

Assiniboia Avonlea Biercrest Bethune Coronach Craik Davidson Elbow Holdfast Imperial Loreburn



Palliser
Regional Library

Moose Jaw Mortlach Mossbank Riverhurst Rockglen Rouleau Tugaska Willow Bunch Wood Mountain

2008 ANNUAL REPORT

Coronach's New Branch Library



The old Coronach Branch



The new Coronach Branch

2008 Annual Report

For Your Information: General System Statistics for 2008

<u>SERVICES PROVIDED</u>	<u>ACTIVE USER STATISTICS</u>		
19,445 Total number of hours that branches were open to serve the public	ADULTS	12,225	61.22%
2,345 new patrons registered for library cards	STUDENTS	6,028	30.20%
34,509 Books, CDs, DVDs, magazines, videos and audio books were added.	SENIORS	1,713	8.58%
506,462 items circulated	TOTAL	19,966	
173,813 items circulated at the rural branches*	% of Population	53,515	37.31%
36,681 holds were placed.	<u>GENERAL COLLECTION STATISTICS</u>		
38,083 books on hold, CDs or videos were delivered to other branches for use by their patrons.	Collection Size	2008	2006
3,627 books were requested by our branches through interlibrary loan.	Hardcover Books	210,725	217,306
5,016 books were lent by our branches to libraries outside our region.	Paperbacks	88,725	96,679
31,460 patrons used the public internet stations.	Audio Cassettes	3,910	6,211
23,062 Reference Questions were answered	VHS	7,768	8,794
13,117 Sessions were conducted on the online databases by Palliser staff and patrons.	DVD's	6,070	4,946
31,032 searches of the online databases were conducted	CD's (music & book)	7,058	7,106
	Miscellaneous	190	253
	Magazines	39,659	41,306
	Total	364,105	382,601
			383,379
	Items Added		
	Books Fully Processed	14,857	14,605
	Donations Added	7,160	6,030
	Audio Cassettes	76	120
	VHS	204	264
	DVD	2,041	1,741
	Compact Discs	1,263	1,014
	Magazine issues	8,908	7,550
	Total	34,509	31,324
			26,287
	Items Withdrawn		
	2008	20,915	19,663
	Database clean-up	15,477	19,368
	Total holdings deleted	36,392	
	Other		
	Items Repaired	162	235
			214

* increase in rural circulation of 3,360 or 2% from 2007 and, comparatively, 8% from 2006.

EXECUTIVE COMMITTEE ACTIVITIES

The 2008 Palliser Regional Library Executive Committee



James Taylor, Moose Jaw, Chair (Jan-April)
G.E. (Eddy) Moore, Moose Jaw Vice Chair
Doris Dunphy, Moose Jaw (April-Dec)
Nancy Heron, Moose Jaw (April – Dec)
Brian Hendrickson
Jan Smith, Director

Colleen Christopherson Cote, Coronach, Chair, (April-Dec)
Ralph Sturgeon, RM Moose Jaw
Lana Quark, RM Lake Johnston (Jan - Nov)
Brenda Heaslip, Craik
Michael Klein, Wood Mountain (Nov-Dec)

2008 ANNUAL GENERAL MEETING - April 17th, 2008

Thirty-two designated representatives and eleven staff/observers attended the meeting. Wanda Burton, the Palliser Regional Library System accountant presented the Auditor's Statement as prepared by Stark-Marsh of Swift Current and talked about the economic highlights of 2007. The audited statement was accepted. Petitions were circulated and signed re: continuance of the Book Rate and the Single Integrated Library System (SILS), which has since been rechristened **SILS – Saskatchewan's Information and Library Service**. The petitions were then sent to all local Members of Parliament and to the appropriate federal Ministers.

The Branch of the Year was **Coronach** for its financial accountability, transparency, innovative staff training and community outreach activities.

For the first time ever Palliser awarded an **Honourable Mention for Branch of the Year**. This honour went to **Mortlach Branch** for its innovative programming and the work related to the move to the new building.

Colleen Christopherson Cote of Coronach was elected the Chair. **James Taylor** and **Doris Dumphy** were elected to the Executive Committee from the City of Moose Jaw. **Lana Quark** (RM of Lake Johnston) has since resigned from the Executive Committee and **Michael Klein** of Wood Mountain has stepped in as a temporary appointment to the Executive Committee. There are currently four representatives on the Executive Committee from the City of Moose Jaw (with one vacancy for the City Councilor) and four from the Rural Area.

It was unanimously agreed that the Palliser Regional Library System would withhold its 2008 Saskatchewan Library Trustees Association regional dues until such a time as the Executive Committee was satisfied with the actions of and the direction being taken by the Trustees Association.

FALL REGIONAL BOARD MEETING - November 6th, 2008

Twenty-one designated representatives and seven staff/observers attended the meeting. The 2009 Palliser Regional Library System Operating Budget was adopted as proposed.

The rural **LIBRARY LEVY RATE** for towns and villages with a population over 2,000 and a library was set at \$19.88 per person. The library levy rate for towns, and villages with a population under 2,000 and a library was set at \$14.91 per person. The basic library levy rate for all other towns, villages and Rural Municipalities was set at \$9.94 per person. This 4.52% increase was required to maintain the status quo for local Open Hours in the majority of the branches.

Thank you letters for the funding of the were circulated and signed, then forwarded to Premier Wall, and Minister Krawetz and Stewart plus our 7 local MLA's. **Deb Higgins** (NDP) and **Warren Michelson** (SaskParty) attended the Fall Regional Meeting and were thanked publically for their support. We have received reports that most branches also wrote Thank You notes and that the Government was very pleased and astounded as it was the first time that they had received "Thank You's" from residents of all sections on the Province.

