

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

**Minutes of the October 15, 2015 regular meeting
Gaston R. Patenaude Meeting Room (717 Notre-Dame EMBRUN) – 6:30 p.m.
(TRANSLATION)**

aA

Attending: Cindy Saucier Joanne Durocher
Michelle Rogers Amanda Simard
Michael Tarnowski (joined the meeting at 6:40 p.m.)

Absences (motivated): Morgan Cunningham-Fetch, Marc Charron

Staff: Claire Dionne, CEO

The meeting was called to order at 6:38 p.m.

15.10.1 Chair's Opening Remarks

Chair Amanda Simard welcomed everyone to the meeting.

15.10.2 Approval of the agenda

Motion 15.10.02

That the agenda be approved as presented.

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

15.10.3 Pecuniary conflict of interest statement

There was no disclosure of pecuniary interest.

Chair Amanda Simard took this opportunity to refer members to *Ontario's Municipal Conflict of Interest Act: a Handbook*, should they require more information on conflicts of interest.

Michael Tarnowski joined the meeting (6:40 p.m.).

15.10.4 Business arising from the minutes

15.10.4.1 Legal training workshop

Members agreed to defer this item to the agenda of the next regular meeting to provide all members who attended the training with the opportunity to take part in the discussion.

15.10.4.2 Hiring of staff – Head of Communications, Programming and Community Relations

CEO Claire Dionne informed members that the candidate chosen by the Selection Committee for the position of Head of Communications, Programming and Community Relations has accepted the Library's service offer. The service agreement between Jean-François Royer and the Library was tabled. Commencement date will be January 4, 2016.

15.10.4.3 Municipality – Municipal Strategic Plan and Recreation Master Plan

The draft Municipal Strategic Plan was tabled. CEO Claire Dionne brought members' attention to item 2 d) dealing with the improvement of Library facilities in the eastern part of the Township. Residents were invited to send their comments to the Township.

The Recreation Master Plan was tabled. CEO Claire Dionne highlighted inaccuracies in the Plan concerning Library facilities.

APPROVAL

15.10.5 Minutes of the July 28, 2015 special meeting

Motion 15.10.05

That the minutes of the July 28, 2015 special meeting be approved as presented.

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

15.10.6 FINANCES

15.10.6.1 2015 Quarterly Financial Report

The Quarterly Financial Report for the period July to September 2015 was tabled.

15.10.6.2 2015 Anticipated surplus

A report on the 2015 anticipated surplus was tabled. Pending the availability of more recent financial data on capital costs and revenues, members agreed to defer to the next regular meeting any motion on the use of the 2015 anticipated surplus.

15.10.6.3 Five-year Capital Plan 2014-2018: revised

Motion 15.10.06.03

That the revised Five-year Capital Plan 2014-2018 be approved as presented.

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

15.10.6.4 Budget 2016

15.10.6.4.1 Reserves

A report on the status of Library reserves was tabled.

Members took a break from 8:25 to 8:35 p.m.

15.10.6.4.2 Budget

Motion 15.10.06.04.02

That the 2016 Budget be approved as amended (Revenues – Human Resources Reserve \$30,000 instead of \$29,000).

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

INFORMATION

15.10.7 Library Team Report

This item was deferred to the next regular meeting.

CEO Claire Dionne mentioned that the Library will be present at the Salon du livre de l'est ontarien which will be held October 23 to 25 at École secondaire d'Embrun. She invited members to visit the book fair.

OTHER

15.10.8 Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting. Members requested that where possible, budget documents be available slightly more in advance.

Next regular meeting

Thursday November 19, 2015 – 6:30 p.m.

Gaston R. Patenaude Meeting Room

The meeting was adjourned at 9:28 p.m.

Amanda Simard, Chair

Claire Dionne, CEO