

MARIGOLD REPORT

To Councils and
Special Areas Board

Marigold Board Meeting and AGM, April 17, 2012

Marigold Library System hosted its Annual General Meeting and regular Board meeting on April 17, 2012. The meeting was held at the Strathmore Travelodge.

Marigold Board Chair *Lynda Lyster* welcomed delegates, guests and staff to the meeting. She recognized newly appointed Marigold representative Darlene Raketti (Town of Drumheller).

ANNUAL GENERAL MEETING

The 2011 Audited Financial Statements were presented by Auditors *Gregory Harriman and Associates*. Marigold Library System is in good financial standing. Some funding was put into reserves in preparation for the construction of a new or expanded building in the near future.

Information was also presented by the Auditors about new Not for Profit ("NPO") reporting standards that come into effect for years beginning on or after January 1, 2012.

- For Marigold's financial information to be required to be reported with the individual municipalities' financial statements, Marigold would need to be classified as a government NPO.
- For an NPO to be considered a government NPO, the NPO would have to be controlled by a government.
- Marigold is not considered to be a government NPO because no one municipality or other government organization controls Marigold.
- There is no need for Marigold to consolidate its financial statements with member municipalities.

Board Nominations

Lynda Lyster and Leslie Duchak will both continue in their positions as Chair and Vice Chair respectively. The Board elected a new Executive Committee. Al Campbell, Town of Three Hills, was nominated to fill the vacant member-at-large position as Donna Isaac, Village of Delia, is retiring from the Marigold Board.

2012-2013 Executive Committee

Lynda Lyster, Chair – Bighorn MD #8
Leslie Duchak, Vice Chair – Town of Okotoks
Barb Beary – Foothills MD #31
Maxine Booker – Acadia MD #34
Al Campbell – Town of Three Hills
John Getz – Village of Standard
Debbie Habberfield – Rocky View County
Lil Morrison – Starland County
Susan Roper – Town of Cochrane
Shelley Sweet – City of Airdrie

Advocacy Committee

Lil Morrison
Sherri Rice
Helen Veno

Finance Committee

John Getz
Leslie Duchak
Lynda Lyster

Governance Committee

Kristen Anderson
Christine Boyd
Barb Beary
Leslie Duchak
Marilyn King

Standards & Services Committee

Maxine Booker
Elaine Michaels
Linda Schafer

ANNUAL REPORT HIGHLIGHTS

Across Marigold:

- 76,008 cardholders – 4.87% decrease* from 2010 (expired patrons purged)
- 1,618,287 items circulated – 1% increase from 2010
- 34,606 circulations of downloadable titles across Marigold (includes OverDrive and Project Gutenberg)
- 326,556 items loaned (within TRAC) – 5.8% increase from 2010
- 371,027 items borrowed (within TRAC) – 5.5% increase from 2010

Economic Benefit to the Community:

- 247 employees in Headquarters and Member Libraries (including part-time)
- 231,104 paid hours in Headquarters and Member Libraries

- 1,450 volunteers in Headquarters and Member Libraries
- 25,897 unpaid volunteer hours in Headquarters and Member Libraries
- Over 110,000 kilometers travelled by Marigold Drivers to deliver material to libraries: tires, maintenance, gas are purchased in Marigold communities
- Over 2,700 RISE videoconference sessions across Marigold: People can acquire information, conduct their business and be entertained in their own community, thus saving money and time...enhancing the value of service to the community

FINANCIAL

The unaudited **financial statements to February 29, 2012** were presented to the Board. New financial statements were presented to the Board that more closely resemble the budget. The levy for municipalities with and without library boards was issued at the end of February. To date, 51% of levies have been received by municipalities.

Six computer workstations have been purchased for headquarters staff. Most staff workstations have not been replaced since 2006. The new VOIP telephone system was installed in March. Features include voice mail and extensions that provide better customer service and more efficiently contacting headquarters staff.

POLICY APPROVAL AND DISCUSSION

The following policies and schedules were reviewed and approved by the Marigold Board.

K. Anderson (Village of Hussar) presented on behalf of the Governance Committee:

- Governance Mandate Statement.** The schedule is reviewed annually and is calculated using current population figures. The formula for 2012 is based on \$3.50 per capita. Smaller libraries receive a base allocation of 140 items. Member libraries also receive additional materials such as the monthly top ten paperback bestsellers and a budget to purchase paperbacks. Libraries have access to online resources such as digital media (eBooks and eAudio) and e-resources (Ancestry Library Edition, Consumer Reports Online).

M. Booker (Acadia MD) presented on behalf of the Standards and Services Committee:

- Marigold Library System IT Service Agreement – Schedule F: Fee Schedule.** The Marigold Library System IT Service Agreement was approved at the November Board meeting. The fee schedule has been implemented with recommendations from the Standards and Services Committee to recover costs for service if IT staff have to spend time or travel long distances to achieve compatibility in the event of outside persons performing work on Marigold network and IT configurations.