Please Note - Revised Audited Statement Format

Please note that, as of last year, our new auditors, ***Stark and Marsh, have changed the way in which we are presenting the funds that we are setting aside for long-range capital projects*** such as the replacement of the Dynix System (licenses and server), the replacement of the vehicles, the new roof for Headquarters and other similar future capital expenditures that we know will occur. In the past these funds had been expensed and moved directly into the reserve accounts dedicated towards those expenditures. ***Now the funds will be showing as part of the surplus and will be moved into the reserves at the end of the year.***

1. All miscellaneous but dedicated income such as Kennel Club rent (\$3900), Wild Cards (\$1,140) income is dedicated towards the \$150,000 cost re: replacement of the SILS or Dynix System but shows only in surplus.
2. The \$6,200 annually set-aside as per the contract between Moose Jaw and Palliser is for the DYNIX server replacement/SILS cost overruns.
3. \$5,000 per year in funds received from Prairie South re: replacement of courier vehicle, plus the \$6,000 Palliser matching funds as per our contract.
4. \$2,850 per year budgeted and set aside in local branches to help cover the costs of the individual branch site licenses for the new online Library Catalogue system. \$150 per year budgeted and set aside in Assiniboia to help cover the costs of the individual branch site licenses for the new online Library Catalogue system. Once the Community Access Project Grant is terminated, these funds will be used to purchase the annual McAfee and Deep Freeze licenses required on all rural branch equipment.
5. \$7,438 was withdrawn from the rural branch sick reserve.

The Seven-Year Honour Roll

We would like to recognize and congratulate the following people and thank them for serving their communities so diligently over the last 7 years as local board members:



<u>Name</u>	<u>Community</u>
Terri Faucht Fender*	RM # 72 Lake of the Rivers
Sandra Jackson**	RM # 224 Maple Bush
Eileen Jeffery	Briercrest
Jeanne Woolhouse	Assiniboia
Gail Delorme	Assiniboia
Karen Dombowsy	Assiniboia
Bridget Millington	Craik
Jessica Fox	Holdfast
Leigh Dodds	Loreburn
Heather Shillingford***	City of Moose Jaw

We hope to see you back soon, if not next year.

*Terri served on the Palliser Executive Committee for 3 years.

** Sandra and Terri were Representatives to the Palliser Regional Library Board as well as to their local library boards.

*** Heather served as Chair of the Finance Committee and on the Palliser Regional Library Board Executive Committee for 6 years.

Trustees Who Resigned in 2008

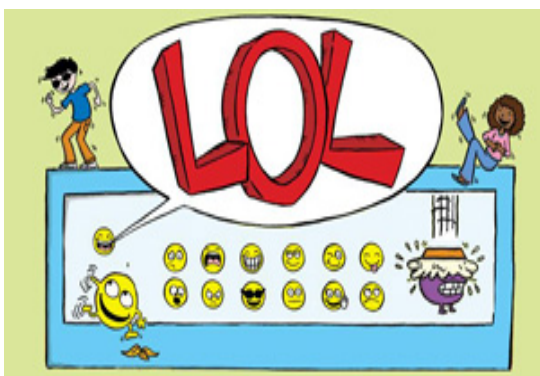
Our thanks to:

Laverne Goodsmann
Shirley Monkman
Vicki Bergman
Hollis Scheller
Roanna McCoy
Yvonne Jess

RM # 252 Arm River
Elbow
Elbow
Elbow
Bethune
Loreburn

Programming News

TD Summer Reading Club – Laugh Out Loud



Another great summer of laughs was had at all 20 branches where:

- 1,157 children were registered in the program.
- 14 branches had a performer who played to audiences totaling 369 children, teens and adults.
- 190 programs were held in the branch libraries.
- 1,895 youth participated in the programs

Three cheers for the staff members, local boards and volunteers who helped organize these great events.



This year the Palliser Regional Library presented the **Teen Summer Reading Club** for patrons between the ages of 13-18. We chose this group as it is a high risk group for remedial literacy.

Palliser tapped into the **British Columbia Library Association (BCLA) Teen SCR** program and website where teens were able to write book reviews based on books they had read and read book reviews posted by others. They were able to join in chat with popular young adult authors or chat on a variety of subjects with teens from across Canada.

Palliser was the 1st regional system in Saskatchewan to join with BCLA and implement this program. We had 115 teens sign up this year. Through promotion of this program to teens and librarians, and the wonderful assistance of Walmart, Zellers and other merchants, the program more than achieved our objectives.

➤ The **2008 Grand Prize Winners** for the **Teen Summer Reading Club** were:

1st Prize (Nintendo Wii)
2nd Prize (Digital Camera)
3rd Prize (MP3 Player)

Moose Jaw
Lucas Tom
Victoria Artiga
Jessica Fellwock

Palliser - Rural
Garret Pifko of Coronach
Sandra Crum of Tugaske
Kyla Saver of Assiniboia

Saskatchewan Library Week - Library Power

The theme for library week was “**Library Power**” focusing on the power of reading, literacy, learning, knowledge, storytelling and library services. Most branches participated in Project Porch Light (see page 9). In addition to locally organized events, Palliser Headquarters obtained a Canada Council grant to fund cowboy poetry readings in Eyebrow and Rockglen by the well-known Saskatchewan author Ken Mitchell. We would like to thank both our local sponsors and our provincial corporate sponsors: SaskEnergy, Supreme BASICS, Saskatchewan Writers Guild, Canada Council, Saskatchewan Library Association, Saskatchewan Lotteries, 540 CBC Radio One and the Regional and Municipal Libraries of Saskatchewan.

