

**Minutes of the  
Chinook Regional Library Executive Committee Meeting**  
held July 20, 2023  
at Swift Current Branch Library  
411 Herbert St E Swift Current, SK

Attendance:

In person: Rhonda Forster, Michelle Pouteaux, Larry Kielo, Brent Michelson and Alison Hopkins, Provincial Librarian, attending as a guest

ZOOM: Patrick Simpson, Mary-Anne McNeney and Jared Tevlar, attending as a guest

Regrets: Ryan Switzer and Dustin Heatcoat

**1. Called to order** Chair Brent Michelson at 5:00 pm

**2. Nomination of recording secretary**

MOTION 23-07-01: Kielo/Forster

That Mary-Anne McNeney be appointed as recording secretary for this meeting.

CARRIED

**3. Adoption of agenda**

MOTION 23-07-02: McNeney/Kielo

That the agenda be adopted as presented.

CARRIED

**4. Executive meeting minutes**

MOTION 23-07-03: Kielo/Forster

That the minutes of the executive committee meeting held on June 29, 2023, be approved as amended.

CARRIED

**5. Delegation**

MOTION 23-07-04: Forster/Kielo

That the committee hear a presentation from Jared Tevlar of McQueen Advisory, an Alberta-based company that specializes in helping organizations strengthen their leadership.

CARRIED

MOTION 23-07-05: McNeney/Forster

That the committee invite several other companies with similar specialized focus to make presentations at the next regular meeting of the executive.

CARRIED

**6. Finance**

MOTION 23-07-06: Kielo/Pouteaux

That the committee accept the invoice from MLT Aikens for \$2,245 for legal services.

CARRIED

**7. In Camera**

MOTION 23-07-07: Pouteaux/Kielo

That the committee move in camera to discuss personnel issues. The committee moved in camera at 5:45pm

MOTION 23-07-08: Simpson/McNeney

That the committee move out of in camera. The committee moved out of in camera at 6:34pm

**8. CRL staff meeting**

MOTION 23-07-09: Pouteaux/Kielo

That the committee encourage staff at headquarters to organize a training and networking meeting for CRL staff in the fall.

CARRIED

**9. Letter to rural branch manager**

MOTION 23-07-10: Kielo/Pouteaux

That the committee send a second letter to the rural branch manager, indicating our appreciation for her successes and identifying continuing challenges.

CARRIED

**10. In camera**

MOTION 23-07-11: Forster/Simpson

That the committee move in camera to discussion personnel issues. The committee moved in camera at 6:56pm.

MOTION 23-07-12: Kielo/Pouteaux

That the committee move out of in camera. The committee moved out of in camera at 7:02pm.

**11. Reports**

MOTION 23-07-13: Simspon/Kielo

That the committee accept and file reports from the chair and the Swift Current branch manager

CARRIED

**12. SLTA membership**

MOTION 23-07-14: Pouteaux/Simpson

That the CRL continue its membership in the Saskatchewan Library Trustees Association at an annual cost of \$250.

CARRIED

**13. Recognition for long-serving employees**

MOTION 23-07-15: Forster/Kielo

That discussion of this matter be tabled until the next executive meeting.

CARRIED

**14. Community newspaper subscriptions**

MOTION 23-07-15: Kielo/Forster

That the committee accept the recommendation from headquarters staff to end subscriptions to community newspapers, for which there is virtually no demand.

CARRIED

**15. Correspondence**

MOTION 23-07-16: Pouteaux/Forster

That correspondence received by the committee be filed.

CARRIED

**16. Next meeting date**

That the committee hold its next meeting on Tuesday, August 15

CARRIED

**17. Adjournment**

MOTION 23-07-17: Kielo/Pouteaux

That the meeting be adjourned. The meeting was adjourned at 7:22pm.

*B. E. Michelson*

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Committee Chair – Brent Michelson

*R. Forster*

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Signature of Attending Committee Member

*Rhonda Forster*

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Printed Name of Attending Committee Member

*Aug 29, 2023*

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Date of Signature