

**MINUTES OF THE REGULAR MEETING OF THE WESTERN MANITOBA
REGIONAL LIBRARY BOARD OF TRUSTEES ON MAY 21, 2025, AT 6:31 P.M.
VIA IN PERSON**

PRESENT: Bill Stillwell; Glenn Ball; Coral Millar; Loretta Oliver; Jason Nadeau; Cyndall Lougheed; Charles Radford; Debbie Rae; Erika Martin, Director of Library Services; Caitlin Henderson, Neepawa Branch Supervisor; Jules Runne, Marketing Coordinator; Kelci Kyle, Secretary

ABSENT: Shaun Cameron, Chair; Donna Fillion; Dallis Olmstead; Jocelyn Barnstable;

APPROVAL OF THE AGENDA:

Bill Stillwell/Debbie Rea

MOTION 34-2025:

That the agenda be accepted as amended.

CARRIED

APPROVAL OF THE MINUTES:

Glenn Ball/Charles Radford

MOTION 35-2025:

That the minutes of the regular meeting held April 16, 2025, be accepted as circulated.

CARRIED

BUSINESS ARISING OUT OF THE MINUTES:

None

FINANCIAL REPORTS:

Cyndall Lougheed/Debbie Rea

MOTION 36-2025:

That the financial report for April 2025 be accepted as circulated.

CARRIED

ACCOUNTS:

Debbie Rea/Cyndall Lougheed

MOTION 37-2025:

That cheque numbers 4431 – 4460 (Voided 4447) for April 2025 and direct deposits be approved for payment.

CARRIED

CORRESPONDENCE:

An email was received from the Town of Carberry announcing that Joceyln Barnstable was appointed as citizen representative to the Western Manitoba Regional Library board.

DIRECTOR'S REPORT:

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

Loretta Oliver/Charles Radford

MOTION 38-2025:

That the board approves the transfer of \$117,239.39 from Retained Earnings to Internally Restricted – General account.

CARRIED

PROGRAMMING & COMMUNITY SERVICES REPORT:

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

NEEPAWA REPORT:

The Neepawa report was prepared and presented by Caitlin Henderson, Branch Supervisor.

COMMUNICATION & MARKETING COORDINATOR REPORT:

The Communication & Marketing report was prepared and presented by Jules Runne.

COMMITTEE REPORTS:**HUMAN RESOURCES:**

Glenn Ball/Cyndal Lougheed moved that the meeting move into in-camera at 7:33 pm.

Glenn Ball/Cyndal Lougheed moved that the meeting move out of in-camera at 7:48 pm.

Bill Stillwell/Charles Radford

MOTION 39-2025:

To approve the decision reached regarding the Director of Library Services annual bonus.

CARRIED

POLICY & GOVERNANCE:

No report.

STRATEGIC PLANNING:

No report.

SUB-FINANCE COMMITTEE:

No report.

ANNOUNCEMENTS:

The next regular board meeting is scheduled for Wednesday, June 18, 2025, at 6:30 PM at the Brandon branch.

ADJOURNMENT:

Cyndal Lougheed

That the meeting be adjourned at 7:49 p.m.