

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – NOVEMBER 26, 2018

Location of Meeting: Mallaig Public Library

Members Present:

**Lorna Conner – Chairperson, Connie Currey – Vice-Chairperson,
Councillor Laurent Amyotte, Councillor Maxine Fodness, Corrine Wieler-Harris,
Levina Ewasiuk, Betty Way (Secretary/Treasurer)**

Guests: Corina Idzan, Pauline Dechaine, Daphne Schnurer

Regrets: Laverne Wilson

1. CALL TO ORDER:

Chairperson, Lorna Conner called the meeting to order at 5:12 p.m.

a. Additions to Agenda:

No additions were made to the Agenda

Councillor Maxine Fodness moved that the Agenda be accepted as presented.

Carried.

2. MINUTES OF MEETING:

The Minutes of the October 22, 2018 Meeting were distributed to Members.

Councillor Laurent Amyotte moved that the October 22, 2018 Minutes be approved as presented. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – November 22, 2018 as presented.

Funds Received -	\$166,026.38
Expenses Paid Out -	<u>154,319.10</u>
Bank Balance to November 22, 2018	\$ 11,707.28
Total Committed Funds -	<u>\$ 3,762.03</u>
Total Non-committed Funds -	\$ 7,945.25

Motion that Treasurer's Report be approved as presented, moved by Connie Currey. **Carried.**

**Delegation: Daphne Schnurer – 5:15 p.m.
Library Manager, Elk Point Municipal Library**

Daphne informed the Board of her eighteen year as Librarian and the many successful programs the Elk Point Municipal Library has to offer. At present, along with Daphne's full-time position, the Library employs two part-time adult staff and one student year-round.

Daphne spoke of having to rely heavily on the County and Town of Elk Point for funding, as well as government funds. Stats were shared with Members, with an increase in membership being noted.

At 6:10 p.m., Daphne Schnurer ended her presentation.

Levina Ewasiuk moved that the County of St. Paul No. 19 Library Board support the \$2,000.00 request for funding from the Elk Point Municipal Library from 2018, should there be a surplus of funds. **Motion Defeated.**

4. N.L.L.S. REPORT:

Councillor Laurent Amyotte informed Members of a 1.5 % increase to the levy and reported on a number of happenings.

5. BUSINESS ARISING FROM MINUTES:

a. 2019 ALC – JPL Accommodation Comparison:

It was noted this item will be brought back to the next meeting.
Betty Way will contact Sunnyside to book the Van.

b. Ashmont Public Library – Computer Sales:

Corina Idzan informed the Board that all Computers are now sold.

c. Mallaig Public Library – Alternate Even. Lib. – Acceptance Letter:

Pauline Dechaine spoke of a good relationship with Charlene Corbiere who will be willing to fill-in whenever she is needed. Charlene's acceptance letter for the Alternate Evening Librarian position has been received.

d. 2019 Minister's Awards for Excellence:

Corrine Wieler-Harris and Levina Ewasiuk have arranged to meet with Pauline Dechaine on November 28, 2019 to prepare information for the 2019 Minister's Awards for Excellence Nomination Package.

6. NEW BUSINESS:

a. Plan of Service - Revision:

Betty Way stated that upon forwarding our Plan of Service to Public Library Services, a request came back from Jordan DeSousa, Library Consultant that our Plan of Service will need to specify the years that it will cover, as well as have mention of a Needs Assessment being conducted.

Councillor Maxine Fodness moved that we provide the necessary response to Public Library Services with revision of the wording within our Plan of Service. **Carried.**

b. Ashmont & Mallaig Public Librarians - Time Sheets:

Members briefed through time sheets for our Librarians.

c. Ashmont Public Library – NLLS Invoice (St. Paul Education):

Lorna Conner informed the Board of this invoice received from NLLS for a new Battery Back-up unit that was replaced at the Ashmont Public Library. It was noted that this invoice will be directed to St. Paul Education.

d. Librarian's Wage – Pay Grid, St. Paul Municipal Library Staff:

Councillor Maxine Fodness shared with Members the pay grid for the St. Paul Municipal Library staff.

Lorna Conner asked that our Librarians research pay grids and bring back information to our next meeting.

Members discussed additional hours of operation at our Libraries with the possibly of remaining open one hour later on Tuesday and Thursday evenings.

After some discussion, Councillor Maxine Fodness moved that the Library Board increase Mallaig and Ashmont Public Library hours from nine to eleven hours per week, effective immediately. **Carried.**

Lorna Conner will inform Sheila Kitz of the outcome.

e. Accounts Payable:

Members glanced over our Accounts Payable Register; October 22 – November 22, 2018 – Totaling \$1,601.10

Connie Currey moved that our Accounts Payable Register be approved as presented. **Carried.**

f. Honorarium – Secretary/Treasurer:

Betty Way was asked to briefly leave the room upon discussions of the Board.

After some discussion, Corrine Wieler-Harris moved that Honorarium for Betty Way remain as last year in the amount of \$750.00. **Carried.**

Betty Way expressed her appreciation to the Board Members.

g. 2019 Preliminary Budget:

Board Members glanced over our Budget with a number of revisions being made.

Corrine Wieler-Harris moved that the 2019 Library Board Preliminary Budget be approved and presented to County Council at the December 11, 2018 meeting. **Carried.**

7. **CORRESPONDENCE:**

Members glanced over a number of correspondence items.

8. **NEXT MEETING:**

Scheduled for Monday, January 14, 2019 – 5:00 p.m.

A special meeting may be scheduled if needed.

9. **ADJOURNMENT:**

Connie Currey moved that meeting be adjourned at 8:40 p.m.

Date

Chairperson