



SASKATCHEWAN LIBRARY TRUSTEES' ASSOCIATION ANNUAL REPORT

For the year ending December 31, 2019

*Annual General
Meeting, Thursday,
October 1, 2020*

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OVERVIEW OF THE ASSOCIATION

The Saskatchewan Library Trustees' Association (SLTA) is a voluntary association of library trustees from across the province that have joined together in their dedication to help provide library services that will meet the needs of Saskatchewan people and thereby improve their quality of life. SLTA was established in 1967, made its first annual brief to the Minister in 1968, and was incorporated under provincial law in 1969.

SLTA represents 2,500 trustees representing libraries throughout Saskatchewan, in northern hamlets, rural communities, as well as towns and cities. All persons in Saskatchewan may access the information in these libraries, in whatever media they are provided, without a user fee. Resource-sharing and co-operation are the fundamental strengths of what is called Saskatchewan's "one province" library system – a system that is the envy of the country.

Municipal public libraries exist in Regina and Saskatoon. The seven regional library systems in southern Saskatchewan are Chinook, Lakeland, Palliser, Parkland, Southeast, Wapiti and Wheatland. The northern part of the province is served by the Pâhkisimon Nuyeqâh Library.

SLTA strives to:

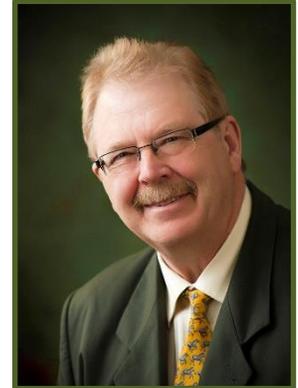
- promote and foster the development of libraries and library services in Saskatchewan
- provide for the exchange of ideas and experiences among the library board members through conferences and library publications
- assist members by understanding their responsibilities as library trustees
- cooperate with associations of library trustees outside the province
- seek improvements and foster necessary changes in the legislation affecting Saskatchewan libraries
- work in close cooperation with the Saskatchewan Library Association.

PRESIDENT'S REPORT

Fellow Trustees,

Welcome to our first virtual AGM. 2020 has certainly been a year of reflection for the School Libraries Trustee Association. Hopefully, our vision will be as clear, in hindsight, as that foreshadowed by the year.

Michael Morrow, our elected president from the 2019 AGM has stepped down and I have been acting president for the last few months. I would like to thank Michael for his leadership during difficult times.



The SLTA has and will continue to ask regions for input as to how we can serve boards and libraries in Saskatchewan.

Our new format for creating the Minister's brief came because of regions submitting their top three discussion topics, and then crafting a brief that would engage the Minister in dialogue. The following became the main points of discussion:

1. Covid19 funding and opening protocols
2. Technological needs
3. Rising cost of electronic books
4. Reliable sufficient baseline funding for libraries and for SILS
5. Discretionary resources for unforeseen community needs.

The brief resulted in five areas that the Minister was going to investigate. We contacted the Provincial Librarian in August to follow up on the discussions.

We will also be pursuing the areas of advocacy for public libraries and governance training for board members over the year. We will share a strategic plan with you once we have your input. Comments from regional boards on how that might mesh with their visions would be appreciated.

Thank you.

Steven Allen (Wheatland)
Acting President



AGENDA – ANNUAL GENERAL MEETING

Zoom Conference Call, Thursday, October 1, 2020, 7:00 pm

SLTA Annual General Meeting Agenda

Zoom Conference Call

Thursday, October 1, 2020

7:00 pm

1. **Call to Order by the Acting President** (Steven Allen, Wheatland)
 - 1.1 Welcoming Remarks
 - 1.2 Approval of Agenda
 - 1.3 Appointment of Parliamentarian

2. **Approval of the Minutes of 2018 AGM Held Friday, May 3, 2019**

3. **Business Arising from Minutes**

4. **Reports**
 - 4.1 Library System Reports Question Period
Written reports are contained in the AGM booklet with respect to each of the library systems and this time will be available for questions from the floor directed to any of the systems and their representatives:
Chinook
Lakeland (Dennis Taylor)
Parkland (Sharon Armstrong)
PNLS (Darlene Morin)
Saskatoon (John Thronberg)
Wapiti
Wheatland (Acting President Steven Allen)
 - 4.2 Multitype Library Board and Provincial Library & Literacy Office (Alison Hopkins/Sandra MacArthur)

