

**FLIN FLON PUBLIC LIBRARY  
MINUTES  
Tuesday June 17 2014  
Rotary Room 12:00 PM**

**PRESENT:** TOM GOODMAN, BUZ TREVOR, VAL DIXON, BLAINE VEITCH, TIM BABCOCK

**REGRETS:** BUNNY BURKE, NORA FONTAINE, BILL HANSON,

**CHAIRPERSON:** BUZ TREVOR

**MOTION:** VIETCH/BABCOCK  
To accept agenda as circulated  
**CARRIED**

**MOTION:** GOOMAN/VIETCH  
To accept minutes of April April 14 2014  
**CARRIED**

**CORRESPONDENCE:**

1. e-mail April 12<sup>th</sup> from Harry Hobbs regarding library survey about possible programming. He advised they have a Read to Me Program, and have no wish to compete with us. Harry wonders if we could work together so to maximize our limited resources. I e-mail Harry back, explaining the library has a survey on our site, that is developed by Public Library Services, and the one he is referring to is developed by one of our library patrons, and has nothing to do with the library.

2. e-mail Lana Jennings regarding Heartbleed bug. If the web site or web service requires a log-in, they may be vulnerable. Interesting to note: before installing our new server last month, it was discovered that every port was open... we could have been hacked.

3. April 11-Letter Mb Status of Women is offering funding for internet training Windows 7 and Microsoft Office 2010. We held one session in 2013, and not enough participants to offer the second approved session. I have suggested they switch the training to Windows 8.1, as we have had numerous patrons looking for that version. They will consider, but not available at this time.

4. City of Flin Flon invoice \$2,244.75 2014 insurance premium.

5. e-mail-April 24<sup>th</sup>-Paula Muench Town of Creighton declining the annual operating funding increase by \$2,500.00.  
April 28 Paula Muench regarding her response to the breakdown of the \$18,238.67 cheque we received from Town of Creighton office.

6. e-mail: May 2 Lana Jennings PLS-regarding the new Anti Spam legislation.(new Library Policy to be discussed under new business)

7. Letter Pakkisimon Nuy?ah Library System regarding a donation of books to be given to libraries. Administrator called, and we received 47 books for a reading event with prizes.
8. e-mail-David Williamson regarding Poetry reading. The event was cancelled due to Ariel Gordon cancellation, and Brenda Schmidt was just here two weeks prior. Hopefully we can re-schedule.
9. email: Lana Jennings PLS Overdrive campaign for small libraries to enter a chance to win a Kindle Fire eReader. I had replied that Kindle Fire not compatible in Canada. Will Enns replied that Kindle works with other eBook formats, just not our Mb Overdrive.
10. Letter-Ron Lemieux ( Minister of Tourism, Culture, Heritage, Sport and Consumer Protection )sending warm regards and thanks to Murray Smith for his years of library trustee service.
11. e-mail: May 21 Donna Kormilo Manitoba Trustees Association requesting a copy of our annual report, and asking each board to submit a short article on any initiatives that your Board is making this year.
- 12 Thank you card George & Nora Fontaine, for the use of the Rotary Room to bring awareness to organ and tissue donation
13. Letter-Geocaching Loaner Program Manitoba in Motion. Kits available-left message
14. e-mail: I had sent an e-mail request regarding the Books for Babies Program. Lisa Murdock (Child & Youth Opportunities) replied that the next coalition meeting was on June 17 and that Lynn Dubois or Jamie Steeves would be getting back to me.
15. email: Denise Rispolie Jones LaSalle Canada Post lease. I had previously contacted Bernice Stoltz at Mb Hydro, to obtain quotes regarding the cost of plugging in vehicles. We currently receive \$94.50 per month for two vehicles (\$47.25 per vehicle), and the avg cost of plugging in with a car heater is \$64.65. We have requested a new contract be sent to us for \$125.00 per month..
16. email: Ruth @ Russell & District Regional Library wondering if we applied for Canada Summer Jobs. I was not aware of the program...we always used the CAP Youth Program. I had not heard anything regarding my Cap grant, so I called and was informed the CAP program did not meet the deadline for the approved budget. When I called the Canada Summer Jobs, the deadline had passed.
17. email: June 10 Manitoba E-Association advising they just received the Industry Canada's 2014-2015 CAP YI Program, which is projected to start August or September . Requested confirmation if our site will be participating. I replied "of course!" Hopefully we are approved.
18. email SLA Association requesting consent to receiving newsletters.
19. e-mail Harry Hobbs via Lyn Carnaby (author visiting from Wales) thanking myself and Harry for the hospitality.
20. Manitoba Culture Heritage, Sport-The Accessibility for Manitobans Act became law Dec 5 2013.

