

**FLIN FLON PUBLIC LIBRARY
MINUTES
Nov 30 2012
ROTARY ROOM 12:10 PM**

PRESENT: BUZ TREVOR, MURRAY SMITH, BLAINE VIETCH, BILL HANSON, TIM BABCOCK,

REGRETS: TOM GOODMAN, BUNNY BURKE

CHAIRPERSON: BUZ TREVOR

MOTION: HANSON/BABCOCK

To accept agenda as circulated

CARRIED

MOTION: SMITH/HANSON

To accept minutes of Oct 17 2012

CARRIED

CORRESPONDENCE:

1. FLIN FLON ARTS COUNCIL –Thank you regarding our participation in Culture Days/Human Book Evening. A refund cheque of \$671.39, to help cover the library's costs was enclosed .
2. HEALTH SCIENCES CENTRE-Dept of Obstetrics/advising Tara Redahl will require an 8 week leave of absence following surgery.
3. EMAIL: Lana Jennings regarding the continuation of Canada Post library rate
4. A-1 POWER DOOR-quotes to install automatic door openers
5. JIM'S CUSTOM DOORS-quote to install automatic door openers. Also included is the electrical quote
6. PROVINCE OF MB-Power Up refund \$600.00
7. STATISTICS CANADA- Capital Expenditures Survey
8. FACEBOOK COMMENT-patrons are expressing their approval of the library books and services

NEW BUSINESS:

1. **POWER DOOR**-Library will go with Jim's quote \$6145.29. Cindy will apply for a grant, if grant is not approved, we will purchase from Legacy fund

**Motion: BABCOCK/HANSON
CARRIED**

FINANCIAL REPORT:

1. **Motion: VIETCH/HANSON**

That we accept the financial statements to Nov 30 2012 as presented.

2. Budget: Budget accepted as presented. Changes required that we adjust Stittco & wages to be higher (suggest \$113,300.00 + 3%) & Budget to have explanation of line items for \$1000.00 web site design.

Motion: SMITH/HANSON

CARRIED

ADMINISTRATORS REPORT

1. Tara was off Oct 22 & 23-Dr's appointment Winnipeg. She will be off for 8 weeks, starting Dec 14th. Since hiring our two Student Pages in Sept, Brianna has phoned in sick twice, and asked for time off three times. Leanna has asked for days off twice, and filled in one Brianna's sick days, but was unable to come in the other.

2. Harrison Dumas & Seth Little were the winners of our "Halloween Count the Library Mice" contest. On Oct 24th, Kiddie Korner Day Care attend the library in the afternoon for a Halloween Children's Story Hour, and we held our own Story Hour Halloween Party on Oct 30th.

1. We hired our Mb E Association Youth Intern October 29th. Austen Hebert of the Flin Flon Bombers was hired, and has since been traded. Haydon Hayes is the replacement, and his first day was Nov 26th. Austen was very busy with appointments, and did a great job with posters. He attended Ruth Betts School, on behalf of the library on November 22nd, to read to the children, and dropped of our coloring contest.
2. We held a Library Staff Meeting November 13th after work, which was very productive.
3. We have been working weeding the Children's Area. Aimee pulled many worn out children's books. I ordered replacement books for our Robert Munch and Dr Seuss collection, which were very worn out. Tara weeded the Jr Non Fiction section, and merged the Native Collection into the appropriate sections. This necessitated shifting throughout the entire library. I purchased approx. 25 Christmas DVD's, as well as receiving a generous donation of movies, which required the addition of 6 new shelves to hold 122 new movies.
4. First Stop Computer Service attended the library November 17th, to install Sophos Antivirus 3 year protection on 10 computers, for a cost of \$470.39.
5. We held our Story Hour Christmas Party Nov 27th. This was the last Story Hour, until the New Year.
6. AJ's attended the office Nov 28th, as our heating system is not working properly. He discovered a burned out element, and several wires. He also discovered a fresh air intake from the old propane wide open, left un-blocked when they replaced the furnace. This is creating quite a draft in the furnace room.

7. I have been busy with Christmas Programming including: “Count the Christmas Critters”, “Children’s Coloring Contest”, “Fines For Little Ones”, “The Christmas Jar Project”, and “PJ Christmas Tales With the Bombers”.
8. We are still waiting for the completion of our new website. He promises to be done by the end of December.

Motion: HANSON/BABCOCK

That we accept the Administrator’s report as presented

CARRIED

Motion: VIETCH/BABCOCK

To adjourn meeting at 1:15pm

CARRIED