

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – JANUARY 27, 2020

**Members Present:**

Connie Currey – Vice-Chairperson,  
Councillor Laurent Amyotte, Councillor Maxine Fodness,  
Levina Ewasiuk, Laverne Wilson, Shannon Quinney  
Betty Way - Secretary/Treasurer  
Guests: Corina Idzan, Pauline Dechaine

**Regrets: Corrine Wieler-Harris – Chairperson**

**1. CALL TO ORDER:**

Connie Currey, Vice-Chairperson, called the meeting to order at 4:05 p.m.

Members acknowledged letter from Corrine Wieler-Harris, dated November 28, 2019 of her absence to be excused from meetings up until the date of April 6, 2020.

Councillor Maxine Fodness moved that Corrine Wieler-Harris’s request be approved. **Carried.**

- a. Additions to Agenda:  
No additions were made to the Agenda.

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

**2. MINUTES OF MEETING:**

The Minutes of the November 25, 2019 Meeting Minutes were distributed to Members.

Laverne Wilson moved that the November 25, 2019 Meeting Minutes be approved as presented. **Carried.**

**3. TREASURER’S REPORT:**

Members glanced over Treasurer’s Report, January 1 – December 31, 2019 as presented.

Funds Received -	\$193,893.36
Expenses Paid Out -	<u>186,367.69</u>
Bank Balance to December 31, 2019	\$ 7,525.67
Total Committed Funds -	<u>\$ 1,294.37</u>
Total Funds Remaining -	\$ 6,231.30

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

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

Councillor Laurent Amyotte stated that no meetings have been held recently with one scheduled for February 23/20. It was noted that NLLS will see to a 1.5% Levy increase for this year.

5. **BUSINESS ARISING FROM MINUTES:**

a. **NLLS Levy Invoice:**

Betty Way confirmed that the NLLS Levy Invoice has now been paid in full.

b. **Budget 2020:**

Connie Currey informed the Board that our 2020 Budget was approved as presented at the December 20, 2019 County Council Meeting.

6. **NEW BUSINESS:**

a. **Mallaig Public Library – Requests Granted for Additional Hours:**

**\*Parent Teacher Interviews – Nov.28/19 (2 Hrs.)**

**\*Book Shipments – Dec.27/19 & Jan.3/20 (3 Hrs.)**

Members were informed that Pauline Dechaine was granted approval for these additional hours previously by Corrine Wieler-Harris.

Laverne Wilson then moved that above noted hours for Pauline Dechaine be approved as previously granted. **Carried.**

b. **Ashmont and Mallaig Libraries – Time Sheets/Stats/Reports:**

Members glanced through November and December Time Sheets, Statistics and Reports from our Librarians.

Councillor Laurent Amyotte moved to approve Time Sheets, Statistics and Reports from our Librarians as presented. **Carried.**

c. **2020 ALC – April 23-26, Jasper: Confirmation of Registrations  
Booking Sunnyside Van**

After some discussion it was determined that along with two Council Members, three Board Members will be approved to attend the 2020 ALC.

Councillor Maxine Fodness then moved that the following Members be approved to attend the 2020 ALC; Corrine Wieler-Harris, Councillor Laurent Amyotte, Councillor Maxine Fodness, Levina Ewasiuk and Pauline Dechaine. **Carried.**

Members discussed the possibility of the Mallaig Community School assisting with shared funding in the amount of \$500.00 for Pauline Dechaine's attendance at the 2020 ALC.

Councillor Laurent Amyotte moved that a letter be addressed to the Principal of Mallaig Community School with this request for shared funding assistance in the amount of \$500.00. **Carried.**

Betty Way stated she will look into booking the Sunnyside Van for the 2020 ALC, April 23-26.

Members briefed through Pauline Dechaine's Report as Pauline shared a number of events taking place at the Mallaig Public Library.

Corina Idzan spoke of a number of happenings at the Ashmont Public Library. Corina spoke of being approached by FCSS Programming with involvement from the Success Coaches at the School, of teaming-up for the setup of a Mobile Library at Floatingstone Lake on the dates of July 8, 15 and 22/20. With involvement from adults and students, along with reading material, kindness and nature walks would take place.

Maxine Fodness then moved that Corina Idzan be approved to setup this Mobile Library at Floatingstone Lake on the dates of Wednesday, July 8, 15 and 22/20 for three hours each day, working in partnership with the Success Coaches through St. Paul Education in addition to having the Ashmont Public Library open. **Carried.**

**d. Mileage Increase – Effective January 1, 2020:**

Members were informed of a mileage rate increase from \$0.58 km. to \$0.59.

**e. Accounts Payable:**

Members glanced over our Accounts Payable Register;  
November 25 – December 12, 2019      Totaling: \$52,492.93

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

**f. Policies and Procedures:**

At 5:15 p.m. Members briefed through the Policies and Procedures Manual. A number of changes were noted.

**Page 3 Add: 2.3 Duties of Vice-Chairperson**

The Vice-Chairperson shall replace the Chairperson in his/her absence.

**Page 7 3.1 General:**

E. Surplus funds may be invested at the discretion of the Board.  
Delete: F. Pay the Treasurer an Honorarium which shall be reviewed annually.

**Page 8 3.3 Budget**

A. A draft Budget shall be prepared and submitted to County Council prior to November 1<sup>st</sup> of each year.

At the next meeting of the Board, the Policies and Procedures Manual shall be reviewed commencing on Page 9.

**7. CORRESPONDENCE:**

No correspondence to mention,

At 5:35 p.m. Levina Ewasiuk left the meeting.

**8. NEXT MEETING:**

Connie Currey confirmed that our next meeting be scheduled for Monday, February 24, 2020 – 4:30 p.m.

Councillor Laurent Amyotte moved that the overview of our Policies and Procedures Manual will be brought forth to our next meeting for further discussion. **Carried.**

**9. ADJOURNMENT:**

Councillor Laurent Amyotte moved that meeting be adjourned at 5:45 p.m.

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**Date**

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**Chairperson**