**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

**DATE:** Monday, 21 September 2020

**LOCATION:** CRL HQ Teleconference

**TIME:** 11:08 am to 1:54 pm

**ATTENDING:**

Charlene Orr, Acting Chair RM of Waverly, #44

Sharon Uteck, Acting Vice Chair, City of Swift Current

Bruce Deg, City of Swift Current

Ann Stewardson, City of Swift Current

Doug Osmond, Town of Herbert

Kathryn Foley, Director, Chinook Regional Library

Sent Regrets:

Neil Guenther, RM of Coulee, #136

Teresa Richards, Member-At-Large

1. **Call to order** at 11:08 am by Charlene Orr, Acting Chair.
2. **Adoption of agenda:**

**MOTION 2066: by Sharon Uteck to approve the agenda**

SECONDED by Ann Stewardson. CARRIED.

1. **Adoption of July 27, 2020 Minutes of the Executive Committee meeting:**

 **MOTION 2067: by Doug Osmond to adopt the Minutes of July 27, 2020.**

 SECONDED by Bruce Deg. CARRIED.

1. **Conflict of Interest:** none
2. **Old Business:**
3. **Facility**
	1. At 110 11th Ave N.W.

Director gave a verbal overview of the changes made, including those added to meet safety standards and increased workflow.

**ACTION:** The Board request an accounting of the cost of building purchase and renovations. (To date: Building Purchase $419,229.13 Land Purchase $164,132.16

Renovations including moving & installation of shelving and furniture $147,265.38

To come: signage and two windows)

* 1. At 1249 Chaplin St. W.

Discission on disposal of property, the desire is for closure.

**ACTION:** Book Sale in building needs volunteers and Director needs to inquire with Public Health about adding vendors. If a possibility then invite the Hutterites.

1. **COVID-19 Update**

At the Director’s Escan meeting: the message is that all Saskatchewan is working on plans for in person programming but are not there yet. The general consensus is that people want programs but their comfort level is to have a limit of 3 families at any program.

The consequences of COVID 19 on future financial wellbeing was mentioned by several regions. There is a possibility of increased disparity between urban and rural areas for access to technology.

 c. Reopening of Libraries

Phase 3 is being looked at for small groups, surveys in other parts of Saskatchewan show families are willing to be in no larger than three family groups together. Under Phase 2 we are making weekly the additions to virtual programming and offering access to computers in many branches. The many unknowns are keeping us working slowly, carefully and under Health guidelines as we expand services.

1. **Committee Reports:**
2. Negotiating Committee
	1. Meeting with new representatives planned for September 29, 2020
	2. Sharon Uteck is the 2nd Board Member on the committee.
3. Finance Committee, Delayed meeting
	1. Suggested meeting on Zoom prior to the October Board Meeting

**Action:** Investigate use of Zoom through the City or Swift Current Branch

1. Facility Committee, Remove from future agenda
2. Advocacy Committee, No meeting
3. SLTA Report – See attached under Correspondence.

**Motion 2068: by Doug Osmond to accept the report.**

SECONDED by Ann Stewardson.CARRIED

1. **Reports:**
2. Director’s report, Kathryn Foley, written report includes input from Ashley

**Motion 2069: by Bruce Deg to accept the recommendation to purchase a dishwasher for Headquarters’ programs.**

SECONDED by Ann Stewardson.CARRIED

1. Swift Current Branch Manager’s Report

 **Motion 2070: by Doug Osmond to accept the reports.**

 SECONDED by Sharon Uteck.CARRIED

1. **Budget and expenditures:**
2. Review and Approval of July and August 2020 Financial Statements
	1. Deferred to the Financial Committee
	2. Recommendation that if possible, to add to reserves at the end of the year.
3. **New Business**
4. Planning for November 7th Regional Meeting

Discussion ensued. To be held mostly virtual, in combination with up to six people running the meeting at Headquarters on Zoom, and possibly a phone connection. Ask support from MicroAge to facilitate the technology aspect. Recommendation to open Rural Branches for those representatives who need access or support to use Zoom.

1. Staffing

Moved to In Camera

1. **In Camera:**

**MOTION 2071** by Ann Stewardson to go in camera.

SECONDED by Bruce Deg. CARRIED.

**MOTION 2072** by Ann Stewardson to go out of in camera.

SECONDED by Bruce Deg. CARRIED.

1. **Correspondence:**
	1. SLTA Minister’s Meeting

 **Motion 2070: by Doug Osmond to accept the reports.**

SECONDED by Bruce Deg.CARRIED

1. **Date of next meeting:** **October 26, 2020 at 11:00 am at 110 11th Ave.**
2. **Adjournment**: **MOTION 2073** by Sharon Uteck to adjourn at 1:54 pm.

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