Aboriginal Programming

In 2008, Palliser received **\$12,333** to help us enhance our First Nations services. Palliser Regional Library System used this money to cover 4 basic expenses:

1. Programming - \$700 (Dancers at the **Mortlach Saskatoon Berry Festival, Dave Pelletier on Understanding Native Art**).
2. Support salary - \$4400
3. **\$6,475.11** on **224** unique materials
4. Staff workshop **Diversity and Communications Workshop** with **Clayton Desjarlais** highlighting aboriginal issues - \$1,310.

Additional funds were made available to fund native storytellers **Norma Jean Bird** and **Rhonda Donais** at 4 branches (a double session in Rouleau).

Our Successes:

We are pleased to announce that the Francophone Métis Association of Willow Bunch (Les Francophones de Talles des Saules) and the Willow Bunch Branch Library have just completed their third “collection swap” which is to promote francophone resources in the community. This is a local community initiative.

Over 3,000 people attended the First Mortlach Saskatoon Berry Festival. Local Librarian Linda Locke reported that the dancers were enthusiastically received with many people coming up and talking to individual performers later about the drumming (heard through out the community), the costumes and the dances.

As to the effectiveness of the program, to be honest, the first couple of years that the aboriginal grant was available, programming was a tough sell. Now there is growing interest and the branches are asking headquarters well in advance about funding available for aboriginal programming and the branches are going out and contacting their own storytellers and sourcing aboriginal programming. This is most heartening.



Dancers and Drummers at the Mortlach Berry Festival, July 5, 2008

SPECIAL GRANTS



How Green is My Saskatchewan:

- The joint Prairie South School Division and Palliser Regional Library project was a hit. **1,088 students in 21 schools participated in the program**
- Public information sessions at all rural libraries with mixed success as 97 patrons participated at 27 branch libraries. Time of the year may have been a factor.

For the complete report, go to the Palliser website at www.palliserlibrary.ca and click on the Palliser Publications bullet and select Special Reports – How Green is My Saskatchewan



Final report: Reading Revival: Encouraging reluctant readers through graphic novels

In our final report we concluded that the overall the project was a success for both Prairie South School Division and the Palliser Regional Library System. The book format was a big hit with the 10-18 year olds, with the largest age group being from 10-14 years old.

What was perhaps our biggest surprise was around the demographics of the participants. In the case of the school division, 60% of the readership was male and 40% were female. In the case of the library system, 49% of the readership was male and 51% were female. Given the literature, we had expected that the demographics would be more heavily skewed towards the young male adult. For the complete report, go to our website at www.palliserlibrary.ca and click on the Palliser Publications and select Special Reports – Graphic Novels

Canada Council Grant



Palliser obtained funding for 2 Canada Council- sponsored readings. Ken Mitchell read his cowboy poetry in Rockglen and in Eyebrow (see picture) during Saskatchewan Library Week.



Industry Canada

Community Access
Program

Industrie Canada

Programme d'accès
communautaire

CAP Grants 2008-09

Fourteen branches of the Palliser Regional Library received a \$31,300 grant from Industry Canada to assist with public access programming from April 15, 2008 to March 31, 2009. These branches were Assiniboia, Avonlea, Craik, Coronach, Davidson, Elbow, Holdfast, Imperial, Loreburn, Moose Jaw, Mossbank, Riverhurst, Rockglen and Tugaske. Branches have used these funds to cover SaskTel Internet connections costs, and to purchase new equipment.

SILS – The Single Integrated Library System

It was looking very gloomy at the beginning of the year when the SILS project did not make it to the budget. However, thanks to all your letters, postcards and e-surveys, the libraries of the province received the largest one time grant since their formation in the 1960's. We will receive \$ 5.2 Million over 4 years for Provincial Library and for SILS. The money breaks down as follows:

- \$2,000,000 in one time funding for the software and hardware
- \$1,300,000 to purchase a standardized staff work station for **every** library branch

- \$300,000 to automate the 35 branches libraries that remain to be automated in Chinook, and Parkland Regional Library systems and the Northern Federated Library Service, Paskisimon Nuyeh?áh.
- **Plus additional funds to bring all branch libraries** including our Loreburn, Elbow, Tugaska, Riverhurst, Mortlach and Briercrest branches **up on** the government sponsored **CommunityNet** over the next 2 years. **All branch libraries will see their telecommunication speeds increase to 1.5 Meg where possible.**

Conditions: Palliser will still be responsible for paying for

- Database conversion (our catalogue and the patron files)
- Any custom programming required (aka - blocks)
- Staff training, creation of manuals etc.
- Annual maintenance fee

Palliser will, on a continuing basis, be responsible for paying our share of the following:

- Annual maintenance contract / server replacement reserve
- Consortium administrative costs
- Tech support (supplied by SPL and/or RPL)
- Other costs as required.

***Thank you, thank you, thank you! To Minister Krawetz
and the Government of Saskatchewan.***

Regional Events



Project Porch Light : This “green” project handed out, during library week, one of the new energy efficient light bulbs to each household. **SaskPower** was so thrilled to be able to have rural distribution agency for their October push that they revamped their distribution lists.

Trade Shows:

Palliser Regional Library participated in two trade shows in 2008. They were the trade shows in Elbow, and the Rouleau Trade Show.

Coronach Branch Move:

- Coronach – did some minor renovations on their old building and then were obliged to move as the Co-op Grocery store need the area back in order to expand to better serve Coronach. Incredibly, within a 6 week period, they found new accommodations, negotiated the rent, re-painted and decorated and moved.



Coronach Children's Dept.



Coronach Entrance



Coronach Stacks

➤

The following branches underwent renovations in 2008:

- Avonlea repainted for a fresh look.
- Bethune Branch expanded their library space into an adjoining room in the Community Hall and painted.
- Several branches have created Teen Corners with the goal of making the library more youth-friendly.

