



SIX NATIONS PUBLIC LIBRARY, Est. 1966

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2013 BOARD MEETING RESOLUTIONS

January 16, February 20, March 20, April 17, May 15, June 19, August 21, September 18, October 16, November 20.

PHONE OR E-MAIL POLLS

February 21, 2013

A Board Meeting of the Six Nations Public Library was held on **Wednesday, April 17, 2013** at the Six Nations Public Library Board Room at 5:26 pm. Donald Lynch chaired the meeting.

TRUSTEES PRESENT:	Shirley Bomberry	Mark Hill	Susan M. Hill
	Donald Lynch	Marion MacDonald	Ron Monture
CEO PRESENT:	Sabrina Saunders		
REGRETS:	N/A		
ABSENT:			
GUESTS:	N/A		
EMERITUS PRESENT:	George Beaver		
SECRETARY:	Sabrina Saunders		

SNPL#1 – 5-15-13

Moved by Susan M. Hill and seconded by Ron Monture Hill to accept the agenda as presented. CARRIED

SNPL#2 – 5-15-13

Moved by Shirley Bomberry and seconded by Marion MacDonald to Accept the Minutes of April 17, 2013 as presented. CARRIED

SNPL#3 – 5-15-13

Moved by Shirley Bomberry and seconded by Ron Monture to accept the Motions of Consent as Information. CARRIED

SNPL#4 – 5-15-13

Moved by Ron Monture and seconded by Shirley Bomberry to have Sabrina Saunders, CEO of SNPL, open a My Business Account on behalf of the SNPL Board for online CRA business. CARRIED. Second Reading Waived.

SNPL#5 – 5-15-13

Moved by Ron Monture and seconded by Susan M. Hill to accept the 2012 Financial Statements as prepared by MNP for release to the public. CARRIED. Second Reading Waived.

SNPL#6 – 5-15-13

Moved by Marion MacDonald and seconded by Shirley Bomberry to accept the Finance Report as Information. CARRIED

SNPL#7 – 5-15-13

Moved by Susan M. Hill and seconded by Marion MacDonald to accept the Business Arising from the Minutes as Information. CARRIED

SNPL#8 – 5-15-13

Moved by Ron Monture seconded by Shirley Bomberry to accept the New Business as Information. CARRIED

SNPL#9 – 5-15-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to adjourn the meeting. CARRIED

A Board Meeting of the Six Nations Public Library was held on **Wednesday, April 17, 2013** at the Six Nations Public Library Board Room at 5:20 pm. Donald Lynch chaired the meeting.

TRUSTEES PRESENT:	Shirley Bomberry	Mark Hill	Susan M. Hill
	Donald Lynch	Marion MacDonald	Ron Monture
CEO PRESENT:	Sabrina Saunders		
REGRETS:	Mark Hill		
ABSENT:			
GUESTS:	N/A		
EMERITUS PRESENT:	George Beaver		
SECRETARY:	Sabrina Saunders		

SNPL#1 – 4-17-13

Moved by Ron Monture and seconded by Susan M. Hill to accept the agenda with additions. CARRIED

SNPL#2 – 4-17-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to Accept the Minutes of March 20, 2013 as presented. CARRIED

SNPL#3 – 4-17-13

Moved by Shirley Bomberry and seconded by Susan M. Hill to Accept the In-Camera Minutes of March 20, 2013 as presented. CARRIED

SNPL#4 – 4-17-13

Moved by Ron Monture and seconded by Marion MacDonald to accept the Motions of Consent as Information. CARRIED

SNPL#5 – 4-17-13

Moved by Marion MacDonald and seconded by Shirley Bomberry to accept the Finance Report as Information. CARRIED

SNPL#6 – 4-17-13

Moved by Ron Monture and seconded by Susan M. Hill to appoint Shirley Bomberry to the CEO Evaluation and Hiring Committee, to fill the remainder of the term of the current vacancy. CARRIED. Second Reading Waived.

