

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Tuesday, 26 April 2022

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

TIME: 4:02 pm to 5:41 pm

ATTENDING:

By Zoom:	In Person:
Charlene Orr, Chair RM of Waverly, #44	Doug Osmond, Town of Herbert
Patrick Simpson, Member-At-Large	Sharon Uteck, Vice Chair, City of Swift Current
Mary-Anne McNeney, R.M. of Piapot, #110	Kathryn Foley, Director, Chinook Regional Library
Brent Michelson, Town of Shaunavon	Guest: Dawn Silver
Teresa Richards, Village of Vanguard	Sent Regrets:
Terry Gabel, SLTA Rep	Larry Kielo, City of Swift Current
	Ryan Switzer, City of Swift Current

1. **Call to order** at 4:02 pm by Charlene Orr, Chair.

a. **Welcome to Terry Gabel and Dawn Silver**

2. **Adoption of agenda:**

MOTION 220401: by Doug Osmond to approve the agenda.

SECONDED by Patrick Simpson. CARRIED.

3. **Approval of March 22, 2022 Minutes of the Executive Committee meeting:**

MOTION 220402: by Sharon Uteck to adopt the Minutes of March 22, 2022.

SECONDED by Brent Michelson. CARRIED.

4. **Conflict of Interest:** none at time of asking

5. **Old Business:**

a) Policy

a. Sharon Uteck reported that work was progressing on updating; clarification between PLLO support and CRL Board Members had been made.

b. Goal of many segments to be completed for ratification at the April 2023 AGM

6. **Committee Reports:**

a) Negotiating Committee – None

b) Finance Committee - None

c) Policy Committee

a. See above

d) SLTA – verbal from Terry Gabel

a. Meeting minutes attached

b. Patrick noted many guests attending such as Gail Buller, Patrick and Donna Hartley, former director, Mary Thompson of Eastend and Representative of Waldec Council.

c. Sharon thanked Patrick for his SLTA representation.

MOTION 220403: by Sharon Uteck to accept 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.

7. Reports:

- a) Director's report, Kathryn Foley, written report including Rural Branch Manager. Attached.
- b) Swift Current Branch Manager's Report. Written by K. Foley with input from staff.
- c) City of Swift Current - None

Motion 220404: by Teresa Richards to accept the reports as presented.

SECONDED by Patrick Simpson. CARRIED

8. Budget and expenditures:

- a. Approval of March 2022 Financial Statements

Motion 220405: by Teresa Richards to approve the March 2022 Financial Statements

SECONDED by Doug Osmond. CARRIED.

9. New Business

- a) AGM April 2, 2022
 - a. Action needed to correct the lack of correspondence and attendance
 - i. Kathryn will send out information to representatives on a regular basis
 - 1. Starting with information on new staffing and financial reserves
 - ii. Ensure all links be sent by email in body or word – not PDF
 - iii. Suggestion to have Chairs of Boards receive information on meetings
 - iv. Suggestion to have Reps receive a call a week before the two meetings
- b) Staffing update
 - a. Dawn Silver started April 6, 2022; Connor Kurtz Started May 10, 2022.

10. In Camera: Terry and Dawn left the meeting

Motion 220406 by Brent Michelson to go into In Camera

SECONDED by Mary-Anne McNeney. CARRIED.

Motion 220407 by Brent Michelson to arise from In Camera

SECONDED by Teresa Richards. CARRIED.

9. New Business arising from In Camera

Motion 220408 by Brent Michelson to direct Kathryn Foley to explore mediation options for employees at Headquarters.

SECONDED by Mary-Anne McNeney. Patrick Simpson abstained due to Conflict of Interest.

CARRIED.

- c) Change of May meeting

Motion 220409: by Teresa Richards to move May meeting to May 31, 2022

SECONDED by Patrick Simpson. CARRIED.

11. Correspondence:

- a. Saskatchewan Library Trustees Association Minutes of April 19, 2022

12. Date of next meetings:

- a) **Finance Meeting**, not set
- b) **Policy Meeting, May**
- c) **Executive Meeting, Tuesday May 31, 2022 at 4:00 pm.** by Zoom or in person at HQ

13. Adjournment: MOTION 220410 by Doug Osmond to adjourn at 5:41 pm.

Charlene Orr Board Chair