EASTERN COUNTIES REGIONAL LIBRARY
REGULAR MEETING: THURSDAY, SEPTEMBER 18, 2025

PRESENT: Clair Rankin (Chair), Mayor Ron Chisholm, Cllr. Susan Cashin, Cllr. Claude Poirier, Cllr. Blaine MacQuarrie

IN ATTENDANCE: Laura Emery, Chief Librarian/Secretary to the Board; Michelle Greencorn- Director, Communications and Engagement; Amanda Campbell- Director, Collections and Technology; Keith MacDonald- CAO, Inverness County; Morgan Murray- Director, Culture & Community Development, Inverness County.

REGRETS: Wanda MacDonald, James Fuller

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1. **Welcome – land acknowledgement**

Clair called the meeting to order at 5:00 p.m. and read the Land Acknowledgement.

2. **Approval of agenda**

Motion 100: Change the agenda order, specifically #8 to #4. Approved. Chisholm/Poirier, to accept the amended agenda.

3. **Minutes of the July 7, 2025, meeting**

Motion 101: Approved as presented. MacQuarrie/Poirier, to accept the July 7 minutes.

4. **Whycocomagh Service Agreement**

5. **Financial updates**
   a) **Income Statement July 2025**

Motion 102: Approved. Chisholm/Cashin, to accept the financial report as presented.

6. **Business Arising**

7. **Human Resources Committee**
   b) **Additional funding – salary scenarios**

Motion 103: Approved. MacQuarrie/Chisholm, to move in camera to discuss salary scenarios.

Motion 104: Approved. Chisholm/Cashin, to return from in camera.

Motion 105: Approved. Chisholm/Cashin, to accept the proposed wage increase, using $13,000 of additional funding received in 2025-2026, to bring all Branch Library Assistants up to a rate of $20/hr to improve staff retention. The increased wage to be paid to effected staff retro-actively from April 1st, 2025.

Additional Funding Allocation General Operations – Discussion

Motion 106: Approved. MacQuarrie/Chisholm, to send a letter to the Province about the increased work, materials handling, and overall demand associated with SamePage.

Motion 107: Approved. Chisholm/Cashin, to accept the OH&S proposal for $15,000 in additional funding to be used to engage a consultant to advise on the safest ways to perform complex packing and shipping related tasks and workflows. As well as purchase additional ergonomic equipment to assist with improving employee well-being for repetitive shipping and receiving process tasks.

8. **CEO Report**
   c) **L360 Facility assessment report**

Motion 108: Approved. Chisholm/Cashin, to use $20,000 in additional funding to move forward with hiring L360 for project management and addressing urgent Regional Office Facility issues.

   d) **2024-2025 Annual Report**

   e) **CEO report**

Motion 109: Approved. MacQuarrie/Chisholm, to draft a letter to government departments (CCTH, Seniors, Health, MLAs, MPs) to highlight the importance of the program and advocate for funding to support the community wellbeing initiatives.

9. **Ford Transit 2015**
   f) **Sale of the old van – re-assessment.** Delaying the sale of the van to have it available to assist with ongoing projects.

10. **Election of officers**
    a) **Tabled until the next meeting.**

11. **Library Reports**

12. Adjournment

The meeting was adjourned at 7:03pm.