## **NEW BUSINESS:**

**1. MOTION: GOODMAN/BABCOCK**

To increase Non-resident fees to \$25.00 annually-CARRIED

**2. MOTION: GOODMAN/VIETCH**

To increase photocopy fee to \$0.25, \$0.30, \$0.50 depending on size of paper-CARRIED

**3. MOTION: DIXON/GOODMAN**

**4. MOTION: DIXON/VIETCH**

To increase fines for books to \$0.25 per day, and movie rentals \$1.00 per day-CARRIED

**5. MOTION: VIETCH/BABCOCK**

To increase Rotary Room to \$20.00 p/h, \$50.00 per ½ day, \$100.00 full day, and Birthday party with Wii Station 2 Hr party \$45.00-CARRIED

**6. MOTION: VIETCH/GOODMAN**

To begin charging \$1.00 per inter-library loan request, to cover postage-CARRIED

**7. MOTION: GOODMAN/VIETCH**

To approve 2013 Annual Report-CARRIED

**8. MOTION: GOODMAN/BABCOCK**

To approve new Privacy Policy-CARRIED

Board also discussed allowing Don Peake to take out duplicate copies of Northern Lights form the Archives. The board agreed that the community is well served supporting Don in this endeavor.

## **OLD BUSINESS:**

1. The Administrator's contract had been postponed until Chairman and Vice Chair have returned from winter snowbird vacation. Set a time frame for completion.

## **FINANCIAL REPORT**

**9. MOTION:VIETCH/GOODMAN**

To approve financial report to June 17, 2014-CARRIED

## **Administrator's Report:**

1. Easter Comes to the Library!! On April 15<sup>th</sup>, we held our Story Hour Easter Party. On April 16<sup>th</sup> the library entertained 25 Brownies and Sparks, to an Easter Egg hunt, Easter egg coloring, and snacks. On April 17<sup>th</sup>, we held our annual Community Easter Party. RCMP Officer Stephen wore our bunny Costume, and delighted a packed house full of anxious egg hunters!
2. Aimee off April 25<sup>th</sup> –bereavement leave.
3. I attended the Sask Library Conference in Moose Jaw May 1, and 2<sup>nd</sup>. I attended several presentations, such as Developing a Community Lead Library (discover who is using, who isn't and why, discovered white, female middle aged, and educated is the dominant reader, focus on non users, ask our patrons why we are here, change & review policies...do we have too many?, outreach in the community-ie: deliver books to the beach, make having a library card barrier free for a child, discuss library image, material collection reads v/s needs) ,

Community Needs Assessment (develop a 3 Yr Action Plan, The Summer Reading Evaluation and Strategy (how to demonstrate value, social return, costs, summer reading is different for every library, and data gathering) , Social Media-Facebook-the more visual the better, post pics of authors, book quotes, contests, Pintrest-discussed how to start a Pintrest page of our library.

2. Lauren Carter attended the library Friday May 2 @ 7:00 pm for an author reading from her new book “ Swarm”.

1. I took banked hrs May 5 & 6<sup>th</sup>. Tara vacation May 8<sup>th</sup> & 9<sup>th</sup>. and took banked hrs May 16<sup>th</sup>.

2. To celebrate Queen Victoria Day, the library hosted Royal Watcher Glenda Hobbs. We had a large display of newspaper clippings, while Glenda discussed all things Royal with patrons. Tea & cookies served.

3. The community attended our Retirement Party honoring Murray Smith on May 13<sup>th</sup>. Mayor George Fontaine, as well as Murray’s life long friends & Rotarians enjoyed sharing memories, stories, and cake.

4. We held our last Story Hour for the summer on May 27<sup>th</sup>, complete with a visit from Fire Chief Jim Pitre, and the fire truck. A great time was held by all!

5. Leanna Koop has obtained full time summer employment, so her last day was May 13<sup>th</sup>. We have hired Tyler Highfeld as our new Student Page.

6. Aimee off on vacation May 30<sup>th</sup> to June 6<sup>th</sup>. Tara off on vacation June 10-June 25<sup>th</sup>. Karen off May 31-June 4<sup>th</sup>.

7. The library hosted McIassic School visit & tour June 10<sup>th</sup>. The 11 children present were treated to a tour, story, and snack.

8. I have been very busy preparing for our TD Summer Reading Club. We have a Reading log to sing in, complete with activity book, notebook, and prizes for the most completed notebooks. We plan on having a special week long camp Aug 11<sup>th</sup>-15<sup>th</sup>.

9. Aimee completed her Internet Research course, as part of the Library training program. She completed with an A+.

10. Only one call to RCMP since last Board Meeting, to deal with a drunk patron.

11. I did a Library presentation to the Women’s Connect Group, at Bakers Narrows Lodge @ 9:30 on Saturday April 26<sup>th</sup>. Everyone enjoyed the presentation, and appeared to be impressed by all the changes. I promoted the Friends of the Library project, and we have had two new donations of \$100.00 since.

**Motion: GOODMAN/DIXON**

To adjourn meeting at 1:20pm

**CARRIED**

**Signed:**

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