

Minutes of the Nipawin Public Library Board
Oct. 18 2017

Present: Gerry Fortin, Craig Griffin, Barb McRae, Vicky Stacey, Leslee Serack, Lorna Anderson, Karen Tran.

Not Present: Joyce Watts, Gord Bulger.

1. Agenda: add staffing under New Business, change next meeting date to Nov.15 2017.

Motion 42-17: Moved by B. McRae, seconded by V. Stacey to adopt the agenda as amended. Carried.

2. Minutes:

Motion 43-17: Moved by L. Serack, seconded by K. Trann to accept the Sept. 20th minutes as presented. Carried.

Motion 44-17: Moved by K. Trann, seconded by V. Stacey to accept the Oct. 4th budget meeting minutes as presented. Carried.

3. Business arising:

-Susan McNeil e-mail: Gerry sent an e-mail advising her that the \$20 her husband had been fined was to be refunded and reiterated the lost/damaged policies are SILS policies and to be followed, as well as noting that the acceptance of the card means accepting responsibility for the items taken out. Her husband came in to pick up his cheque.

- Budget meeting – with HQ doing preliminary budgets for all the libraries, our grant seems to have come down to 19.76 rather than 20.39.

- Gerry will check with town about collective agreement – is the agreement still active for another year – are they in talks with town office reps?

- Nancy to check with Bev about levy difference.

Motion 45-17: Moved by L. Serack, seconded by K. Trann to approve Nipawin's 2018 budget with a grant of \$19.76. Carried.

4. Correspondence:

- the BID is host an inter-organizational night with different organizations getting to know one another and seeing if and how they can support one another.

- E-mail from G. Anderson, acquisitions supervisor letting us know that since it is year-end as far as ordering books goes, it will take a little more time to generate statistics and to get ILLO running smoothly.

- E-mail from HQ saying that it is possible to get a grant to bring in a storyteller for Aboriginal Storytelling Month.

Motion 46-17: Moved by V. Stacey, seconded by L. Anderson to file correspondence as read. Carried.

5. Reports:

Branch Librarian's Report: Nancy Budd, Branch Librarian reported on the following:

Storytime sessions have filled up nicely.

The visit from Ron Unger on how to find and organize your genealogical information was well attended.

The school has mostly finished the reading area in memory of Elaine Rospad.

Circ for Sept. 2017 was unavailable at this time.

Motion 47-17: Moved by B. McRae, seconded by C. Griffin to accept the librarian's report as read. Carried.

Financial report:

Total fines for Sept. - \$0

Total lost and damaged monies remitted to HQ - \$264.19.

Total billing fees remitted to HQ - \$0.

Total monies in all bank accounts: \$14100.46.

Motion 48-17: Moved by L. Serack, seconded by K. Trann to accept the financial report as presented.
Carried.

Wapiti Regional Report: a budget meeting on the 19th.

- Wapiti is looking for more government consultation on the upcoming budget for libraries.

- Leslee will have a report about the meeting for next time.

6. New Business

- Staffing: After the death of her brother, Nancy Chalus would like to limit her hours to 4 days a week.

Viv Boughen has been booked to sub until the 14th of November.

- Viv should have her wages brought up to asst. wages, and we will have to find another sub and train her.

7. Next meeting: Nov. 19th 2017 at 7:00 pm.

8. L. Anderson moved to adjourn the meeting.

H. Buel

Branch Librarian

L. Fortin

Chairperson

Nov 15/17

Date

Nipawin Public Librarian's Report
Nov. 2017

Storytime is going well, both the moms and kids seem to be quite enthused.

Our presentation from Renee Kohlman went well, with 11 people (including one fangirl!). She even managed to sell 3 books, so it was a worthwhile venture for her as well.

Our branch Librarians' meeting on Oct. 23rd covered things like rationalization (something that has never applied to the big 5 branches), How to fill out forms and paperwork so that it's easier for HQ staff to interpret them. Q & A about pretty much anything to do with how the library is run, some budget info. and of course, an idea exchange for programming.

We have had Viv Boughen working for the past month, coming in on Tuesdays to replace Nancy Chalus. I believe that this arrangement is going to continue, so Viv should be put on an assistant's wage scale, rather than a sub. I believe that we would also need a motion to "hire" her as an assistant.