Staff Notes from 2008

Staff Education

- **Branch Librarian's Workshop:** was held in Moose Jaw on **May 16th and 17th**. The Fall Regional Workshop was held in Moose Jaw on October 8th.
- Selected staff attended the Department of Learning's **You're IT** conference in Saskatoon in May. This conference deals with the many and varied "information Technology" issues facing the libraries and schools. Of special interest to the staff was the updated, environmentally friendly Blue Curl technology that allows 4 or 7 monitors with keyboards running very different software to simultaneously be hooked to one computer
- Headquarters and several Moose Jaw staff attended the **Saskatchewan Library Association Conference** in May of 2008. **Carol Munro** (Assiniboia), **Robbie Curtis** (Bethune), **Dee Colibaba** (Rouleau) and **Sheri Ursu** (Avonlea) all received local board sponsorship to attend.
- **Diversity and Communications Workshop with Clayton Desjarlais** saw 29 Staff members from 20 branches of Palliser Regional Library. It was A real eye-opener for many staff and allowed people to truly explore their prejudices.

A Big Thank You

- ❖ To the Branch staff and their boards for all the extras that you have put into making the library services in your community the best service possible.
- ❖ To the community for its inspirational support and assistance with the provision of local library service.
- ❖ To the staff of the Provincial Library for the vital services provided.
- ❖ To Prairie South School Division for renewing the courier agreement and for their participation in the Graphic Novels, the Teen SRC and How Green is My Saskatchewan initiatives.
- ❖ To the Executive Committee of the Palliser Regional Library Board for all their tireless work.
- ❖ And finally, to the Headquarters staff who kept smiling under the increasingly heavy workload.

Colleen Christopherson-Cote, Chair

Jan Smith, Director

Palliser Regional Library Staff - 2008

Headquarters Staff - 2008

Director	Jan Smith
Rural Branch Supervisor	Carolyn Graham
Assistant to Rural Sup.	Tiffany Olsen
Office Manager	Wanda Burton
Library Clerks	Debbie Alix Glenda Lambert Tricia Leidal Linda Peters Wendy Robbins Melissa Frank
Clerk-Driver	Steven Nicholl / Keith Sheppard
Caretaker	Dale Maier

Rural Branch Librarians & Staff

Assiniboia Assistant Pages	Carol Munro Erlinda Blanchette /Lois Seeley Edie Klein /Lois Seeley /Jaclyn Kiel
Avonlea Assistant	Sheryl Ursu Erica Miller
Bethune	Robbie Curtis
Briercrest	Lisa Nestman
Coronach Assistant	Marlene McBurney Deena McCarter
Craik	Jo McAlpine
Davidson Assistant	September Nadeau Debbie Shearwood
Elbow	Wendy Cafferata
Holdfast	Donna Flavel/ Danielle Dennis
Imperial	Donalda Maclellan
Loreburn	Linda Lintick
Mortlach	Linda Locke
Mossbank	Debbie Sullivan
Riverhurst	Della Bartzen / Donna Miner
Rockglen	Claudette Schnell
Rouleau	Dee Colibaba
Tugaske	Kathy Russell / Marion Bueckert
Willow Bunch	Cindy Phillippon
Wood Mountain	Edie Klein

Moose Jaw Branch Staff - 2008

Head Librarian	Anne Warriner
Assistant Head Librarian	Karon Selzer
Children's Librarian	Arwen Rudolph
Library Technicians	Pam Albert Ken Dalgarno Donna Kostal Barb Silvester
Library Clerks	Hamida Ahadi Collette Ducharme Lorna Cave Marina Fauchon Donna Hunter Andrea Knutson Kathy MacKenzie Karen Newton Della Simmons Lori Vansickle Jody Arnold Suzanne Kristoff **
Pages	Catherine Archambault Jody Arnold Cheryl Crawford Helen Wattam Suzanne Kristoff Donna Manship Lori Malloy Tina Osgood Steven Nicholl **

** temporary positions

Staff Maternity leaves / Leaves of Absence Granted

Holdfast	Danielle Dennis – maternity leave
Headquarters	Melissa Frank – maternity Leave
Moose Jaw	Hamida Ahadi – leave of absence

Staff Departures

Assiniboia	Erlinda Blanchette
Holdfast	Donna Flavel
Moose Jaw	Donna Manship Lori Malloy Colette Ducharme Marina Fauchon

