



*\*Amended April 29, 2019\**

**BOARD MEETING: March 19, 2019**

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

**1. VICE-CHAIRPERSON CONSTANCE MCLEESE CALLED THE MEETING TO ORDER AT 4:40**

<b>MOTION:</b> to accept the agenda	→	M Borschewski/T Babcock	→	<b>CARRIED</b>
<b>MOTION:</b> to accept the minutes from the previous Board meeting.	→	M Borschewski/C McLeese	→	<b>CARRIED</b>

**2. CORRESPONDENCE:**

1. Karen Gwin, Scotiabank regarding banking assessment
2. Email: MLA, February 2019 newsletter
3. Email: Jessica LaPointe, painting loan contract

**3. OLD BUSINESS:**

1. **Fundraising status report:** The “Talk Wordy to Me: A Library Cabaret” fundraiser has an approximate profit of \$2,623.82 (still waiting for final bills, cheques to come in)
2. **Building/Archives room condition update:**
  - a. **Archives:** We’re waiting on the final loads to come back from the city for the archives.
  - b. **Building:** there are ongoing construction projects and leaks which are worsening because of the weather change, other items will pop up as this continues. Currently the projects are as follows:
    - i. Kinsmen Room: painting
    - ii. Rotary Room: neighbor snow leak, bulk head repairs; flooring upstairs and downstairs
    - iii. Front door panic bar: waiting for repair
3. **Annette Kirby painting lease request:** Courtney will sign the contract, get the relevant documentation and send the painting ASAP. Courtney will ensure that the loan documentation is visible to the public and properly documented in case of staff transition as well as notify the media of this arrangement.

**4. NEW BUSINESS:**

1. Library update:
  - a. Saturday hours: We’re seeing different people and the response has been good from the public for being open on Saturdays.
    - i. March 2: 105 patrons, 133 circulations
    - ii. March 9: 135 patrons, 130 circulations
    - iii. March 16: 90 patrons, 134 circulations
2. Board membership: Everyone present agreed to continue on the library board.
3. Budget 2019: The board discussed the budget, Courtney will input the discussed numbers.

**5. FINANCIAL REPORT:**

Administrator presented financial statements to March 18, 2019.

**MOTION:** To accept financial report as presented

M Borschewski/B Hanson

**CARRIED**

## **6. ADMINISTRATOR'S REPORT:**

1. Courtney Campbell attended executive and general Chamber of Commerce meetings when possible.
2. The library held the annual Family Literacy Event with the Read to Me Program on January 25, 2019 with 23 people attending. Jennilee Lengyel lead the group with yoga and Candia Cormack lead music activities.
3. Courtney Campbell had interviews with Joe McCormick from CFAR and Ramraajh Sharvendiran from CBC on January 29, 2019 to promote the library's February events.
4. Courtney Campbell hosted meetings for the Community Alcohol Management working group on January 30<sup>th</sup>.
5. First Stop Computer Service came for computer maintenance on January 31<sup>st</sup>.
6. On February 1<sup>st</sup>, the library raised the ILL rate to \$1.50/book as per the board's decision.
7. Fire Chief Chad Cooper completed a fire inspection on February 5<sup>th</sup>, 2019.
8. Courtney Campbell had an interview with Raphael Saray of CFAR on February 8<sup>th</sup> and 13<sup>th</sup> to promote the "Talk Wordy to Me" library fundraiser.
9. First Stop Computer Service came for computer maintenance on February 11<sup>th</sup> and 12<sup>th</sup>.
10. Courtney Campbell, Val Dixon, and Kathryn Drapak attended the Creighton Public Library Board meeting with the Creighton Town Council and PNLIS Director James Hope Howard.
11. The 2<sup>nd</sup> annual "Talk Wordy to Me: A Library Cabaret" fundraiser was held on February 16<sup>th</sup>, 2019 with 176 people attending. The event raised approximately \$2,623.82 for the library.
12. City maintenance worker Les Taylor came to fix a leaking kitchen pipe on February 19<sup>th</sup> and to begin work fixing the downstairs bulkheads with Kozar Construction on February 21<sup>st</sup>, 25<sup>th</sup>-27<sup>th</sup>. The Kinsmen Room is complete and now are waiting on repairs to the Rotary Room.
13. The library hosted Ruth Betts kindergarten tour on February 21<sup>st</sup>, 2019 with 40 people attending.
14. Courtney Campbell had an interview Ramraajh Sharvendiran from CBC on February 21<sup>st</sup>, 2019 to promote the library's February events and talk about "Talk Wordy to Me".
15. Courtney Campbell had an interview with Joe McCormick from CFAR to promote the library's Freedom to Read events.
16. The library started temporary spring hours for March and April on March 2<sup>nd</sup>, 2019. The library will be closed Mondays and open Saturdays for two months.
17. Staff performance reviews were held March 8<sup>th</sup>, 2019.
18. First Stop Computer Service came for computer maintenance on March 11<sup>th</sup>, 2019.
19. A staff meeting was held on March 15<sup>th</sup>, 2019.
20. The library was closed on Friday, March 15<sup>th</sup> for spring cleaning.
21. Courtney Campbell hosted meetings for the Community Alcohol Management working group on March 18<sup>th</sup>.
22. Courtney Campbell away March 4<sup>th</sup>-5<sup>th</sup>(banked). Rachel Fosseneuve off January 29<sup>th</sup>-31<sup>st</sup>, March 12<sup>th</sup>-14<sup>th</sup>(banked). Dusty Suchaplas sick January 21<sup>st</sup>, 31<sup>st</sup>; away February 25<sup>th</sup>-28<sup>th</sup> (banked). Pearl Tippet sick February 11-12<sup>th</sup>; away March 6<sup>th</sup>-7<sup>th</sup>. Donna Webber away from February 22<sup>nd</sup>-March 13<sup>th</sup> and will provide her own replacement.

**MOTION:** To adjourn

B Hanson/M Borschewski

**CARRIED:** meeting adjourned at 6:00

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**AMENDMENT:** That the budget is approved and wages/janitorial contract will be changed as per email vote April 29, 2019

**MOTION: To approve the 2019 Budget > C McLeese/ M Borschewski > CARRIED**