

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

**Minutes of the May 28, 2015 regular meeting
Gaston R. Patenaude Meeting Room (717 Notre-Dame EMBRUN) – 6:30 p.m.
(TRANSLATION)**

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

Guest: Lindley McPhail – Russell and District Horticultural Society

Staff: Claire Dionne, CEO

The meeting was called to order at 6:34 p.m.

15.05.1 Chair's Opening Remarks

Chair Amanda Simard welcomed everyone to the meeting.

15.05.2 Approval of the Agenda

Motion 15.05.02

That the agenda be approved as presented.

Moved by Joanne Durocher. Seconded by Michael Tarnowski. Carried.

15.05.3 Pecuniary conflict of interest statement

There was no disclosure of pecuniary interest.

FOCUS ON OUR COMMUNITY

15.05.4 Russell and District Horticultural Society

Chair Amanda Simard welcomed Lindley McPhail, former chair and Board member of the Russell and District Horticultural Society. Ms McPhail briefly outlined the Society's objectives, history (it will celebrate its centennial in 2019) and activities. She described the Society's main projects, including the two developed in cooperation with the Library: the garden constructed in front of the Russell branch building in 2011, and the Children's Fantasy Reading Garden launched in 2014. She answered questions from Board members.

APPROVAL

15.05.5 Approval of the minutes of the April 23, 2015 regular meeting

Motion 15.05.05

That the minutes of the April 23, 2015 regular Board meeting be approved as presented.

Moved by Cindy Saucier. Seconded by Michelle Rogers. Carried.

15.05.5.1 Business arising from the minutes

CEO Claire Dionne provided an update on business arising from the minutes of past meetings, including the 2015 cost of living salary increase, the Five-Year Capital Plan, and the survey of users and non-users completed in 2012 under the strategic planning process. The Five-Year Capital Plan revised in 2014 as well as documents concerning the 2012 survey were tabled.

15.05.6

Policies (updates)

15.05.6.1 Posting Policy (updates)

Motion 15.05.06.1

That the **Posting Policy** (Policy no 4.8.2.1) be approved as amended (replace “television screen” with “video screen”).

Moved by Michael Tarnowski. Seconded by Cindy Saucier. Carried.

15.05.6.2 Community Information Policy (updates)

Motion 15.05.06.2

That the **Community Information Policy** (Policy no 4.8.2) be approved as amended (replace “television screen” with “video screen”).

Moved by Michael Tarnowski. Seconded by Cindy Saucier. Carried.

TRAINING

15.05.7

Board Training Opportunities

15.05.7.1 Legal Training

Chair Amanda Simard explained to members that a legal training session is being organized on the Library Board’s role and responsibilities. This training would also involve members of Municipal Council. Board Members indicated their keen interest in such training. The CEO will send a Doodle survey to members as soon as specific dates are suggested.

15.05.7.2 Leadership by Design: Learn HQ project

Members received documents on the pilot project for this online training program that will be provided to Library Board members throughout the province. CEO Claire Dionne invited members to send her their comments.

INFORMATION AND DISCUSSION

15.05.8

Correspondence and information

Correspondence

* Requests for financial assistance addressed to Friends of the Library groups for the Summer TD Reading Program.

Information

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

15.05.9

Library team report

CEO Claire Dionne submitted a team report for the period from April 25 to May 27, 2015.

Motion 15.05.09

That municipal councillors Amanda Simard and Cindy Saucier, members of the Library Board, be mandated by the Library Board to approach the Municipality requesting that the Gaston R. Patenaude meeting room in the Municipal building at 717 Notre-Dame Street in Embrun remain available for upcoming editions of the Library's Annual Mega Used Book Sale.

Moved by Michael Tarnowski. Seconded by Marc Charron. Carried.

EVALUATION

15.05.10

Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next regular meeting

Thursday June 18, 2015 – 6:30 p.m. Gaston R. Patenaude Meeting Room

The meeting was adjourned at 8:12 p.m.

Amanda Simard, Chair

Claire Dionne, Secretary