Municipalities Served By Palliser Regional Library System - 2008

Municipality	2006 Census	Representative
Moose Jaw	32,132	James Taylor
		G. E. (Eddy) Moore
		Nora Bowler
		Brian Hendrickson
		Diane Humenick
		Nancy Heron
TOWNS		
		Representative
Assiniboia	2,305	Kim Ford
Avonlea	381	Myrna Muc
Bethune	369	Mildred Kistner
Briercrest	117	Eleanor Anderson
Coronach		Colleen
	770	Christopherson Cote
Craik	408	Brenda Heaslip
Davidson	958	M. Chomyshen
Elbow	294	Robert Lemke
Holdfast	173	Helen Massop
Imperial	321	Susan Parish
Loreburn	113	Sue Ann Abbott
Mossbank	330	Leon Wuschy
Mortlach	254	Carolyn Ayerst
Riverhurst	121	Rod Haley
Rockglen	366	Marlene Scheltgen
Rouleau	400	G. Kopp
Tugaske	105	Shannan McEwan
Willow Bunch	297	Judy Fortier
Wood Mountain	20	Mike Klein
Towns & Villages		
Alice Beach	68	
Aylesbury	45	Jeannette Soloduik
Belle Plaine	64	
Brownlee	50	
Caronport	919	Cheryl Reynolds
Chamberlain	108	
Coderre	40	
Dilke	80	
Drinkwater	65	Brad Schultz
Eyebrow	135	Marshall Petrovicz
Etters Beach	15	
Findlater	49	
Grandview Beach	35	
Hawarden	75	
Keeler	5	Rosemarie Caplette
Liberty	73	Jean Dornian
Limerick	130	Robert Smith
Marquis	71	Carla Cushway
Mistussinne	56	Linda Reiss
North Grove	68	
Pense	507	Sonja Geisbrecht
Penzance	30	
South Lake	105	Tom Lezetc
Strongfield	47	Ron Colton
Sun Valley	128	
Tuxford	88	Malcolm Warner
Wee Too Beach	60	
RM's		
11 Hart Butte		
	272	Pamela Krusky
12 Poplar Valley	245	Michelle Hansen
42 Willow Bunch	407	Tracey Lemieux
43 Old Post	394	Wendy Spagrud
71 Excel	466	Gaylene Guillemine
72 Lake of the Rivers	326	Bill Welk
73 Stonehenge	442	David Young
100 Elmsthorpe	258	Jack Rustad
101 Terrell	257	Rob Finlay
102 Lake Johnston	161	Lana Quark
103 Sutton	294	Jerry Archer
130 Redburn	245	Ron Hughes
131 Baidon	548	Phil Lewis
132 Hillsborough	122	Janice Stevens
133 Rodgers	115	Glen Smith
160 Pense	490	Carolynn Meadows
161 Moose Jaw	1,228	Ralph Sturgeon
162 Caron	500	Matthew Price
163 Wheatlands	164	
190 Dufferin	540	Helen Barss
191 Marquis	404	Linda O'Connell
193 Eyebrow	245	Janice Cavan
221 Sarnia	254	Illa Zehr
222 Craik	288	Patty Obrigewitsch
223 Huron	233	Blaine White
224 Maple Bush	186	Gayle Langer
251 Big Arm	237	Leslie Lewis
252 Arm River	240	Cheryl Smith
253 Willner	254	Kelly Allan
254 Loreburn	350	Alma Martens
Total Population:	53,515	

Circulation and Patron Statistics for 2008

BRANCH	Collection Size	Hours Open/wk	Active Patrons		Ref. Stats 2007	Public Computer Users	Circ 2008	Circulation			Ave # of Books per patron	
			2008	2007				2007	2006	change	2008	2007
Assiniboia	26,364	44	1314	1,328	1,157	3,988	35,644	33,308	32,250	7.01%	27	25
Avonlea	9,252	16	304	289	308	523	9,615	9,106	7,605	5.59%	32	32
Bethune	7,149	17	261	235	11	420	10,433	9,053	6,677	15.24%	40	39
Briercrest	7,261	10	119	138	60	202	3,232	3,258	3,172	-0.80%	27	24
Coronach	15,256	30	475	426	198	604	14,038	14,278	12,495	-1.68%	30	34
Craik	11,181	18	469	458	471	1,296	15,611	14,525	15,686	7.48%	33	32
Davidson	12,772	28	594	586	932	2,467	16,444	14,224	16,227	15.61%	28	24
Elbow	10,699	12	283	280	210	701	7,591	8,527	7,844	-10.98%	27	30
Holdfast	6,414	11.75	266	272	508	334	4,582	6,013	7,463	-23.80%	17	22
Headquarters	13,843	0	218	707			2,646	2,317	2,116	14.20%	12	3
Imperial	9,855	19.5	518	344	282	429	9,340	9,523	10,183	-1.92%	18	28
Loreburn	7,279	12	143	157	202	352	4,477	4,680	4,131	-4.34%	31	30
Moose Jaw***	177,030	67	12581	12,549	14,987	17,139	330,332	331,296	323,154	-0.29%	26	26
Mortlach	4343	13	176	164	112	511	4,116	4,060	2,927	1.38%	23	25
Mossbank	12,458	17.5	291	289	39	789	9,175	9,654	9,156	-4.96%	32	33
Riverhurst	7,459	11.5	139	120	329	224	3,233	2,390	2,295	35.27%	23	20
Rockglen	7,728	15.5	303	298	331	267	9,411	9,068	7,274	3.78%	31	30
Rouleau	8,743	13.25	215	199	154	713	3,986	5,610	4,915	-28.95%	19	28
Tugaske	7,404	13	168	164	188	281	6,280	5,805	5,781	8.18%	37	35
Willow Bunch	9,281	14.5	253	254	2,519	184	3,781	4,194	2,612	-9.85%	15	17
Wood Mountain	4,951	6	77	74	64	36	2,495	2,548	2,185	-2.08%	32	34
TOTAL	376,722	390	19167	19,331	23,062	31,460	506,462	503,437	486,148	0.60%	26	26

