

# BIBLIOTHÈQUE RÉGIONALE JOLYS REGIONAL LIBRARY

September 21, 2020 – 7:00 pm / St. Pierre-Jolys

## **APPROVED - 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:**

Peloquin - Gosselin **Motion** to start the meeting at 7:12 pm  
**Carried.**

Tetrault - Peloquin **Motion** to approve the agenda  
**Carried.**

Peloquin - Gosselin **Motion** to approve minutes from June 15, 2020  
**Carried.**

Peloquin - Tetrault **Motion** to accept the financial statements as presented  
**Carried.**

Gosselin - Tetrault **Motion** to accept bill payments as presented  
**Carried.**

Tetrault - Gosselin **Motion** to accept the Head Librarian Report as presented  
**Carried.**

Tetrault - Peloquin **Motion** to adjourn the meeting at 8:40 pm  
**Carried.**

***Updates / new business***

1. Financial Statements Presented
2. Bill Payment Presented
3. Head librarian report Presented

- EVENTS

- AGM— May be unable to have AGM due to COVID or limit capacity. Head librarian to contact RRRC to set date and make plans for a combined AGM
- Heure de Conte with CPEF – Head Librarian to connect CPEF Coordinator and Heritage Principle to discuss possibility of running program in the Library during school hours.

- EMPLOYEES

- Flex time reviewed and approved

- ADMINISTRATIVE/OTHER

- Computers – Head librarian to order Keyboard Protectors and set up 1 station for Public Use Only. Must include computer cleaning to the daily cleaning schedule (COVID).
- Public Washroom – Will remain closed to the public
- Operational Reserve – all items related to setting up a reserve have been tabled. All members are asked to come up with possible Capital Project
- St. Malo Patrons & Circulations – Head Librarian to come up with stats for St. Malo. How many books from the St. Pierre location are taken out by St. Malo patrons.

***Tabled to next meeting:***

- To establish and Operational Reserve
- To open a sub-account with the Caisse Populaire to hold Operational Reserve
- To properly set up the accounting system to reflect the Operational Reserve

***Date for next meeting: Monday, November 2, 2020 at 7:30 pm (St-Pierre-Jolys)- BUDGET REVIEW***