

Portage la Prairie Regional Library

Board Meeting

December 7, 2022 4:00 pm

Present: Joe Masi, Kevin Blight, Leta Maksymyk, Amy Unger, Jen Kendall, Sharon Nichol

Absent with regrets: Bryan Dion

1. Election of Temporary Chair

Joe Masi was designated temporary chair.

2. Approval of Agenda

Kevin Blight moved:

Leta Maksymyk seconded:

The approval of the agenda.

CARRIED

3. Approval of October 18th Minutes

Leta Maksymyk moved:

Amy Unger seconded:

That the minutes of the October 18th, 2022 meeting be adopted as distributed.

CARRIED

4. Approval of Financial Statements and Cheque Lists

Kevin Blight moved:

Amy Unger seconded:

Approval of October cheque numbers 355 to 376 for a total of \$25,821.38 and AFT for a total of \$27,116.56 and November cheque numbers 377 to 396 for a total of \$16,248.61 and AFT for a total of \$25,687.97.

Approval of financial statements for October and November 2022.

CARRIED

5. Business Arising from the Minutes

a. Meeting dates 2023

b. Strategic Planning Discussion

c. Tech Replacement and Service Recognition Amounts

Kevin Blight moved:

Leta Maksymyk seconded:

To transfer funds from the unrestricted reserve fund in the amount presented.

CARRIED

6. New Business

a. Fee for processing books

Leta Maksymyk moved:

Amy Unger seconded:

To amend the Borrowing Policy

CARRIED

b. Staff Code of Conduct

Leta Maksymyk moved:

Kevin Blight seconded:

The Staff Code of Conduct be approved with one amendment:

Board members may not participate in contests or lotteries

CARRIED

c. Fundraising & Outreach Discussion

d. Increase

Leta Maksymyk moved:

Amy Unger seconded:

That the Director be included in the 2% COLA increase for permanent staff

CARRIED

7. Librarian's Report

See attached report.

Leta Maksymyk moved:

Amy Unger seconded:

To accept the librarian's report as presented.

8. In-Camera Session

9. Adjournment:

Moved by Kevin Blight that the meeting be adjourned at 5:49 pm.

Joe Masi, Acting Chairperson

Sharon Nichol, Assistant Director