5. **Financial Report**
 - 5.1 Review Engagement Report and Financial Statements
 - 5.2 2020 Budget
 - 5.3 Appointment of Accounting Firm for Financial Review for 2020

6. **Resolutions Committee – Sharon Armstrong (Parkland)**
 - 6.1 Wheatland Regional Library – Gayle Brown (Wheatland Regional Library Chair)
“WHEREAS” new voices in a volunteer organization nourish developing and diverse ideas, THEREFORE be it resolved that the SLTA establish staggered term limits to the officer’s positions.”

7. Nominations Committee – Dennis Taylor (Lakeland)

8. Election of President and Vice-President

8.1 President

8.2 Vice-President

9. New Business

10. Adjournment

MINUTES – ANNUAL GENERAL MEETING

May 3, 2019, Estevan Room, Hilton Garden Inn Downtown, Saskatoon, SK

1. Call to Order

The 2019 Annual General Meeting was held at the Hilton Garden Inn, Saskatoon and was called to order at 9:30 am by President Sharon Armstrong (Parkland).

1.1 Welcoming Remarks

President Sharon Armstrong (Parkland) welcomed everyone to the 2019 AGM.

1.2 Approval of Agenda

Motion: Moved by Steven Allen (Wheatland), seconded by Michael Morrow (Chinook) that the agenda be adopted.

Motion carried.

1.3 Appointment of Parliamentarian

Motion: Moved by Vice-President Dennis Taylor (Lakeland), seconded by Leslee Serack (Wapiti) that Alison Hopkins, Provincial Librarian, be appointed Parliamentarian.

Motion carried.

Vice-President Dennis Taylor (Lakeland) was appointed Secretary in Nancy Kennedy's (Executive Director) absence.

Motion: Moved by Steven Allen (Wheatland), seconded by Leslee Serack (Wapiti) that Dennis Taylor be appointed Secretary of the AGM.

Motion Carried.

2. Approval of the Minutes of the 2018 AGM Held May 4^h, 2018 in Regina.

The minutes were read. Amendments were made to correct some name spellings.

Motion: Moved by Vice-President Dennis Taylor (Lakeland), seconded by Steven Allen (Wheatland) that the minutes be adopted as amended.

Motion carried.

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Reports

4.1 Library System Reports Question Period

Reports from regions were included in the Annual Report. There was no discussion.

President Sharon Armstrong presented an oral report on the Library Engagement Session.

4.2 Multitype Library Board and Provincial Library & Literacy Office (Sandra MacArthur/Alison Hopkins, Provincial Library and Literacy Office)

The Provincial Library & Literacy Office Report was presented in the Annual Report.

Motion: Moved by Steven Allen (Wheatland), seconded by John Thronberg (SPL) to receive and file all reports.

Motion carried.

5. Financial Report

Steven Allen (Wheatland) presented the Financial Report.

5.1 Review Engagement Report and Financial Statements

The Financial Statements were reviewed.

Motion: Moved by Steven Allen (Wheatland), seconded by Michael Morrow (Chinook) to receive the 2018 financial review.

Motion carried.

5.2 2019 Budget

The 2019 budget was reviewed.

Motion: Moved by Steven Allen (Wheatland), seconded by Leslee Serack (Wapiti) to receive the 2019 budget.

Motion carried.

5.3 Appointment of Accounting Firm for Financial Review for 2020

Motion: Moved by Leslee Serack (Wapiti), seconded by Steven Allen (Wheatland) that Leslee Serack (Wapiti) will contact Executive Director Nancy Kennedy to have signatory changed and will contact Pam Morris to see if she will conduct the financial review for 2020.

Motion carried.

6. Resolutions Committee (Vice-President Dennis Taylor, Lakeland)

No resolutions were received.

7. Nominations Committee (Vice-President Dennis Taylor, Lakeland)

Michael Morrow (Chinook) put his name forth for President. Steven Allen (Wheatland) put his name forth for Vice-President. Leslee Serack (Wapiti) put her name forth for Treasurer.

