

Semi-Annual Trustees' Meeting

29 October 2011

2012 Budget and Finance Report

Once again, the current fiscal year has been a financially solid year for Southeast Regional Library. In 2011, the Government of Saskatchewan public library grant increased by approximately 5% as did the municipal funding levels. Further, Industry Canada funds and Saskatchewan Information and Library Services (SILS) support are helping us maintain branch open hours and upgrade the skills of our staff. The regional library budget is built around four primary expenditure areas:

- Headquarters which is primarily funded by Province of Saskatchewan Grants;
- Estevan Public Library Branch which is primarily funded by the City of Estevan;
- Weyburn Public Library Branch which is primarily funded by the City of Weyburn;
- Rural Branch Network (45 Branches) which are primarily funded by Towns, Villages and Rural Municipalities on a pooled funding basis.

This is the implementation year for the new branch municipal grant policy. More municipalities with branches have chosen a higher level of services than originally projected. To accommodate the demand, reserve funds designated for branch personnel have been tapped and library materials purchases have been trimmed. The adjustments will be reversed in the 2013 budget.

The fees charged by SILS are rising as provincial start-up funds are exhausted and SILS hires staff. SRL is no longer the managing library for SILS. This is the last year that sustainability reserve funding will cover payments and Headquarters continues to rely on automation reserves at a level that is reduced from that of the last two years.

The other real financial challenge continues to be retention and recruitment of staff. We need to continue to make our compensation packages more competitive.

The biggest uncertainties in the construction of the 2012 budget are the 2011 census numbers. These numbers will be released in February/March 2012 and the Provincial Government will be using these numbers to calculate the regional library grants.

The budget calls for a 5% per capita increase in the base municipal grants (non service points, cities, school public libraries, etc.). Grants for service point municipalities with local public library branches have been individually calculated in accordance with their population band and service level decisions. The new base municipal grant is \$9.79, the city grants are Estevan Public Library \$29.64 and Weyburn Public Library \$30.26.

Strategic Planning Environmental Scan

Ruth Barker, Community Services Coordinator, presented an environmental scan of the region. The Environmental Scan is a study on the Southeast Regional Library Community looking at the status of citizens according to population, cultural diversity, educational status, family structure, child and youth issues, and availability of programs and services. This information assists in identifying community strengths and needs offering a foundation for the strategic planning process throughout the region.

Strategic Planning Session

Susan Atkinson, Assistant Library Director, reported on progress made in meeting goals of the current strategic plan. A strategic planning session for the trustees was led by Allan Johnson, CEO & Library Director. Results of this session will be the starting point for a consultative process involving staff and trustees.

Policy Amendments

Policy 4.2.3 Regional Trustee Reimbursement Rates was approved with an updated reimbursement structure; Policy 5.10 Donations Policy (new) pertaining to donations and CRA requirements was approved; Policy 5.4 Branch Hours (Non-City) was approved with the community needs assessments, goals and action plans, and evaluation time periods being adjusted from every two to every three years.

Next Meeting

The annual meeting will be held April 21 2012.

