

**RPL BOARD OF DIRECTORS MEETING
March 24, 2026
Central Library Boardroom and Teams Videoconference**

MINUTES

In Attendance:

M. Gavigan, Chair
J. Oni
Mayor C. Bachynski
Councillor D. Froh
D. Lemieux
L. Deets
D. Hunter
M. Weimer
J. Barber, Secretary

Also in Attendance:

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

Regrets:

M. Redenbach, Vice Chair

1. CALL TO ORDER

M. Gavigan called the meeting to order at 4:32pm.

2. ADOPTION OF THE AGENDA

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

3. CHAIR'S REMARKS

The Chair welcomed board member Mary Weimer, who's term began on February 25, 2026.

4. CONFLICT OF INTERESTS DECLARATION

No conflict of interests were declared.

5. PREVIOUS MEETING MINUTES

- a. Board Annual General Meeting of January 27, 2026
- b. Board Meeting of January 27, 2026
- c. In-Camera Session of January 27, 2026

D. Lemieux moved that the Board approve the minutes of the Annual General Meeting, regular meeting, and in-camera session of January 27, 2026. CARRIED.

6. INFORMATION ITEMS

a. Action Items

One item is still under consideration by the Governance Committee as it involves a few different policies that are interrelated.

b. Chair's Report

No discussion.

c. Referred Communications

Two communications were included in the package for information.

d. CULC Social Impact Study

N. MacKenzie and C. Smith presented the report. Canadian Urban Libraries Council led a Canada-wide study of public library impact beyond traditional metrics, looking at lived experience and testimonials. This study's intent is to create a national shared understanding of library impact. The study does not intend to compare libraries against one another.

10 library systems engaged in an in-depth review of local responses. Observations in the dimensions of emotional, intellectual, social, and creative impact are included in the report.

From the report, key takeaways are that public libraries deliver measurable impact across these dimensions, libraries' strongest impact nationally is to knowledge and well-being, and libraries are trusted learning and support spaces.

Regina's results specifically show that 97% of library users are using library collections, and Regina has overall higher use of collections, programs, spaces, and staff.

The study shows that libraries are vital stepping stones for groups like newcomers, Indigenous communities, and parents and youth.

For RPL, this report confirms that services are doing what they need to do for the community. It reinforces the need to balance these four impact areas, and to continue looking for ways to leverage successes.

These results were received recently, and Library Administration is still considering how this research will be used and shared. Opportunities might include advocacy, messaging, common language, strengthening evidence-based decision-making in the organization, or benchmarking.

The sample size for the Regina results was 400 respondents, and 6 in-depth interviews.

M. Gavigan asked that a copy be sent to City Councillors.

D. Hunter asked what non-users responded about impact in Regina specifically, and N. MacKenzie responded that non-users also emphasized the library as an essential community resource. J. Barber added that non-users were not able to comment on some of the specific questions about services.

L. Deets moved that the Board receive and file the information items. CARRIED.

J. Barber noted that Saskatoon was another city that opted in for a more focused study, and so that report will be shared out as well. A media release will be considered as part of the plan to communicate these results.

7. DISCUSSION AND DECISION ITEMS

a. Board Committees

i. Audit Committee

J. Oni explained that the Committee had met with the auditors from MNP and reviewed the 2025 Audited Financial Statements. An in-camera session was held with the auditors as well. M. Gavigan expressed her appreciation for RPL's finance team led by C. Smith, as the auditors had been very complimentary regarding their cooperation through the process.

1. 2025 Audited Financial Statements

M. Weimer moved that the Board approve the Audited Financial Statements for 2025. CARRIED.

The Audited Financial Statements will be posted on RPL's website following the meeting.

2. Audit Findings Report

3. Variance Report

C. Smith noted that the surplus appears high at \$4.6M, but this is an accounting surplus that does not consider transfers to reserves. After reserve transfers, the surplus is slightly high at around \$1M, but this is due to vacancies, reduction in pension costs, and other small savings.

