



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

MINUTES

BOARD MEETING: Sept 9, 2016

PRESENT



Nora Fontaine, Blaine Veitch, Bill Hanson, Buz Trevor, Tom Goodman, Karen MacKinnon, Cindy McLean
Regrets: Bunny Burke, Val Dixon

❖ **CHAIRPERSON: BUZ TREVOR 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:**

- ❖ Jones Lang LaSalle-advising of alternate rental requests in the event of a postal disruption, as well as CPC updates
- ❖ Manitoba Hydro-donation \$100.00 for children’s summer programming
- ❖ NNELS-WIPO Marrakesh Treaty announcement meaning there is now an international framework for countries to share books in accessible formats.
- ❖ Xerox-rate increase old rate (based on May 2016 bill, the increase \$18.14 per month or \$217.68 p/y)
- ❖ E-mail Charles Boulet City of Flin Flon regarding flood in Archives, as well as e-mail Ken James (James Dube Adjusters)
- ❖ E-mail-Morley Naylor regarding 21 field Engineer albums in Archives during flood
- ❖ Town of Creighton & Denare Beach funding. Town of Creighton elected to reduce our annual operating grant back to \$16,421.05 from \$18,421.05 in 2015. (\$2000.00 less)
- ❖ E-mail-Glenna Daschuk regarding smoke detector
- ❖ Stittco Utilities propane commodity rate increase from \$0.5322/m to \$0.7037/m effective Aug 1 2016. This means an average residential bill increase of 8.9%
- ❖ CIBC renewal confirmation \$4,222.96
- ❖ Manitoba Sport, Culture & Heritage-PLS is distributing Vision Impaired card, and advising that all Mb libraries can access at-cost Braille printing services through VIRN
- ❖ MLTA newsletter. Highlight Universal Accessibility plan by Nov 1 2017, as well as meetings with Minister regarding lack of funding increase 12 years
- ❖ E-mail PLS-Universal Access Customer Service Toolkit and 1Customer Service regulations.

- ❖ E-mail Donna Kormilo town Hall invite meeting Sept 20th 7:00 pm
- ❖ Minister of Sport, Culture, and Heritage- \$54,389.00 annual grant
- ❖ PLS-reminder of TD Summer Reading stats to be completed. Done
- ❖ Northern Village of Denare Beach-Council nominated Maxine Armstrong as the Denare Beach Representative Flin Flon Public Library
- ❖ Email- Svitlana Maluzynsky PLS-advising that she, along with Denise Weir, and Amber Christensen will be attending Human book Night Sept 30th. They have requested a meeting Thursday night at the library 7:00pm, and requesting Board & staff members attend.
- ❖ Flin Flon alliance Church-invite leadership training Oct 21-22. Cost is \$149.00 until Sept 20, and \$189.00 after
- ❖ Brodart-advising that they will credit library \$388.66 for the A Clip sign that broke
- ❖ Email Kerry Ryan Literacy advising of Literacy for Life grant changes and Oct 1 deadline
- ❖ Copy of letter Sara Pawlachuk sent to Tom Lindsay MLA, and Rochelle Squires Minister of Heritage, regarding her concern of the Saturday closing and library funding. Our Facebook posts regarding Saturday closing have been noted and included with correspondence by Administrator
- ❖ Letters Ingi Bjornson-thanking me for “the incredibly friendly service over the years”
- ❖ Thank you booklet Mrs. Fisher’s class Library tour, snacks, and story
- ❖ Thank you card KKDC

❖ **NEW BUSINESS:**

- ❖ Discussed picture of iconic FF area by Annette Kirby sitting in Archives. library hours, and possible adjustments. Bill Hanson/Karen MacKinnon will look at possibly having a home for it at City Hall
- ❖ Alecia’s Mother advised Administrator that the family will most likely be leaving by the end of October. As per discussion, the library has still replaced Karen McKay’s hours since she retired in January.
- ❖ Discussed Archives room flood situation & correspondence with Charles Boulter @ City of Flin Flon, as well as what to do with the archival material that was in the room, as well as redundant material currently being stored at City of Flin Flon. Tom Goodman suggested an archival committee be established, contacting Doug Evans & Don Peake. Table further discussions, until a committee is established.
- ❖ Discussed Chairman-Buz Trevor’s retirement
- ❖ As per e-mail Lanna Jennings-Accessibility Plan. A committee needs to be established-tabled for next meeting.
- ❖ Discussed Town of Creighton’s reduction 2016 Operating grant of \$16,421.05. Administrator to lobby Town of Creighton, requesting the funds remain at 2015 level of 18,421.00.
- ❖ Discussed downstairs bathroom sink falling off the wall. Plumbers had tried to re-attach-have advised to purchase new one
- ❖ Discussed recent drunk patrons in library, as well as Administrator’s communication with RCMP regarding this.
- ❖ Discussed CIBC GIC renewal. This Flexible GIC is set to auto renew P& I annually.