Nipawin Public Library Statistics

Month	2017			2016			2015		
	Books	DVDs	Computer	Books	DVDs	Computer	Books	DVDs	Computer
January	2806	328	261	3492	275	296	4213		98
February	2646	344	207	2816	274	256	3068		172
March	3667	386	212	3172	399	324	4363		305
April	2357	292	245	3424	387	321	3699		93
May	3273	236	260	3287	361	309	3833		239
June	2497	276	285	2226	295	311	2612		216
July	1764	327	231	1864	439	272	1678		215
August	1636	358	282	2067	430	325	2226		12
September	3038	328	320	3359	295	241	3358		293
October			225	3538	304	328	4048		320
November				3660	430	287	3665	264	271
December				2048	314	173	2247	184	271
Total	23684	2875	2528	34953	4203	3443	39010	448	2505

Nipawin Public Library Budget Meeting
Oct. 4th 2017

Present: Lorna Anderson, Gerry Fortin, Leslee Serack, Joyce Watts, Karen Trann.

Not present: Gordon Bulger, Craig Griffin, Vicky Stacey, Barb McRae.

1. Budget:

-Salary increase of 3%

- No increase in levy – Still at \$20.39.

-Salary increases for library staff are based on the salary increases bargained for by the town office union. Their contract is in negotiation, but probably there will be no more than a 1.5% increase.

- Play it safe – build budget based on last year's salary scale. Also figure out salaries using a 1.5% increase.

Change budget to show salaries at 0% increase, then add a line showing the estimated difference in salaries if we move up to 1.5%. Make sure to note this to the Finance Manager.

Town levy/grant to remain the same.

Motion 42-17: Moved by L. Serack, seconded by K. Trann to approve the budget as amended. Change budget to show salaries at 0% increase, then add a line showing the estimated difference in salaries if we move up to 1.5%. Make sure to note this to the Finance Manager. Carried.

Meeting adjourned.

Nipawin Public Library Board Meeting
Sept. 20 2017

Present: Gerry, Fortin, Leslee Serack, Gord Bulger, Craig Griffin, Joyce Watts, Vicky Stacey, Lorna Anderson, Karen Trann, Barb McRae.

1/ Adoption of Agenda:

Motion 35-17: Moved by C. Griffin, seconded by V. Stacey to adopt the agenda as presented. Carried.

2. Minutes: Amend numbers on Circ. – added a digit.

Motion 36-17: Moved by K. Trann, seconded by L. Anderson to accept the minutes as amended. Carried.

3. Business arising: none.

4. Correspondence:

E-mail from HQ re: Branch Librarian's Workshop in PA Monday Oct. 23rd. Mandatory.

Motion 37-17: Moved by L. Serack, seconded by V. Stacey that Nancy Chalus also be offered the opportunity to go to Branch Librarian's meeting. Carried.

E-mail from S. Pierlot stating that the school crew will be in to paint the mural for Elaine Rospad's memorial Corner in August.

Letter from S. McNeil stating that she is dissatisfied with the library.

E-mail from Tony Murphy re: letter from S. McNeil reiterating library policy.

Motion 38-17: Moved by L. Anderson, seconded by G. Bulger to file the correspondence as read. Carried.

5. Reports

Branch Librarian's Report: Nancy Budd, Branch Librarian reported on the following:

Summer Reading Program went well. We had 67 officially registered and 185 participants at our programming. We brought in Lulu and the Tomcat which went over very well, and had a Canada 150 BBQ with grant money that HQ had got. We had a Canada T-shirt craft as well as a BBQ and concert with Sylvia Chave – as well as face painting by our Community Services Librarian. We've started up Storytime with a good turnout. I've arranged for genealogist Ron Unger to come in on Sept 29th to do a question and answer on genealogy. I've got a Sask. Writer's Guild grant to bring in Renee Kohlman to talk about her cookbook and memoir All the Sweet Things. We had a Books for Babies meeting on Sept. 11th.

Circ for August was 1636 items, 358 DVDs and 282 computer usages vs. 2067 items, 430 DVDs and 282 computer usages in August 2016.

Motion 39-17: Moved by L. Serack, seconded by C. Griffin to accept the librarian's report as read.

Carried.

Financial Report:

Total fines for June - \$140.00

Total lost/damaged fees remitted to HQ - \$27.00

Total billing fees remitted to HQ - \$6.60.

Total monies in all bank accounts - \$15774.12.

Motion 40-17: Moved by B. McRae, seconded by C. Griffin to accept the financial report as presented.

Carried.

Wapiti Regional Report: Met Sept. 14th as Executive – JMC does not have the official boundary change yet.

Province has not conducted consultation in regards to the 2018 library budget – Bronwyn Eyre, minister.

