

**LAC DU BONNET REGIONAL LIBRARY
MINUTES**

Date: March 13, 2017

Members Present: Steva Becker, Cathie Brereton, Joan Einarson, Loren Schinkel

Regrets: Christine Argyle, Ken Lodge

Meeting called to order at 7:04 pm.

1. Motions for additions to Agenda:
MOTION by Cathie Brereton, SECONDED by Joan Einarson that the Agenda be adopted with one addition, 8.04 Posting minutes on Library web site. **CARRIED**

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

3. Delegations: None

4. Reports
 - 4.01 Librarians Report
MOTION by Joan Einarson, SECONDED by Cathie Brereton that the Librarian's report be adopted as distributed. **CARRIED**

 - 4.02 Financial Report
MOTION by Cathie Brereton, SECONDED by Steva Becker that the Financial report be adopted as distributed. **CARRIED**

5. Authorization of Payments:
MOTION by Joan Einarson, SECONDED by Steva Becker that January cheques numbered from **10326** to **10346** for a total of **\$7,600.30** be adopted. **CARRIED**

MOTION by Cathie Brereton, SECONDED by Joan Einarson that February cheques numbered from **10347** to **10370** for a total of **\$7,632.71** be approved. **CARRIED**

6. Correspondence:
 - 6.01 Town of Lac du Bonnet
Letter sent to Town Council extending Steva Becker as the Town Member at Large for another two year term.

 - 6.02 R.M of Lac du Bonnet – Board appointment
RM of Lac du Bonnet resolution approving Joan Einarson on the Board as a RM Member at Large effective January 2017.

- 6.03 Manitoba Library Trustee's Assoc. (MLTA) newsletter
Newsletter highlights include: Library review; AGM highlights; MLTA Board members list; and Chairs report.
- 6.04 Public Library Services (PLS) Information on Review and Forums
Letter from Sarah Guillemard, Legislative Assistant to the Minister of Sport, Culture and Heritage advising Libraries of a program and policy review.
- 6.05 PLS email re Policy and Program Review Launch
Environmental Survey Scan was attached; tips on completing the survey; announcement of dates and locations for forums.
- 6.06 PLS Regional Services Facility Consultation
Universal Access: Customer Service Toolkit,
- 6.07 MLTA President Andrew Robert – Review and Forums
- 6.08 Employee Resignation
Kathy Tomm sent an email resigning her position at the Library effective February 24, 2017.
7. Unfinished Business
- 7.01 Accessibility Customer Service Policy – ongoing
This will be done by year end. Working with a draft policy from Selkirk.
- 7.02 Board nominations – Vice Chairperson Vacancy
MOTION by Steva Becker, SECONDED by Cathie Brereton that Joan Einarson be appointed to the position of Vice Chairperson. **CARRIED**
8. New Business
- 8.01 Draft Audit
The Board reviewed and answered Audit questions in the section on Fraud. MOTION by Cathie Brereton, SECONDED by Joan Einarson that the Draft Audit as presented and discussed be approved. **CARRIED**
- 8.02 Draft Annual Report
The draft of the 2016 Annual report will be sent out to all members for review. This will be reviewed and approved at the May meeting.
- 8.03 Policy and Program survey
Reviewed and discussed our responses to the Policy and Program Survey. All board members were in agreement with responses. Vickie and Cathie will attend the Forum in Steinbach on March 24. To date only 30% of Manitoba Libraries have responded.

8.04 Minutes posted on Library website
MOTION by Cathie Brereton, SECONDED by Steva Becker that the approved minutes be posted on the library website effective January 2017 be approved. **CARRIED**

MOTION by Joan Einarson, SECONDED by Steva Becker that the meeting be adjourned at 8:05 p.m. **CARRIED**

2017 Meeting Dates

May 8

July 10

September 11 – Cathie Absent

November 13