

COUNTY OF ST. PAUL NO. 19
LIBRARY BOARD MEETING
September 28, 2026 – 5:00 p.m.
Elk Point Municipal Library

Minutes

Zan Reilly, Vice-Chairperson
Patricia Miller
Maxine Fodness
Dale Hedrick
Allison Dwyer, Secretary/Treasurer
Jason Storch, Observer

Regrets:

Maria Cueva, Chairperson
Charlene Corbiere, Mallaig Librarian Manager
Corina Idzan, Ashmont Librarian Manager

1. Call to Order @ 5:03 p.m.
2. Minutes of June 8, 2026, Board Meeting

Motion by Maxine Fodness to accept minutes as presented. Carried.
3. Additions to Agenda and Acceptance of Agenda

Motion by Zan Reilly to accept the agenda as presented. Carried.
4. Delegation - James MacDonald, Northern Lights Library System
 - 4.1 James MacDonald, Executive Director of the Northern Lights Library System, attended as a delegation to present the 2027 Budget. Discussion followed.
5. Financial
 - 5.1 Treasurer's Report – Budget to Actual

Motion by Dale Hedrick to accept the Treasurer's Report as presented. Carried.
 - 5.2 The Public Library Operating Grant was approved, and the funding in the amount of \$45,221 has been deposited into the account.
6. Reports
 - 6.1 Mallaig Public Library Manager

The Mallaig Public Library Manager was absent. No report was submitted.

6.2 Ashmont Public Library Manager

The Board received the Ashmont Public Library Manager's report. The library partnered with the Lakeland Primary Care Network to offer a successful cooking class and worked with FCSS Summer Camp to provide activities and crafts throughout the summer. A moccasin-making class was also hosted, and, due to strong participation, the library is considering offering another class in the future. Upcoming programming includes ribbon skirt and beading classes, after-school programming in partnership with FCSS, and workshops such as painting, Turkish mosaic lamp, and Christmas greenery classes.

7. Business Arising from Minutes

7.1 Municipal Library Funding Update

The Board was advised that the Elk Point Municipal Library and St. Paul Municipal Library have each received their 2026 municipal library funding in the amount of \$46,000.

8. New Business

8.1 Stronger Together Conference

Motion by Maxin Fodness to ratify the email approval authorizing Maria and Charlene to attend the Stronger Together Conference. Carried

8.2 Northern Lights Library System Budget Increase

The Board reviewed the proposed 1.5% increase to the Northern Lights Library System budget levy as outlined in the correspondence provided.

8.3 Amendments to the Libraries Regulation

The Board reviewed correspondence from the Deputy Minister of Municipal Affairs regarding amendments to the Libraries Regulation following Royal Assent of Bill 28, the Municipal Affairs and Housing Statutes Amendment Act, 2026. Board members were advised that operational guidelines are expected in fall 2026 to support implementation of the new requirements.

8.4 Review of ADM-17 Credit Card Policy

Jason Storch, Director of Corporate Services, provided an overview of the County's ADM-17 Credit Card Policy, including requirements for itemized receipts and supporting documentation, reconciliation of receipts to monthly statements, and submission procedures for payment processing. The importance of compliance with the policy was discussed, and questions from Board members were addressed.

8.5 2025 Statement of Receipts and Disbursements - Elk Point

The Board reviewed the 2025 Statement of Receipts and Disbursements submitted by the Elk Point Municipal Library.

9. Correspondence

- 9.1 NLLS Weekly Reports will continue to be emailed on a regular basis.

10. Other Business

- 10.1 The Board participated in a tour of the Elk Point Municipal Library. The tour provided an overview of the library facility, programs, and services.

11. Next Meeting

Monday, October 26, 2026, at 5:00 p.m. The meeting will be held in Council Chambers at the County Administration building.

12. Adjournment @ 6:57 p.m.

Date

Chairperson