



## CAPE BRETON REGIONAL LIBRARY BOARD

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### EXECUTIVE BOARD MEETING VIA ZOOM JANUARY 30, 2025

**Members Present:** Douglas MacLennan, Terry Murray, and Regional Librarian Lisa Mulak.

**Call to Order:** The Vice-Chair, Douglas MacLennan, called the meeting to order at 3:30 pm.

**Bookkeeper Position- Update:**

Regional Librarian Lisa Mulak requested that the meeting be moved “In-camera.” It was moved by and seconded by Douglas that the meeting be moved to “In-camera.”

It was moved by Terry and seconded by Douglas that the meeting returns to “Open Session.”

**Cheque Signing:**

Lisa informed board members that with the change in directors it will be necessary to have the electronic signatures for the cheques updated. Lisa reached out to the auditors to ask if it would be acceptable for her to serve as one of the two signatures on the cheques. They confirmed that this is a common practise for non-profit organizations. Lisa said that she is aware of other regional directors that sign outgoing cheques.

It was moved by Terry and seconded by Doug for Lisa to sign the cheques on an interim basis until Board elections are held in March. **MOTION CARRIED.**

**Bookmobile disposal of asset Plan:**

A plan to sell the Bookmobile was circulated to Terry and Douglas prior to the meeting. Based on the information provided, they recommended the minimum accepted offer should be no lower than \$20,000. Lisa and Shireen will review all incoming bids and provide an update at the next Board Meeting.

**Site Analysis Presentation:**

Executive members discussed how to proceed with the presentation of the Site Analysis. Initially, the Steering Committee was hopeful that the final report would be accepted as an agenda item to be presented at an upcoming CBRM Council session. At the last board meeting it was discussed the report be delivered at a Board workshop. Executive members questioned whether it might also be useful to invite members of the New Build Committee as well as library staff.

Lisa will contact Fathom to determine their availability for a final report on the Site Suitability Analysis.

**Adjournment:**

On the motion from The Vice-Chair Douglas MacLennan, the meeting adjourned at 4:25 pm.

Respectfully submitted.

Lisa Mulak, Secretary

Cape Breton Regional Library Board.