Interlibrary Loan and Intralibrary Loans (Hold Statistics) for 2008

BRANCH	Collection Size	Open Hours per wk	Active Patrons 2008	Circ 2008	CIRC 2007	Books Requested by Branches*				Books Filled by Branches*				As a % of total Circ
						ILLO	Holds	Total 2008	Total 2007	ILLO	Holds	Total 2008	Total 2007	
Assiniboia	26,364	44	1314	35644	33,308	427	2,648	3,075	2,661		3,978	3,978	4,630	9%
Avonlea	9,252	16	304	9615	9,106	113	742	855	789		1076	1,076	1,392	9%
Bethune	7,149	17	261	10433	9,053	88	654	742	636		1387	1,387	1,467	7%
Briercrest	7,261	10	119	3232	3,258	38	635	673	626		636	636	624	21%
Coronach	15,256	30	475	14038	14,278	173	1,476	1,649	1,471		1744	1,744	2,391	12%
Craik	11,181	18	469	15611	14,525	156	1,193	1,349	1,067		2,317	2,317	2,720	9%
Davidson	12,772	28	594	16444	14,224	365	1,268	1,633	1,332		2571	2,571	3,022	10%
Elbow	10,699	12	283	7591	8,527	37	955	992	1,077		453	453	564	13%
Holdfast	6,414	11.75	266	4582	6,013	266	488	754	535		1641	1,641	1,710	17%
Headquarters*	13,843	0	218	2646	2,317	23	5,181	5,204	4,700	2,697	713	3,410	1,755	
Imperial	9,855	19.5	518	9340	9,523	134	853	987	784		2003	2,003	1,975	11%
Loreburn	7,279	12	143	4477	4,680	90	859	949	785		648	648	693	21%
Moose Jaw**	177,030	67	12581	330332	331,296	1,232	12,779	14,011	13,922	2,319	5370	7,689	6,619	4%
Mortlach	4343	13	176	4116	4,060	48	408	456	405		1052	1,052	859	11%
Mossbank	12,458	17.5	291	9175	9,654	70	1,122	1,192	1,238		1917	1,917	1,891	13%
Riverhurst	7,459	11.5	139	3233	2,390	13	550	563	527		577	577	521	18%
Rockglen	7,728	15.5	303	9411	9,068	111	574	685	661		1976	1,976	2,122	7%
Rouleau	8,743	13.25	215	3986	5,610	95	569	664	520		812	812	1,313	17%
Tugaske	7,404	13	168	6280	5,805	54	490	544	518		1142	1,142	1,236	9%
Willow Bunch	9,281	14.5	253	3781	4,194	91	974	1,065	830		769	769	992	28%
Wood Mountain	4,951	6	77	2495	2,548	3	223	226	260		285	285	186	9%
TOTAL	376,722	390	19167	506,462	503,437	3,627	34,641	38,268	28,405	5,016	33,067	38,083	38,682	8%

**PALLISER REGIONAL LIBRARY
STATEMENT OF FINANCIAL POSITION
As at December 31, 2008**

Statement 1

	2008	2007
Financial assets		
Cash	\$ 112,215	\$ 89,418
Accounts receivable - Note 3	33,707	58,052
Prepaid expenses	9,316	1,713
Investments	225,055	199,966
	380,293	349,149
Liabilities		
Accounts payable and accrued liabilities	209,340	176,501
Unearned revenue - Note 4	10,640	7,439
	219,980	183,940
Net Financial Assets	160,313	165,209
Physical Assets - Note 5	670,546	630,251
Total Net Assets	\$830,859	\$ 795,460
 LIBRARY SYSTEM POSITION		
Fund balances		
Current fund	\$ (102,065)	\$ (101,826)
Reserve fund	262,378	267,035
Invested in capital assets	670,546	630,251
See accompanying notes to the financial statements	\$ 830,859	\$ 795,460

On behalf of the board:

Director

Director

PALLISER REGIONAL LIBRARY
STATEMENT OF FINANCIAL ACTIVITIES
For the Year Ended December 31, 2008

Statement 2

	2008 <u>Budget</u>	2008 <u>Actual</u>	2007 <u>Actual</u>
Revenue			
Municipal levies/grants	1,076,883	\$1,076,883	\$1,052,624
Provincial public libraries grant	\$625,762	625,762	611,102
Special levies	30,695	30,695	33,106
Employee grants	3,426	6,115	3,293
CAP grant	-	30,793	25,530
FOG grant - graphic novels	-	-	14,903
Story Sack Literacy grant	-	3,607	3,893
Literacy grant	-	-	2,500
Community Learning grant	-	43,811	21,189
Canadian Council for the Arts	-	760	-
Aboriginal Storytelling grant	-	1,035	1,506
Coronach Library grant	-	10,766	4,077
Summer reading program	-	330	330
Physical assets - Note 5	-	-	9,727
Donations	2,700	11,624	13,065
Courier income	23,080	20,060	22,600
Interest and investment income	-	12,737	15,586
Lost/damaged items and cost recovery	3,000	3,729	5,756
Miscellaneous revenue	1,200	10,294	9,844
	<u>1,766,746</u>	<u>1,889,001</u>	<u>1,850,631</u>
Expenditures			
Governance	51,964	50,039	47,102
Administration	123,367	131,595	114,707
Services to branches	350,241	426,334	388,461
Regional resource centre	841,569	852,767	828,914
Area resource Centre	60,704	70,309	61,884
Local Branch services:	324,536	362,614	354,512
	<u>1,752,381</u>	<u>1,893,658</u>	<u>1,795,580</u>
Excess (Shortfall) of revenue over expenditures	<u>\$ 14,365</u>	<u>(4,657)</u>	<u>55,051</u>

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
Statement of Changes in Fund Balances
for the year ended December 31, 2008

Statement 3

	Current	Library Materials	Capital	Reserve	Total 2008
Fund Balance - beginning of year	\$ (101,826)	-	630,251	267,035	795,460
Excess (Shortfall) of revenues over expenditures	57,832		(62,489)		(4,657)
Prior period adjustment	(239)				(239)
Capital expenditures - net			62,489		62,489
Removal of obsolete assets			(22,194)		(22,194)
Interfund transfers - Note 6	(57,832)		62,489	(4,657)	-
Fund Balance - end of year	<u>\$ (102,065)</u>	<u>-</u>	<u>670,546</u>	<u>262,378</u>	<u>830,859</u>

See accompanying notes to the financial statements.

PALLISER REGIONAL LIBRARY
STATEMENT OF CHANGES IN FINANCIAL POSITION
For the Year Ended December 31, 2007

Statement 4

	2008	2007
Cash flows from operating activities:		
Excess of revenues over expenditures	\$ (4,657)	\$ 55,051
Change in non-cash working capital		
(Increase) decrease in accounts receivable	24,343	(7,639)
(increase) decrease in prepaid expenses	(7,603)	6,634
Increase (decrease) in accounts payable	32,841	(7,355)
Increase (decrease) in unearned revenue	3,201	(10,365)
Adjustment re:prior year	(239)	(678)
Cash used in operating activities	47,886	35,648
Net increase in cash and cash equivalents	47,886	35,648
Cash and cash equivalents, beginning of year	289,384	253,736
Cash and cash equivalents, end of year	\$ 337,270	\$ 289,384
 Cash and cash equivalents is comprised of:		
Cash	\$ 112,215	\$ 89,418
Temporary investments	225,055	199,966
	\$ 337,270	\$ 289,384

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
NOTES TO FINANCIAL STATEMENTS
As at December 31, 2008

1. Nature of Business

The Palliser Regional Library administers 20 branch libraries. It operates under The Public Libraries Act and Regulations of Saskatchewan.

