no working key for it, which posed a safety hazard.
5. Courtney Campbell met with the City of Flin Flon and Don Peake to discuss the condition of the archives and material storage. Courtney and Don are planning on meeting in October to go through materials at the City before items are moved back to the library (pending the installation of new flooring at the Library).
6. The Library was closed on September 4th for Labour Day.
7. Courtney Campbell went to the Flin Flon & District Chamber executive meeting on September 5th.
8. The Library hosted a meeting with PLSB representatives Svitlana Maluzynsky and Denise Weir on September 6th. Board member Melody Borchewski was present.
9. Courtney Campbell met with Shaw Media to record video advertising for the Culture Days events on September 6th.
10. Courtney Campbell attended and made a presentation at a PD put on by PLSB at The Pas Regional Library on September 6th.
11. Courtney Campbell went to the Flin Flon & District Chamber meeting on September 12th.
12. First Stop Computers was called in September 13th to replace the hard drive on the administrator computer.
13. September is Library Card Sign-up Month. The Library had a photo op with The Reminder to promote this when Mayor Cal Huntley came in to register for a library card.
14. The Library 50/50 Raffle started on September 15th and will run until the drawing on November 3rd. Tickets are available throughout the community, at the Library, and through staff/board members.
15. Courtney Campbell had a radio interview with CFAR on September 19th regarding the Culture Days events.
16. Danielle McDonald sick August 31st, left early August 15th. Tania Georgii away August 30th (unpaid leave).

MOTION: To adjourn



No quorum: meeting adjourned at 12:30

Signed: _____

Date: _____