

**CHINOOK REGIONAL LIBRARY  
EXECUTIVE BOARD MEETING MINUTES**

**DATE:** Tuesday, 31 May 2022

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

**TIME:** 4:00 pm to 5:28 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	Teresa Richards, Village of Vanguard
Brent Michelson, Town of Shaunavon	Kathryn Foley, Director, Chinook Regional Library
Ryan Switzer, City of Swift Current	
Guest: Dawn Silver	Sent Regrets:
Sheri Sondrol-Anderson of CIBC Securities	Larry Kielo, City of Swift Current

1. **Call to order** at 4:00 pm by Charlene Orr, Chair.

a. **Introductions of Board and Sheri Sondrol-Anderson of CIBC Securities**

2. **Adoption of agenda:**

**MOTION 220501: by Patrick Simpson to approve the agenda as amended.**

SECONDED by Sharon Uteck. CARRIED.

3. **Approval of April 26, 2022 Minutes of the Executive Committee meeting:**

**MOTION 220502: by Doug Osmond to adopt the Minutes of April 26, 2022.**

SECONDED by Patrick Simpson. CARRIED.

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

**B) Presentation by Sheri Sondrol-Anderson of CIBC Securities**

5. **Old Business:**

a) Policy Update

a. Meeting took place on May 25 – see attached minutes

Dawn Silver gave an update of meeting with Julie Arie and Catherine Howett from PLLO and Kathryn Foley

b. The new goal is to have all policies in a new easily understood and accessed framework.

i. Dawn recommends the format of Saskatoon Library with the procedure for the policy linked to the policy

ii. Create a schedule for review

c. Mary-Anne McNeney has policy writing skills to offer to the project.

**MOTION 220501: by Patrick Simpson to amalgamate the procedure into the policies and to potentially adopt the Saskatoon Library Policy format with a few local amendments.**

SECONDED by Sharon Uteck. CARRIED.

b) Mediation moved to in Camera

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

**6. Committee Reports:**

- a) Negotiating Committee – None
- b) Finance Committee – Overview of meeting with Fraser Kochan given by Sharon Uteck
- c) Policy Committee
  - a. See above
  - b. June 9, 2022 is next meeting between Dawn and Catherine, minutes to be shared.

**MOTION 220503: by Sharon Uteck to accept the reports as presented.**

SECONDED by Brent Michelson. CARRIED.

**7. Reports:**

- a) Director's report, Kathryn Foley, written report including Rural Branch Manager. Attached.
- b) Swift Current Branch Manager's Report.
- c) City of Swift Current - None

**Motion 220504: by Ryan Switzer to accept the reports as presented.**

SECONDED by Doug Osmond. CARRIED

**8. Budget and expenditures:**

- a. Approval of April 2022 Financial Statements

**Motion 220505: by Teresa Richards to approve the April 2022 Financial Statements**

SECONDED by Doug Osmond. CARRIED.

**9. New Business**

- a) Staffing update
  - a. Judy Mauer is retiring June 15, 2022 a gift representing thanks for over 39 years of service will be presented at a celebration on June 14, 2022.
  - b. Tekeyla Friday returns part time to full time June 6, 2022.

**10.****11. In Camera: Dawn left the meeting**

**Motion 220506 by Brent Michelson to go into In Camera**

SECONDED by RyanSwitzer. CARRIED.

**Motion 220507 by Teresa Richards to arise from In Camera**

SECONDED by Doug Osmond. CARRIED.

**9. New Business arising from In Camera - none****12. Correspondence:**

- a. MEPP – PEBA transitioning to non-profit corporation – no real changes to policy

**13. Date of next meetings:**

- a) **Finance Meeting**, not set
- b) **Policy Meeting**,
- c) **Executive Meeting, Tuesday June 28, 2022 at 4:00 pm.** by Zoom or in person at HQ

**14. Adjournment: MOTION 220410** by Sharon Uteck to adjourn at 5:28 pm.

---

**Charlene Orr Board Chair**