

# Fort Frances Public Library Technology Centre – Board Minutes

## January 2013

The January meeting of the Fort Frances Public Library Board was held in the Library on Wednesday, January 23, 2013 at 2:00 p.m. In attendance were: Chair J. Cunningham, A. Georgeson, R. Schulz, R. Wiedenhoef, A. Zucchiatti (via Skype), Manager of Community Services, J. Kabel, and Secretary-Treasurer A. Subnaik Kilgour.

1. **Conflict of Interest.** There were no declarations of conflict of interest at this time.

2. **Non-agenda items.** No items were added to the agenda.

3. **Minutes:**

MOTION#72: A. Georgeson moved to accept the minutes as amended, December 18th, 2012. Seconded by R. Schulz. Carried.

4. **Business Arising from Minutes.**

A Reminder to A. Subnaik Kilgour to email the new User Fee Schedule to Board Members.

The Education Institute webinar on Strategic Planning was rescheduled; A. Subnaik Kilgour will notify Board Members once the new date has been set.

A. Subnaik Kilgour clarified that we will still keep computer usage statistics, utilizing the PC Reservation system. We will no longer keep a written log.

A. Subnaik Kilgour informed the Board of the issues with the Heat Transfer Unit. Graham will troubleshoot and take a look at the unit.

5. **Items for Action/Discussion:**

J. Cunningham discussed using the Leadership By Design tool again, once the new Board Members are in place.

J. Cunningham informed the Board that we have received a letter of resignation from Marnie Cummings.

MOTION#73: R. Schulz moved to accept the letter of resignation submitted by Marnie Cummings. Seconded by A. Zucchiatti (via Skype). Carried.

A. Subnaik Kilgour was asked to write a letter to Mayor and Council to request the vacant position on the Board be advertised in the local newspaper.

There was some discussion around recruitment for the vacancy on the Board.

The vacant Council Representative position on the Board was also discussed. At this point in time, there is no communication about a replacement.

There was discussion about the procedure for transfer of funds from the Library's CIBC account. A. Subnaik Kilgour will draft a memo to be signed by both the Library Board Chair, the Vice-Chair and CEO regarding the transfer along with the appropriate Board resolution.

MOTION#74: R. Wiedenhoeft moved that the Library Board now move in camera at 2:30 pm. Seconded by R. Schulz. Carried.

The Board meeting came out of camera and resumed at 3:47 pm.

MOTION#75: A. Georgeson moved that the CEO proceed as directed. Seconded by R. Schulz. All in favour. Carried.

The next Board meeting will be held Wednesday, February 27<sup>th</sup> 2013 at 2 pm in the Shaw Room at the Library.

MOTION#76: R. Schulz moved to adjourn the meeting. Seconded by A. Zucchiatti. Carried.

Meeting adjourned at 3:58 pm.