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

**Minutes of the March 22, 2018 regular meeting
Gaston R. Patenaude Meeting Room (717, Notre-Dame EMBRUN)**

Attending: Amanda Simard Joyce Chartrand
Morgan Cunningham-Fetch Jacques Héroux
Cindy Saucier Michael Tarnowski

Guest: Marc Pharand, representing the auditing firm Deloitte

Staff: Claire Dionne, CEO
Hélène Quesnel, Head of the Russell Branch Library

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

18.03.1 Roll call
The Board Secretary confirmed that there was a quorum for the meeting.

18.03.2 Chair's opening remarks
Chair Amanda Simard welcomed everyone to the meeting.

18.03.3 Approval of the agenda

Motion 18.03.03

That the agenda be approved as presented.
*Moved by Morgan Cunningham-Fetch. Seconded by Jacques Héroux.
Carried.*

18.03.4 Pecuniary conflict of interest statement
There was no disclosure of pecuniary interest.

MEET YOUR LIBRARY TEAM

18.03.5 Head of the Russell Branch Library
The Head of the Russell Branch Library, Hélène Quesnel, discussed her duties and challenges as Branch Head and answered members' questions.

Hélène Quesnel left the meeting at 7 p.m.

APPROVAL

18.03.6 **Finances**

18.03.6.1 **2017 Audited Financial Statements**

Marc Pharand, representing the auditing firm Deloitte, presented the 2017 Audited Financial Statements and answered members' questions.

Chair Amanda Simard thanked Marc Pharand for his presentation.

Motion 18.03.06.01

That the 2017 Audited Financial Statements be approved as presented.
Moved by Jacques Héroux. Seconded by Michael Tarnowski. Carried.

18.03.6.2 **Summary of Library reserves**

A summary document on Library reserves at December 31, 2017 was tabled.

18.03.7 **Minutes of the February 22, 2018 Regular Meeting**

Motion 18.03.07

That the minutes of the February 22, 2018 regular meeting be approved as presented.
Moved by Morgan Cunningham-Fetch. Seconded by Joyce Chartrand. Carried.

INFORMATION AND DISCUSSION

18.03.8 **Business arising**

18.03.8.1 **Nomination of a new Board member**

CEO Claire Dionne informed members that the Municipality was in the process of appointing a new Board member to replace Natalie Meggison.

18.03.8.2 **Joint Subcommittee on the Relocation of the Embrun Branch Library**

Jacques Héroux, representing the Board on the Joint Subcommittee on the Relocation of the Embrun Branch Library, informed members on the recent activities of the subcommittee.

18.03.8.3 **CEO Succession**

CEO Claire Dionne informed members on the next steps for the appointment of a new CEO.

18.03.9 **Correspondence and information**

Correspondence

The Library CEO indicated that the Board had received no correspondence since the last regular meeting.

Information

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

18.03.10 **Library Team Report**

The CEO gave a brief oral report for the period of February 23, 2018 to March 21, 2018.

OTHER

18.03.11

Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next meetings

Joint meeting with Municipal Council : Thursday, April 19, 2018 – 6:30 p.m.

Next regular meeting: Thursday, April 26, 2018 – 6:30 p.m.

Gaston R. Patenaude Meeting Room

The meeting was adjourned at 7:40 p.m.

Amanda Simard, Chair

Claire Dionne, Secretary