Palliser Regional Library is a registered charity and is therefore exempt from the payment of income tax pursuant to Section 149 of the Income Tax Act.

2. Significant accounting policies

These financial statements have been prepared in accordance with the accounting principles for public sector organizations recommended by the Canadian Institute of Chartered Accountants.

Significant accounting policies are as follows:

(a) Fund Accounting

The accounts of the Library are maintained in accordance with the principles of fund accounting. For financial reporting purposes, accounts with similar characteristics have been combined into the following major funding groups:

i) Current fund

The current fund reflects the primary operations of the Library including revenues received for provision of library services from the Government of Saskatchewan and other grant funding, municipal levies, interest and recoveries. Expenses are for the delivery of library services.

ii) Capital fund

The capital fund reflects the equity of the Library in capital assets after taking into account any associated long-term debt. The capital fund includes any revenues received specifically for the purchase of capital assets, such as grants and donations. Expenses in the capital fund relate to the write-off of capital assets upon disposal or obsolescence.

iii) Materials fund

The material fund reflects purchases of material by Palliser Regional Headquarters, Moose Jaw Public Library or thru special levy grants. Materials obtained by branches, in addition to those provided by Headquarters, are funded by local fundraising projects. These are locally driven activities, and vary from branch to branch, and as such are not reflected as purchases in the fund.

PALLISER REGIONAL LIBRARY
NOTES TO FINANCIAL STATEMENTS
As at December 31, 2008

2. Significant accounting policies (continued)

iv) Reserve fund

The reserve fund reflects the amount of accumulated surplus that has been designated for particular future purposes. Allocations to the reserve fund come primarily through surplus transfers from the current fund. Reserves may be used to offset expenditures in the current fund, the capital fund and the materials fund.

In all cases such uses of reserves are shown as inter-fund transfers and they are not considered to be revenues or expenses.

b) Physical Assets

Physical assets are recorded at cost. Normal maintenance and repairs are expensed as incurred. Amortization of capital assets is not recorded.

c) Revenue recognition

Restricted contributions related to general operations are recognized as revenue of the Current Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

Unrestricted contributions are recognized as revenue of the Current Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

d) Investments

Investments are recorded at the lower of cost and market value.

e) Financial Instruments

The carrying value of cash, investments, accounts receivable and accounts payable approximates fair value due to the short term maturity of these instruments. There are no significant terms or conditions related to these financial instruments that may affect the amount, timing or certainty of future cash flows.

PALLISER REGIONAL LIBRARY
NOTES TO FINANCIAL STATEMENTS
As at December 31, 2008

3. Accounts receivable

	<u>2008</u>	<u>2007</u>
GST rebate	\$ 24,832	\$ 28,273
Other	<u>8,875</u>	<u>29,279</u>
	<u>\$ 33,707</u>	<u>\$ 58,052</u>

4. Unearned revenue

	<u>2008</u>	<u>2007</u>
Coronach Library grant	-	\$ 1,023
Storysack Literature grant	-	3,607
Moose Jaw Public Library carryforward	-	2,809
Revenue for 2009 levy	<u>\$ 10,640</u>	<u> </u>
	<u>\$ 10,640</u>	<u>\$ 7,439</u>

5. Physical assets

	<u>2008</u>	<u>2007</u>
Office furniture and equipment	\$ 312,532	\$ 272,236
Vehicle	61,997	61,997
Building	<u>296,018</u>	<u>296,018</u>
	<u>\$ 670,548</u>	<u>\$ 630,251</u>

PALLISER REGIONAL LIBRARY
NOTES TO FINANCIAL STATEMENTS
As at December 31, 2008

6. Interfund transfers

(1) The Library transferred, from the current fund to the capital fund, \$62,489 (2007-\$21,134) for the purchase of capital assets and an installment towards the SILS project.

(2) The Library also transferred, from the reserve fund to the general fund \$50,000 towards the establishment of the SILS project.

Such transfers occur internally and accordingly are not considered to be revenue or expense in the respective funds.

7. Commitments

The Palliser Regional Library Board entered into an agreement with the Moose Jaw Public Library Board on March 30, 2003. Under the terms of this agreement, Palliser Regional Library must contribute \$6,200 annually to a reserve to be used for the replacement of the Dynix Server.

PALLISER REGIONAL LIBRARY
SCHEDULE OF CURRENT FUND ACTIVITIES
For the Year Ended December 31, 2008