4. Annual Report (includes 2025 Audited Financial Statements and Public Accounts)

5. Public Accounts

6. Reserves Report

Reserves have increased by around \$2.5M overall. This includes the revenue from the dedicated 5.5% mill rate increase for Central Library Renewal. Some of the surplus will be going into the Branch Libraries Reserve to be used for the Service Points Master Plan. By approving the Reserves Report, the Board would also be approving spending in 2026 for AMH equipment purchasing that was meant to be spent in 2025 but could not proceed due to delayed delivery.

D. Lemieux asked about the unfavourable variance in consulting costs for the Board's work. J. Barber explained that this line is balanced with the CEO's consulting budget. D. Lemieux stated that the statements should highlight that and asked whether the 2026 budget considers the work that the Board will be undertaking in the governance section of the strategic plan. C. Smith confirmed that will be considered.

J. Oni moved that the Board approve the Reserves Report as presented. CARRIED.

J. Barber noted that the Annual Report in future years will be briefer. It will be shared on the public website once finalized.

7. 4.1.1 Operating Expenses within Board Approved Budgets – Financial Reporting Ratios Summary

This report is information to be received and filed.

ii. Strategic Planning Committee

The Committee met twice since the last Board meeting. Discussions included City Administration's report to the City's Audit and Finance Committee, welcoming new board members, and reviewing the Service Points Master Plan which remains in draft but will be brought forward for consideration after RPL hears Council's decision on funding for the Central Library Renewal project.

1. Strategic Plan/Balanced Scorecard Updates

J. Barber explained that these two reports, the Balanced Scorecard and the Three-Year Deliverables, will be updated at every Board meeting. He referred to the absence of updates on a few initiatives, and this is due to it being so early in the first year of the plan.

M. Gavigan moved that the Board receive and file the updates to the Balanced Scorecard and Three-Year Deliverables. CARRIED.

b. Delegation of Authority

- i. To Strategic Planning Committee
- ii. To Human Resources Committee

These delegations are in alignment with the Board's new RPL General Bylaw. The Strategic Planning Committee's delegation of authority allows the Committee to act on its decisions. This delegation allows the RFP for a delivery van to move forward as fast as possible, as the Committee could authorize a drawdown from the Fleet Reserve.

The HR Committee's delegation of authority allows them to proceed with an item on their agenda for April 2 that requires a small spend. This decision would then not have to wait until the May board meeting.

D. Lemieux asked about a limit to the drawdown from the Fleet Reserve, noting a concern with the possibility of the entire reserve being used for the van purchase. J. Barber and C. Smith noted the high cost of vehicles and the desire to not limit to an amount where the decision could again be delayed, and that the risk of this delegation is low, especially since the Strategic Planning Committee includes all Board members.

D. Lemieux asked what was currently in the Fleet Reserve, C. Smith confirmed \$210K is currently in the reserve and \$30K is transferred in annually.

D. Lemieux asked what would happen if quotes came back higher than the reserve total, and J. Barber explained that if there was an overage, at this point in the year the overage could likely be managed within the 2026 budget.

M. Weimer moved that the Board delegate authority to the Strategic Planning Committee as presented. CARRIED.

J. Oni moved that the Board delegate authority to the Human Resources Committee as presented. CARRIED.

8. CALENDAR OF EVENTS

J. Barber noted that RPL has typically opened on the stat holidays falling during the school year. Thanksgiving has not seen attendance rates to justify staying open with the higher cost for staffing on a stat holiday, and therefor the Library will be closed on Thanksgiving in 2026.

He then highlighted the Saskatchewan Library Association Conference, which is in Regina this year from April 30 to May 1.

9. IN CAMERA SESSION

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

The Board began their in-camera session at 5:12pm.

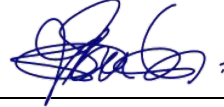
The Board returned to the public meeting at 6:01pm.

10. ADJOURNMENT

M. Gavigan moved to adjourn the meeting at 6:01pm. CARRIED.



Chair



Secretary