**CHINOOK REGIONAL LIBRARY  
EXECUTIVE BOARD MEETING MINUTES**

**DATE:** Monday, 25 January2021

**LOCATION:** CRL Zoom on computer or phone

**TIME:** 11:01 am to 12:16 pm

**ATTENDING:**

|  |  |  |
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| By Zoom: |  | Phone: |
| Charlene Orr, Chair RM of Waverly, #44 |  | Sharon Uteck, Vice Chair, City of Swift Current |
| Ryan Switzer, City of Swift Current |  | Doug Osmond, Town of Herbert |
| Ann Stewardson, City of Swift Current |  | Neil Guenther, RM of Coulee, #136 |
| Teresa Richards, Village of Vanguard |  |  |
| Patrick Simpson, Member-At-Large |  |  |
| Kathryn Foley, Director, Chinook Regional Library |  |  |

1. **Call to order** at 11:01 am by Charlene Orr, Chair.
2. **Adoption of agenda:**

**MOTION 2101: by Sharon Uteck to approve the agenda**

SECONDED by Neil Guenther. CARRIED.

1. **Adoption of November 23, 2020 Minutes of the Executive Committee meeting:**

**MOTION 2102: by Doug Osmond to adopt the Minutes of November 23, 2020 as amended.**

SECONDED by Sharon Uteck. CARRIED.

1. **Conflict of Interest:** none
2. **Old Business:**
3. **Harassment Policy**
   1. The Harassment Policy has been completed.
   2. OH&S have received a copy; the completes our obligations to them.
   3. Kathryn will send a copy to R. Switzer and P. Simpson.
   4. The Harassment Policy will be ratified at the April 2021 Regional Meeting.
4. **1240 Chaplin St. W.** 
   1. K. Foley asked for support for the sale of 1240 Chaplin St. W.
   2. N. Guenther has offered.
      1. K. Foley sending him a copy of the assessment.
5. **COVID-19 Update**
   1. A. Booth is following all the Saskatchewan announcements and keeping everyone informed.

1. **Committee Reports:**
2. Negotiating Committee
   1. Will be looking at Staff requests for 2022
   2. The Budget for 2021 was passed at the Fall Regional Meeting of November 2018 allowing for a 3% increase. Asks from the Negotiating Committee will be reviewed for the 2022 Draft Budget. Motions to be brought forward at a later date.
3. Finance Committee,
   1. R. Switzer will join this committee
4. Advocacy Committee
   1. Swift Current has a ‘Love Your Library’ Campaign started that encourages patrons to tell us what they love.
   2. Several interesting promotions going on in the Rural Branches.
5. SLTA – P. Simpson is a vocal advocate for SLTA
   1. Meeting was informative including news that SLA Conference will be virtual and in partnership with Manitoba
   2. N. Kennedy asks to confirm that AGM will be during conference
   3. N. Kennedy has asked K. Foley for contacts from other provinces for training support for trustees.

**Motion 2103: by Teresa Richards to accept the reports as presented.**

SECONDED by Doug Osmond.CARRIED

1. **Reports:**
2. Director’s report, Kathryn Foley, written report includes input from A. Booth. Attached.
3. Swift Current Branch Manager’s Report written with assistance from the staff. Attached.

**Motion 2104: by Patrick Simpson to accept the reports.**

SECONDED by Ann Stewardson.CARRIED

1. **Budget and expenditures:**
2. Review and Approval of November and December 2020 Financial Statements

**Motion 2105: by Sharon Uteck to approve the November and December 2020 Financial Statements.**

SECONDED by Doug Osmond.CARRIED

1. **New Business**
   1. Vice-Chair Vote

**Motion 2106 Patrick Simpson to appoint Sharon Uteck as Vice-Chair.**

SECONDED by Doug Osmond.CARRIED

* 1. SLTA Representative vote

**Motion 2106 Ann Stewardson nominated Patrick Simpson as representative to SLTA Amended to Temporary until the AGM 2021.**

SECONDED by Neil Guenther.CARRIED

Nominations Closed by Doug Osmond

**Motion 2107 Ann Stewardson to appoint Patrick Simpson as representative to SLTA Amended to Temporary until the AGM 2021.**

SECONDED by Doug Osmond.CARRIED

* 1. Negotiations vote to ratify the 2021 increase

**Motion 2108 by Charlene Orr that Chinook Regional Library Staff Pay Scale from January 2020 be increased by 3% across the pay grid beginning on January 1st, 2021. This 3% increase to included the Management positions. This will not include those who have been red circled until their present wage is reached or exceeded in the pay grid.**

SECONDED by Teresa Richards.CARRIED

1. **In Camera: None**
2. **Correspondence:** 
   1. None

1. **Date of next meeting:** By Zoom **Monday February 22nd, 2021** **at 11:00 am**
2. **Adjournment**: **MOTION 2109** by Neil Guenther to adjourn at 12:16 pm.

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