

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Monday, 1 April 2019
LOCATION: Alpine Church of God, Swift Current, SK
TIME: 10:00 am to 2:00 pm

ATTENDING:

Bruce Deg, Councillor, City of Swift Current
Kathryn Foley, Director, Chinook Regional Library
Jean McKendry, Assistant to the Director, Chinook Regional Library
Michael Morrow, Town of Maple Creek
Charlene Orr, RM of Waverly, #44
Doug Osmond, Town of Herbert
Patrick Simpson, Chair, Member at Large
Sharon Wallace, Village of Abbey

ABSENT:

Gail Beuhler, SLTA rep
Katherine Bristow, City of Swift Current
Neil Guenther, RM of Coulee, #136
Tanya Selk, City of Swift Current

1. **Call to order** at 10:05 am by Patrick Simpson, Chair.
2. **Appointment of recording secretary:**
MOTION 136 by Bruce Deg that Kathryn Foley be appointed recording secretary.
SECONDED by Doug Osmond. CARRIED.
3. **Adoption of agenda:**
MOTION 137 by Michael Morrow to approve the agenda.
SECONDED by Charlene Orr. CARRIED.
4. **Adoption of 25 February 2019 Minutes of the Executive Committee meeting:**
MOTION 138 by Sharon Wallace.
SECONDED by Doug Osmond. CARRIED.
5. **Conflict of Interest:** none
6. **Old Business:**
 - a) **Marijuana Policy: Impairment in the Workplace Policy.**
MOTION 139 by Bruce Deg to approve Marijuana Policy # 17 with changes to wording and format.
SECONDED by Charlene Orr. CARRIED.
 - b) **Update on committee for disbursement of Dorothy Saunderson Bequest**

7. Committee Reports:

- a) Negotiating Committee, Michael Morrow, no reports.
Next meeting date changed to: **MONDAY, 30 APRIL 2019 at 10 am at Chinook Headquarters.**
- b) Finance Committee, no report.
- c) Facility Committee, no report
- d) Advocacy Committee, no report
- e) SLTA Report,
Letter March 26 2019 from Gail Beuhler stepping down as rep.
Motion 140: by Michael Morrow to renew SLTA Membership for 2019; with provision that over the next year communication is made covering a clear vision and goals for advocacy.
SECONDED by Charlene Orr. CARRIED.
- f) Hiring Committee, no report
Motion 141: by Doug Osmond to accept the Committee reports.
SECONDED by Bruce Deg. CARRIED

8. Reports:

- a) Director's report, Kathryn Foley, written report
- b) Interim Assistant to the Director's report, Jean McKendry, written report
- c) Swift Current Branch Manager's report, Andrea McCrimmon, written report

MOTION 142 by Sharon Wallace to accept the reports
SECONDED by Michael Morrow. CARRIED.

9. Budget and expenditures:

- a) **MOTION 143 by Bruce Deg to accept February 2019 financial statements.**
SECONDED by Michael Morrow. CARRIED.

10. New Business:

- a) i) **Motion 144: by Michael Morrow to ratify email motion to accept audited financial statements.**
SECONDED by Charlene Orr. CARRIED.

ii) **Motion 145: by Michael Morrow to ratify distribution to municipalities.**
SECONDED by Doug Osmond. CARRIED.
- b) **Motion 146: by Sharon Wallace to acknowledge Swift Current budget allocation for 2019 in the amount of \$427196.**
SECONDED by Doug Osmond. CARRIED.

- c) Responsibility/role executive committee members

See: Pub. Lib. Act, 1996, 32(3): All who serve on Executive Board are also on local Library Board or sit on an RM Board in RM having no Library Board.

- d) AGM discussion/ explanation code for financial statements
Ask Peg Olfert to make explanation of financial matters if questions asked at AGM
- e) Is there anyone on the committee who wishes to be chair? Please state your intentions.

f) Strategic plan overview

Table to next meeting. Bryce Martin from Saskatchewan Health Authority is a possibility for a facilitator.

g) Provincial Budget

Director attended the embargoed budget meeting with the rest of the Ministry of Education stakeholders. There was positive mention of ongoing involvement stemming from the 2018 Provincial Engagement.

11. In Camera

- a) **MOTION 147** by Bruce Deg to go in camera.
SECONDED by Charlene Orr. CARRIED.
- b) **MOTION 148** by Bruce Deg to go out of in camera.
SECONDED by Michael Morrow. CARRIED.

12. Correspondence:

- a) SLA Conference information and Registration forms – Michael going, Kathryn and Andrea as well.
- b) Email thread detailing motion to accept and distribute audited statements/meeting packages
- c) Management letter from Stark and Marsh for final release of audited statements for AGM
- d) Letter to Board Chair regarding Provincial Budget 2019
- e) Gail Beuhler resignation email
- f) Social Media discussion

Motion 149: by Sharon Wallace to accept the correspondence.
SECONDED by Bruce Deg. Carried

13. Date of next meeting: Monday, 14 May 2019, 10 am-2 pm at Swift Current Library.

14. Adjournment: MOTION 148 by Bruce Deg to adjourn at 1:08 pm.

Patrick Simpson, Board Chair