The Regional office budget is approved as a draft.
Semi-annual meeting is on Saturday Nov. 25th.

6. New business – Complaint from Susan McNeil re: library service and policies.
Motion 41-17: Moved by K. Trann, seconded by B. McRae that Gerry Fortin, Board Chair write a letter/e-mail to Susan. The library will offer to pay back the \$20 charge her husband paid. The SILS policy on Lost/Damaged books will also be pointed out. Carried.

Oct. 4th – Budget meeting for Wapiti budget.

7. Next meeting: Oct. 18th 2017 at 7:00 pm

8. C. Griffin moved to adjourn the meeting.

<u>K. Bussell</u>	<u>Gerry Fortin</u>	<u>Oct 11 7</u>
Branch Librarian	Chairperson	Date

Nipawin Public Librarian's Report
Oct. 2017

Storytime has been successful, with classes filling up nicely.

Our visit from Ron Unger to do a question and answer session with the public on how to do genealogical research (and what to do with it when you've got your reams of information) worked out quite well. He worked one-on-one with some people and had small groups for other questions that pertained to those people. We had about 15 people out – which is a very good number for a Friday afternoon for us.

The school has moved the furniture into the children's area for Elaine Rospad's memorial reading corner. I don't like where some of the other furnishings have ended up, but I'll have to see if there's some other logical place for them, or whether they'll just have to remain where Crystal and Shelley have put them.

Nipawin Public Library Circulation Statistics

Month	2017			2016			2015		
	Books	DVDs	Computer	Books	DVDs	Computer	Books	DVDs	Computer
January	2806	328	261	3492	275	296	4213		98
February	2646	344	207	2816	274	256	3068		172
March	3667	386	212	3172	399	324	4363		305
April	2357	292	245	3424	387	321	3699		93
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July	1764	327	231	1864	439	272	1678		215
August	1636	358	282	2067	430	325	2226		12
September			320	3359	295	241	3358		293
October				3538	304	328	4048		320
November				3660	430	287	3665	264	271
December				2048	314	173	2247	184	271
Total	20646	2547	2303	34953	4203	3443	39010	448	2505

Minutes of the Nipawin Public Library
Meeting June 21 2017

Present: Gerry Fortin, Vicky Stacey, Karen Trann, Gordon Bulger, Craig Griffin, Lorna Anderson, Joyce Watts

Not Present: Leslee Serack, Barb McRae

1. Agenda: Include Elaine Rospad memorial under New Business.

Motion 30-17- Moved by V. Stacey, seconded by K. Trann to adopt the agenda as amended. Carried.

2. Minutes:

Motion 31-17: Moved by G. Bulger, seconded by C. Griffin to accent the minutes as read. Carried.

3. Business arising:

Canada 150 event – now set to August 23rd – a Wednesday.

- Activity – 10:30

-BBQ – 11:30-12:30

- Sylvia Chave performance – 1:00.

- Gord and Craig may be able to help

- need to move BBQ – town owns it but won't move.

- Try T-shirt Canada flag craft.

4. Correspondence:

E-mail from HQ about getting new blocks with new books in them – and more frequently, JNON will be phased out.

E-mail from Lindsay Baker, Community Services Librarian letting us know that there is a summer intern at HQ, ready to come out and do some in-library programming.

E-mail from Barb Ulmer with the Alzheimer Society thanking us for giving them the room to have their ABC's of Dementia presentation.

E-mail from Terry Balicki announcing her retirement from HQ after 37 years.

Motion 32-17: Moved by L. Anderson, seconded by K. Trann to file the correspondence as read. Carried.

5. Reports:

Branch Librarian's Report: Nancy Budd, Branch Librarian, reported on the following:

Storytime is over for this year – the kids toured a farm, had a backyard party about bugs, did a Mother's Day craft and had a picnic at the Regional Park.

Branch Supervisor's retirement after 37 years.

Wapiti has a new summer intern to put together program kits and do programming – I'll have her out on the 4th of August to do a duct tape craft.

Reading by Carolyn Redl had 11 people attend.

Canada 150 event will be on the 23rd of August with Sylvia Chave as entertainer.

We'll be having a performance by "Lulu and the Tomcat" on July 11th for a Summer Reading Program starter.

Water fountain in the hall still doesn't work – people have to get a drink from the bathroom.

We also had a visit from a trustee from Delisle asking about the library and how the library and school worked together. He was young and very eager!

Circ in May 2017 – 3273 items, 236 DVDs and 260 computer usages, vs. 32287 items, 361 DVDs and 309 computer usages in 2017.

