



Pahkisimon Nuyeháh Library System

The mission of the Pahkisimon Nuyeháh Library System is to provide library services and educational and cultural resources to the people in northern Saskatchewan in cooperation with the existing library and educational structures and to communicate the uniqueness of the north to other regions of the world.

Annual General Meeting

Minutes

March 30, 2019

PNLS Headquarters Building - Large Boardroom

In attendance: Darlene Morin, Chairperson; Arliss Coulineur; Barb Flett; Brenda Bird; Cassandra Duff; Sean Molloy; Connie Thrasher; Christopher Halket; Dawn Ewart; Delilah Aubichon; Elysa Janvier; Hermeline Fagnan; Kelly Miller; Laura Custer; Lorna Black; Margaret Bear; Richard Thommes; Georgina St. Pierre; Shirley Martin

Unable to attend: Anne Dorion, Colleen Stallard, George Natomagan, Jolene Roy, Carly Tinkler, Joyce McLeod, Joyce Torrie, Leona McKenzie, Rebecca McCallum, Ryan Kuppenbender

Staff: James Hope Howard, Director; Harriet Roy, Assistant Director; Ramandeep Kaur, Financial Manager and Office Administrator & Recorder;

Guests: Doreen Polischuk; Lily McKay; Kacy Callin

Call to Order

The Annual General Meeting was called to order by Chairperson Darlene Morin at 9:35 a.m.

1. Welcome, Introduction of Guests, Introduction of Member Trustees and Staff

- 1.1 The meeting was opened with a prayer. Chairperson Darlene Morin asked members to introduce themselves and say where they were from. Introduction of all members took place.
- 1.2 Repeat Belief and Mission Statements
The Board repeated the Belief and Mission Statements.

2. Consent Agenda

- 2.1 Minutes of the Annual General Meeting, April 21, 2018
- 2.2 Policies
 - 2.2.1 Director Job Description
 - 2.2.2 Assistant Director Job Description

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Pahkisimon Nuyegáh Library System

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- 2.2.3 Teacher-Librarian Job Description
- 2.2.4 Processor Job Description

Motion AGM2019:01

Laura Custer / Dawn Ewart

To approve the consent agenda as presented.

/ Carried

3. Approval of Agenda

Motion AGM2019:02

Barb Flett / Christopher Halkett

To approve the agenda as presented.

/ Carried

4. Finance

4.1 Expense Forms and Donations Motions

We regularly have a motion to have \$20.00 from each expense cheque to go to general fundraising and the memorial fundraising.

Motion AGM2019:03

Laura Custer / Cassandra Duff

To approve the donation of \$10.00 from each trustee's expense cheque to the general fundraising account and the donation of \$10.00 from each trustee's expense cheque to the memorial fundraising account.

/ Carried

4.2 Audited Financial Statement for 2018

Motion AGM2019:04

Delilah Aubichon / Lily McKay

To accept the 2018 audited Financial Statements.

/Carried

4.3 PNLS Operating Budget for 2019

James explained the budget and where cuts or changes have been made in order to balance the budget.

Motion AGM2019:05

Arliss Coulineur / Hermeline Fagnan

To approve the 2019 Budget AGM version as presented.

/ Carried

5. Advocacy

5.1 PNLS Annual Report 2018

James presented the PowerPoint version of the Annual Report. The summary pamphlet version was made available at meeting.

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Motion AGM2019:06

Georgina St. Pierre / Barb Flett

To accept the 2018 Annual Report as presented.

