

April 2012

The April meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, April 25, 2012 at 3:00 p.m. In attendance were: Chair J. Cunningham, R. Schulz, S. Tibbs, A. Zucchiatti, Manager of Community Services, G. Bell, new Manager of Community Services, J. Kabel, and Secretary-Treasurer M. Sedgwick.

Regrets: A. Georgeson & R. Wiedenhoef

1. Conflict of Interest There were no declarations of conflict of interest at this time.

2. Non-agenda The following items were added to the agenda:  
5e. In Camera Procedure  
5f. Final Complete Building Report

3. Minutes MOTION #21: R. Schulz moved to accept the minutes of the meeting of March 28, 2012. Seconded by A. Zucchiatti. Carried.

The name of the fundraising account has been changed to the Fort Frances Public Library. There was lengthy discussion concerning the signing authorities on this account.

The financial reports on the status of the library's reserve accounts were discussed.  
**Action: J. Kabel will present reports on library reserves twice each year.**

The building deficiencies walkthrough was completed.  
**Action: M. Sedgwick will have a kickplate installed on the Shaw closet door.**  
**Action: G. Bell will contact architect John Knox re: the lighting issue.**

R. Wiedenhoef has been added to the "Who Does What" committee. G. Bell may be called in as a resource person.

The final report for the IT grant is due to SOLS on August 31.  
**Action: M. Sedgwick will include a copy of the report on the September meeting.**

J. Cunningham has sent out preliminary emails regarding dates for the fall Working With our Peers Networking meeting and has tentatively booked the Shaw room.

OLS-N has been contacted re: AODA Customer Services Training for Library Board members.

The Memorandum of Understanding is on hold until policies and the Who does What chart are completed.

J. Cunningham suggested that the July 1 date for the start day of the new CEO is a best

case scenario.

A quote of \$500 to move the SmartBoard was received from Sight & Sound.  
MOTION # 22: R. Schulz moved to move the SmartBoard and pay applicable costs.  
Seconded by S. Tibbs. Carried.

A letter was sent to Peggy Loyie thanking her for her interest in the Library Board.

4. Policies An ad hoc committee consisting of J. Cunningham, A. Zucchiatti & M Sedgwick was set up to look at policies.

5. CAP Letters will be sent to Industry Canada & local MPs regarding the cancellation of the Industry Canada Community Access Program.

6.MOTION #23: S. Tibbs moved to accept the Financial Report for March 2012.

When the budget for 2012 has been finalized, the budgeted figures will be added to the monthly financial report.

7. In Camera J. Cunningham has investigated In Camera Procedures.  
**Action: M. Sedgwick will present draft In Camera Procedures at the May meeting.**

8. Building **Action: M. Sedgwick will present the building budget outlining specific costs at the May meeting.**

9. Information: The following Information Items were received:

March Activity Report

Upcoming Programs: Teen Author Kelly Armstrong April 26

Author Bonnie Ferrante April 28

Friends of the Library Booksale May 26

Various Computer Classes.

10. Next Meeting The next meeting will be held on May 23 at 3 p.m.

11. G. Bell George Bell was presented with a gift for his valuable service to the Library Board.

11. Adjournment MOTION #24: A. Zucchiatti moved to adjourn at 4:50 p.m.