



**b) Visa** – Christina notified the board that there was a fraudulent charge on the Visa account. A new card will be received.

**POLICIES & BY-LAW REVIEW:**

**i) Management Employment Agreement & Benefit Plan Changes** – The board is still waiting on the document from HR outlining the benefit plan changes before approving amendments to Christina’s contract.

**ii) Emergency Plan** – Is a work in progress. There is quite a significant amount of information to organize and pull together to draft the library’s plan.

**iii) Dress Code** – A few staff members inquired about jeans any day of the week, not just on Fridays. The board discussed. Christina will put together some amendments to the dress code and send to the board via e-mail for further review.

**5. REPORTS:**

**a) Librarian/CEO’s Report** – May and June reports reviewed. The May 21<sup>st</sup> incident report was reviewed, and the board discussed how no one from the municipality was available to assist with a building issue. Christina actioned the issue.

**b) OH&S Report** – May report reviewed. Incident of upset patron.

**c) Financial Reports** –

- Hip Pocket Ledger – May 2022
- Monthly Fines & Fees Ledger
- 2022 Budget Forecast – Update
- Invoices for Review.

**f) Committee Reports:**

Financial Meeting:

Human Resources Committee: Negotiation meeting dates of Sept. 20<sup>th</sup> and 21<sup>st</sup>

Ad Hoc Gallery Committee: None

Ad Hoc Archives Committee: None

Ad Hoc Fundraising Committee: No Report

**h) Motions passed electronically:** Motion #2022-09 Hiring of summer student with full funding through CSCDGR.

**6. CORRESPONDENCE (IN):**

**a)** Thank you letter from CSCDGR student bursary recipient – Veronique Bouchard.

**CORRESPONDENCE (OUT):**

**a)** None to mention.

**7. IN-CAMERA:** None

**8. Future Agenda Items:** Library Strategic Plan, MOU, Emergency Plan.

**9. Next Meeting Date:** Tuesday September 28<sup>th</sup> 3:00 p.m. to 5:00 p.m.

**10. Adjournment: Time: 4:25 p.m.**

**Moved: R. Hutchinson**

**Seconded: K. Johnson**

**Carried: Yes**

Signed: \_\_\_\_\_

Chantal Chenier, Chairperson

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Christina Noël-Blazecka, CEO/Secretary/Treasurer

Date: \_\_\_\_\_