

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – SEPTEMBER 16, 2019

Members Present:

**Connie Currey – Vice-Chairperson,
Councillor Laurent Amyotte, Councillor Maxine Fodness, Corrine Wieler-Harris,
Levina Ewasiuk, Laverne Wilson, Betty Way (Secretary/Treasurer)
Guests: Corina Idzan, Pauline Dechaine**

1. CALL TO ORDER:

Vice-Chairperson, Connie Currey called the meeting to order at 5:03 p.m.

a. Additions to Agenda:

Connie Currey informed Members of a slight change to the Agenda;
Daphne Schnurer will not be in attendance as one of the Delegations.

Councillor Laurent Amyotte then moved the adoption of Agenda as amended. **Carried.**

2. MINUTES OF MEETING:

The Minutes of the June 24, 2019 Meeting were distributed to Members.

Councillor Maxine Fodness moved that the June 24, 2019 Minutes be approved as amended with change to Item 4. NLLS Report: Noting that Vicky Lefebvre is the new NLLS Chairperson. **Carried.**

At 5:08 p.m. Eunhye Cho, Manager of the St. Paul Municipal Library shared her presentation of their Mid-Year Report. Members expressed their thanks and Eunhye Cho left the meeting at 5:22 p.m.

3. TREASURER’S REPORT:

Members glanced over Treasurer’s Report, January 1 – September 11, 2019 as presented.

Funds Received -	\$158,380.14
Expenses Paid Out -	<u>124,549.33</u>
Bank Balance to September 11, 2019	\$ 33,830.81
Total Committed Funds -	<u>\$ 8,328.05</u>
Total Non-committed Funds -	\$ 25,502.76

Motion that Treasurer’s Report be approved as presented, moved by
Wieler-Harris. **Carried.**

Corrine

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

Councillor Laurent Amyotte reported on a number of happenings, stating that any further renovations are on hold until more certainty is determined for funding. Upcoming Executive Meeting is scheduled for September 21/19.

5. **BUSINESS ARISING FROM MINUTES:**

a. **Elk Point Municipal Library – Membership Stats from NLLS:**

Laverne Wilson informed Members that he met with NLLS personnel to further clarify how these Membership statistics are to be obtained through Polaris.

After a lengthy discussion, Councillor Maxine Fodness moved that Julie Walker and Daphne Schnurer be in attendance at a meeting of the Library Board, held at the Elk Point Municipal Library during the fall tour to discuss Elk Point Municipal Libraries statistics and the process of how they are to be gathered. **Carried.**

Connie Currey will contact Julie Walker to arrange for this meeting.

b. **Needs Assessments – Ashmont & Mallaig Public Libraries:**

Members were informed that the Needs Assessment Survey will see to a few minor changes and when complete, copy will be sent to Public Library Services. Our Libraries will receive updated Survey to circulate to their Patrons.

c. **Policies and Procedures:**

Members discussed that the Provincial Standard for Policies and Procedures shall be looked into.

Corrine Wieler-Harris then moved that the County of St. Paul Library Board wait until January 2020 to review our Policies and Procedures. **Carried.**

6. **NEW BUSINESS:**

a. **Resignation – Lorna Conner:**

Members acknowledged Lorna Conner's Letter of Resignation dated June 24, 19.

Councillor Laurent Amyotte then moved to accept Lorna Conner's Letter of Resignation. **Carried.**

b. **Cheque Signing Authority – October Organizational Meeting:**

Connie Currey stated that signing authority will be determined after our Organizational Meeting takes place.

- c. **Government Funding Update:**
Members were informed that 50% of our Public Library Operating Grant was received in August in the amount of \$17,116.00.
Connie Currey stated that the NLLS Levy Invoice in the amount of \$33,310.20 shall be held for payment until balance of our grant has been received.
- d. **NLLS Conference 2020 – 30th Anniversary – May 28 & 29:**
Connie Currey stated that the fall Conference shall be held over until this time, while celebrating NLLS’s 30th Anniversary.
- e. **Ashmont & Mallaig Libraries – Time Sheets/Stats:**
Members glanced over a series of correspondence items.
Corine Idzan spoke of the Ashmont Library database being corrupted by a malicious virus attack, with only the last few months of input that was able to be saved.
- f. **Fall Tour:**
As discussed earlier, Members conversed over plans for our Fall Tour with thoughts to visit the Elk Point and St. Paul Municipal Libraries.
Connie Currey will contact Julie Walker from NLLS to arrange a date for meeting with the Library Board at the Elk Point Municipal Library.
- g. **Appointment of Member at Large:**
It was noted that a few applications have been received and that appointment of our Member at Large will take place on September 24/19, then brought forth to the County Council Meeting of October 8/19.
- h. **Accounts Payable:**
Members glanced over our Accounts Payable Register;
June 24 – August 13, 2019 Totaling: \$9,036.09

Councillor Laurent Amyotte moved that our Accounts Payable Register be approved as presented. **Carried.**

7. **CORRESPONDENCE:**
A series of correspondence items glanced over.

8. **NEXT MEETING:**
To be scheduled towards the end of October and will be announced.

9. **ADJOURNMENT:**
Connie Currey moved that meeting be adjourned at 6:58 p.m.

Date

Chairperson