

## **Fort Frances Public Library Technology Centre Board Minutes November 2013**

The meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, November 27<sup>th</sup> 2013 at 2:00 P.M.

**In attendance were:** Chair, Joyce Cunningham, Arlene Georgeson, Robert Schulz, Rick Wiedenhoeft, Alan Zucchiatti, Secretary-Treasurer Alicia Subnaik Kilgour, and Manager of Community Services, J. Kabel

**Regrets:** P. Pirie, A. Hallikas

**1. Conflict of Interest.** There were no conflicts of interest.

**2. Non-agenda items.**

The Following items were added to the agenda:

5. d) Ice and Parking

5. e) Next Meeting Date

**3. Minutes:**

MOTION#111: Arlene G. moved to accept the minutes October 23<sup>rd</sup>, 2013.  
Seconded by Robert S. Carried.

**4. Business Arising from Minutes.**

*Other:*

A review of fees and fines will be performed in the New Year.

**5. Items for Action/Discussion:**

*A) Strategic Plan:*

*i. Update:*

Community User Surveys have been distributed. More surveys will be available at the Santa Claus Parade, as well as at Confederation College, and to the First Nations Bands via the Friendship Centre and the Chief Secretariat.

*ii. Exercise:*

Alicia SK distributed the assignment on SWOT (Strengths, Weaknesses, Opportunities, and Threats) and PESTEL (Political, Economic, Socio/Cultural, Technological,

Environmental, and Legal). The Library Board completed the assignment from OLS North as a group. The Summary will be forwarded to S. Kraus at OLS North.

***B) Finance Reports:***

***i. October Report***

MOTION#112: Alan Z. moved to accept the Financial Statement to October 2013. Seconded by Rick W. Carried.

The Library Building Reserve Summary Report was distributed. Joyce C. informed the Board that 2013 marked the end of all the Building Pledges. The “Building for the Future” Fundraiser raised \$887,307.92 in donations for the new Library building.

***ii. Transfers***

MOTION#113: Robert S. moved that \$5000 be transferred from the Library Board Account for the Watt Fiction Collection. Seconded by Alan Z. All in favour. Carried.

***C) 2014 Forecast Budget:***

Capital Projects were discussed. Alicia SK noted that a number of projects need to be addressed in 2014. These requests will be brought forward in the New Year.

A discussion ensued over the Zero Percent Increase Budget that was submitted to Council. Although there was some initial concern about a zero percent increase the Board believes that we will be able to offer the appropriate services due to our receiving donations and accessing the Library Reserve and the Library Board Accounts.

MOTION#114: Arlene G. moved to accept the 2014 Forecast Budget as presented with a zero percent increase from 2013. Seconded by Alan Z. All in favour. Carried.

Alicia SK informed the Board that a cheque was received for the Watt Fiction Collection. This is the second installment and it is intended to continue to develop the Library’s Fiction Collection.

Alicia SK informed the Board that the Friends of the Library donated \$5000 towards the Forest of Reading Program for 2014. This is a larger Literacy Initiative sponsored by Mr. D’Agostini. The Friends also donated \$2500 towards Library Programming in 2014.

MOTION#115: Rick W. moved to move \$7500 into the Library Board Account for the Watt Fiction Collection for 2014, from the Donations line and to transfer \$5000 from the Donations line to the Library Board Account for the “Forest of Reading” 2014 Program and to transfer \$2500 to the Library Board Account for Library 2014 Programming. Seconded by Robert S. All in favour. Carried.

***D) Ice/Parking:***

Joyce C. expressed some safety concerns regarding the Yellow Curb not being painted. Handicap Signs will also be needed for the snow-covered parking lot.

Alicia SK was instructed to follow-up regarding the safety concern.

***E) Next Meeting Date:***

The next Library Board meeting will be held Wednesday, December 18<sup>th</sup> at 3 pm.

MOTION#116: Alan Z. moved to adjourn at 4:00 pm. Seconded by Robert S. All in favour. Carried.

Meeting adjourned at 4:00 pm.