

**LAC DU BONNET REGIONAL LIBRARY
MINUTES**

Date: January 22, 2018

Time: 5:45 pm

Members Present: Steva Becker, Cathie Brereton, Ken Lodge, Loren Schinkel
Cecile Strong, Vickie Short (Librarian)

Regrets: Joan Einarson,

1. Motions for additions to Agenda:
MOTION by Ken Lodge, SECONDED by Steva Becker that the agenda be adopted as revised and distributed (added 8.04 – New Auditor).
CARRIED

2. Minutes of the last meeting:
MOTION by Ken Lodge, SECONDED by Steva Becker that the minutes be adopted as distributed.
CARRIED

3. Delegations: None

4. Reports:
 - 4.01 Librarian's Report
MOTION by Cathie Brereton, SECONDED by Ken Lodge that the Librarian's report be adopted as distributed.
CARRIED

 - 4.02 Financial Report
MOTION by Ken Lodge, SECONDED by Cathie Brereton that the Financial report be adopted as amended and distributed. Amendments: Petty Cash procedure and Dodd Construction (Blair's Repairs) **CARRIED**

5. Authorization of Payments:
MOTION by Ken Lodge, SECONDED by Cathie Brereton that November cheques numbered from **10579** to **10609** for a total of **\$10,419.84** and December cheques numbered from **10610** to **10630** for a total of **\$10,736.77** are approved.
CARRIED

6. Correspondence:
 - 6.01 Manitoba Library Trustees Association (MLTA) – proposed merger
The MLTA is prepared to transfer their accounts as proposed, but need a commitment from MLA. Responsibility for all MLTA expenses due will be posted January 1, 2018, and will allocate \$5,000.00 in a reserve for Trustee education, development and advocacy purposes.

 - 6.02 Manitoba Library Trustees Association Newsletter
The November Newsletter included the Minutes of the Annual General Meeting held November 21, 2017; MLTA Chair's report for 2017; and their 2018 priorities.

- 6.03 Veronica Dyck - Assistant Deputy Minister
Response received in an email from the ADM stating that we are to direct any questions or discussion on the Program Review to Trevor Surgenor, Director of the Public Library Services Branch.
- 6.04 Workers Compensation Board – 2018 rate
The WCB 2018 rate is \$0.62 (the 2017 rate was \$0.64)
- 6.05 Centre for Equitable Library Access (CELA)
CELA is trying to get all provinces to contribute funds for services to Canadians with print disabilities. CELA indicated that they cannot fund their services indefinitely. To date, Manitoba has not contributed funds to CELA.
- 6.06 Disabilities Issues Office – Accessibility Laws and Employer Handbook
The Disabilities Issues Office has provided the Accessibility Standard for Customer Service to assist in developing policies and practices.
- 6.07 The Together Project – Grant Information
Manitoba Liquors and Lotteries – capital projects, minimum \$25,000.00 up to a maximum of \$50,000.00.
- 6.08 Desjardins Credit Card – Sunova Credit Union Makes Changes
An Agreement between Desjardins Visa and Sunova is not being renewed. We will be switching to Collabria Financial who offers a wide range of credit card products with their Mastercard.
- 6.09 Town of Lac du Bonnet – Request for Board representative
Requested Council approval for the appointment of Cecile Strong as the Member at Large representative.
- 6.10 Manitoba Community Services Council – Request for Support
The Province is cutting Administrative Funding for Manitoba Community Services Council (MCSC) effective March 31, 2018. This organization has been responsible for allocating funds to qualifying non-profit, volunteer community service, social service, recreation and health related organizations in Manitoba.
- 6.11 Premier's Volunteer Service Award
Requesting nominations for 2018.
- 6.12 Town of Lac du Bonnet – Resolution
Received Town council's resolution approving the appointment of Cecile Strong.
- 6.13 Manitoba Libraries Trustees Association – January Newsletter
Included the date for the Annual General Meeting; Chair's 2017 report and

2018 priorities; Manitoba Library Association merger; and the Library Program Review.

7. Unfinished Business

7.01 Motion to amend 2018 Budget

Amendment is required to include up to date census numbers.

MOTION by Cathie Brereton, SECONDED by Ken Lodge that the 2018 budget be amended to include the current census numbers.

CARRIED

8. New Business

8.01 Salary discussion re: summer student wages

1% increase for summer students in consecutive years.

MOTION by Ken Lodge, SECONDED by Steva Becker that the summer student rate be increased by 1% if the summer student returns to work in consecutive year(s).

CARRIED

8.02 Schedules of fees and rates review (Tabled to next meeting)

Non resident fees have not been increased for a number of years.

Correspondence will be sent to the Rural Municipality Offices that support their residents.

8.03 Election of Library Board officers

Chair –Loren Schinkel

Vice Chair – VACANT

Secretary – Cathie Brereton

Treasurer – Steva Becker

8.04 Auditor – Ryan Vernon

Our auditor, Ryan Vernon is changing firms. He will check to see if his accounts can move with him to the new firm.

MOTION by Ken Lodge, SECONDED by Cathie Brereton that we will continue to have Ryan Vernon as our Auditor, should he be able to transfer our file to the new firm.

CARRIED

MOTION by that the meeting be adjourned at 7:00 p.m.

2018 Meeting Dates

March 12

May 14

July 9

September 10

November 12