

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

**Minutes of the November 16, 2017 regular meeting
Gaston R. Patenaude Meeting Room (717, Notre-Dame EMBRUN)
(TRANSLATION)**

<u>Attending:</u>	Morgan Cunningham-Fetch Cindy Saucier Michael Tarnowski	Natalie Meggison Amanda Simard
<u>Absent (motivated):</u>	Joyce Chartrand	Jacques Héroux
<u>Guest:</u>	Tiffany Sanscartier – Chair, Russell Community Concert Band	
<u>Staff:</u>	Claire Dionne, CEO	

The meeting was called to order at 6:33 p.m.

17.11.1 Chair's opening remarks

Chair Amanda Simard welcomed everyone to the meeting.

17.11.2 Approval of the agenda

Motion 17.11.02

That the agenda be approved as amended (item 17.11.5 deferred to the next regular meeting).

*Moved by Michael Tarnowski. Seconded by Morgan Cunningham-Fetch.
Carried.*

17.11.3 Pecuniary conflict of interest statement

There was no disclosure of pecuniary interest.

FOCUS ON OUR COMMUNITY

17.11.4 Russell Community Concert Band

The chair of the Russell Community Concert Band, Tiffany Sanscartier, described the mission, activities and projects of the organization and answered members' questions.

MEET YOUR LIBRARY TEAM

17.11.5 Head of the Embrun Branch Library and Report on the Library as Place Conference

This item was deferred to the next regular meeting.

APPROVAL

17.11.6 Minutes of the October 19, 2017 regular meeting

Motion 17.11.06

That the minutes of the October 19, 2017 regular meeting be approved as presented.

Moved by Morgan Cunningham-Fetch. Seconded by Natalie Meggison.

Carried.

17.11.7 Local History, Genealogy and Digitization Policy (NEW)

Motion 17.11.07

That the Local History, Genealogy and Digitization Policy be approved as presented.

Moved by Natalie Meggison. Seconded by Morgan Cunningham-Fetch.

Carried.

17.11.8 Internet Services Policy (REVIEW)

Motion 17.11.08

That the Internet Services Policy be approved as revised.

Moved by Morgan Cunningham-Fetch. Seconded by Michael Tarnowski.

Carried.

17.11.9 2017 Calendar of adoption and revision of policies (update)

The updated 2017 Calendar of adoption and revision of policies was tabled.

17.11.10 Budget 2018 (Final)

Motion 17.11.010

That the 2018 Budget be approved as approved by Municipal Council.

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

INFORMATION and DISCUSSION

17.11.11 Joint Subcommittee on the Relocation of the Embrun Branch Library

CEO Claire Dionne updated members on the latest developments in the Subcommittee's work.

17.11.12 Correspondence and information

Correspondence

The Library CEO indicated 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.

17.11.13

Library Team Report

CEO Claire Dionne gave a brief oral report for the period of October 20 to November 15, 2017. She reminded members that they are invited to the traditional 5 to 7 Volunteer Appreciation Event to be held on December 6 at the Russell Branch Library.

OTHER

17.11.14

Comments on the meeting

Chair Amanda Simard invited members to comment on the meeting.

Next regular meetings

Motion 17.11.014

That the Library Board's regular meetings in 2018 be held on the fourth Thursday of the month, except in July and August when there are no meetings and in December when the meeting can be held December 12 at 7:30 p.m. following the 5 to 7 Volunteer Appreciation Event.

Moved by Michael Tarnowski. Seconded by Morgan Cunningham-Fetch. Carried.

Next meeting

Thursday January 25, 2018 – 6:30 p.m.

Gaston R. Patenaude Meeting Room

The meeting was adjourned at 7:35 p.m.

Amanda Simard, Chair

Claire Dionne, Secretary