SNPL#7 – 4-17-13

Moved by Shirley Bomberry and seconded by Ron Monture to accept the Business Arising from the Minutes as Information. CARRIED

SNPL#8 – 4-17-13

Moved by Susan M. Hill and seconded by Shirley Bomberry that the CEO and Chair may continue discussions with GoodMinds.com pertaining to an aboriginal libraries fund where SNPL would be an active supporter and promoter of the program. CARRIED

SNPL#9 – 4-17-13

Moved by Shirley Bomberry and seconded by Ron Monture to approve the CEO request to renovate the current second floor hallway to include a small office space and to add a door to the Boardroom. Troy Pearce will be hired as the successful tender for the construction and the vendors of record for electrical and IT will be used to complete all other needs for the project. CARRIED. Second Reading Waived.

SNPL#10 – 4-17-13

Moved by Marion MacDonald seconded by Ron Monture to accept the New Business as Information. CARRIED

SNPL#11 – 4-17-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to adjourn the meeting. CARRIED

A Board Meeting of the Six Nations Public Library was held on **Wednesday, March 20, 2013** at the Six Nations Public Library Board Room at 5:15 pm. Donald Lynch chaired the meeting.

PRESENT:	George Beaver	Shirley Bomberry	B. Helen Hill
	Mark Hill	Susan M. Hill	Donald Lynch
	Ron Monture	--VACANT--	Sabrina Saunders
REGRETS:	George Beaver	Mark Hill	
ABSENT:			
GUESTS:	N/A		
SECRETARY:	Sabrina Saunders		

SNPL#1 – 3-20-13

Moved by Susan M. Hill and seconded by B. Helen Hill to accept the agenda with additions. CARRIED

SNPL#2 – 3-20-13

Moved by B. Helen Hill and seconded by Ron Monture to Accept the Minutes of February 20, 2013 as presented. CARRIED

SNPL#3 – 3-20-13

Moved by Shirley Bomberry and seconded by B. Helen Hill to accept the Motions of Consent as Information. CARRIED

SNPL#4 – 3-20-13

Moved by Ron Monture and seconded by Shirley Bomberry to accept 2013-14 Presented. CARRIED

SNPL#5 – 3-20-13

Moved by B. Helen Hill and seconded by Susan M. Hill to accept the Finance Report as Information. CARRIED

SNPL#6 – 3-20-13

Moved by B. Helen Hill and seconded by Susan M. Hill to accept the new Staff Job Fact Sheets and Evaluations as Information. CARRIED

SNPL#7 – 3-20-13

Moved by Shirley Bomberry and seconded by Susan M. Hill to accept the recommendations to renew the following staff contracts for 2013-14:

- Lindsay Martin, Sr. Clerk, Salary-Full Time, 12 months;
- Lacey Hill, Programming Clerk, Hourly-Full Time, 12 months;
- Jane Hill, IT Clerk, Hourly-Full Time, 12 months;
- Ivy Logan, Clerk, Part-Time/Regular Season Only;
- Jennifer Martin, Digitization Clerk, Part-Time, 12 months
- Jody Martin, Page, Part-Time, Regular Season Only;
- Nolan General-Maracle, Page, Part-Time, Regular Season Only;
- Carly Anderson, Digitizing Clerk, Part-Time-CSIF Grant.

CARRIED

SNPL#8 – 3-20-13

Moved by Shirley Bomberry and seconded by Ron Monture to accept the Business Arising from the Minutes as Information. CARRIED

SNPL#9 – 3-20-13

Moved by Ron Monture and seconded by Shirley Bomberry that George Beaver be moved to the status of Active Trustee Emeritus. This will allow George to participate in all Board Business at his choosing. When an Emeritus is present at a Board Meeting they shall be counted in quorum and may vote with other trustees. The Chair will send a letter to George Beaver informing him of this decision, thanking him for his decades of service to the Board, and wishing him a speedy recovery and return to the SNPL Boardroom. CARRIED

SNPL#10 – 3-20-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to accept the February 20, 2013 resignation of Leona Moses from the Board with well wishes and thanks. CARRIED

SNPL#11 – 3-20-13

Moved by Ron Monture and seconded by Susan M. Hill to accept the resignation of B. Helen Hill from the Board, effective March 31, 2013, and offer her well wishes and thanks for years of service to the Library. CARRIED

SNPL#12 – 3-20-13

Moved by Shirley Bomberry and seconded by Susan M. Hill to appoint Ron Monture as the Library Representative to the Friends of the Six Nations Public Library Foundation, effective immediately. CARRIED. Second Reading Waived.