/ Carried

- 5.2 Provincial Government Public Libraries Engagement Panel 2018 Report
In the aftermath of the 2017 crisis, the Saskatchewan Ministry of Education assembled a provincial public libraries engagement panel in 2018 to identify current and future issues in Saskatchewan leadership. The PNLS Executive Committee, and management staff of PNLS headquarters, met with this public library engagement panel at the end of November to express the unique opportunities and unique challenges of library service in the North. The Ministry of Education compiled that panel's experience into a public report, released in January of 2019, which identified eight key themes of concern and importance to Saskatchewan libraries. The ensuing public opinion survey on those themes received over 5,800 entries, with Northerners, and all Saskatchewan residents, making it loud and clear that they strongly support and strongly value the services of their libraries.
- 5.3 Issues for Lobbying the Provincial Government
See 5.2
- 5.4 Issues for Lobbying the Federal Government
The Federal Government split INAC into two ministries, and we are not sure yet who will be responsible for libraries. Once this is determined, Indian Bands and Tribal councils will have to contact the Federal Government to discuss funding. We as public libraries cannot contact the Federal government on their behalf.
- 5.5 Northern Saskatchewan Archives Fundraising Drive
Alex Robertson Public Library hosted a joint No-Frills fundraising with the PNLS Archives that coincided with the Archives Open House in February. The funds were split between the two organizations, with the PNLS Archives receiving about \$600.

6. Reports

- 6.1 Chairperson's Report on 2016 (Darlene Morin)
[Attached]

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Pahkisimon Nuyegáh Library System

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Motion AGM2019:05

To accept the report as presented.

Dawn Ewart / Laura Custer

/ Carried

- 6.2 Saskatchewan Library Trustees Association Representative's Report (Darlene Morin)
No report, as there were no meetings in 2018
- 6.3 Saskatchewan Provincial Library and Literacy Office Report
See panel report [Attached]
- 6.4 Multitype Library Board Report
James is the current chair. He attended an MLB meeting on January 15th. There may be another community meeting in October, similar to the MLB community meeting last year, but that decision will be made in the months to come.

7. Personnel

7.1 Presentations to Members

One Year - Letter of thanks signed by the Chairperson, copied to the appointing body: Carly Tinker, Karen Sylvestre, Bobby Iron, Nancy Hansen, Morris McKenzie, Bernice Park-Campbell, Ruby Couillonneur, Stephanie Sonnenburg, Karen Bird (To be sent after the AGM)

Two Year - Letter of thanks signed by the Chairperson, copied to the appointing body: Anita Fraser (To be sent after the AGM)

Three Year - Letter of thanks signed by the Chairperson, copied to the appointing body; framed certificate: Ailene LaVallee, Natalie Thompson, Rose Bradfield, Anne Dorion (To be sent after the AGM), Doreen Polischuk (Presented).

Four Years - Letter of thanks signed by the Chairperson, copied to the appointing body; framed certificate: Sarah Green (To be sent after AGM)

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Two Years, Executive Committee - Letter of thanks signed by the Chairperson, copied to the appointing body: Lily McKay-Carriere (Presented), Carly Tinkler (To be sent after AGM)

3-4 Years, Executive Committee - Letter of thanks signed by the Chairperson, acknowledging their service to the appointing body and copied to the trustee; a **book and a bookmark** with our logo: Anne Dorion (To be sent after AGM), Doreen Polischuk (Presented)

8. Programs

- 8.1 Northern Reading Program 2019 Report (Harriet Roy)
Harriet presented the PowerPoint version of the Northern Reading Program 2019 report. Harriet reported that this was the 28th year of NRP. The theme was "Elders Share: Stories, Language and Culture". The funders were SaskPower, Northern Lights School Division #113, Cameco, SaskTel, and Kewetín Nene (Reading Council). Twenty letters were sent out to various book publishers and suppliers. Seven boxes of books were received; these books were used as gifts for entries into the contests and for winning the Reading Challenge. The tour was arranged and, due to cold weather, cancelled for the time being; the rescheduled tour will run sometime this spring.
There were three contests: Writing Contest (40 entries), Bulletin Board Contest (62 entries) and Reading Challenge. La Loche Community School was the winner for the Reading Challenge.

9. Other Business

As per protocol, Darlene Morin handed the Chair to James Hope Howard for the beginning of the elections process.

9.1 Election of the Executive Committee for 2019-2020 Members of the Executive for 2019-2020

North (1 year) – *currently left Vacant for lack of sector trustees*
North (2 years) – Georgina St. Pierre
East (1 year) – Laura Custer
East (2 years) – Richard Thommes

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West (1 year) – Delilah Aubichon
West (2 years) – Barb Flett
Central (1 year) – Chistopher Halkett
Central (2 years) – Sean Molloy
College (1 year) – *currently left Vacant for lack of sector trustees*
Schools (1 year) – Lorna Black
Public Libraries (2 years) – Dawn Ewart

Given the number of vacancies outstanding from this process, the decision was made to allow Darlene Morin to sit on the board as the SLTA Representative if nominated (9.4) and thereby allow for two other representatives from the East (Laura Custer and Richard Thommes) for the year, as there was suitable interest from the East side to field their full slate. This would require that Agenda Item 9.4 be run ahead of 9.2, as was done in 2017, and discussion amongst the Board yielded no objections.

