

2.5 REVENUE NOVEMBER/DECEMBER 2011

2.6 BILLS FOR NOVEMBER/DECEMBER 2011

THAT the bills for the month of November in the amount of \$20,802.10 be ratified.

M / S / C Marg Lees / Irene Lemaire

THAT the bills for the month of December in the amount of \$28,006.41 be ratified.

M / S / C Irene Lemaire / Bruce McLean

2.7 CIRCULATION FOR NOVEMBER/DECEMBER 2011

2.8 PATRON COUNT

November, 2011

Number of people through the doors in November: **3,628**

December, 2011

Number of people through the doors in December: **2,750**

2.9 MEMBERSHIPS

NOVEMBER

Town of The Pas (new)	16
Town of The Pas (renew)	18
RM of Kelsey (new)	2
RM of Kelsey (renew)	4
Non-Resident (new)	2
Non-Resident (renew)	4
Total	46

DECEMBER

Town of The Pas (new)	11
Town of The Pas (renew)	17
RM of Kelsey (new)	3
RM of Kelsey (renew)	2
Non-Resident (new)	0
Non-Resident (renew)	2
Total	35

2.10 INTERNET USE
November, 2011
182 hours purchased

December, 2011
164 hours purchased

2.11 NEWSLETTER
December and January newsletters circulated via email.

3. OLD BUSINESS:

3.1 BUDGET
Presented to Town Council. Have forwarded budget request to RM of Kelsey.

3.2 WINDOWS
Request for upgrade given to Town. Quote received from Kelsey Glass.

3.3 CEILING
Armand Pitre assures us that he will be able to attend to fixing the ceiling in the annex by the end of January.

3.4 POLICY COMMITTEE
Staff needs to have input. Committee comprised of Bonnie White, Shawn Sexsmith, Lauren Wadelius, one staff member. Lauren will assemble a package of current policies for each member to review.

3.5 BY-LAWS COMMITTEE
Board decided that by-laws development not applicable as we are governed by The Libraries Act.

3.6 NUMBER OF TERMS FOR BOARD MEMBERS
Will review with the policies.

4. NEW BUSINESS:

4.1 BOARD TERM RENEWALS
Bonnie White (RM) expires January 31, 2012 - renew
Jeanne Lajambe (RM) expires January 31, 2012 – will check with Jeanne
Warren Hicks – (RM) expires January 31, 2012 - renew

4.2 STAFFING
Advertisement placed for part-time library assistant. Closing date Friday, January 20.
Advertising for storyhour; if enough children sign up, we will hire a new storyhour teacher.
Appointment of board representative to hiring committee – Irene Lemaire

4.3 WEBSITE DEVELOPMENT

Current website needs revamping. Lauren will check for possible students at UCN or MBCI as a project.

4.4 ADMINISTRATOR’S CONTRACT

Request for renewal accepted.

4.5 MEETINGS

According to the Public Libraries Act, we are required to hold 6 meetings per year. Decided that we would go to a bi-monthly meeting format.

5. NEXT MEETING: Tuesday, March 13, 2012 at 6:30 pm

6. ADJOURNMENT

M/ JIM SCOTT 8:05 p.m.

All of which is respectfully submitted,

Marg Lees