

**MINUTES -- THE PAS REGIONAL LIBRARY  
APRIL 15, 2008**

**PRESENT:** Bonnie White                      Cathy Gardiner                      Jeanne LaJambe  
Brad Bodnar                              Sue Bilinski                          Warren Hicks  
Conrad Ziehlke                          Carol Ham

**REGRETS:** Roy Kelly

**1. LIBRARY ADMINISTRATOR'S REPORT**

**1.1 AGENDA**

**M / S / C**            Cathy Gardiner / Sue Bilinski

**THAT** the agenda be adopted as amended.

**1.2 MINUTES OF March 11, 2008**

**M / S / C**            Cathy Gardiner / Jeanne LaJambe

**THAT** the minutes of March 11, 2008 be adopted as amended.

**1.3 BILLS FOR MARCH 2008**

**M / S / C**            Sue Bilinski / Brad Bodnar

**THAT** the payment of bills for March 2008 be ratified in the amount of \$18,127.65.

**1.4 CIRCULATION AND REVENUE FOR THE MONTH OF MARCH 2008**

Circulated as information.

**1.5 PATRON COUNT – MARCH 2008**

Four thousand nine hundred eighty-three (4,983) people through our doors in 22 days (226.5 people/day).

**2. CORRESPONDENCE/INFORMATION:**

**2.1 MEMBERSHIPS – MARCH 2008**

26    New resident memberships  
23    Resident renewals  
1     New RM memberships  
3     RM renewals  
5     New Cranberry Portage  
0     Renewal Cranberry Portage  
1     New non-resident memberships  
2     Non-resident renewals  
0     Temporary membership

**Total Memberships Processed in March 2008 – 61**

**2.2 INTERNET USE – MARCH 2008**

Three hundred eighty-five (385) Internet hours were purchased during March 2008.

**2. CORRESPONDENCE/INFORMATION continued:**

**2.3 VOLUNTEER MANITOBA – SPRING TRAINING CALENDAR**

Circulated as information.

**2.4 ARCHIVE SHELVING**

Letter sent to Benevolent and Protective Order of Elks regarding funding for archive shelving.

**2.5 BUDGET PRESENTATION – RM OF KELSEY**

Carol Ham and Sue Bilinski presented the 2008 budget to Reeve and Council on Thursday, April 10<sup>th</sup>.

**2.6 L4U UPGRADE**

Library software has been upgraded from L4U Platinum 2.0 to 2.1.

**2.7 ALL CHARITIES CAMPAIGN**

The Pas Regional Library information has been updated for the 2008/2009 All Charities Campaign catalogue.

**2.8 MANITOBA BOOK WEEK**

April 21 to 26 is Manitoba Book Week.

Library Pages are working on display for Manitoba Book Week, where they could win a suitcase stuffed with Manitoba Books. Their project is a globe, covered with Manitoba book covers. A photo of their display must be sent to [manitobabookweek@mts.net](mailto:manitobabookweek@mts.net) by noon, April 20<sup>th</sup>.

Pajama Tales is being planned for Thursday, April 24<sup>th</sup>.

**2.9 THE PAS/FLIN FLON READING CHALLENGE**

Both Flin Flon and The Pas libraries are gearing up for the May Reading Challenge.

Carol will contact local businesses for prizes.

All non-residents who take out a membership in the month of May will be eligible to win a one year single membership, value \$25.00.

All patrons who renew their membership and all new resident memberships during the month of May will be entered into a draw for a book bag and books.

**2.10 PARKLAND REGIONAL LIBRARY 2007 ANNUAL REPORT**

Circulated as information.

**2.11 NORTHROOTS APRIL/MAY ISSUE**

Circulated as information.

**2. CORRESPONDENCE/INFORMATION continued:**

**2.12 MANITOBA LIBRARIAN ADVISORY GROUP (MLAG)**

On Thursday, March 6, 2008, Northern Libraries held a teleconference, reviewing recommendations from the Library survey “Reaching our Vision”.

**Recommendation #8** “That public libraries strive to remove barriers that prevent persons with disabilities from accessing the benefits of libraries.”