9.4 Election of Saskatchewan Library Trustees Association Representative

James called the first time for nominations for Saskatchewan Library Trustees Association Representative.

To nominate Darlene Morin as Saskatchewan Library Trustees Association Representative.

Richard Thommes

- **Darlene Morin** accepted the nomination.

James called the second time for nominations for Saskatchewan Library trustees Association Representative.

James called the third time for nominations for Saskatchewan Library Trustees Association Representative.

James declared that nominations ceased.

Darlene Morin was declared the Saskatchewan Library Trustees Association Representative by acclamation.

9.2 Election of Chairperson

James called the first time for nominations for Chairperson.

To nominate Darlene Morin as Chairperson.

Richard Thommes

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- **Darlene Morin** accepted the nomination.

James called the second time for nominations for Chairperson.
James called the third time for nominations for Chairperson.

James declared that nominations cease.

Darlene Morin was declared the Chairperson by acclamation.

James Hope Howard handed the meeting Chair responsibilities back over to Darlene Morin at this time.

9.3 Election of Vice-Chairperson

Darlene Morin called the first time for nominations for Vice-Chairperson.

To nominate Lorna Black as Vice-Chairperson.

Richard Thommes

- **Lorna Black** accepted the nomination.

Darlene Morin called the second time for nominations for Vice-Chairperson.

To nominate Delilah Aubichon as Vice-Chairperson.

Darlene Morin

Voting took place to designate the positions of Vice-Chairperson.

Lorna Black was declared the Vice-Chairperson by board majority.

Motion AGM2019:06

Laura Custer / Christopher Halkett

To have the Finance Manager & Office Administrator destroy all ballots used in voting for the position of Vice-Chairperson.

/ Carried

9.5 Appointment of Treasurer and Alternate Signing Authority

Christopher Halkett was appointed as the **Treasurer**, and **Connie Thrasher** was appointed as the **Alternate Signing Authority**, both by acclamation. (Unlike the other motions, the appointments of these positions do not require nominations, as they are restricted to residents of the greater La Ronge area.)

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- 9.6 Motion to designate the signing authorities for all of our Conexus Operating and Savings Accounts for 2018-2019.

Motion AGM2019:07

Richard Thommes / Dawn Ewart

Re: Banking Authorities for Conexus Credit Union for accounts 9190067, 9099482 and 9116997. All accounts require 2 people to sign, and the following people and positions are to be signers, as of April 1, 2019:

Darlene Morin, **Chairperson**
Lorna Black, **Vice-Chairperson**
Christopher Halkett, **Treasurer**
Connie Thrasher, **Alternate Signing Authority**
James Hope Howard, **Director**

/ Carried

- 9.7 Motion to assign Cogent LLP, as our auditor for the 2019 year.

Motion AGM2019:08

Delilah Aubichon / Laura Custer

To assign Cogent LLP, as our auditor for the 2019 year.

/ Carried

10. Resolutions

There were no resolutions from the floor.

11. Acknowledgements

Darlene Morin: Thank you to all for coming in. welcome to all new members and farewell to the ones who are moving on. Special thanks to Richard for nominating me for the chairperson position. She also appreciated James for doing at least two jobs for an extended period of time.

James Hope Howard: James welcomed everybody on the new board. He appreciated the staff for their hard work.

Christopher Halkett: Acknowledged the PNLS staff for the hard work. She liked working on this board and learnt a lot.

Harriet Roy: Harriet Roy thanked all the trustees and she also acknowledged all the hard work of the staff.

12. Meeting Adjournment

The AGM was adjourned by Darlene Morin at 2:14 p.m.

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Darlene Morin, Chairperson:

James Hope Howard, Director:

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