

**CHINOOK REGIONAL LIBRARY
EXECUTIVE BOARD MEETING MINUTES**

DATE: Tuesday, 22 March 2022
LOCATION: CRL Zoom on computer or in-person at headquarters
TIME: 4:05 pm to 4.32 pm

ATTENDING:

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

1. **Call to order** at 4:05 pm by Charlene Orr, Chair.
2. **Adoption of agenda: as amended**
MOTION 220302: by Brent Michelson to approve the agenda.
 SECONDED by Doug Osmond. CARRIED.
3. **Approval of February 22, 2022 Minutes of the Executive Committee meeting:**
MOTION 220303: by Brent Michelson to adopt the Minutes of February 22, 2022.
 SECONDED by Sharon Uteck. CARRIED.
4. **Approval of March 17, 2022 Minutes of the Extraordinary Executive Committee meeting:**
MOTION 220304: by Sharon Uteck to adopt the Minutes of March 17, 2022.
 SECONDED by Patrick Simpson. CARRIED.
5. **Conflict of Interest:** none
6. **Old Business:**
 - a) Investment Policy Statement
 - a. Awaiting a Policy meeting in May
7. **Committee Reports:**
 - a) Negotiating Committee – None
 - b) Finance Committee
 - a. Time was used for an Extraordinary Meeting.
 - c) Policy Committee
 - a. None
 - d) SLTA – verbal from Patrick Simpson
 - a. Special meeting April 19, 2022 re dissolution of SLTA
8. **Reports:**
 - a) Director’s report, Kathryn Foley, written report including Rural Branch Manager and Children’s Programmer input. Attached.

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

- b) Swift Current Branch Manager's Report. Written by K. Foley
- c) City of Swift Current - None

Motion 220305: by Patrick Simpson to accept the reports as presented.

SECONDED by Brent Michelson. CARRIED

9. Budget and expenditures:

- a. Approval of February 2022 Financial Statements

Motion 220206: by Sharon Uteck to approve the February 2022 Financial Statements

SECONDED by Patrick Simpson. CARRIED.

10. New Business

- a) AGM April 2, 2022

- a. **Motion 220307: by Sharon Uteck to publish and disperse the 2021 Annual Report to the Municipalities to be sent to Representatives for the AGM.**

SECONDED by Doug Osmond. CARRIED.

- b. Those who will attend in person:

- b) Policy: discussion of questions from the Policy Review Project Proposal

Motion 220208: by Patrick Simpson to delay the Policy work to April meeting

SECONDED by Brent Michelson. CARRIED.

- c) Staffing update

- a. **Hiring Committee:** An interesting interview with Connor Kurtz who will visit on Monday March 28

- d) 50th Anniversary of CRL – postponed to 2023

11. In Camera: N/A

12. Correspondence:

- a. Stark & Marsh correspondence re Audited Financials

13. Date of next meetings:

- a) **Finance Meeting, Thursday 4 pm** by Zoom suggested for April 22, 2022.

- b) **Executive Meeting, Tuesday April 26, 2022 at 4:00 pm.** by Zoom or in person at HQ

14. Adjournment: MOTION 220209 by Brent Michelson to adjourn at 4:32 pm.

Charlene Orr Board Chair