



# South Central REGIONAL LIBRARY

160 Main Street, Winkler, MB R6W 0M3

204-325-5864

*MISSION STATEMENT: "TO PROVIDE ACCESS TO RESOURCES TO MEET THE EDUCATIONAL, CULTURAL, INFORMATIONAL AND LEISURE-TIME NEEDS OF CITIZENS OF ALL AGES AND BACKGROUNDS. THE LIBRARY STRIVES TO FOSTER A LIFE-LONG INTEREST IN READING AND LEARNING."*

## Minutes - Board Meeting, May19, 2022

7:00 p.m. – Altona Library or join Zoom Meeting

**Council Reps:** Marvin Plett, City of Winkler ; Chad Collins, Municipality of Pembina ; June Letkeman, Rhineland Municipality ; Garry Hiebert; City of Morden ; Curt Letkeman, Town of Altona

**Citizen Reps:** Sharon Fehr, Municipality of Pembina ; Laverne Siemens, Town of Altona; Jody Oakes, R.M. of Thompson; Emma Montgomery, City of Winkler

**Director of Library Services:** Cathy Ching

**Regrets/Absent:** Susanne Sigurdson City of Morden ; Heather Imrie, R.M. of Thompson; Marilyn Dyck, Rhineland Municipality; Bernie Loepky, R.M. of Stanley ; Ray Unrau, R.M. of Stanley

### Altona Library tour

1. Call to order: 7:16 p.m.
2. Additions to and adoption of the agenda: Under Protocols – Pay it Forward; New Business – Safety **June/Sharon m/s/c**
3. Adoption of minutes of previous meeting: April 21, 2022 **Jody/Garry m/s/c**
4. Business arising from the minutes: none
5. Correspondence:
  - FR: Winnipeg Foundation Grant
  - TO: Valley Fiber Ltd
  - TO: The Thomas Sill Foundation
  - FR: Valley Fiber Ltd
  - FR: The Thomas Sill Foundation
  - FR: Access Credit Union
  - TO: Dave Penner, President MCC-CAC
  - TO: Melissa Derksen, Darlingford Playground Committee
  - FR: Honourable Andrew Smith, Minister of Sport, Culture and Heritage
  - TO: Honourable Andrew Smith, Minister of Sport, Culture and Heritage
6. Committee Reports:
  - 6.01 Finance – Financial Report – April 2022 - (yellow) We are currently at 33% of expenses. Recommend auditor to shift CEWS & Winkler phones expense to 2021. **Sharon/Garry m/s/c**  
COVID expenses be moved to 2021. **Sharon/Curt m/s/c**



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6.02 – April 2022 (*blue*) – Recruiting for Volunteers in each branch (some are coming back). Numbers are looking good. New Patrons – jumped! Puzzles are a hot item right now, we also have some Ukrainian Books in circulation.

7. Personnel / Policy: Update from May 5<sup>th</sup> meeting; Additional Personal Days for full time “Mental Wellness Days”, additional hours for branches (submit to Finance committee for Budget purposes, Comparison of wages for 2021/2023 – COLA.  
Personnel Policy B.5 Employee Positions – **Sharon/Laverne m/s/c**– Move to amend Policy B.5 Employee Positions.

7.01 Public Relations / Fund Raising: Little Free Library (Impact Grant) – In Darlingford– Grant received, and we will be on the map with Little Free Library. Deb has also purchased a building for a free library in LaRiviere, which will be placed on her property. SCRL will support it by paying for moving costs & miscellaneous expenses. June asked if the same could be done for Plum Coulee and Gretna. Cathy will look into it.

7.02 Pay it Forward - \$280 raised for Morden Ukraine Families coming in.

## 6.05 Facilities/Automation:

8. SCRL Reports – April 2022 – (*purple*) – lots of activity going on – Altona doing some great Fundraising for their new library, all branches are getting ready for Summer Reading Club. Staff Inservices – Webinar – very timely and relatable for staff - keep the “past in the past”, meetings should have a brief list and stick to it.

9. New business: Computers – new computers bought! Cost of new computers can come out the Operating Fund instead of having a Computer Reserve.

9.01 Motion: Move all individual Furniture Reserves into one “Furniture Reserve” and move the Computer Reserve into the General Reserve. Pay computer purchases directly from reserve & create a computer line item for future budgets. **Curt/Chad m/s/c**

9.02 Safety Protocols – all staff reminded to have a safety protocol in place for patrons who are difficult. Plexiglass should remain in place as a safety precaution. Maybe talk to local Police and ask what can be done. Consult a lawyer for legal advice. Document everything and have cameras installed in high traffic areas. Post signage indicating video surveillance is in place.

10. Next meeting – June 16, 2022 – 7 pm – Manitou Golf Course

  
Marvin Plett, Board Chair

  
Cathy Ching, Director