

# BIBLIOTHÈQUE RÉGIONALE JOLYS REGIONAL LIBRARY

March 16, 2020 7:30 pm / St. Pierre-Jolys

## ADOPTED - Minutes

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**Present:** **Heidi Gosselin** (President)  
**Nicole Grégoire** (Head Librarian and Secretary)  
**Paule Peloquin** (Village de St-Pierre-Jolys Council representative)  
**Gabriel Tetrault** (RM DeSalaberry Council representative)

**Regrets:** **Eileen Dueck** (Vice President and Village of St-Pierre-Jolys representative)

### **Motions:**

<u>Gosselin - Peloquin</u>	<b>Motion Carried.</b>	to start the meeting 7:40 pm
<u>Gosselin - Peloquin</u>	<b>Motion Carried.</b>	to approve the agenda as modified
<u>Peloquin - Gosselin</u>	<b>Motion Carried.</b>	to approve minutes from January 20, 2020
<u>Tetrault - Gosselin</u>	<b>Motion Carried.</b>	to approve the financial statements as presented
<u>Peloquin - Tetrault</u>	<b>Motion Carried.</b>	to approve bill payments as presented
<u>Gosselin - Peloquin</u>	<b>Motion Carried.</b>	to approve the 2020 Budget as presented
<u>Tetrault - Peloquin</u>	<b>Motion Carried.</b>	to approve the Policy Manual as modified
<u>Tetrault - Peloquin</u>	<b>Motion Carried.</b>	to approve the Head Librarian Report as presented
<u>Gosselin - Peloquin</u>	<b>Motion Carried.</b>	to approve the purchase of a new Circulation Computer per Cottonwood Computers Quote. Amount not to exceed budget
<u>Gosselin - Peloquin</u>	<b>Motion</b>	to approve the wage increase as presented in December 2019

		<b>Carried.</b>	
Gosselin	- Peloquin	<b>Motion</b>	to approve the resignation of fellow Board Member, Anne Dyck
		<b>Carried.</b>	
Tetrault	- Peloquin	<b>Motion</b>	to approve the Library closure to the public and suspension of library services in response to COVID-19, effective 5:00 pm, Thursday, March 19, 2020 until Tuesday, April 14, 2020 due to COVID-19.
		<b>Carried.</b>	
Gosselin	- Tetrault	<b>Motion</b>	to adjourn the meeting at 9:55 pm
		<b>Carried.</b>	

### ***Updates / new business***

1. Financial Statements Presented
2. Bill Payment Presented
3. Head Librarian Report Presented
  - Flex time reviewed and approved
  - Annual General Report
    - *Nicole to review for spelling errors*
  - Ptit's Athletes du Coeur – Cours de Theatre St.Pierre-Jolys
    - Nicole presented proposal on behalf of Ptit's Athletes du Coeur
    - *Board decided that this external programming would interfere with already established Library programming on Tuesday & Thursday Nights.*
    - *If the Theatre chooses to run on Non-operational Days, the Library suggests to approach the School Division for the use of space*
    - *Nicole to inform Sylvie Harvey & Alison Palmer of decision*
4. 2020 Manitoba Library Conference
  - *Event has been cancelled*
  - *Nicole will notify of refund when received*
5. 2020 Budget Review
  - *Board Approved Budget as presented*
6. Third Reading of Policy Manual
  - *Board decided to approve as modified*
  - *Nicole to make minor adjustments and print Approved Policy Manual*

7. Increase in wages

- Board approved the proposed increase
- Nicole to update employees wages and calculate retro pay.

8. COVID-19

- Board decided to closed the Library to the public, effective 5 pm on March 19 and will tentatively reopen on April 14
- All Programming suspended immediately
- Library will remain open to staff
- Nicole is to offer employees the option to work regular scheduled hours in St. Pierre at her discretion (employees are not to exceed the regular scheduled hours )

9. St. Malo Library site

- Board discussed the possibility of changing the location of the Library from its current location to the other end of the school in the Kindergarten class. Things to consider are: overall cost, upgrade to front door & upgrade to the bathroom
- Board also discussed changing location to Yves Maynards newly renovated space. Approx. rent would be \$1/sq foot. Not sure if this includes Hydro. Approx. sq foot of 1500/unit
- Financial consideration needed for both options. We would need to find additional funding/grants, request donations or request Municipal Aid.

10. Anne Dyck's Resignation

- Board passed motion to accept Anne Dyck resignation form the Board.
- Nicole to get her a card (each board member to sign it) also get a \$40 gift card to Chapters Indigo

**Tabled to next meeting:**

- use of 2019 Canada Post Community Foundation Funds
- to advertise for Part-time Programs Coordinator
- Accessibility Employment Standards Regulation

**Date for next meeting: Monday, May 11, 2020 at 7:00 pm (St. Pierre)**