

# Minutes for JRL Library Board meeting

February 2, 2023 at 5:30. St Pierre Jolys

**In attendance:** Nicole Gregoire, Paule Peloquin, Suzanne Jolicoeur, Charlene Geiler, Caycie Dueck

**Meeting called to order @ 5:19**

**Motion to adopt the agenda as presented:** Suzanne, Charlene, carried

**Motion to adopt the minutes for January 9, 2023 as presented:** Charlene, Suzanne, carried

**Motion to pay bills as presented from December 31, 2022 to January 20, 2023:** Suzanne, Charlene: carried

**Motion to adopt the financial statements as presented up to February 2, 2023:** Charlene, Suzanne: carried

Introduction of proposed new board member -

- Paule advised to ensure that the new member reads the Public Library Board Trustee Handbook
- Nicole will supply a welcome package and explained our board function

**Motion to accept Caycie Dueck as the member at large for the RM:** Charlene, Suzanne: carried

## Discussions

- What format do we want with respect to paying bills , dollar amount? Or just dates
- Response from Brad... suggested thank you letter to school board and ministers , Paule will start the draft and send to the group.
- Update on reserve fund policy - Suzanne and Nicole - tabled
- Update on Flex Time Policy - Charlene lead with Nicole - tabled
- Update on policy manual, tech and equipment lending policy, Nicole has provided the latest draft with the changes. Board members are asked to read through the latest draft and be ready for the first reading at our next meeting (suggestion to use dyslexic friendly fonts)

Approved: Paule Peloquin

Date: May 1 2023

Approved: Nicole Gregoire

Date: May 1/23

- Rec Master Plan - Nicole had a meeting with the person who is on the RMP and he was asking for stats .. suggestion that our annual report is enough info to provide
- Community Services Recovery Fund (grant) possible gate counter... deadline February 21, Nicole to explore
- Manitoba Accessibility just came out with the second wave intake (grant)... dyslexic friendly font books? .. large print in francais?
- Debrief on January 30th meeting between the councils of the RM de Salaberry and the Village de St Pierre Jolys with Paule Peloquin and Nicole Grégoire as delegates. Concerns had been brought forward over communication. It is important to note that JRL falls under the governance of the Public Libraries Act – the JRL board follows their structure of membership for a regional library board. It is important to note that the Manitoba Public Library Association advises that it is the responsibility of the sitting council member to ensure they responsively communicate to their respective municipalities and fellow council members
- Information requests: reminder to the board members that when requesting information from Nicole or other board members.. please ensure that there is a deadline and perhaps a little synopsis as to what it is needed for
- Nicole showed us stats of usage
- Update on year end audit and PLS reports - Nicole provided new reports that PLS asked for
- No update on SCH grant request
- What infrastructure items are needed? Asking board members to provide suggestions for purchases: accessible desks in both locations, soft seating in both locations, new rugs (on stage), shelving and display units in both locations. Important to make the ST Malo location have an updated look to go with the total revamp of that school.

#### **Head Librarian report:**

- new interactive newsletter
- Grants update (healthy together now - lets talk book club)
- PLS - large print French books
- Participating in Winter Family Fun Day ( family literacy first ) Nicole and Brigitte will "work it"
- Chalet 50th anniversary and Epic's 50th anniversary.. could the library be a part of those?

**Motion to accept the Head Librarian Report as presented:** Charlene, Suzanne: carried

Approved: Paule Peloquin

Date: May 1 2023

Approved: Nicole Grégoire

Date: May 1/23

**Motion to allow Paule to pre-sign cheque number 5846 up to 5852 so that bills can be paid during Paule's absence (special circumstances) : Charlene, Suzanne: carried**

**Motion to add Suzanne Jolicoeur as signing authority at Caisse Populaire: Paule, Caycie: carried**

Meeting adjourned at 7:38

**Next meeting April 17 at 5:00 pm**

Approved: Paule Peloguen

Date: May 1 2023

Approved: Nicole Giguere

Date: May 1/23