

Library Board Minutes February 2014

The Rideau Lakes Public Library Board held a regular meeting at the Portland Branch on Wednesday, February 26, 2014 at 10 a.m.

Roll Call was taken and the following Board Members were in attendance: Doug Franks, Sheilagh Dubois, Greg Smith, Peggy Fletcher, Bernie MacLean, Nancy Sheffield and Yvonne Helwig.

Regrets: Joanne McIlhinney and Bob Lavoie

Staff: Christine Row and Donna Penney

RESOLUTION #14-05

Moved by: Nancy Sheffield

Seconded by: Peggy Fletcher

To pass a Resolution that:

The Rideau Lakes Public Library Board approves and adopts the agenda with the addition of the leave of absence request.

Carried

RESOLUTION # 14-06

Moved by: Sheilagh Dubois

Seconded by: Yvonne Helwig

To pass a Resolution that:

The Rideau Lakes Public Library Board approves with corrections the January 2014 minutes.

Carried

RESOLUTION #14-07

Moved by: Yvonne Helwig

Seconded: Greg Smith

To pass a Resolution that:

The Rideau Lakes Public Library Board requests that the surplus fund be separated into two balance sheet items, retaining \$15,000 for operational contingencies and the remainder to be placed in a development fund.

Carried

RESOLUTION #14-08

Moved by: Greg Smith

Seconded: Doug Franks

To pass a Resolution that:

The Rideau Lakes Public Library Board passes the 2013 Financial Statement as presented by Donna Penney.

Carried

Christine Row presented the CEO report for the month of February. As a result of the report, the following actions will take place.

- Doug Franks will email Bob Lavoie asking for the Township to elaborate on what solutions they will be pursuing for the Delta Branch building.
- Doug Franks will attend the Council budget meeting on March 17, 2014.
- Christine Row will research fine free libraries and report back to the Rideau Lakes Public Library Board regarding the findings.

- Christine Row will send the EDI information to the Rideau Lakes Public Library Board members as background information for strategic planning.

RESOLUTION #14-09

Moved by: Bernie MacLean

Seconded: Sheilagh Dubois

To pass a Resolution that:

The Rideau Lakes Public Library Board accepts the CEO report as presented.

Carried

Sheilagh Dubois reviewed the policy work in process and the cost of \$500 was accepted. Yvonne noted the review of governance policies is required this year. Bernie MacLean volunteered to join the Policy Committee which will meet in the fall and bring any questions to the Rideau Lakes Public Library Board.

Doug Franks reported on the February 19, 2014 Strategic Planning Committee meeting. Sheilagh Dubois will rejoin the Committee which will meet on March 19, 2014. Some further rewording of the mission statement will be discussed as well as strategic goals. The Committee aims to have the essentials of the plan ready for the Board meeting in March. The Committee hopes to finalize the strategic plan document before the summer.

At 11:27 the Rideau Lakes Public Library Board went in camera to discuss a personnel matter. The in camera discussion ended at 11:44.

The next Board meeting will be Wednesday, March 26, 2014 at 10 a.m. at the Portland Branch.