

Pinawa Public Library Board  
June 20, 2019

Present: M Luke, D Wuschke, M Stokes, A Quinn, M Tiede, H Parcey, T McMahon.

Absent: L Ewing, G Smith, L Bernardin.

Meeting called to order at 9:32 am.

1. Minutes of April 18, 2019 meeting:
  - a. Noted minor correction under the Operations Report.
  - b. Acceptance of the minutes of April 18, 2019 as distributed, with noted correction to be made for final version.
  
2. Review of Actions from April 18, 2019 meeting:
  - a. **ACTION on M Luke:** Mike will revise wording of the P&P on sections discussed, and submit proposed revisions to the PPL board members. **Ongoing.**
  - b. **ACTION on M Luke** to write a letter to the LGD of Pinawa requesting permission to mount a wall map of the world on a wall in the Pinawa Community Centre foyer or hallway. **Complete.**
  - c. **ACTION on M Luke** to write a letter to the Pinawa Lions Club to request their consideration for a donation towards the globe and bookshelf project. **Complete.**
  
3. Operations Report: A Quinn
  - a. Operations report for May and June 2019 was reviewed and discussed.
  - b. An increase in both visits to the PPL and withdrawals from the eLibraries Manitoba was noted.
  
4. Librarian's Report: M Stokes for L Bernardin
  - a. Discussion was held on the switching of PPL office spaces which occurred in May, 2019. The printer no longer works since being switched to the new office space. We have also lost access from the new office space computer to the Z drive library computer. Both of these changes create a loss of flexibility regarding workflow. On the positive side, the office space is quiet and slightly more isolated, so it is easier to work undisturbed.
  - b. Grant application status: Complete once the 2018 audit is sent from PPL to the PLS.
  - c. Lindsay Aboud (Rueckert) will host a presentation about her mission work on September 29, 2019 (Sunday afternoon). The Library is simply the venue as Lindsay will be doing her own advertising, etc.

5. Treasurer's Report: D Wuschke

- a. The PPL Financial Report was reviewed and discussed.
- b. Incoming grant monies: Grassroots Committee \$3,900.00; Youth & Philanthropy \$350.00; Pinawa Lions Club \$500.00; May community project fund raising ~\$600.00. M Luke will thank groups for their support.
- c. There is no information on possible expenditures under Staff Safety and Security. L Bernardin, who has taken the lead on testing out app devices, is currently on holiday.

6. Junior Book Selection: N O'Connor's report by M Stokes

- a. The Grassroots sponsored children's story time held on Thursday mornings report.
- b. Activities since last report:
  - i. TD Children's Book Week with visit from author Heather Smith;
  - ii. Ready, Set Grow event.
  - iii. 2 book talks, one for younger and one for older students.
- c. Proposals on purchases for the library using the grant monies provided by the Grassroots Committee.
- d. Booklets made and presented to the board for the summer reading program.
- e. Movie night update: If showing a copyrighted movie in a public setting, a licence is required. The Whiteshell School Division has the required license, and as we are showing the movie to their students in their library, they have agreed to cover this event under their license. Therefore the movie will be shown as the license is settled and we own the movie to be shown. The library is scheduled to be open that night as usual so there is no additional cost to us for this event.
- f. Book selection continues.

7. Adult Book Selection: Mike Luke

- a. An adult book order has been submitted with some additions for the order still to come.

8. Presentations

Proposed presentation schedule is as follows:

- a. Heartland Pub (St. John): Mike to call and discuss date
- b. Mike Luke: New book: Date to be set
- c. Robert Tiede: Croatia Date to be set
- d. Jackie Sturton: Skyping Date to be set

9. Other Business

Discussion on:

- a. Retirement of D Wuschke, PPL Treasurer and long-time member of the PPL board.
- b. Staff Safety; No formal update as L Bernardin is on holidays.
- c. H Parcey mentioned the possibility of a community Volunteer Recruitment evening in the Autumn of 2019. The idea of recruiting volunteers who would be willing to step in and help out during special occasions, presentations, fund raising (Friends of the Library) was proposed.
- d. Quiz Night follow up
  - i. Mike and Wendy Berry have agreed to work the bar. One other volunteer may be needed.
  - ii. Discussed encouraging people to participate in the side games at Quiz Night.
  - iii. M Luke to thank groups that support the PPL during his opening welcome talk at Quiz Night.
  - iv. M Luke's scheduled meeting with the Whitemouth Library to discuss joining the PPL for Quiz Night was cancelled.
- e. **MOTION:** The PPL board authorizes T McMahon to initiate the purchase of the world map for display on the Pinawa Community Centre wall.  
CARRIED.
- f. Signage: T McMahon updated the PPL board on the issue of signage. T McMahon is also on the Town Marketing Committee and advises that there will be upcoming discussion on signage within that committee and he will advocate for highly visible signage for both the Pinawa Community Center and the PPL.
- g. Visitors Centre: the PPL is willing to assist with visitor information. There is some concern that it is perhaps not the most effective/available place for a Visitors Centre.
- h. Discussion was held on PPL email discussion and decision-making.
  - i. All board members are willing to engage in email PPL information sharing and any necessary decision-making.
  - ii. M Luke will take the lead on email discussion/decisions.
  - iii. Phone calls to alert M Luke to issues that have arisen are advised, if necessary.
  - iv. M Luke, as chairperson, will if necessary, make decisions on behalf of the PPL on time sensitive issues.
- i. Suzanne Chiupka, Consultant for the Provincial Library Services attended the PPL board meeting. She updated us on her responsibilities, as well as her catchment area, and her willingness to assist us as needed.

**10. Next meeting: Quiz Night Planning Meeting**

a. **Thursday, August 15, 2019** at the Library, at 9:30 a.m.

11. Adjourn meeting: 11:35 a.m.