

**MINUTES OF THE REGULAR MEETING OF THE WESTERN MANITOBA
REGIONAL LIBRARY BOARD OF TRUSTEES ON JANUARY 15, 2025, AT 6:43 P.M.
IN PERSON AT BRANDON BRANCH**

PRESENT: Coral Millar, Vice-Chair; Glenn Ball; Loretta Oliver; Jason Nadeau; Charles Radford; Donna Fillion; Debbie Rea; Dallis Olmstead; Erika Martin, Director of Library Services; Kelci Kyle, Secretary

ABSENT: Shaun Cameron, Chair; Bill Stilwell; Chris Martens; Cyndall Loughheed

APPROVAL OF THE AGENDA:

Loretta Oliver/Dallis Olmstead

MOTION 7-2025:

That the agenda be accepted as circulated.

CARRIED

APPROVAL OF THE MINUTES:

Glenn Ball/Charles Radford

MOTION 8-2025:

That the minutes of the regular meeting held November 20, 2024, be accepted as circulated.

CARRIED

BUSINESS ARISING OUT OF THE MINUTES:

None

FINANCIAL REPORTS:

Jason Nadeau/Charles Radford

MOTION 9-2025:

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

CARRIED

Dallis Olmstead/Glenn Ball

MOTION 10-2025:

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

CARRIED

ACCOUNTS:

Donna Fillion/Charles Radford

MOTION 11-2025:

That cheque numbers 3966, 4257-4279 (Voided: 4273-4276) for November 2024 and direct deposits be approved for payment.

CARRIED

Debbie Rea/Loretta Oliver

MOTION 12-2025:

That cheque numbers 4281-4312 (Voided: 3967, 4280, 4283, 4295) for December 2024 and direct deposits be approved for payment.

CARRIED

CORRESPONDENCE:

An email was received from the City of Brandon announcing that Cyndall Loughheed and Glenn Ball were re-appointed as citizen representatives to the Western Manitoba Regional Library board with term of office to expire December 31, 2026.

DIRECTOR'S REPORT:

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

Discussion was held regarding our current Insurance plan with the Municipality of North Cypress-Langford.

PROGRAMMING & COMMUNITY SERVICES REPORT:

The Programming & Community Services Report was prepared by Alex Rogowsky and was included in the board package.

SCHEDULE OF LIBRARY CLOSINGS:

Jason Nadeau/Loretta Oliver

Motion 13-2025:

That the Schedule of Library Closings be accepted as presented.

CARRIED

SCHEDULE OF LIBRARY BOARD MEETINGS:

Dallis Olmstead/Loretta Oliver

MOTION 14-2025:

That the Schedule of Library Board Meetings be accepted as presented.

CARRIED

BORROWING MOTION:

Charles Radford/Loretta Oliver

Motion 15-2025:

That the Bookkeeper be authorized to arrange the borrowing of funds for current operating expenses on the credit of the Western Manitoba Regional Library and the amounts borrowed shall be a first charge upon monies received by the Board from the annual provincial grant to Libraries, or the municipal levies set upon the participating municipalities and towns, this motion to extend to and cover borrowing by the Board for the year commencing January 1, 2025, to a maximum of \$75,000.00.

CARRIED

COMMITTEE REPORTS:

HUMAN RESOURCES:

No report.

POLICY & GOVERNANCE:

The Education Financial Assistance Policy was reviewed, to be brought back with revisions at February's meeting.

STRATEGIC PLANNING:

The Committee plans to meet Monday, February 10th @ 730pm at the Brandon Branch to finalize the 2025-2029 Strategic Plan. The remainder of the Board is encouraged to join for input, in person or on Zoom.

SUB-FINANCE COMMITTEE:

No report

COMMITTEE APPOINTMENTS:

HUMAN RESOURCES COMMITTEE:

(Jason Nadeau, Bill Stilwell, Coral Millar, Chair & Erika Martin)

POLICY & GOVERNANCE COMMITTEE:

(Donna Fillion, Dallis Olmstead, Charles Radford, Chair & Erika Martin)

STRATEGIC PLANNING COMMITTEE:

(Loretta Oliver, Cyndall Lougheed, Bill Stilwell, Glenn Ball, Chair & Erika Martin)

FINANCE SUB COMMITTEE:

(Cyndall Lougheed, Chair & Erika Martin)

ANNOUNCEMENTS:

The next regular board meeting is scheduled for Wednesday, February 19, 2025 at 6:30 PM at the Brandon branch.

ADJOURNMENT:

Glenn Ball

That the meeting be adjourned at 7:44 p.m.

Coral Millar
Vice-Chair

Kelci Kyle
Secretary