

THE PAS REGIONAL LIBRARY BOARD MEETING

November 13, 2012

MINUTES

PRESENT: Jeannie Lajambe Shawn Sexsmith Warren Hicks
 Jim Scott Irene Lemaire Lauren Wadelius
 Bruce Maclean Marg Lees

REGRETS: Bonnie White

1. CALL TO ORDER

1.0 ADOPT AGENDA

M / S / C Irene Lemaire / Bruce Maclean

1.1 MINUTES OF October 9, 2012

M / S / C Shawn Sexsmith / Irene Lemaire

2. CORRESPONDENCE/INFORMATION:

2.1 REVENUE OCTOBER 2012: \$54,488.30 (Includes RM of Kelsey grant)

2.2 EXPENSES FOR OCTOBER 2012: \$25,746.79

THAT bills in the amount of \$25,746.79 be ratified.

M / S / C Warren Hicks / Jim Scott

2.1 ADMINISTRATOR'S REPORT (attached)

3. OLD BUSINESS:

3.1 WINDOWS

Nothing further at this time. 3 grants applied for by the Town – Hometown Manitoba (\$2500), CIFF (\$18,119) and MB Community Services Council.

3.2 WALL

Bonnie and Lauren met with Terry Mcleod regarding the wall. He is to provide information to Eric Hopper of the Town for approval before we proceed. Need a site plan to be submitted.

3.3 GRANTS

Application for grant through MB Culture Heritage for grant to assist with children's art program to be developed. No word yet. Approximately \$1,500.00

3.4 WEBSITE

Rob Helstrom (UCN) is going to work on our site. Met with him to discuss details. Plan is to be finished by end of December.

3.5 COMPUTERS

Ian Mitchell has been in and is working on a fix. Had to send back some of the new hardware as it was faulty. Still in progress. Bought a new router which did not work and was returned. Public side of the internet is very slow. Ian is working on resolving this issue.

3.6 MOISTURE

Town has told us to empty the dehumidifier daily until they have some testing equipment in. Advised that we should have a dehumidifier put in the old basement – they have not done this yet. This situation is not great for books.

3.7 CUSTOMER APPRECIATION DAY

Good attendance despite being in the annex instead of out front. Thank you to Jeannie for assisting. Intend to have it earlier next year, possibly in June.

3.8 BUDGET 2013

Problems with the audit. Great surplus reflected, however this includes much money that was set aside for certain things such as the annex millennium fund and specific other grants. Lauren and Bonnie met with the auditor to discuss revisions. Lauren also revised budget to reflect no increase this year as per the Town's request, although next year we will have no choice but to ask for one. Cut back on books of \$7,000 for one year only in order to avoid an increase in the budget request. Lauren and the auditors will set up a more user friendly budget bookkeeping system for the library for 2013.

4. NEW BUSINESS:

4.1 STAFF/BOARD CHRISTMAS PARTY

December 16 at 5 pm. Potluck. Everyone bring a gift for an exchange between \$5 and \$10.

4.2 CUSTODIAL CONTRACT UP DECEMBER 31

THAT the custodial contract be renewed.

M / S / C Warren Hicks / Jeannie Lajambe

5. NEXT MEETING: January 7, 2013 at 7 pm.

6. ADJOURNMENT

M/ Irene Lemaire

All of which is respectfully submitted,

**THE PAS REGIONAL LIBRARY
ADMINISTRATOR'S REPORT
OCTOBER 2012**

CIRCULATION for October, 2012: 4,162 (e-books: 261)

PATRON COUNT for October, 2012: 4,642 (4,492 in library; 150 at events)

MEMBERSHIPS

Town of The Pas (new)	26
Town of The Pas (renew)	13
RM of Kelsey (new)	3
RM of Kelsey (renew)	2
Non-Resident (new)	0
Non-Resident (renew)	2
<i>Total</i>	<i>46</i>

INTERNET USE: 312 hours purchased.

EVENTS AND PROGRAMS:

Storyhour

Continuing with 17 children (Teacher: Amy Brown)

Book Club

Next meeting is December 4.

Photography Club

Every first and third Wednesday evening.

Astronomy Club

Every second Wednesday evening.

Haunted Twilight Theatre

Friday, October 26

Put on by Theatre 53 and the Library. 50 people in attendance. A lot of work went into this event.

Keith Paquette was instrumental in this event.

Pumpkin Carving

Saturday, October 27

Approximately 30 people (14 pumpkins). Thank you to Jeannie for her help.

LEADERSHIP COURSE

I attended a leadership workshop facilitated by Bonnie White, Whitecaps Skills Training. It was a great session with very useful information.

I will be attending a conference in Winnipeg called The Managers and Supervisors Conference.