Motion 33-17: Moved by G. Bulger, seconded by K. Trann to accept the librarian's report as presented.
Carried.

Financial Report:

Total fines for May: \$114.00

Total Lost/Damaged fees remitted to HQ: \$57.19

Total monies in all bank accounts: \$15664.50.

Motion 34-17: Moved by C. Griffin, seconded by L. Anderson to accept the financial report as presented.
Carried.

Wapiti Regional Report – none

Central Park Library Board – none

6. New Business:

Presentation by Shelley Pierlot, Central Park School Principal on the changes that the school wishes to make in creating a memorial for the late Elaine Rospad, former teacher/librarian. This will consist of a mural on the wall, as well as a plaque – shelving will have to be moved/removed – new furniture for a "reading nook".

Board wishes to work with Shelley, any questions about what's happening can be referred to Gerry or another board member.

7. Next meeting date September 20th 2017 at 7:00 pm.

8. K. Trann moved to adjourn the meeting.

M. Bulger
Branch Librarian

D. Foster
Chairperson

Sept 17
Date

Nipawin Public Librarian's Report
Sept. 2017

We've had a good summer, with the Summer Reading Program going well. We had 67 kids officially registered, and 185 attendees at our programming. The concert with Lulu and the Tomcat brought in about 65 kids and was very well-received, as the couple sang everyone across Canada. We combined our last Summer Reading Program event with the Canada 150 BBQ that Headquarters had gotten a grant for. We had a Storytime, along with a Canada craft where kids used their red handprints to make a Canadian flag on a T-Shirt. There was a BBQ with about 165 items being served as well as a Canada 150 cake, and our Program Coordinator from HQ spent time doing face painting (and developing a good burn). We ended it with a concert by Sylvia Chave – very well received. One of the moms actually came in and thanked me for having the concert – a very nice occurrence, as it is so rare.

We've started Storytime again. We've only had one session as I type this, but we have 15 kids officially registered, and more that haven't filled the form out yet. Jamie is busy, and is going to try having the parents bring a child's favourite book – preferably one that coordinates with her theme. We'll see how that works out.

I've arranged to have Ron Unger from the Melfort Genealogical Society come in on Friday Sept. 29th to offer one-on-one consultation about peoples' attempts at finding their ancestors. He's quite willing to show people how to use the Ancestry.ca website, as well as show them the genealogy books that he and others have compiled. We both realize that we may not get a good turn-out but it's worth a try.

I've also got a Saskatchewan Writer's Guild grant to bring in cookbook author Renee Kohlmann. Her cookbook is called All the Sweet Things, and she will have copies on sale for \$40 each. This may be steep for some (most?) people, but it is a large and beautiful hardcover. Renee has written a food blog and writes a column in the Saskatoon Star-Phoenix – and if she's anywhere as personable and funny in person as she is in her writing, we'll have a hit on our hands. She'll be here Tuesday Oct. 17th at 7 pm. We'll be paying for her hotel and a small reading fee.

We had a Books for Babies meeting on Sept. 11th, and everything seems to be going well.

Nipawin Public Library Circulation Statistics

Month	2017			2016			2015		
	Books	DVDs	Computer	Books	DVDs	Computer	Books	DVDs	Computer
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February	2646	344	207	2816	274	256	3068		172
March	3667	386	212	3172	399	324	4363		305
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September				3359	295	241	3358		293
October				3538	304	328	4048		320
November				3660	430	287	3665	264	271
December				2048	314	173	2247	184	271
Total	20646	2547	1983	34953	4203	3443	39010	448	2505

There was a student working in programming for Wapiti HQ, doing up craft kits and coming out to the various libraries to do crafts. We had a program date set up, but she got sick, and we were never able to find a fit after that.

Nipawin Public Library Board Meeting
May 17th 2017

Present: Gerry Fortin, Vicky Stacey, Craig Griffin, Gord Bulger, Leslee Serack, Lorna Anderson, Joyce Watts.

Absent: Barb McRae

1. Adoption of Agenda: Change date on agenda to May 17, add Summer Reading Coordinator under new business

Motion 24-17: Moved by L. Serack, seconded by V. Stacey to adopt the agenda as amended. Carried.

2. Minutes:

Motion 25-17 – Moved by G. Bulger, seconded by K. Trann to accept the minutes as read. Carried.

