

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Monday, 25 November 2019
LOCATION: CRL HQ, Swift Current, SK
TIME: 9:04 am to 10:13 pm

ATTENDING:

Charlene Orr, Acting Chair RM of Waverly, #44
Bruce Deg, Councillor, City of Swift Current
Kathryn Foley, Director, Chinook Regional Library
Doug Osmond, Town of Herbert
Teresa Richards, Member-At-Large
Sharon Uteck, City of Swift Current
Neil Guenther, RM of Coulee, #136 at 9:12 am

ABSENT:

Teresa Richards, Member-At-Large

1. **Call to order** at 9:04 am by Charlene Orr, Acting Chair.
2. **Appointment of recording secretary:**
MOTION 204 by Bruce Deg that Kathryn Foley be appointed recording secretary.
SECONDED by Sharon Uteck. CARRIED.
3. **Adoption of agenda:**
Corrections made to change the Election and add Fine Forgiveness Program
MOTION 205 by Bruce Deg to approve the agenda.
SECONDED by Doug Osmond. CARRIED.
4. **Adoption of 2 November 2019 Minutes of the Executive Committee meeting:**
MOTION 206 by Doug Osmond.
SECONDED by Sharon Uteck. CARRIED.
5. **Conflict of Interest:** none
6. **Old Business:**
 - a) **Building Inspection:** Air Quality – not yet received
 - b) **Strategic Plan Overview**
Major Goal for the near future is moving into a new headquarters
MOTION 207 by Bruce Deg to move to the February meeting the Strategic Planning sessions.
SECONDED by Neil Guenther. CARRIED.
 - c) **Update on committee for disbursement of Dorothy Saunderson Bequest**
Kathryn had a meeting with Marilyn Nimegeers, the next meeting is scheduled for November 28th at 3:00 pm. Melanie Clark from Vanguard will be asked to join us for the next meeting.

7. Committee Reports:

- a) Negotiating Committee, Next meeting date to be set after the appointment of another Board member.
- b) Finance Committee, no report
- c) Facility Committee, no written report, to meet at 1:00pm Nov. 25.
- d) Advocacy Committee, Bruce will let the city council know that usage of materials and service are both increasing.
- e) SLTA Report – no report.

Motion 208: by Neil Gunther to accept the Committee reports.

SECONDED by Doug Osmond. CARRIED

8. Reports:

- a) Director's report, Kathryn Foley, written report
- b) Swift Current Branch Manager's report, Andrea McCrimmon, written report
- c) Rural Branch Manager's report by Ashley Booth, none this month

Motion 209: by Sharon Uteck to accept the Committee reports.

SECONDED by Neil Guenther. CARRIED

9. Budget and expenditures:

- a) Review and Approval of October financial Statements

Motion 210 by to Sharon Uteck to accept the October financial Statements.

SECONDED by Bruce Deg. CARRIED.

10. New Business:

- a. Election of Chair.
 - i. Election of Chair has to be done at the Spring or Fall Representatives meeting.
 - ii. Charlene Orr is staying on as Acting Chair.

Motion 211 by Bruce Deg that Sharon Uteck be an Alternate Vice Chair until the April meeting

SECONDED by Doug Osmond. CARRIED

- b. Review of Signing Authority

Motion 212: by Bruce Deg that Sharon Uteck have Signing Authority

SECONDED by Doug Osmond. CARRIED.

- c. Review of Committees

Bruce Deg will be added to the Negotiations Committee.

- d. Fine forgiveness month for February 2020

Motion 213: by Doug Osmond that the Chinook Regional Library develop alternative ideas to reconnect with patrons not using library services and to adopt Fine Forgiveness Month for February 2020.

SECONDED by Sharon Uteck. CARRIED.

11. Correspondence:

a) Letter of Resignation from Tanya Selk.

Motion 214: by Neil Guenther to accept the resignation of Tanya Selk.

SECONDED by Doug Osmond. Carried

12. Date of next meeting: Monday, 20 January 2020, 9:00 am-10:30 am at 1240 Chaplin St. W.

13. The Meeting recessed for all Board Members to look at the Hillside Plaza and 110 11th Ave W buildings.

14. The Meeting Reconvened at 1:00 pm.

15. Facility: Discussion followed

Motion 215: by Neil Guenther that the Board negotiate the purchase of the 110 11 Ave property.

SECONDED by Doug Osmond. Carried

Motion 216: by Sharon Uteck that Bruce Deg act as CRL liaison and have the capacity to make an offer on behalf of Chinook Regional Library.

SECONDED by Doug Osmond. Carried

16. Adjournment: MOTION 217 by Neil Guenther to adjourn at 2:30 pm



Charlene Orr, Acting Board Chair