COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – DECEMBER 17, 2012

Members Present:

Irene Van Brabant (Chairperson), Councillor Alphonse Corbiere (Vice-Chair), Councillor Dwight Dach, Lorna Conner, Angela Lorenson, Eleanor Zimmerman, Connie Currey, Betty Way (Recording Secretary/Treasurer).
Guest: Sheila Kitz, CAO

1. CALL TO ORDER:

At 1:08 p.m., Irene Van Brabant called the meeting to order.

a. Additions to Agenda: No additions were made to the Agenda.

Councillor Alphonse Corbiere moved that Agenda be accepted as presented. **Carried.**

2. MINUTES OF NOVEMBER 26, 2012 MEETING:

The Minutes of the November 26, 2012 Meeting were distributed to Members.

Eleanor Zimmerman moved that the November 26, 2012 Meeting Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – December 14, 2012 as presented.

Funds Received -	$87,226.25
Expenses Paid Out -	74,172.72
Bank Balance to December 14, 2012	$13,053.53
Total Committed Funds -	$ 3,740.75
Total Non-committed Funds -	$ 9,312.78

Motion that Treasurer's Report be approved as presented, moved by Councillor Dwight Dach. **Carried.**

4. N.L.L.S. REPORT:

Councillor Dwight Dach updated Members with a detailed Report.

Angela Lorenson moved that Councillor Dwight Dach's N.L.L.S. Report be accepted as presented. **Carried.**

Delegation: 1:30 p.m. – Kerry Trottier, Library Manager
St. Paul Municipal Library

The Board welcomed Kerry Trottier as she briefed Members in on happenings surrounding the St. Paul Municipal Library and of her two years serving as Library Manager. Kerry presented statistics which showed that of total Patrons being 2,156, that County Patrons estimate 647 (based on 31%). Therefore based on this percentage, an estimation of $53,549.71 was the funding figure presented to the Board. Members expressed their appreciation and thanked Kerry for her presentation as she left the meeting at 2:15 p.m.

It was noted that Councillor Dwight Dach will contact the Elk Point Municipal Library for breakdown of statistics upon County Patrons utilizing the Library.

Members discussed with Sheila Kitz, if in fact Libraries can apply for Recreation Grants. More information will come forth when Sheila will plan to meet with MP Brian Storseth in the new year.

5. BUSINESS ARISING FROM MINUTES:

a. Needs Assessment Survey:

Members were informed that the Needs Assessment Survey of our Libraries shall be compiled at the end of January and brought forth to our February meeting.

6. NEW BUSINESS:

a. St. Paul Municipal Library – Funding Request:

Members discussed in detail the St. Paul Municipal Library's request for funding based on Patron count. Additional funding request shall be dealt with into the new year as County Council prepares their final Budget plans.

b. Accounts Payable:

Members glanced over our Accounts Payable Register, dated November 26 – December 27, 2012, totaling $1,746.81.

Lorna Conner moved that our Accounts Payable Register be approved as presented. **Carried.**

c. 2013 Draft Budget Preparation:

Members glanced through outline of the 2013 Library Board Budget, discussing in detail the following:

Projected Revenue:	$81,960.10
Total Projected Expenses:	$81,396.50

After a thorough discussion of the Board, Councillor Alphonse Corbiere moved that an additional $2,000.00 be granted to each of our Public Libraries; Ashmont and Mallaig, increasing their Allocation Funds as they being a new year. **Carried.**

Correspondence shall be drafted to each Library.

Existing Total Non-committed Funds:	$ 9,312.78
Ashmont Public Library:	- $ 2,000.00
Mallaig Public Library:	- $ 2,000.00
Remaining Non-committed Funds:	$ 5,312.78

From further discussion of the Board, it was determined that this further Allocation Funding be withheld for the time being, pending further clarification of funding after County Council determines their final Budget plans.

It was then noted, that above motion by Councillor Alphonse Corbiere to allocate additional funds of $2,000.00 to each of the Ashmont and Mallaig Libraries be rescinded at this time until further clarification for funding is determined, moved by Councillor Alphonse Corbiere. **Carried.**

Lorna Conner then moved that the 2013 Library Board Budget be approved as presented. **Carried.**

Irene Van Brabant informed the Board that Sheila Kitz will present the 2013 Library Board Budget at the January 15, 2013 meeting of County Council.

7. CORRESPONDENCE:

None to mention.

8. NEXT MEETING:

The next meeting of the Board was set for Monday, February 25, 2013 at 1:30 p.m.

9. ADJOURNMENT:

At 3:40 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

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Date **Chairperson**