

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Tuesday, 30 August 2022
LOCATION: CRL Zoom on computer or in-person at headquarters
TIME: 4:04 pm to 5:54 pm

ATTENDING:

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

1. **Call to order** at 4:14 pm by Charlene Orr, Chair.
2. **Adoption of agenda:**
MOTION 220801: by Brent Michelson to approve the agenda as amended.
 SECONDED by Ryan Switzer. CARRIED.
3. **Approval of July 26, 2022 Minutes of the Executive Committee meeting:**
MOTION 220802: by Brent Michelson to adopt the Minutes of July 26, 2022 as amended.
 SECONDED by Patrick Simpson. CARRIED.
4. **Conflict of Interest:** none at time of asking
5. **Old Business:**
 - a. Financials Update
 - i. Investment Security changes still outstanding as of August 30, 2022 with all signatures completed.
Action: Kathryn Foley to follow up on sale of present bonds and completion of funds used to buy 30-day cashable GICs.
 - b. Policy Update
 - i. Report by Dawn Silver
 - ii. Policy documents discussed.
 - iii. **Action:** Director to send out "Suggestions" document for the Spring AGM
 - iv. Decisions regarding language to be finalized at October meeting
 - v. The Bylaw document will be brought to the November 5 2022 all representatives meeting; in Draft format.
6. **Committee Reports:**
 - a) Negotiating Committee – meeting set for September 19, 2022 at 2:00 pm. over Zoom.

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

b) Finance Committee

MOTION 220803: by Sharon Uteck to accept a clean copy of the Draft Budget to be sent out in the Fall Representatives package.

SECONDED by Patrick Simpson CARRIED.

c) Policy Committee see above

d) Facility Report – no changes at this time

MOTION 220804: by Teresa Richards to accept the reports as presented.

SECONDED by Mary-Anne McNeney. CARRIED.

7. Reports:

a) Director's report, Kathryn Foley, written report including Rural Branch Manager. Attached.

b) Swift Current Branch Manager's Report. With Director report as no local board meeting.

Motion 220805: by Sharon Uteck to accept the report as presented.

SECONDED by Teresa Richards. CARRIED

8. Budget and expenditures:

a. Approval of July 2022 Financial Statements

Motion 220806: by Patrick Simpson to approve the July 2022 Financial Statements

SECONDED by Brent Michelson. CARRIED

b. Alison Hopkins, Provincial Librarian looking into financial impact of inflation in operational budgets.

9. New Business

a. Draft Budget 2023

b. Update for general public re future was reviewed.

10. Correspondence

a. SLTA Disbursement of Funds

11. In Camera: None**12. Date of next meetings:**a) **Negotiations: September 19 2022 at 2:00 pm over Zoom**b) **Finance Meeting,**c) **Policy Meeting,**d) **Executive Meeting Tuesday Sept. 20, 2022 at 4:00 pm.** by Zoom or in person at HQ**13. Adjournment: MOTION 220807** by Sharon Uteck to adjourn at 5:54 pm.

Charlene Orr Board Chair