

Portage la Prairie Regional Library

Board Meeting

April 6, 2022 4:00 pm

Present: Joe Masi, Sharilyn Knox, Kevin Blight, Leta Maksymyk, Rob Beckley, Jen Kendall, Sharon Nichol, Clarice Winter. Absent with regrets: Bryan Dion

1. Approval of Agenda

Kevin Blight moved:

Leta Maksymyk seconded:

The approval of the agenda.

CARRIED

2. Approval of Minutes

Sharilyn Knox moved:

Rob Beckley seconded:

That the minutes of the February 16, 2022 meeting be adopted as distributed.

CARRIED

3. Approval of Financial Statements and Cheque Lists

Rob Beckley moved:

Leta Maksymyk seconded:

Approval of February cheque numbers 175 to 192 for a total of \$18,201.63 and CAFT for a total of \$22,570.97 and March cheque numbers 193 to 214 for a total of \$36,596.05 and CAFT for a total of \$23,225.73.

Approval of financial statements for February and March.

CARRIED

4. Business Arising from the Minutes

a. Committee Updates

Personnel Committee – Leta Maksymyk and Kevin Blight

Had a meeting to go over existing polices and Jen’s suggestions for changes.

Safety Committee – Rob Beckley

Will do a walk through to check on safety issues.

Outreach & Fundraising – Sharilyn Knox and Bryan Dion

Outraising and Fundraising events are:

-food for fines the week of April 5 – 9

-Mike’s Steakhouse Drive in Fundraiser on May 12th.

-Grand reveal for the Children’s area on April 30th.

-CBC Music will be at the library on May 20th to run a song/dance program for families, then do a short tour of the library.

5. New Business

a. Microfilm Machine

Kevin Blight moved:

Rob Beckley seconded:

To purchase a microfilm machine for the amount of \$6,025 plus shipping and taxes.

CARRIED

b. Director's Annual Review

Sharilyn Knox moved:

Leta Maksymyk seconded:

That Jen Kendall receive an increase effective April 6, 2022.

CARRIED

c. Annual Report Draft

Discussion of the draft annual report.

d. Draft Audited Financial Statement

Leta Maksymyk moved:

Kevin Blight seconded:

Acceptance of the draft copy of the audited financial statement for 2021.

CARRIED

6. Librarian's Report

See attached report.

Sharilyn Knox moved:

Rob Beckley seconded:

To accept the librarian's report as presented.

CARRIED

8. In-Camera Session

9. Adjournment:

Moved by Sharilyn that the meeting be adjourned at 4:44 pm.

Joe Masi, Chairperson

Clarice Winter, Operations Manager