



Board of Directors

RPL BOARD OF DIRECTORS MEETING

November 25, 2025

Central Library Boardroom and Teams Videoconference

MINUTES

In Attendance:

M. Gavigan, Chair
C. Romanow, Vice Chair
C. Kobayashi
Councillor D. Froh
C. Zankl
D. Lemieux
M. Redenbach
J. Barber, Secretary

Also in Attendance:

C. Smith, ED, Finance & Strategy
K. Saunderson, ED, Service Innovation
N. MacKenzie, ED, Customer Experience
A. Christensen, ED, Central Library
K. Hintz, ED, Branch Libraries
C. Hawkesford, Dir., Marketing & Communications
A. Yau, Mgr., Planning & Research
H. Sackville, EA (mins)

Regrets:

Mayor C. Bachynski
J. Oni

1. CALL TO ORDER

M. Gavigan called the meeting to order at 4:33pm.

2. ADOPTION OF THE AGENDA

D. Lemeieux moved that the Board adopt the agenda. CARRIED.

3. CHAIR'S REMARKS

The Chair recognized Cindy Kobayashi and Cheryl Zankl who's terms end on December 31, 2025. Cindy will be leaving the Board after 11 years of service, and Cheryl after 5. Both were thanks for their hard work and contributions to Regina Public Library.

4. CONFLICT OF INTERESTS DECLARATION

No conflict of interests were declared.

5. PREVIOUS MEETING MINUTES

- a. Board Meeting of September 23, 2025
- b. In-Camera Session of September 23, 2025

M. Redenbach moved that the Board approve the regular meeting minutes and in-camera session minutes of September 23, 2025. CARRIED.

6. INFORMATION ITEMS

a. Action Items

One item is still under consideration by the Governance Committee, an assessment of policy related to Intellectual Freedom.

b. Chair's Report

No discussion.

c. Board PD – Professional Director Certification – M. Redenbach

M. Redenbach stated he enjoyed the program, and would recommend it for new board members without governance training.

7. DISCUSSION AND DECISION ITEMS

a. Board Committees

i. Audit Committee

The committee has not met since the last Board meeting, but will meet in December.

ii. Human Resources Committee

C. Zankl noted that the Committee met November 13 and reviewed the tentative agreement with CUPE Local 1594, as well as proposed changes to Out of Scope staff benefits and wages. They met again with consultants from MNP to address the CEO Compensation Strategy, and MNP will be joining the Board at the in-camera session to discuss proposed next steps.

1. Collective Bargaining Agreement with CUPE Local 1594

The Collective Bargaining Agreement for 2025-2027 has been ratified by CUPE and requires Board approval for ratification by RPL.

J. Barber explained there have not been many significant changes to the agreement, some clarifications have been added and some clauses have been added to the agreement that, while already reflected in legislation, both bargaining teams saw as reasonable to include. CUPE's primary interest appeared to be the economic settlement, and this agreement reflects that.

C. Zankl moved that the Board approve the Collective Bargaining Agreement with CUPE Local 1594 for 2025-2027. CARRIED.

2. Policy Review

- a. Reasonable Accommodation
- b. Conduct and Behaviour

The policies are operational and do not require approval from the Board, but are presented for comment or input before being finalized by Library Administration.

J. Barber noted that in both cases, more clarity and detail has been provided to support the current employment environment.

iii. Governance Committee

M. Redenbach stated that the Committee is waiting on official word from the City on the status of the Board's nominations for new board members. The Committee met and reviewed several policies, as well as a new draft of a Board Bylaw.

1. Policy Review

- a. Safe Use and Conduct Bylaw

J. Barber noted that more detail has been added to this policy as well.

M. Redenbach moved that the Board approve the Safe Use and Conduct Bylaw as presented. CARRIED.

- b. Submissions and Delegations

Changes to this policy were mainly technical.

M. Redenbach moved that the Board approve the Submissions and Delegations Policy as presented. CARRIED.

- c. Political Use of Space

- d. Acceptable Use by Employees of RPL Provided Technologies and Digital Devices

- e. Use of RPL Vehicles

These three policies are operational and do not require approval from the Board, but are presented for comment or input before being finalized by Library Administration.

No discussion.

iv. Strategic Planning Committee

The Committee has had two meetings, and has primarily been discussing the movement of materials and staff to the new RPL Operations Centre which is nearly complete. They have also been working on the new Strategic Plan for 2026-2028 as well as a Balanced Scorecard of measures for the Plan.

1. Strategy Map and Balanced Scorecard 2026-2028

M. Gavigan noted these documents were reviewed in more detail at the last Committee meeting, and that the two measures that were missing at that meeting have now been added for the Board to consider in their approval.

M. Gavigan moved that the Board approve the Strategy Map and Balanced Scorecard for 2026-2028. CARRIED.

b. Financial Statements to September 30, 2025

C. Smith summarized that there is a projected surplus after reserve transfers, and this is due to higher than anticipated staff vacancies and some benefits coming in underbudget.

C. Romanow moved that the Board approve the Financial Statements to September 30, 2025. CARRIED.

c. Acquisitions for RPL Permanent Collection

i. Lee Henderson, *Invocation-Evocation III* (2016)

ii. Holly Aubichon, *Sundays* (2024)

J. Barbed noted that it is a requirement of Canada Council that the Board approve any acquisitions to the RPL Permanent Collection.

C. Kobayashi moved that the Board approve the acquisition of the following pieces into the RPL Permanent Collection:

- Lee Henderson, *Invocation-Evocation III* (2016)
- Holly Aubichon, *Sundays* (2024)

CARRIED.

8. CONTRACTS

a. Electrical Services

J. Barber noted that this is a non-exclusive contract that does not necessarily include special projects, but is the best fit for the normal work done at RPL. The contract is for 3 years with option to extend.

M. Redenbach asked why the projected cost is \$350K when \$355K was paid to an electrical contractor over the last 3 years. N. MacKenzie confirmed that this is due to assumption of Central Library either undergoing upgrades to electrical or being renewed or relocated overall as part of the Central Library Renewal Partnership project that is currently in procurement, as these would be special projects outside of a regular contract.

C. Zankl moved that the Board approve entering into a contract with Alliance Energy Ltd. for the provision of electrical services. CARRIED.

9. CALENDAR OF EVENTS

a. Board Meetings Schedule 2026

J. Barber noted that based on data of visitor counts, Library Administration will not be opening RPL locations on Good Friday and Thanksgiving in 2026.

A tentative Board meetings schedule has been set, with meetings occurring as usual on the 4th Tuesday of each odd-numbered month for 2026.

M. Redenbach moved that the Board approve the meetings schedule for 2026 as proposed. CARRIED.

10. IN CAMERA SESSION

D. Froh moved that the Board enter an in-camera session. CARRIED.

The Board began their in-camera session at 4:56pm.

The Board returned to the public meeting at 6:12pm.

C. Zankl moved that the Board approve changes to out-of-scope compensation, as presented. CARRIED.

C. Zankl moved that the Board approve the CEO Compensation Philosophy, as presented. CARRIED.

C. Zankl moved that the Board approve a general wage increase for the CEO of 2.75% retroactive to 1 January 2025. CARRIED.

11. ADJOURNMENT

D. Lemieux moved to adjourn the meeting at 6:16pm. CARRIED.



Chair



Secretary