



Flin Flon Public Library
58 Main St. Flin Flon, Mb

MINUTES

BOARD MEETING: Nov 4 , 2016

PRESENT

Nora Fontaine, Bill Hanson, Karen MacKinnon, Bunny Burke, Cindy McLean, Constance McLeese
Regrets: Tom Goodman, Val Dixon, Maxine Armstrong

❖ **CHAIRPERSON: BILL HANSON CALLED THE MEETING TO ORDER AT 12:10.**

MOTION: to accept the agenda as presented.

N Fontaine / B Hanson

CARRIED

MOTION: to accept the minutes from the previous Board meeting.

B Hanson / K MacKinnon

CARRIED

❖ **CORRESPONDENCE:**

- ❖ Email- Svitlana Maluzynsky regarding library mergers and regionalization, as well as a document "Library Merger Considerations" composed by Denise Weir
- ❖ E-mail Don Peake & Doug Evans responding to Buz Trevor's e-mail Archives material. Don contacted me and is seeking permission to have archival documents sent to Wpg for digitization. Document on file.
- ❖ E-mail Donna Kormilo MLTA advising of the upcoming MLTA AGM Nov 21 2016, and request to send a representative.
- ❖ Quote Wendy Webb to strip & wax downstairs floors \$1950.00 plus GST
- ❖ Sept 29th Letter of resignation Alecia Thompson, who is moving to Saskatoon. Last day Oct 13 2016
- ❖ Flin Flon Art Council thanking the library for our participation Culture Days with our Human Book Night, including a \$500.00 cheque for expenses for the events.
- ❖ Quote First Stop Computer regarding wireless security-mostly pertaining to alarm for recently installed sump pump in Archives room. Cost for an alarm water pump only \$624.89 plus \$23.95 p/m. Cost for entire library alarm \$939.03 plus \$23.95 p/m
- ❖ E-mail J MacDougal YCW requesting End of Work Term Report-done
- ❖ Habitat for Humanity requesting donation for raffle-(wrapped bag of books-done)
- ❖ Sick Note (Dr Raphael Faraj) dated Oct 13, indicating Kathy Ross unable to work. Her return to work date unknown.
- ❖ The Pas Regional Library cheque \$4,862.00 representing RM of Kelsey (Cranberry Portage) shared funding
- ❖ E-mail Canada Summer Jobs payment claim \$3,465.00 to be deposited within 10 days
- ❖ E-mail Wpg Foundation advising of approval \$4,000.00 grant Literacy for Life.
- ❖ Betty Dzioba thanking the library hosting Author Reading during Culture Days

- ❖ Flin Flon Aboriginal Friendship Centre regarding annual Christmas Gift Program
- ❖ Honourable Rochelle Squires Minister of Sport, culture and Heritage (cc copy of reply letter sent to Sara Pawlachuk)
- ❖ Email Andrew Robert Vice Chair MLTA regarding annual AGM, and requesting our library voice at the AGM
- ❖ Thank you Chamber of Commerce for our support Chamber Auction

❖ **NEW BUSINESS:**

- ❖ 1. Discussed Don Peake's request to remove materials from the Archives, and place on bus to Winnipeg, so than scanning can continue with the Flin Flon Heritage Project
- ❖ **Motion:** The library approved the project, and grants permission
Bill Hanson/ Nora Fontaine **CARRIED**
- 2. Discussed the possible donation of Annette Kirby's painting currently stored in Archives room
Motion: Painting will be donated to City Hall, for display
Nora Fontaine/Bill Hanson **CARRIED**
- 3. Discussed Archives Committee: Bill Hanson, Bunny Burke, & Cindy McLean **appointed/accepted**
- 4. Discussed Accessibility Committee: Nora Fontaine, Constance McLeese, Cindy Mclean **appointed/accepted**
- 5. Discussed Archives room situation since flood. Bill Hanson will speak with Charles Boulet, as we have not had a reply to either e-mail requests for updated information
- 6. Cindy has discussed the termination of Katy Ross, and advised that Tania Georgii has accepted position of ILL Clerk
- 7. **Motion:** To install & lease security equipment, as required for newly installed sump pump
C McLeese/ K MacKinnon **CARRIED**

❖ **FINANCIAL REPORT:**

- ❖ Administrator presented Financial statements to Nov 4 /16

MOTION: To accept Financial report as presented

C McLeese/K
Mackinnon

CARRIED

ADMINISTRATOR'S REPORT:

1. Author Reading & Workshop Wendy McGrath Sept 15th 5:45-9:00. Administrator worked this evening, with 13 individuals attending
2. Administrator also met with Lauren Wadelius, Administrator The Pas library on Sept 15th, to discuss our mutual concerns and S.W.O.T meetings
3. Administrator attended CFAR on Sept 21, interview regarding Human Book Night
4. The library staff celebrated Alecia's 30th Birthday Sept 22nd at Racks
5. The library closed on Sept 23rd, to allow us to clean downstairs after the flood. Many boxes that were placed on the floor in the Kinsmen room had to be moved, as well as dep cleaning after all the water.

6. Oct 20th & 21st-no school, very high traffic both days.
7. Library staff were very busy the week of Sept 26th, leading up to Culture Days on Sept 30th. The building was decorated, programs made, interviews and pictures of all Human Books, obtaining liquor license, purchasing all the cheese and crackers, as well as breakfast items for Author Reading, picked up wine, un-hook front desk computers, and hook all back up, returned un-opened wine, Facebook and Web-Page updates, and decorate outside the day of the event. We held an Author Reading Betty Dzioba in the morning, and Human book in the evening. We started our day at 8:30am, and were done at 10:30 pm. It was huge success with well over 150 people attending, including Svitlana Maluzynsky from PLS!
8. Administrator, along with Bill Hanson and Constance McLeese attended the S.W.O.T analysis meeting on the evening of Sept 29th
9. Administrator completed the Wpg Foundation grant Oct 1. We are hopeful to receive \$4000.00 for our Story Hour program
10. During the month of October, we held a "Help US Find the Mice" contest, where children found hidden mice throughout the library, a "Guess How Many Candies" contest, and a "Pokeman Search and Find Contest.
11. Library held Alecia's going away party Oct 13
12. The alarm in the Archives went off Oct 17 (just happened to be downstairs to hear), and VA was called.
13. Friendship Centre Day Care used our Kinsmen Room Oct 20th, as they had water problems
14. Discovered water coming in the Rotary Room Oct 25th. VA was called. Charles from City came a couple days later.
15. Library staff very busy during the week of Oct 24, preparing for our annual Bomber Halloween party. We had 78 children, 22 Bombers, and 44 adults. We had to have the party upstairs, as we had a flood in the Rotary the day before. The children had a blast!
16. The library has hired Danielle MacDonald to replace Alecia Thompson, and Tania Georgii to replace Kathy Ross
17. Alecia off vacation Sept 12 & 13, Cindy Oct 6 & 7th & 11th, Kathy Oct 4th. Celeste sick Sept 26th, Oct 20th, Nov 2 & 3rd, Kathy sick Sept 26th & 27th, Oct 13th. Both students off Oct 26th & 27th school trip
18. Administrator organized Saskatchewan Libraries Happy Hour on Nov 3 @ Victoria Inn. Fellow Librarians in the communities, as well as Board Members joined us!

MOTION: To Adjourn



B Burke/N fontaine



CARRIED: meeting adjourned at 1:15

Signed: _____ Date: _____