INFORMATION AND REPORTS

New Toll Free Phone Number

Marigold is changing its Toll Free Number. The new number is **1-855-934-5334**. The number has changed to expand telephone coverage to the rest of Canada and the United States.

Reports: Value of Your Investment and Gateway to Library Resources

The *Value of Your Investment Report* and *Gateway to Library Resources* reports were presented. The *Value of Your Investment Report* shows the value (actual and value not costed) of services and resources that member libraries receive from Marigold Library System. The *Gateway to Library Resources* report shows the services and resources that municipalities without library boards receive from Marigold Library System.

CAP (Community Access Program)

Effective April 1, 2012, the Federal Government announced the cancellation of the CAP program. CAP has been in existence since 1995 and provides funding to assist libraries in providing public access computers. Board members can contact their MP to demonstrate the importance of CAP in public libraries.

Future Trends in Libraries

M. Toombs presented information about future trends in libraries.

- Libraries are in the people business, not the book business. First impressions, ease, comfort and convenience are paramount. Many libraries have fireplaces, waterfall walls, cozy nooks and coffee service. There is low shelving at the entrance and space for people who are just entering the library to orient themselves and find their way.
- Libraries are the gathering place for the community. It is important to ensure that there is adequate seating and meeting spaces for people. At Renton Public Library in Washington State, they have over 200 seats and fewer stacks to provide open spaces.
- Libraries are eliminating reference desks and big desks so that staff can be more visible throughout the library to provide more assistance.
- Public Libraries are adapting to a retail service model. For example, less is more from number and height of shelving, more space and lots of space on shelves to display new material. Usage increases when the product is accessible and appealing.
- Community focus is also important for libraries. Library staff must go out into the community to work on community building projects and partnerships, offering the skills and commitment for which library staff are well known and appreciated.
- Being visible and active in the community, both inside and outside the walls of the library is beneficial and it builds community will.

BOARD AND STAFF RECOGNITION

Board:

- Sandra Barker, Summer Village of Waiparous – 5 years
- Glen Keiver, Kneehill County – 5 years
- Diane Osberg, Town of Black Diamond/Town of Turner Valley – 5 years
- Donna Isaac, Village of Delia – Retirement
- Rosana Ramos, Special Area #4 – Retirement

Staff:

- Shona Gourlay, Cataloguer – 5 years
- Bradley Hoffman, Shipping and Receiving Clerk – 5 years
- Margaret Newton, Manager - Bibliographic Services – 5 years
- Larry Stirling, Shipping and Receiving Clerk – 5 years

IMPORTANT DATES

Upcoming Board Meetings:

- Saturday, August 25, 2012; Drumheller Public Library; 9:30 a.m.
- Saturday, November 17, 2012; High River Centennial Library; 9:30 a.m.
- Saturday, January 26, 2013; Videoconference in four locations; 9:30 a.m.

IMPORTANT NEWS

The Public Library Services Branch (PLSB) will remain in the Ministry of Municipal Affairs under Premier Redford's new cabinet. The Hon. Doug Griffiths, MLA for Battle River-Wainwright, remains our (PLSB and Libraries) Minister. The Hon. Greg Weadick, MLA for Lethbridge-West, has been appointed the Associate Minister of Municipal Affairs. Mr. Paul Whittaker remains our Deputy Minister.

Municipalities Represented April 17, 2012

Lynda Lyster (Chair)	MD of Bighorn
Leslie Duchak (Vice Chair)	Town of Okotoks
Shelley Sweet	City of Airdrie
Maxine Booker	Acadia MD
Carney Raitz-Wakaryk	Town of Canmore
Elaine Michaels	Village of Cereal
Marilyn King	Town of Chestermere
Susan Roper	Town of Cochrane
Donna Isaac	Village of Delia
Darlene Raketti	Town of Drumheller
Christine Boyd	SV of Waiparous
Linda Schafer	Town of High River
Kristen Anderson	Village of Hussar
Lisa Constantini	Town of Irricana
Glen Kiever	Kneehill County
Kathie Putman	Village of Linden
Jan Dyck	Village of Longview
Debbie Habberfield	Rocky View County
John Getz	Village of Standard
Lil Morrison	Starland County
Al Campbell	Town of Three Hills
Connie Fraser	Town of Trochu
Berniece Bland	Wheatland County

Guests:

- Steve Grajczyk, Mayor
Town of Strathmore
- Linda Traquair, Chair
Drumheller Public Library Board
- Darcy Graham
Village of Morrin
- Leo Louwerse, Chair
Beiseker Municipal Library Board
- Jo-Ann Lambert, Treasurer
Beiseker Municipal Library Board
- Scotia Bank:
 - Apurva Dholabhai
 - Quennie Cabaron
 - Brenda Tibbett-Frayne
 - Lennox Gomes
Chestermere Public Library Board
 - Noell Trung, Chair
Chestermere Public Library Board



New Drumheller Public Library: Opening Day, April 14, 2012



New Beiseker Municipal Library: Setting up shelves,