

Regina Beach Local Library Board Meeting Minutes

Date: May 11th, 2026.

Call to order: 7:00pm

Attendance (please include first and last names)

Names of board members present:

Donna Gliddon, Shannon Waugh, Darlene Freitag, Margaret Gibson, Rose Slessor.
and Spence Miller.

Librarian- Laura Davies

Assistant librarian – Joan Cobler

Names of board members absent: Gord Wilson, Virginia Percy and Sandi Metz

1. Adopt Agenda

Motion: To adopt agenda as stated.

Moved by: Rose Slessor, 2nd Margaret Gibson. All in favor.

2. Review minutes of the January 19th meeting

Motion: To adopt minutes as circulated.

Moved by: Margaret Gibson 2nd Rose Slessor. All in favor.

3. Board Governance

- a. Board member volunteer time since last meeting (hours): 72hrs
- b. Board member volunteer time year to date (hours): 144hrs
- c. Review our local branch 1-year strategic plan and goals:
 - i. Goal #1: Build Volunteer Capacity
 - Town and Buena Vista website.
 - Brochures placed at: Memorial Hall. Check with Town and Buena Vista offices.
 - Campsites: Tabled until the summer.
 - ii. Goal #2: Increase Branch Visibility
 - Participate in Town events
 - a. Adopt a pot.
 - b. July 1st Parade
 - c. Community Christmas tree.
 - d. Participate in Buena Vista village event(s)- Volunteering at the Annual community BBQ.

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iii. Goal #3: Community engagement

- a) Day care story time and activity.
- b) Indigenous reading in conjunction with school.
- c) New born kits- Joan continuing to restock primary health centre.
- d) Small Library Boxes- Third box still under construction.
- e) Author readings in conjunction with Leisure time club.
 - Darlene to look into new authors – Suggestions from book club, look into an Author reading circuit.
 - Maybe contact Murry Mandryk
 - Trevor Harriet.

4. Correspondence:

- a) HQ Letter update re-funding- Laura to resend out to board members.
 - Begin compiling information for the MLA.
 - Look at arranging a meeting with MLA.
- b) Trustee correspondence

5. Librarian's Report (see attached)

Motion: To accept Librarian's Report

Moved by: Shannon Waugh 2nd Darlene Freitag All in favor

Motion Passed X Motion Failed

Items discussed-

- Laura attended the Spring staff workshop
- Arrange a meeting with our MLA. Document templates will be on Canva.
- Physical circulation through the Southeast regional library system has dropped, efforts need to be made to help increase circulation moving forward.
- Self checkout SILS app. Patrons will be able to use the app within the library and self checkout books.
- The Regional park passes will be offered again this summer. We received one.
- Our first Art starts workshop is happening on May 23rd.
- New library building-
 - Spence has been doing some research and has come up with an idea for a modular new build.
 - Looking into pricing and eventually approaching government for possible funding.





6. Financial Report –

Total revenue since last meeting: \$5,280.69

Total expenditures since last meeting: \$ 2,505.22

Current bank balance: \$9,926.21

Motion: To accept Financial Report

Moved by: Rose Slessor Seconded: Margaret Gibson

Motion Passed X

7. Facility Report

- a. Exterior signage, Directional signage and Heating issues- Completed
- b. Next winter we need to consider hiring someone to shovel the path from the back steps to the shed.

8. Old Business and review “to-do” list from last meeting

- a. 2026 60th Anniversary Patron Appreciation Day,

Date: Saturday, June 27th 2026

Time: 10 – 2 p.m.

Serving: Cake and soft drinks only

We have access to the Culture Centre after 4 p.m. on June 26th, to do the set up.

- Volunteer list- Joan, Rose, Darlene, Shannon, Gord and Donna.
- Promo items for event – Smaller promotional items to give out.
- Follow up with town office about putting the details in the town and village events calendars.

- b. Yearly ongoing projects – motion to approve dollar amounts requested

- i. Adopt a pot -

Motion: To budget \$75 for the adopt a pot project

Moved by : Shannon Waugh Seconded: Rose Slessor

Motion Passed X

- ii. July 1st Parade – Jason’s fee for extra signage, refreshing of cart décor decorations

Motion: To budget \$150 for the ongoing parade project

Moved by : Margaret Gibson Seconded: Shannon Waugh

Motion Passed X

- iii. Community Christmas Tree

Motion: To budget \$50 for extra Christmas decorations for tree.

Moved by : Rose Slessor Seconded: Margaret Gibson

Motion Passed X

- iv. Remembrance Day, donate \$55 to the Legion in lieu of purchasing another wreath.

Motion: To budget \$55 for donation to the Legion

Moved by : Margaret Gibson Seconded: Darlene Freitag

Motion Passed X

9. New Business

- a. BBQ – our date: Saturday, June 20th

Volunteers – 10:30 set up

10:30 to 12:00

Joan, Gord, Sandi, Margaret, Rose.

12:00 to 2:00 (take down)

Gord, Joan, Rose, Margaret and Darlene

Items discussed-

- Spence would like to donate \$500 to our BBQ fundraiser.
- b. May 16/17th - Trash to Treasures tasks.
- Gord has a key for the memorial hall. (Need to confirm.)
 - Pick up of books at end of day on Sunday.
 - Delivery to memorial hall to store books.
 - Coordinate a time to sort the books.
- c. Planting of the town pot – Margaret and Donna. June 15th, 9am.
- d. Book sorting at memorial hall – Discuss in the next meeting.
- Laura to follow up with Gord about moving books to the memorial hall at an earlier.
- e. Budget for Summer Reading Club Prizes.
- Motion: To budget \$350 for Laura to purchase summer reading club prizes.
- Moved by : Margaret Gibson Seconded: Shannon Waugh
- Motion Passed X
- f. Incident with Buena Vista parks and rec representative.
- Has been addressed by the Buena Vista board at their last meeting.
 - Anything happens again to contact Spence and it will be investigated further.



Next meeting and Adjournment

Next meeting: Monday, July 20th, 2026, 7:00pm

Motion to adjourn made by: Donna Gliddon at 8.37pm

For next meeting:

Meeting minutes approval:

Date: _____

Chairperson signature: _____

Secretary signature: _____

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