MOTION: The library to combine Karen's hours with Alecia's hours for a total of 28 hours per week @\$12.15 p/h



T Goodman/K MacKinnon



CARRIED

Motion: Bill Hanson to accept position on Chairperson

T Goodman/K Fontaine

CARRIED

Motion: The library to adopt a Flin Flon Public Library Public Order and Morality Policy

T Goodman/N Fontaine

CARRIED

❖ **FINANCIAL REPORT:**

- ❖ Administrator presented Financial statements to Sept 9 /16

MOTION: To accept Financial report as presented

B Hanson/ T
Goodman

CARRIED

ADMINISTRATOR'S REPORT:

1. The library held our TD Summer Reading kick off Tues June 28th.
2. The Archives room experienced a flood June 30th. The staff spent the morning hauling important documents, as well as anything on the floor, out of the Archives Room. VA Services was called, as well as Flin Flon Construction & City of Flin Flon. Administrator met with all parties several times, as well as conversation with Adjusters.
3. Library held discard sale outside June 30th in the PM
4. Northern Neighbours Grant update: Bill Hanson installed the back office cabinets June 28th, and Atlas Constuction installed the new front counter tops July 6th & 10th. (measured wrong-had to come twice)The back office renovation was very time consuming for staff. Celeste & I came in two evenings and painted the inside of all the lower cabinets, and Celeste, Kathy, and myself spent many hours packing, and un-packing all the supplies under and in all the cabinets front/back office, as well as my office. Jeremy Daniels was hired to put the three desks together, and VA Services installed back office washroom sink. David Krassilowsky completed painting June 23rd.
5. Fire alarm testing completed July 11th
6. Bat in the library Aug 3rd. Dept of Natural Resources called
7. Library hosted field trip Kiddie Korner Day Care
8. Aug 19th-two RCMP reports. One patron was drunk and wouldn't leave (Alphonse Bighetty), and the other (Emile Daniels) literally passed out on the floor reading area. Administrator has completed new Flin Flon Library Public Order & Morality Policy.
9. Last Summer Camp day Aug 25th. The library held 20 camp days, with 337 children attending, and 134 children signed up for Reading Logs. TD Summer Reporting done, as well as ROE for both students. Administrator also completed year end documents and reporting for YCW, and Canada Summer Jobs grants.
10. Administrator held going-away dinner for Shannah Fisher and Mikayla Gawiak Aug 30th at my home
11. Back entry stairs repaired Aug 30th, as well as roof repair, by City of Flin Flon. The roof was leaking after so much rain, despite having been extensively repaired 2013.
12. Staff completed Fall decorating Sept 7th and 8th. We have also been busy completing Pokeman scavenger Hunt/contest and decorating, as well as "Sept Library Sign up month-all children get book and treat bag with each new account. We are also completing our "Take a Picture with Zargbooky-our Library mascot contest. Administrator also working on Story Hour (start in Oct) as well as Mindful Coloring Days/partnering with Mental Health.
13. We have been very short staffed all summer, with vacation and sick days. Cindy vacation July 11th-15th, banked day July 18th, Aug 15th-19th. Celeste vacation July 19th, 25th, 26th, Aug 2nd, & 3rd, Alecia vacation Aug 22-26th, Kathy vacation Aug 10 & 11th, & 12th and Sept 1 & 2nd. Cindy sick July 5th & 7th, Celeste sick June 27 & Aug 22nd. Kathy sick July 8th. Rachel July 13th Bereavement day.

MOTION: To Adjourn

T Goodman/B Hanson

CARRIED: meeting
adjourned at 1:15

Signed: _____ Date: _____