3. Business arising:

May 6th book sale: A hearty thank-you from Gerry to those who worked the book sale. – Vicky for helping with takedown, and a thank-you to Gord's wife for coming and helping out. We may want to do a December sale. We can talk about that at the November meeting.

Canada 150 – August 26th – need volunteers – Joyce says to e-mail Pat Chernesky to see if Rotarians will help out.

- We'll need a BBQ and picnic tables – ask the Ex for tables.

4. Correspondence:

- Letter from town saying that the Library is approved for a Sask. Lotteries Grant of \$277.30 – we'll use this to pay part of our summer entertainer's fee.

-e-mail from HQ stating that we can once again order materials.

-e-mail from Tony Murphy that funding has been renewed for 2017. No guarantee of what 2018, 2019 will be like.

Motion 26-17: Moved by L. Serack, seconded by G. Bulger to file that correspondence as read. Carried.

5. Reports:

Branch Librarian's Report: Nancy Budd, Branch Librarian reported on the following:

Storytime has gone well. The kids went up to Pineview Lodge on April. 28th to have Storytime with the seniors. They seem to like it.

Photography classes on April 22nd were well-attended.

We've got our provincial funding back.

Circ for April was 2357 items borrowed, 292 DVDs and 245 computer usages vs. 3424 items, 387 DVDs and 321 computer usages in 2016.

Motion 27-17: Moved by C. Griffin, seconded by L. Anderson to accept the librarian's report as presented. Carried.

Financial Report:

Total fines for May - \$128.41.

Total Lost/Damaged fees remitted to HQ - \$0

Total monies in all bank accounts - \$15464.65.

Motion 28-17: Moved by K. Trann, seconded by V. Stacey to accept the financial report as presented.

Carried.

Wapiti Report: AGM took place on April 29th, just after the province had returned money to the budge. Before finding out that funding was back, the executive took a look at going from 45 individual branches to have 15 "hubs". If this route was taken, RMs/small libraries would have the option of keeping their library at an additional cost of \$9, or using a hub with an additional cost of \$3.

Leslee is now the SLTA rep. for Wapiti.

Central Park Library Board: No meeting.

6. New Business:

Summer Reading Program Coordinator – Jamie Hildebrandt to work for the summer at \$12.00/hr. Jamie is to keep stats as to how many kids are coming to each session.

Motion 29-17: Moved by L. Serack, seconded by V. Stacey to hire Jamie Hildebrandt at \$12/hr plus craft supplies for summer reading program. Carried.

7. Next meeting date June 21st 7 pm.

8. K. Trann moved to adjourn the meeting.

M. Budd

Branch Librarian

A. Fortin

Chairperson

June 17

Date

Nipawin Public Librarian's Report

June 2017

Storytime is over for the year. In May the kids did some tours, such as the tour of a farm – which was a big hit, a backyard party at Jamie's with a focus on bugs (the school needed the AW room), as well as a Mother's day craft one week, and of course, a picnic at the regional park.

Our Branch Supervisor retired as of June 2nd. She's been there 37 years – so all the years I've been working here, and she will be dearly missed! Her job is being distributed between 3 people who already have positions at HQ.

Wapiti has a new summer position for a programming assistant who is putting together theme boxes and putting together theme crafts for a quick "makerspace" idea. I'm bringing her out on August 4th to do a duct tape craft. This is likely better for pre-teens and teens, so we'll see if we can get any in.

The reading by Carolyn Redl went well with 11 people present. It doesn't sound like much, but for our library – and a Saturday, it worked quite well.

Our Canada 150 event keeps running up against hurdles. First there was a demolition derby behind the library on August 26th, then we tried the 19th, but the pool is having their big party that day. Now I've settled on August 23rd (a Wednesday). Lindsay (our programming coordinator) and our entertainer, Sylvia Chave, can both make it that day. I spoke to the librarian in Melfort (who does a lot of celebratory picnics) and they just tell everyone to bring a picnic blanket and a chair – sounds much easier than organizing tables.

We will be having performers Lulu and the Tomcat coming on Tuesday July 11th at 2pm. Hopefully we get a lot of people in.

The water fountain in the hall does not work, so people must either bring a water bottle or something to drink from, and get water from the washroom – not idea.

Nipawin Public Library Circulation

Month	2017			2016			2015		
	Books	DVDs	Computer	Books	DVDs	Computer	Books	DVDs	Computer
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September				3359	295	241	3358		293
October				3538	304	328	4048		320
November				3660	430	287	3665	264	271
December				2048	314	173	2247	184	271
Total	14749	1586	1185	34953	4203	3443	39010	448	2505