

LAC DU BONNET REGIONAL LIBRARY
NOVEMBER MEETING MINUTES

Date: November 17, 2021

Time: 6:30 pm

Members Present: Karen David, Rob Doyle, Brian Choptain, Doreen Pym, Louise Fergusson; Vickie Short -Head Librarian.

Regrets: Joan Einarson

1. Motions for additions to Agenda:
2. Minutes of the last meeting: Rob Doyle MOTIONED the minutes of the September meeting be adopted as circulated. Doreen Pym SECONDED. CARRIED
3. Delegations: None
4. Reports:
 - 4.01 Librarian's Report- the Board will have to address the policy for staff payment for Truth and Reconciliation Day next year. Doreen Pym MOTIONED the Librarian's Report be accepted as circulated. Brian Choptain SECONDED. CARRIED.
 - 4.02 Financial Report - CRA is saying we owe \$219.04 for the Temporary Wage Subsidy we claimed during COVID shut down. Vickie looked into the matter to resolve the issue. Rob Doyle MOTIONED the Financial Report be accepted as discussed. Doreen Pym SECONDED. CARRIED.
5. Authorization of Payments:

September cheques **#11767** to **#11796** totalled **\$12,979.98**
October cheques **#11797** to **#11819** totalled **\$8,456.14** Brian Choptain MOTIONED we authorize payment of the September and October cheques. Rob Doyle SECONDED
6. Correspondence:
 - 6.01 Minister of Sport, Culture and Heritage - Funding- We received a letter and payment for a grant increase of \$6020.30 for the 21/22 operating year (\$1.43 per capital -according to the last Census) A subsequent e-mail from the Director of Library Services points out that this grant increase is not tied to the Public Library Act so can be pulled at any time. ACTION: Board members councillors Brian Choptain and Rob Doyle are asked to bring this up at the next AMM meetings. As well Karen David and Vickie Short will write a letter of concern to the Minister Cathy Cox.
 - 6.02 Worker's Compensation Board - Informed of a rate increase from .66 to .78.
 - 6.03 MB Gov't Dept. of Families – Accessible Employment Standard Regulations- to make sure we are in compliance with acceptable employment standards (accessibility) Vickie Short to check into this to see

if there needs to be a policy put in place.

7. Unfinished Business

- 7.01 Window Repair Compensation -Vickie Short approached the neighbour with an invoice for the repair. He said he would be paying for half, but so far has not followed through with the payment.
- 7.02 Revised Salary Budget - there was discussion as to the sustainability given that the funding for the revision could be pulled at any time. Brian Choptain MOTIONED the revised salary budget be accepted as presented. Rob Doyle SECONDED. CARRIED.
- 7.03 Head Librarian – Job Vacancy Karen David and Louise Fergusson conducted an interview, checked references and recommended the hiring of Jennifer Hudson Stewart as the new Head Librarian. Doreen Pym MOTIONED we offer Jennifer the job at the rate of a New Head Librarian (no experience) \$19.54/hr. to start January 11, 2022. Rob Doyle SECONDED. CARRIED.

8. New Business

- 8.01 Draft Budget- Brian Choptain MOTIONED to accept the Draft Budget, Rob Doyle SECONDED. CARRIED.
- 8.02 Board positions 2-year term completed December 31, 2021
(staying on or stepping down)
Town – Louise Fergusson
R. M. – Karen David
Both Board members agreed to stay on for another term.
- 8.03 Council presentations – Annual Report & Budget Presentation
Town – Thursday December 9th Time – TBA
R.M. – Tuesday December 14th 3:00 p.m.
*Awaiting confirmation from councils. Board members wishing to attend?
Karen David recommended that new hire Jennifer Hudson Stewart attend these meeting with Vickie Short.
- 8.04 Town council request for semi-annual payments for Library funding - We did not receive our funding from the Town until October, whereas the funding from the RM is broken down into two payments. ACTION: Brian Choptain to look into doing the same for the Town.

Vickie Short brought up a Mental Health Awareness course for the employees, it was discussed that the new hire Jennifer Hudson Stewart and one other employee participate in the next virtual course at a cost of \$278/ person.

Brian Choptain MOTIONED the meeting be adjourned. Rob Doyle SECONDED.