	2008	2008	<u>Schedule 1</u>
	<u>Budget</u>	<u>Actual</u>	<u>2007</u> <u>Actual</u>
Revenue			
Municipal levies/grants	\$1,076,883	\$1,076,883	\$1,052,624
Provincial public libraries grant	625,762	625,762	611,102
Special levies	30,695	30,695	33,106
Employment grants	3,426	6,115	3,293
CAP grant	-	30,793	25,530
FOG grant - graphic novels	-	-	14,903
Story Sack Literacy grant	-	3,607	3,893
Literacy grant	-	-	2,500
Community Learning grant	-	43,811	21,189
Canadian Council for the Arts	-	760	-
Aboriginal Storytelling grant	-	1,035	1,506
Coronach Library grant	-	10,766	4,077
Summer reading program	-	330	330
Donations	2,700	11,624	13,065
Courier income	23,080	20,060	22,600
Interest and investment income	-	12,737	15,586
Lost/damaged items and cost recovery	3,000	3,729	5,756
Miscellaneous revenue	1,200	10,294	9,844
	<u>1,766,746</u>	<u>1,889,001</u>	<u>1,840,904</u>
Expenditures			
Governance	51,964	50,039	47,102
Administration	123,367	130,873	113,753
Services to branches	350,241	364,567	358,554
Regional resource centre	841,569	852,767	828,914
Area Resource Centre	60,704	70,309	61,884
Local Branch services	324,536	362,614	354,512
	<u>1,752,381</u>	<u>1,831,169</u>	<u>1,764,719</u>
Excess of revenue over expenditures	14,365	57,832	76,185
Net inter-fund transfers - Note 6			
(To) From Capital	-	(62,489)	(21,134)
(To) From Reserves	-	4,657	(55,051)
	<u>-</u>	<u>(57,832)</u>	<u>(76,185)</u>
Change in fund balance	14,365	-	-
Fund balance, beginning of year	-	(101,826)	(101,148)
Prior period adjustments	-	(239)	(678)
	<u>-</u>	<u>(102,065)</u>	<u>(101,826)</u>
Fund balance, end of year	<u>14,365</u>	<u>(102,065)</u>	<u>(101,826)</u>

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
SCHEDULE OF CAPITAL FUND ACTIVITIES
For the Year Ended December 31, 2008

	<u>2008</u>	<u>Schedule 2</u>
	Actual	2007 Actual
Revenue		
Moose Jaw Library - Dynix server funds	\$ -	\$ 9,727
Sale of capital assets	-	-
	<u>-</u>	<u>9,727</u>
Expenditures		
Administration		
Computer		954
Services to branches		
Computers	9,344	954
Laminator	3,145	
Running Boards		854
SILS Project expenditure	50,000	
Dynix Server		28,099
	<u>62,489</u>	<u>30,861</u>
Physical Assets - Note 5	(62,489)	(21,134)
Net inter-fund transfers		
(To) From Current	62,489	21,134
Long-term financing received (repaid)	<u>-</u>	<u>-</u>
Change in fund balance	-	-
Fund balance, opening	<u>-</u>	<u>-</u>
Fund balance, closing	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
SCHEDULE OF RESERVE FUND ACTIVITIES
For the Year Ended December 31, 2008

	2008 Actual	Schedule 4 2007 Actual
Net inter-fund transfers		
(To) From Current		
Funding for SILS project	\$ (50,000)	-
Local branches - service contract	2,850	\$ 2,850
Assiniboia branch - service contract	150	150
Moose Jaw - service contract	6,200	6,200
Headquarters surplus	5,268	10,384
Wild card revenue	1,140	840
Interest revenue	12,737	-
Rental revenue	3,900	3,900
Total Automation reserve	(17,755)	24,324
Vehicle reserve	15,268	21,384
Sick leave reserve	(7,438)	443
Building reserve	5,268	8,900
(To) from Materials	(4,657)	55,051
Opening balance	267,035	211,984
Closing balance	\$ 262,378	\$ 267,035

	Opening Balance	To (from) Reserves	Ending Balance
Reserve details: Internally restricted			
Automation	\$ 115,672	\$ (17,755)	\$ 97,917
General Automation	17,824	-	17,824
Equipment	16,084		16,084
Vehicle	60,821	15,268	76,089
Building reserve	39,187	5,268	44,455
Sick pay reserve	17,447	(7,438)	10,009
	\$ 267,035	\$ (4,657)	\$ 262,378

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
SCHEDULE OF EXPENDITURES BY OBJECT
For the year ended December 31, 2008

Schedule 5

	Governance	Administration	Services to branches	Regional Resource Centre	Area Resource Centre	Local Branch Services	2008 Budget	2008 Actual	2007 Actual
Wages, benefits & honoraria	\$ 38,300	\$ 83,773	\$ 240,461	\$ 607,126	\$ 62,118	\$ 239,117	\$ 1,271,042	\$ 1,270,895	\$ 1,221,486
Purchased goods and services	11,739	44,887	98,011	27,354	2,033	12,780	167,493	196,804	177,435
Capital assets	-	-	62,489	-	-	-	3,300	62,489	21,134
Library materials	-	2,213	6,651	214,244	3,704	86,418	310,546	313,230	328,007
Literacy Grant materials	-	-	-	-	-	-	-	-	-
Community learning grant	-	-	15,052	-	-	-	-	15,052	18,112
Story Sack library grant	-	-	4,395	-	-	-	-	4,395	3,893
CAP grant	-	-	-	4,040	2,454	24,299	-	30,793	25,513
	<u>\$ 50,039</u>	<u>\$ 130,873</u>	<u>\$ 427,059</u>	<u>\$ 852,764</u>	<u>\$ 70,309</u>	<u>\$ 362,614</u>	<u>\$ 1,752,381</u>	<u>\$ 1,893,658</u>	<u>\$ 1,795,580</u>

See accompanying notes to the financial statements

PALLISER REGIONAL LIBRARY
SCHEDULE OF LIBRARY MATERIALS EXPENDITURES
For the Year Ended December 31, 2008

	<u>2008</u>	<u>2008</u>	<u>Schedule 6</u>
	Budget	Actual	2007 Actual
Books	\$ 232,647	223,002	\$ 247,033
Serials/Periodicals	18,850	19,547	19,092
Electronic Information Databases	15,427	18,289	18,145
Audio-visual materials	<u>43,622</u>	<u>52,392</u>	<u>43,737</u>
	<u>\$ 310,546</u>	<u>313,230</u>	<u>\$ 328,007</u>

See accompanying notes to the financial statements