

COUNTY OF ST. PAUL NO. 19
LIBRARY BOARD MEETING
MINUTES – NOVEMBER 26, 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).

1. CALL TO ORDER:

At 1:40 p.m., Irene Van Brabant called the meeting to order.

Additions to Agenda:

6. New Business: Item c. Town of St. Paul Municipal Library Funding Request

Councillor Dwight Dach moved that Agenda be accepted as amended. **Carried.**

2. MINUTES OF NOVEMBER 5, 2012 MEETING:

The Minutes of the November 5, 2012 Organizational and Regular Meeting were distributed to Members.

Councillor Alphonse Corbiere moved that the Organizational Meeting Minutes be approved as circulated. **Carried.**

Eleanor Zimmerman moved that the Regular Meeting Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – November 2, 2012 as presented.

Funds Received -	\$86,776.94
Expenses Paid Out -	<u>72,425.91</u>
Bank Balance to November 23, 2012	\$14,351.03
Total Committed Funds -	<u>\$ 4,490.39</u>
Total Non-committed Funds -	\$ 9,860.64

Motion that Treasurer's Report be approved as presented, moved by Lorna Conner. **Carried.**

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

Councillor Dwight Dach updated Members on recent happenings.

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

5. **BUSINESS ARISING FROM MINUTES:**

a. **Policies and Procedures:**

Item will be taken up later on in Agenda.

b. **Needs Assessment Survey:**

Members were informed that the Needs Assessment Survey will be compiled towards the end of December.

c. **2013 Draft Budget Preparation:**

Members discussed in detail, the Library Board Budget as determined for 2013.

Projected Revenue: \$84,354.03

Expenses Paid Out: \$82,396.50

Balance Remaining: \$ 1,957.53

Budget shall be finalized at the next meeting of the Board.

6. **NEW BUSINESS:**

a. **Ashmont Public Library – Purchases to Year End:**

Irene Van Brabant shared with the Board, Ashmont Public Library's list of recent purchases with total expenditure amounting to approximately \$3,401.74.

Councillor Alphonse Corbiere moved that Ashmont Public Library's expenditures to year end be accepted as presented. **Carried.**

b. **Accounts Payable:**

Members glanced over our Accounts Payable Register, dated November 5, 2012, totaling \$1,689.68.

Connie Currey moved that our Accounts Payable Register be approved as presented. **Carried.**

c. Town of St. Paul Municipal Library Funding Request:

Members discussed in detail the Municipal Library's request for funding after a few Members of their Board approached Sheila Kitz for direction. It was noted, that Betty Way will contact Kerry Trottier, Library Manager to acquire the percentage of County residents that utilize the St. Paul Municipal Library.

It was also noted that Councillor Dwight Dach will contact the Elk Point Municipal Library for statistics of County residents utilizing the Elk Point Library as well.

7. CORRESPONDENCE:

None to mention.

8. NEXT MEETING:

The next meeting of the Board was set for Monday, December 17, 2012 at 12:00 p.m. commencing with our Christmas Luncheon.

At 2:45 p.m., Members brought back discussion upon the Policies and Procedures Manual with a number of changes that will be addressed.

Connie Currey then moved that the Policies and Procedures Manual be accepted as revised. **Carried.**

9. ADJOURNMENT:

At 3:50 p.m., Angela Lorensen moved that the meeting be adjourned. **Carried.**

Members were informed, that our 2013 Budget will be finalized and approved at the December 17, 2012 meeting of the Board.

Date

Chairperson