

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Tuesday, 29 June 2021

LOCATION: CRL Zoom on computer or in-person at headquarters

TIME: 4:04 pm to 5:17 pm

ATTENDING:

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

1. **Call to order** at 4:04 pm by Charlene Orr, Chair.
2. **Adoption of agenda:**
MOTION 2149: by Sharon Uteck to approve the agenda.
 SECONDED by Ryan Switzer. CARRIED.
3. **Adoption of May 25, 2021 Minutes of the Executive Committee meeting:**
MOTION 2150: by Doug Osmond to adopt the Minutes of May 25, 2021.
 SECONDED by Neil Guenther. CARRIED.
4. **Conflict of Interest:** none
5. **Old Business:**
 - a) Investment Policy Statement - on going
6. **Committee Reports:**
 - a) Negotiating Committee - None
 - b) Finance Committee
 - a. Committee met June 29th to look at the financial statements of May and for deliberations on the Draft Budget 2022. Next meeting July 9 at 10 am.
 - c) Advocacy Committee – None
 - d) Policy Committee – no meeting.
 - e) Saunderson Donation Committee - None
 - f) SLTA – P. Simpson gave an oral report. Patrick is attending the AGM June 29, 2021 evening.
Motion 2151: by Ryan Switzer to accept the reports as presented.
 SECONDED by Teresa Richards. CARRIED
7. **Reports:**
 - a) Director’s report, Kathryn Foley, written report includes input from A. Booth. Attached.
 - b) Swift Current Branch Manager’s Report written with assistance from the staff. Attached.
Motion 2152: by Sharon Uteck to accept the reports as presented.
 SECONDED by Doug Osmond. CARRIED

Our Mission: The Chinook Regional Library is dedicated to providing inclusive and welcoming services that strengthen and sustain lifelong learning in our communities.

8. Budget and expenditures:

- a) Approval of May 2021 Financial Statements

Motion 2153: by Neil Guenther to approve the May 2021 Financial Statements

SECONDED by Brent Michelson. CARRIED.

- b) Draft Budget 2022

Motion 2154: by Teresa Richards to accept the report as presented

SECONDED by Neil Guenther. CARRIED.

9. New Business

- a. Staffing update

a. Swift Current Branch Manager – moved to In Camera

b. Intern – covered in Director's report

10. In Camera:**Motion 2155 by Patrick Simpson to go into In Camera**

SECONDED by Ryan Switzer. CARRIED.

Motion 2156 by Ryan Switzer to arise from In Camera

SECONDED by Neil Guenther. CARRIED.

New Business cont.

- b. Support for Management

Following In-camera session:

Motion 2157: by Teresa Richards that the director look for someone to temporarily support management during the ongoing Leave of Absence of the Swift Current Branch Manager.

SECONDED by Doug Osmond. CARRIED.

11. Correspondence:**12. Date of next meeting: By Zoom Tuesday July 27, 2021 at 4:00 pm.**

- a. Finance, July 9, 2021 10 am on Zoom

- b. Policy and Saunderson Committee meetings to be set.

13. Adjournment: MOTION 2158 by Doug Osmond to adjourn at 5:17 pm.

Charlene Orr Board Chair