



Pahkisimon Nuyeh'áh Library System

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PNLS will lead the North to information.

Pahkisimon Nuyeh'áh Library System Executive Committee Meeting Minutes 13 April 2024

In Attendance: Delilah Aubichon-Chair, Richard Thommes-Vice Chair, Laura Custer, Brenda Bird, Barb Flett, Darlene Morin, Georgina St. Pierre, Michelle Gale.

Staff: James Hope Howard-Director, Lisa Ulriksen-Assistant Director, Linda Collins-Financial Manager/Office Administrator & Recorder

Regrets: Marilyn Fern, Shirley Martin

1. Call to Order, Land Acknowledgement, Opening Prayer
The meeting was called to order at 5:10PM by D. Aubichon.

2. Approval of Agenda
The agenda was reviewed with no additions.

MOTION: EXEC-2024-04-12-01

To approve the agenda as presented

B. Flett/B. Bird
/Carried

3. Approval of Minutes, 16 March 2024
The minutes of 16 March 2024 was reviewed. There were no changes.

MOTION: EXEC-2024-04-12-02

R. Thommes/L. Custer

To approve the minutes of 16 March 2024 as presented

/Carried

4. Business Arising from the Minutes

4.1 HQ Entryway Area Resurfacing Planning / Federal Enabling Accessibility Fund (EAF) Contractor Queueing

Linda contacted the contractor that will be doing the entryway resurfacing and we are first in line for the work. We are waiting on the opening of the concrete plant, scheduled for the end of May.

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We acknowledge that we are based in Treaty 5, Treaty 6, Treaty 8, and Treaty 10 Territory and the homeland of the Métis Nation.

Bag Service #6600 ■ Phone: 306-425-4525 ■ Fax: 306-425-4572 ■ Email: pnlsHQ@pnls.lib.sk.ca ■ Web: www.pahkisimon.ca



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4.2 Hoopla Pricing Update

The provincial budget was released and there is no extra money for the library. We will not be accessing Hoopla this year.

5. Finance & Facilities

5.1 Financial Statements Update

The financial statements for the current year to date were reviewed.

MOTION: EXEC-2024-04-12-03

B. Flett/G. St. Pierre

To approve the current financial statements as presented

/Carried

5.2 2023 Pahkisimon Nuyeh'áh Library System Audit (Grant Thornton LLP) Discussion & Motion

James went over the audited financial statements from Grant Thornton.

MOTION: EXEC-2024-04-12-04

M. Gale/D. Morin

To accept the audited financial statements as presented

/Carried

5.3 2024–2025 Saskatchewan Provincial Budget, March 20

The province released the 2024-25 budget on March 20, with a zero increase in our funding.

5.4 PNLS 2024 Annual Budget Discussion and Motion

The PNLS 2024 budget was reviewed in detail. We have a balanced budget.

MOTION: EXEC-2024-04-12-05

L. Custer/B. Bird

To accept the 2024 PNLS budget as presented

/Carried

5.5 Headquarters Building and Infrastructure Updates

5.5.1 HQ Stacks Lighting Modifications

Linda was given a quote of \$35,000 for the changeover of the lighting in the stacks. This is quite high, and were given

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a second quote for closer to \$18,000. This is more aligned with our budget, so we will be getting more information.

5.5.2 HQ Server Room Miniature Cooling System Installation

The installation of the cooling system for the server room will be done around the middle of May.

5.6 Vehicle Maintenance Updates

We have not found a suitable replacement for the Equinox yet, but will continue to search. The winter tires will be changed over in the next few weeks, weather permitting.

6. Personnel

6.1 Headquarters Staffing, Recruitment and Contract Updates

6.1.1 Family Literacy Hub Funding Pending Order-in-Council

Currently there is a pending Order-In-Council for the Family Literacy Hub funding. We are expecting that this will pass and will get or funding of \$64,000 in June.

7. Advocacy

7.1 Website Resource / Database Updates

7.1.1 Governance Section Updates

The December Executive board minutes have been uploaded to the Governance section of the website.

7.1.2 PNLS Pages Monthly Newsletter

The PNLS Pages newsletter for April has been uploaded and available for printing. It is available to anyone through the link on our web page.

7.2 Northern Librarians Facebook Group Ongoing

The Facebook group has been very well received and is available to anyone who wants to sign up.

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8. Programs and Events

8.1 2024 SaskPower Northern Reading Program (NRP) Results

The results of the Northern Reading Program have been released, with Canoe Narrows winning the readingest community. Fond du Lac and Pelican Narrows followed. More information is available on the website.

There will be some tweaks for next year, but it was a great success.

8.2 2024 Saskatchewan Libraries Conference, May 2–3

The SLA conference is being held at the Doubletree in Regina on May 2-3 this year. Roseanne will be doing a presentation on Canva for libraries.

James will not be the emcee for the conference, since he is the President of the SLA.

8.2.1 Saskatchewan Book Awards, May 3

James will be emceeing the Book Awards this year.

8.3 Northern Active Living Library Program (Northern Sport, Culture & Recreation District Partnership)

We have partnered with the Northern Sport, Culture & Recreation to promote NALL, the Northern Active Living Library. All of the items are now in place and other than the horseshoes, they can be borrowed and sent through the mail for any activities. The sets come with instructions and they are really good for events.

8.4 2024 SLA/SRPA/SPRA Regional Park Pass Borrowing Program

The regional park passes have arrived, although not as many as last year. They are more expensive than last year.

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9. Other Business

9.1 Member Library Workbee Requests

La Loche will be getting a new school and will need help setting up their library in the next year. Any other requests will be set up closer to the school year in the fall.

9.2 Member Library Staffing Updates

We have some new people and will continue to help as needed.

9.3 Member Library Year-End Documents and Annual General Meetings (AGMs)

We have most of this year's AGM's done, however there are still some libraries that have multiple years they need to have AGM's for. When these are completed, they will get the monies owed from the previous years and the current year.

9.4 PNLS 2024 Annual General Meeting (AGM), April 13

The PNLS AGM will be held tomorrow, April 13, in the PNLS boardroom. We are expecting about 18 people. We will be sending out the information and the request for PNLS representatives earlier in the year to maximize the numbers on the board.

10. Policy Review and Approval

There are no policies to bring forward to this meeting. The next Executive meeting, we will be going over what needs to be brought forward.

11. PNLS Strategic Plan (2024—2027)

James has taken the raw data from the Strategic Planning session in October 2023 and compiled the new document. He went over the complete plan, and emphasized that any work we do will fall into at least one of the four categories of the plan.

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MOTION: EXEC-2024-04-12-0

B. Flett/G. St. Pierre

To accept the 2024-2025 PNLS Strategic Plan as presented

/Carried

12. Other

12.1 Chairperson's Report

There is no report at this time.

12.2 Director's Report / SLA President's Report

As part of the SLA, James is working on Trustee Training from PLLO.

12.3 Assistant Director's Report

There is no report at this time.

13. Actions after this Meeting

13.1 Meeting Expense Sheets

Please go over the expense sheet and sign it.

14. Next Meeting

The new Executive will meet after the AGM to choose the sub-committee members and decide on a date for the next meeting.

15. Acknowledgements

Thank you for all who have attended.

16. Adjournment

D. Aubichon adjourned the meeting at 6:52PM.

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