SNPL#13 – 3-20-13

Moved by Susan M. Hill and seconded by Shirley Bomberry that:

1. Six Nations Public Library resolution SNPL#9-4/18/11 has been repealed by motion of the Board and has been updated with the following signing officers:
 - a. Donald D. Lynch
 - b. Ron Monture
 - c. Lindsay C. Martin [replacing B. Helen Hill];
2. Six Nations Public Library will continue to do Banking with the Bank of Montreal;
3. Will maintain a *Primary* chequing account where Sabrina Saunders will prepare all cheques and financial statement and *Donald D. Lynch, Ron Monture and Lindsay C. Martin* will act as signing authority with 2 of the 3 signatures required;
4. Will maintain a *Gaming Commission/Bingo* chequing account as required by the Six Nations Gaming Commission where Sabrina Saunders will prepare all cheques and financial statement and *Donald D. Lynch and Lindsay C. Martin* will act as signing authority with 2 of the 2 signatures required;
5. Will maintain a *Fundraising/Capital* chequing account where Sabrina Saunders will prepare all cheques and financial statement and *Donald D. Lynch, Ron Monture and Lindsay C. Martin* will act as signing authority with 2 of the 3 signatures required;
6. Sabrina Saunders has permission to request any information pertaining to the accounts from BMO to conduct financial management of the accounts and SNPL business.
7. This resolution does not repeal or impact the Friends of the SNPL Foundation signing author or account.

CARRIED. Second Reading Waived

SNPL#14 – 3-20-13

Moved by Shirley Bomberry and seconded by Ron Monture to offer a three year extension of the CEO contract scheduled to end in September 2013. CARRIED.

SNPL#15 – 3-20-13

Moved by Shirley Bomberry seconded by Ron Monture to accept the New Business as Information. CARRIED

SNPL#16 – 3-20-13

Moved by Ron Monture seconded by Susan M. Hill to establish new policy on the distribution of In-Camera Minutes. In-Camera Minutes shall be circulated at the Board Meetings only, and shall not be e-mailed or printed for early circulation. The Chair and/or CEO may preview them prior to the meeting. The CEO shall print and distribute at meetings and will gather and shred In-Camera documents following the meetings. One original copy will be added to the In-Camera official minutes book and be signed according to standard minutes procedures. CARRIED

SNPL#17 – 3-20-13

Moved by Shirley Bomberry seconded by Susan M. Hill to adjourn to In-Camera. CARRIED

See In-Camera Book for:

- SNPL IC:18 – 3-20-13
- SNPL IC:19 – 3-20-13
- SNPL IC:20 – 3-20-13
- SNPL IC:21 – 3-20-13
- SNPL IC:22 – 3-20-13

SNPL#23 – 3-20-13

Moved by Ron Monture and seconded by Shirley Bomberry to approve the public release of resolution SNPL IC:20 – 3-20-13 from the In-Camera Session following the review of minutes. CARRIED

SNPL IC:20 – 3-20-13 Reads: Moved by Shirley Bomberry and seconded by Susan M. Hill to appoint Marion MacDonald to the Six Nations Public Library Board for a period of 3 years. CARRIED. Second Reading Waived

SNPL#24 – 3-20-13

Moved by Ron Monture and seconded by Shirley Bomberry to come out of In-Camera and adjourn the Meeting. CARRIED

**Emergency Resolutions:
Email Poll Minutes of the Board
February 22, 2013**

An E-mail Poll was conducted between the February and March Board Meetings in order to have an approved resolution for the Ontario Trillium Foundation March 1st application. Donald Lynch chaired the E-mail Poll. Sabrina Saunders scripted the message.

E-Mail Contact:	Shirley Bomberry	B. Helen Hill	Mark Hill
	Susan M. Hill	Donald Lynch	Ron Monture
	Leave: George Beaver		
Phone Contact:	N/A		
Chair/Contactor:	Donald D. Lynch		
Secretary:	Sabrina Saunders		

SNPL#1 – 2-22-13

Resolution made by E-mail Poll:

Moved by Shirley Bomberry and seconded by B. Helen Hill to accept the Ontario Trillium Foundation application: Living History Collection Development, for March 1, 2013. Second Reading Waived.

A Board Meeting of the Six Nations Public Library was held on **Wednesday, February 20, 2013** at the Six Nations Public Library Board Room at 5:15 pm. Donald Lynch chaired the meeting.

