

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Monday, 17 June 2019
LOCATION: Swift Current Branch, Swift Current, SK
TIME: 11:00 am to 1:00 pm

ATTENDING:

Tanya Selk, Chair, City of Swift Current
Bruce Deg, Councillor, City of Swift Current
Kathryn Foley, Director, Chinook Regional Library
Michael Morrow, Town of Maple Creek
Charlene Orr, RM of Waverly, #44
Doug Osmond, Town of Herbert
Rhonda Forster, City of Swift Current (assigned for this meeting)

ABSENT:

Neil Guenther, RM of Coulee, #136
Teresa Richards, Member-At-Large

1. **Call to order** at 11:04 am by Tanya Selk, Chair.
2. **Appointment of recording secretary:**
MOTION 166 by Bruce Deg that Kathryn Foley be appointed recording secretary.
SECONDED by Charlene Orr. CARRIED.
3. **Adoption of agenda:**
MOTION 167 by Doug Osmond to approve the agenda.
SECONDED by Bruce Deg. CARRIED.
Welcome to Rhonda Forster, introduction of Board Members
4. **Adoption of 14 May 2019 Minutes of the Executive Committee meeting:**
MOTION 168 by Michael Morrow.
SECONDED by Charlene Orr. CARRIED.
5. **Conflict of Interest:** none
6. **Old Business:**
 - a) **Strategic Plan Overview**
Kathryn Foley identified what is relevant and what needs updating.
ACTION by Kathryn Foley review Board Binders of Leader and Eastend, contact for updates
Tabled to September meeting
 - b) **Update on committee for disbursement of Dorothy Saunderson Bequest**
Kathryn Foley contacted the family that gave the bequest, correspondence filed.
Money is in Restricted Funds Reserve as shown in Chart of Accounts.
Formation of Committee tabled to September meeting.

c) Motion 169 by Charlene Orr to rescind the Motion 160 – Vacation Days

SECONDED by Rhonda Forster. CARRIED.

Covered by wording in Administration Manuel.

7. Committee Reports:

- a) Negotiating Committee, Michael Morrow, no report.
Next meeting date delayed.
- b) Finance Committee, aural report by Chair and Director.
- c) Facility Committee, no report.
- d) Advocacy Committee, no report
- e) SLTA Report – Michael Morrow reported there had been no feedback to the review of direction.
Nancy Kennedy the Director is very supportive for communication and advocacy.

Motion 170: by Bruce Deg to accept the Committee reports.

SECONDED by Charlene Orr. CARRIED

8. Reports:

- a) Director's report, Kathryn Foley, written report
- b) Swift Current Branch Manager's report, Andrea McCrimmon, written report

Motion 171: by Doug Osmond to accept the Committee reports.

SECONDED by Rhonda Forster. CARRIED

9. Budget and expenditures:

- a) **MOTION 172 by to Charlene Orr to March 2019 & April 2019 financial statements as recommended by the Financial Committee.**
SECONDED by Bruce Deg. CARRIED.

10. New Business:**Signing Authority****Motion 173: by Bruce Deg to change the signing authority to the following:**

- a. Tanya Selk
- b. Charlene Orr
- c. Doug Osmond
- d. Kathryn Foley

SECONDED by Michael Morrow. CARRIED.

- b) Committees for the next year:
Negotiations/Evaluations: Michael Morrow, Charlene Orr
Advocacy: Everyone
Doug Osmond taking information to the Southwest Municipal Government; Kathryn Foley will write and print a report including the SLTA update
Finance: Bruce Deg, Tanya Selk, Teresa Richards, non-voting Kathryn Foley, Peg Olfert
Facility: Tanya Selk, Bruce Deg, Doug Osmond, Neil Guenther

The first committee meeting of each will establish terms of reference.

11. In Camera

- a) **MOTION 174** by Doug Osmond to go in camera.
SECONDED by Bruce Deg. CARRIED.
- b) **MOTION 175** by Doug Osmond to go out of in camera.
SECONDED by Bruce Deg. CARRIED.

12. Correspondence:

- a) Kathrine Bristow Resignation Email
 - b) Government of Saskatchewan 2019-2020 Provincial Grant
 - c) Kathryn Foley Letter to D. Saunderson Estate Executor
 - d) Maple Creek Branch Library Letter Dated June 11, 2019 - withdrawn
- Motion 176: by Doug Osmond to accept the correspondence.**
SECONDED by Bruce Deg. Carried

13. Date of next meeting: Monday, 16 September 2019, 11 am-1 pm at Swift Current Library.

14. Adjournment: MOTION 177 by Bruce Deg to adjourn at 12:55 pm.

Tanya Selk, Board Chair