

**TOWNSHIP OF RUSSELL PUBLIC LIBRARY BOARD
CONSEIL D'ADMINISTRATION DE LA BIBLIOTHÈQUE PUBLIQUE
DU CANTON DE RUSSELL**

**Minutes of the April 23, 2015 regular meeting
Gaston R. Patenaude Meeting Room (717 Notre-Dame EMBRUN) - 6:30 p.m.**

Attending: Morgan Cunningham-Fetch Marc Charron Joanne Durocher
Michelle Rogers Cindy Saucier Amanda Simard

Absent (motivated): Michael Tarnowski

Staff: Claire Dionne, CEO

Guest: Bill McInnis, RAPA (Russell Association for the Performing Arts)

The meeting was called to order at 6:30 p.m.

15.04.1 Chair's Opening Remarks

Chair Amanda Simard welcomed everyone to the meeting.

15.04.2 Approval of the Agenda

Motion 15.04.02

That the agenda be approved as presented.

Moved by Marc Charron. Seconded by Michelle Rogers. Carried.

15.04.3 Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

FOCUS ON OUR COMMUNITY

15.04.4 RAPA (Russell Association for the Performing Arts)

Chair Amanda Simard welcomed Bill McInnis representing RAPA, the Russell Association for the Performing Arts. Mr McInnis gave an overview of the organization's history, objectives and activities. He presented the upcoming Mystery Evening Theater at the Russell Branch Library, a project developed in cooperation with the Library, and answered questions from Board members.

APPROVAL

15.04.5 Minutes of the March 19, 2015 regular meeting

Motion 15.04.05

That the minutes of the March 19, 2015 regular meeting be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Cindy Saucier. Carried.

15.04.5.1 Business arising from the minutes

CEO Claire Dionne shared information with members about different issues arising from the minutes of previous Board meetings: the 2015 cost of living salary increase, the Board's Media Policy and new emails for Board members.

15.04.6

Policies (New)

15.04.6.1 Public Library Board Self-Evaluation Policy

Motion 15.04.06.1

That the Public Library Board Self-Evaluation Policy (Policy 1.1.8) be approved as presented.

Moved by Michelle Rogers. Seconded by Joanne Durocher. Carried.

15.04.6.2 Public Library Board Integration and Training Policy

Motion 15.04.06.2

That the Public Library Board Integration and Training Policy (Policy 1.6.2) be approved as presented.

Moved by Marc Charron. Seconded by Morgan Cunningham-Fetch. Carried.

FAST-TRACK TRAINING

15.04.7

Legacy Document

CEO Claire Dionne presented the comments and recommendations of the *Legacy Document* approved in October, 2014 by the former Public Library Board. The objective of the process was to review the Board's work over the past term, reflect on achievements and governance issues and provide direction for the new Board on ongoing initiatives and unfinished projects.

MONITORING

15.04.8

Financial reports

15.04.8.1 2014 Financial reports

The 2014 Financial reports were tabled. CEO Claire Dionne provided a brief summary and analysis of the reports and answered Board members' questions.

15.04.8.2 2015 Financial reports

15.04.8.2.1 2015 Budget

The 2015 Budget and accompanying documentation were tabled. CEO Claire Dionne provided a brief summary and analysis of the reports and answered Board members' questions.

15.04.8.2.2 2015 Quarterly financial reports

The 2015 Quarterly financial reports for the period of January 1st to March 31st, 2015 were tabled. CEO Claire Dionne provided a brief summary and analysis of the reports and answered Board members' questions.

15.04.8.3 Library reserves

A document on Library reserves was tabled. CEO Claire Dionne provided a brief summary and analysis of the report and answered Board members' questions.

15.04.9 Performance indicators

15.04.9.1 2014 Annual performance indicators reports

The 2014 Annual performance indicators reports were tabled. CEO Claire Dionne provided a brief summary and analysis of the reports and answered Board members' questions.

15.04.9.2 2015 Quarterly performance indicators reports

The Quarterly performance indicators reports for the period of January 1st to March 31st, 2015 were tabled. CEO Claire Dionne provided a brief summary and analysis of the reports and answered Board members' questions.

15.04.10 Correspondence and information

Correspondence

No Board correspondence was tabled.

Information

Press releases, newspaper articles and posters on Library programs, services and activities were tabled.

15.04.11 Library team report

CEO Claire Dionne gave a brief overview of the Library's main activities since the last regular Board meeting.

EVALUATION

15.04.12 Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next regular meeting

Thursday, **May 28, 2015** – 6:30 p.m. Gaston Patenaude Meeting Room

The meeting was adjourned at 9:17 p.m.

Amanda Simard - Chair

Claire Dionne, Secretary