PRESENT:	George Beaver	Shirley Bomberry	B. Helen Hill
	Mark Hill	Susan M. Hill	Donald Lynch
	Ron Monture	Leona Moses	Sabrina Saunders
REGRETS:	George Beaver	Susan Hill	
ABSENT:			

GUESTS:	N/A
SECRETARY:	Sabrina Saunders

SNPL#1 – 2-20-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to accept the agenda. CARRIED

SNPL#2 – 2-20-13

Moved by B. Helen Hill and seconded by Ron Monture to Accept the Minutes of January 16, 2013 as amended. CARRIED

SNPL#3 – 2-20-13

Moved by Leona Moses and seconded by Shirley Bomberry to accept the Motions of Consent as Information. CARRIED

SNPL#4 – 2-20-13

Moved by B. Helen Hill and seconded by Ron Monture to accept MNP to conduct the 2013 audit of the SNPL Financials. CARRIED

SNPL#5 – 2-20-13

Moved by Susan M. Hill and seconded by Shirley Bomberry to accept the Finance Report as Information. CARRIED

SNPL#6 – 2-20-13

Moved by Susan M. Hill and seconded by Mark Hill to accept the Business Arising from the Minutes as Information.

SNPL#7 – 2-20-13

Moved by Shirley Bomberry and seconded by Leona Moses to accept DAMAR Security as the new Vendor of Record for security monitoring of SNPL for March 2013 through February 2016. CARRIED. Second Reading Waived.

SNPL#8 – 2-20-13

Moved by Ron Monture seconded by Susan M. Hill offer a Notice to Renew Contracts for Lindsay Martin, A. Jane Hill, and Lacey Hill . Other staff shall be renewed only if suitable funding is provided by Six Nations Council. CARRIED. Second Reading Waived.

SNPL#9 – 2-20-13

Moved by Leona Moses seconded by B. Helen Hill to approve the request for funding to attend the International Conference of Tribal Libraries, Archives, and Museums in New Mexico. CARRIED.

SNPL#10 – 2-20-13

Moved by Shirley Bomberry seconded by Ron Monture to accept the New Business as Information. CARRIED

SNPL#11 – 2-20-13

Moved by B. Helen Hill seconded by Leona Moses to adjourn to In-Camera. CARRIED

See In-Camera Book for:

- SNPL IC:12 – 2-20-13
- SNPL IC:13 – 2-20-13
- SNPL IC:14 – 2-20-13
- SNPL IC:15 – 2-20-13

SNPL#16 – 1-16-13

Moved by Leona Moses and seconded by Ron Monture to come out of In-Camera and adjourn the Meeting. CARRIED

A Board Meeting of the Six Nations Public Library was held on **Wednesday, January 16, 2013** at the Six Nations Public Library Board Room at 5:15 pm. Donald Lynch chaired the meeting.

PRESENT:	George Beaver	Shirley Bomberry	B. Helen Hill
	Mark Hill	Susan M. Hill	Donald Lynch
	Ron Monture	Leona Moses	Sabrina Saunders
	George Beaver	Susan Hill	
REGRETS:			
ABSENT:			
GUESTS:	N/A		
SECRETARY:	Sabrina Saunders		

SNPL#1 – 1-16-13

Moved by Shirley Bomberry and seconded by Ron Monture to accept the agenda. CARRIED

SNPL#2 – 1-16-13

Moved by Ron Monture and seconded by B. Helen Hill to Accept the Minutes of November 15, 2012 as presented. CARRIED

SNPL#3 – 1-16-13

Moved by B. Helen Hill and seconded by Shirley Bomberry to accept the Motions of Consent as Information. CARRIED

SNPL#4 – 10-25-12

Moved by Leona Moses and seconded by Ron Monture to accept the Quarterly Finance Report as Information. CARRIED

SNPL#5 – 1-16-13

Moved by Shirley Bomberry and seconded by Leona Moses to accept the Business Arising from the Minutes as Information.

SNPL#6 – 1-16-13

Moved by Ron Monture seconded by B. Helen Hill to accept the New Business as Information. CARRIED

SNPL#7 – 1-16-13

Moved by B. Helen Hill and seconded by Shirley Bomberry to adjourn. CARRIED