



BOARD MEETING: October 10, 2018

PRESENT → **Bill Hanson, Nora Fontaine, Karen MacKinnon, Constance McLeese, Kathryn Drapak, Val Dixon, Melody Borschewski, Courtney Campbell**
Regrets: Bunny Burke

1. CHAIRPERSON: BILL HANSON CALLED THE MEETING TO ORDER AT 4:31

MOTION: to accept the agenda	→	K MacKinnon/M Borschewski	→	CARRIED
MOTION: to accept the minutes from the previous Board meeting.	→	V Dixon/N Fontaine	→	CARRIED

2. CORRESPONDENCE:

1. Email: David Christensen, PLSB regarding Rural Library Cooperative Technology Proposals
2. Email: Sean Ashton, Kelty iManagement regarding the Xerox lease
3. Email: Debbie Smith, MSLA regarding Manitoba School Library Day
4. Flin Flon Arts Council regarding the Christmas Arts and Craft Sale
5. Canada Revenue Agency regarding the Registered Charity Information Return
6. Hon. Cathy Cox, Minister of Sport, Culture, and Heritage regarding the approval of the 2018 operating grant
7. Hon. Cathy Cox, Minister of Sport, Culture, and Heritage regarding the approval of the 2018 RLTS grant
8. Email: Trevor Surgenor, PLSB regarding RLTS grant

3. OLD BUSINESS:

1. Fundraising status report:
 - a. General: The amount raised so far in 2018 is \$3,880.97. A letter was sent to the Fire Department for boot sale request for funds
 - b. 50/50: The Fall 50/50 has started, the draw date is December 14. A request for a table at the Arts Council craft sale has been sent to sell these, local author books, discard books, and book bags.
 - c. Culture Days: We had less attendees than last year and are in the red by \$299.56. This amount will be covered by the Arts Council when receipts are submitted.
2. Building/Archives room condition update: Courtney is working with Les Taylor to finish the requirements for the fire inspection. The city hasn't done any further work to bring items back to the archives.

4. NEW BUSINESS:

1. **Library update:**
 - a. Staff: Discussion regarding staff wages for new hires and job descriptions.

MOTION: To increase starting wages for staff	→	K MacKinnon/N Fontaine	→	CARRIED
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- b. Priorities/Goals: Discussion of services offered and hours opened, Courtney will investigate and report back to the board.
2. **Xerox lease**: Kelty iManagement sent a quote, Courtney will follow up with them.
3. **Chamber request**: Waiting on Chamber to have a meeting to move forward with selling merchandise.
4. **Invitation from Creighton School**: Kathryn will continue planning and work with Courtney on this.

❖ FINANCIAL REPORT:

Administrator presented financial statements to October 9, 2018

MOTION: To accept financial report as presented

C McLeese/M Borschewski

CARRIED

❖ **ADMINISTRATOR'S REPORT:**

1. Courtney Campbell attended executive and general Chamber of Commerce meetings when possible.
2. First Stop Computers came in to deal with a staff computer issue on September 19, 2018.
3. Chubb Edwards conducted the annual fire alarm inspection on September 19, 2018. We haven't received anything further to this as of yet.
4. Courtney Campbell did a radio interview with CFAR on September 24, 2018 to promote the Culture Days events at the library.
5. The final report for the library 2016-2018 Winnipeg Foundation Literacy for Life grant was submitted for review on September 26, 2018. An application for a new grant was submitted the same day.
6. The library held two Culture Days events on September 28, 2018. The Senior's Brunch had 60 attendees and helped to identify photos for the Flin Flon Heritage Project. Human Books was the kick-off event for Flin Flon Culture Days and had 95 attendees as well as 5 human books for the community with a variety of wine and cheese to enjoy.
7. October is Canadian Library Month. There are displays up for this as well as the Giller Prize lists and the First Nations Communities Read lists. Information from the Manitoba Library Association has been posted regarding the election season.
8. The Library is planning its Halloween party for children that is tentatively scheduled for October 25, 2018. The Flin Flon Bombers have been invited to partner in the event.
9. Courtney Campbell attended the Main Street Committee meeting on October 9, 2018 as the Library representative. This is an ongoing community partnership that is part of the Chamber of Commerce. The Library will be Santa's Workshop again as part of Moonlight Madness in December.
10. Kimberly Kirk gave notice and her last day of work was October 9, 2018. Rachel Fosseneuve will take over her position and the Library Clerk position has been posted until October 15, 2018.
11. Courtney Campbell sick September 17th, away October 3-5 (banked time). Kim Kirk family emergency September 19th. Tania Georgii sick September 19th and 24th. Pearl Tibbett away October 10th-11th (unpaid). Donna Webber is away from September 21-October 10 and will supply her own replacement.

MOTION: To adjourn

N Fontaine/V Dixon

CARRIED: meeting adjourned at 5:25

Signed: _____

Date: _____