

Falher Regional Intermunicipal Library Board Meeting Minutes

Monday, December 2nd, 2019 – 7:00 PM Meeting at the LIBRARY

Attendees:

Jackie Hockey, Raoul Johnson, James Bell, Natasha Smit

Regrets: Lynn Farrell (available by phone if needed); Rita Boulet, Adele Parker

Item	Topic for discussion	Motion	Action
0.	Pre-meeting Social 6:30 – 7:00		
1.	Meeting called to order @ 7:05 pm; motion to accept agenda	Raoul	Carried
2.	<p><u>OLD BUSINESS</u></p> <p>A. Motion to approve November 4, 2019 Minutes</p> <p>B. Current Board Action Items (for Board Information)</p> <p>C. <u>Staff Updates</u> (for Board information)</p> <ol style="list-style-type: none"> 1. Notes from November 20 Committee Meeting with Doreen to review Sept – November staffing. 2. Notes from follow-up All-Staff Meeting Nov 22. <p>D. <u>Financial Items</u></p> <ol style="list-style-type: none"> 1. Nov 16 Capital Planning Committee meeting notes and review of discussion items for the Board. 2. Library Fines Review – staff feedback 3. Old laptop to be designated for Board / accounting use only (2020) <p>E. <u>Board Correspondence / Advocacy / Recruitment</u></p> <ol style="list-style-type: none"> 1. PLSB Webinar (Nov 25) 2. PLSB – discussion confirmed monthly costs for bandwidth upgrade would be seen as a discretionary expense by PLSB. Feedback on this to be included in Red Tape Reduction feedback. 3. Yearend Social Event deferred to 2020 4. December Board newsletter 5. CERC Contract Correspondence – 2020 staffing 	<p>Natasha</p> <p>Approved</p>	<p>Carried</p>
3.	<p><u>NEW BUSINESS - FINANCE</u></p> <p>A. <u>2019 Financial Items</u></p> <ol style="list-style-type: none"> 1. Financial statements to November 26, 2019 (for Board info). 2. ADT Security System update 3. CFEP project update, next steps 4. 2019 12 Staff Compensation: Service and Yearend Bonuses Motion to approved service award and yearend bonuses as presented totalling \$1,600. <p>B. <u>2020 Appropriation Budget</u></p> <ol style="list-style-type: none"> 1. Final Board review of all 2020 appropriation budget assumptions, to amend 2020 appropriation budget, compensation and identify required any governance document updates needed for: <ol style="list-style-type: none"> a. appropriation requests (Town of Falher, Village of Donnelly), and annual funding requests (MDSR & the Friends of the Falher Library - to be sent by Dec 4th); and b. 2020 updated Employment Terms letters for staff (to be sent by Dec 6th). 2. Motion to accept 2020 appropriation budget, as amended, per Board discussion. 	<p>Raoul, 2nd James</p> <p>Raoul, 2nd Natasha</p>	<p>Carried</p> <p>Carried</p>
4.	Starting in 2020, meetings will be held on the 1 st TUESDAY of the month. Next meeting Tuesday, January 7, 2020.		
5.	Adjournment @ 8:29 pm		