Checklist developed by Public Library Services – reviewed

**Recommendation #13** “That an annual technology maintenance grant be made available to each library branch, including Winnipeg Public Library, to be used for hardware or software replacement, for purchase of digital content or Internet access. A work in progress.

**Northern groups recommended that this include staff and public computers.**

**Reference materials:** electronic versus physical reference material – discussed

**Trusteeship at a glance:** Public Library Services developed an excellent tool for Library Boards – copies distributed.

**2.13 JOE A. ROSS SCHOOL TOURS**

School tours for Terrell Bignell’s Grade 7 English classes working well. Students are very keen. Tours scheduled to mid June.

**3. OLD BUSINESS:**

**3.1 TOSHIBA PHOTOCOPIER/FAX/PRINTER**

Toshiba photocopier is now set up to fax. Print jobs can also be sent to the photocopier - a great cost savings!

**3.2 FRONTIER COLLEGIATE LIBRARY – PARTNERSHIP**

A small selection of material from The Pas Regional Library is now housed in the Frontier Collegiate Library for circulation to students, staff and residents of Cranberry Portage. Carol Ham, took material to Cranberry Portage on Friday, March 14<sup>th</sup>, helped Brandy Reid, Librarian, Frontier Collegiate, set up the material and provided training on memberships and circulation. Brandy advised that she has signed up new members and is circulating material via The Pas Regional Library website.

Carol also met with Stacey Grenier with the Child/Family Resource Centre. Their center operates a book bag program where they take books to families in Cranberry Portage every week, read the books to the children and leave them for one week, replacing them with new titles every week. An account has been set up for The Child/Family Resource Centre and a new block of books will be sent every month.

**3.3 LETTER TO TOWN REGARDING REVENUE GENERATING IDEAS**

On hold.

**3. OLD BUSINESS continued:**

**3.5 SALE OF RARE BOOKS**

At January 22, 2008 Board meeting, the Library Board agreed to have Brian Campbell sell a few of our rare books. Carol and Keith to select a few books and ask Brian to sell on behalf of the Library.

**4. NEW BUSINESS:**

**4.1 MSOS GAMES**

Letter received from Sharon Arnold, Chairperson of the MSOS 55 Plus Games 2008 requesting the use of the Library Annex for Wednesday, June 18<sup>th</sup> for the Scrabble Event. This would be a full day event. Board has approved the use.

**4.2 MANITOBA LIBRARY TRUSTEE ASSOCIATION (MLTA)**

Membership renewal discussed. Board agrees not to renew.

**4.3 INCIDENT REPORT – MARCH 27<sup>TH</sup>, 2008**

Patron entering Archive Room and removing material without permission.

**M / S / C** Conrad Ziehlke / Cathy Gardiner  
To go in camera 7:40pm.

**M / S / C** Cathy Gardiner / Sue Bilinski  
To return to the regular Board meeting 8:05pm.

Board has instructed Carol to send a letter to the patron.

**M / S / C** Warren Hicks / Sue Bilinski

THAT commencing April 2008, the Library post meeting minutes on our website.

**4.4 OPASQUIA TIMES ARTICLE – LIBRARY WAGES SPARKS DEBATE**

Circulated as information.

**4.5 VACATION - ADMINISTRATOR**

The Board approves Carol's vacation as discussed.

The Board institutes the following policy effective May 15, 2008.

The book return will be open from 9:00 am to the close of business each day. Due to ongoing vandalism 24-hour return service will no longer be available.

Notices will be put out for patron information.

**5. OTHER BUSINESS:**

**5.1 DISPOSAL OF EXCESS USED BOOKS**

The library is currently overloaded with used books. Board agreed to donate books to campgrounds for book exchange.

**6. NEXT MEETING: Tuesday, May 13, 2008 7:00 pm**

**7. ADJOURNMENT:**

**M / S / C** Cathy Gardiner / Warren Hicks

**THAT** the meeting be adjourned at 8:45pm.

Respectfully submitted by,

Sue Bilinski  
Secretary