

**MINUTES OF THE REGULAR MEETING OF THE WESTERN MANITOBA
REGIONAL LIBRARY BOARD OF TRUSTEES ON SEPTEMBER 18, 2024, AT 6:32 P.M.
IN THE DOWNTOWN BRANCH**

PRESENT: Shaun Cameron, Chair; Cyndall Lougheed; Glenn Ball; Jason Nadeau; Bill Stilwell; Coral Millar; Dallis Olmstead; Debbie Rea; Erika Martin, Director of Library Services; Kelly Tirschman, Glenboro Branch Supervisor, Kelci Kyle, Secretary

ABSENT: Loretta Olivier; Donna Fillion; Karen Thomas; Charles Radford; Chris Martens

APPROVAL OF THE AGENDA:

Bill Stillwell/Glenn Ball

MOTION 43-2024:

That the agenda be accepted as circulated.

CARRIED

APPROVAL OF THE MINUTES:

Coral Millar/Glenn Ball

MOTION 44-2024:

That the minutes of the regular meeting held June 19, 2024, be accepted as circulated.

CARRIED

BUSINESS ARISING OUT OF THE MINUTES:

None

FINANCIAL REPORT:

Jason Nadeau/Glenn Ball

MOTION 45-2024:

That the financial report for June 2024 be accepted as circulated.

CARRIED

Coral Millar/Dallis Olmstead

MOTION 46-2024:

That the financial report for July 2024 be accepted as circulated.

CARRIED

Debbie Rea/Glenn Ball

MOTION 47-2024:

That the financial report for August 2024 be accepted as circulated.

CARRIED

ACCOUNTS:

Jason Nadeau/Coral Millar

MOTION 48-2024:

That cheque number 3961, 4027-4072 for June 2024 and direct deposits be approved for payment.

CARRIED

Glenn Ball/Debbie Rea

MOTION 49-2024:

That cheque number 3962, 4073-4113 (VOIDED 4077 & 4078) for July 2024 and direct deposits be approved for payment.

CARRIED

Cyndall Lougheed/Coral Millar

MOTION 50-2024:

That cheque number 3963, 4114-4147 for August 2024 and direct deposits be approved for payment.

CARRIED

CORRESPONDENCE:

A letter was received from the Minister of Sport, Culture and Heritage advising that the Western Manitoba Regional Library has been approved for the annual Provincial grant of \$700,789.88.

DIRECTOR'S REPORT:

The Director's report was prepared and presented by Erika Martin.

Glenn Ball/Jason Nadeau

MOTION 51-2024:

That the Board approves the implementation of an education allowance be applied for non-union employees, to be added to their base wage upon the successful completion of designated coursework. The increases are as follows:

1. An hourly wage increase of \$3 for employees who complete the Library Technician Certificate.
2. An hourly wage increase of \$5 for employees who complete the Master of Library Services.

CARRIED

Jason Nadeau/Coral Millar

MOTION 52-2024:

That the Board approves the increase of the base wage offered for Branch Supervisors to \$21.50 per hour. Additionally, a supervisory allowance of \$1 per hour will be granted to Branch Supervisors who oversee two or more permanent employees.

CARRIED

Glenn Ball/Coral Millar

MOTION 53-2024:

That the Board approves the additional staff hours for Downtown, Shoppers Mall and Neepawa in 2025.

CARRIED

Cyndall Lougheed/Bill Stilwell

MOTION 54-2024:

That the Board approves the attendance of Erika, Carson and Alex at the OLA SuperConference in Toronto January 29th – February 1st, 2025.

CARRIED

SIGNING AUTHORITY CHANGES:

Cyndall Lougheed/Dallis Olmstead

MOTION 55-2024:

That Kelci Kyle, Bookkeeper, be added as signing authority for the Board, replacing Dorothy Raynor.

CARRIED

PROGRAMMING & COMMUNITY SERVICES REPORT:

The Programming & Community Services report was included and prepared by Alex Rogowsky.

GLENBORO BRANCH REPORT:

The Glenboro branch report was prepared and presented by Kelly Tirschman.

COMMITTEE REPORTS:

HUMAN RESOURCES:

The Human Resources Committee met in June to discuss the proposals that were brought to the Board for approval. The HR Committee also had a few matters to deal with over the summer.

POLICY & GOVERNANCE:

No report.

STRATEGIC PLANNING:

The Strategic Planning Committee met and identified a list of key priorities via input from Board Members and Staff over the Summer. The Committee plans to meet again October 3rd at 7:00pm to formalize a first draft of the 2025-2029 Strategic Plan. All members of the Board are invited to join this meeting.

SUB FINANCE:

The Sub Finance Committee met and reviewed the proposed Budget for 2025. 2 options (Maintenance & Growth) will be brought to the Board at the October meeting for discussion.

ANNOUNCEMENTS:

The next regular board meeting is scheduled for Wednesday, October 16, 2024, at 6:30 PM at the Brandon branch.

ADJOURNMENT:

Coral Millar

That the meeting be adjourned at 7:53 p.m.

Shaun Cameron
Chair

Kelci Kyle
Secretary