8. Election of President and Vice-President (Vice-President Dennis Taylor, Lakeland)

8.1 President

Motion: Vice-President Dennis Taylor (Lakeland) nominated Michael Morrow (Chinook) for the position of President.

Motion: Moved by Leslee Serack (Wapiti), seconded by Darlene Morin (PNLS) that nominations cease. Motion carried.

Michael Morrow (Chinook) was elected President.

8.2 Vice-President

Motion: Vice-President Dennis Taylor (Lakeland) nominated Steven Allen (Wheatland) for the position of Vice-President.

Motion: Moved by John Thronberg (SPL), seconded by Leslee Serack (Wapiti) that nominations cease. Motion carried.

Steven Allen (Wheatland) was elected Vice-President.

8.3 Treasurer

Motion: Vice-President Dennis Taylor (Lakeland) nominated Leslee Serack (Wapiti) for the position of Treasurer.

Motion: Moved by John Thronberg (SPL), seconded by Darlene Morin (PNLS) that nominations cease. Motion carried.

Leslee Serack (Wapiti) was elected treasurer.

9. New Business

There was no new business.

10. Adjournment

Motion: Moved by Dennis Taylor (Lakeland), seconded by Darlene Morin (PNLS) that the AGM adjourn at 10:00 am.

Motion carried.

2019 AGM Attendees

Trustees:

Sharon Armstrong (Parkland)
Dennis Taylor (Lakeland)
Michael Morrow (Chinook)
Steven Allen (Wheatland)
John Thronberg (SPL)
Leslee Serack (Wapiti)
Darlene Morin (PNLS)

Guests:

Alison Hopkins, Provincial Librarian
Doug Osmond (Chinook)
Cassandra Mireau (Wheatland)
Kim Hebig (Wheatland)

SYSTEM REPORTS – CHINOOK REGIONAL LIBRARY

2019 was a busy year of change and celebrations for the Chinook Regional Library. In February Director Kathryn Foley had an incredible introduction by Jean McKendry to the Rural communities and their Branch Libraries. It supplied much of the dialog with Ashley Booth when she joined the Management Team in July as Rural Branch Manager. The drives out to branches we have through those long stretches of countryside are full of laughter and memories, including the beauty of rural Saskatchewan.

A one-time grant through the Provincial Library and Literacy Office enabled us to offer additional programming hours to our branches and Sunday open hours all year round at Swift Current. Money remains for 2020, however, we will be looking for funds to continue both services beyond that time.

Among our programs and services offered, there have been several contacts made with Nekaneet First Nation, resulting in closer ties and programs planned for 2020. The Treaty 4 Gathering in Fort Qu'Appelle was attended for the first time by Ashley and Maple Creek librarian, Violet Wong. Swift Current Branch continues to be our resource library with both Technology and Children's Programmers working from the facility to serve the needs of the entire region.

Summer Reading was a success in our region! The summer students were supportive of programming planned or organized by Tekeyla Friday and Rose Wang Noble, Puppet shows, and Makerspace were both very popular. This is the first time in a long time that we brought steady programming out to branches beyond Summer Reading Programming. The demand from the branches and schools for educational and entertaining programs was beyond our capacity, however there is a list of branches for future outreach. In Swift Current, programs ranged from involvement in Summer Games, the Sage Hill Writing Workshop, Teen Book Club, Makerspace sessions, Seniors' programs including an appreciation Tea Party, many Summer Reading Club offerings, and regular children's and adult's programs throughout the year.

Professional Development for Staff has been one of our goals. With the Management Team in place we have been reaching out to rural staff through Team Member and Programmer visits, online encouragement in the form of regular emails of information, newsletters highlighting events and happenings in our area, and encouragement to take part in webinars and workshops. A Community Inclusion workshop was attended by the Director along with three of our Branch Librarians: Jen Hiebert, Vanguard; Missy Priebe, Hodgeville; and Carla Orton, Gull Lake. All three have become permanent Branch Librarians this year and are among our movers and shakers trying new things and building the welcome and inclusion aspects of service. The dual focus for our Fall Staff Workshop was literacy and information on reconciliation and inclusivity.

While we are not in the business of numbers, and our impact reaches further than just what numbers can communicate, it is great to see the numbers reflect the ongoing importance of the libraries in our

communities. The published statistics of circulation, coupled with testimonials we have been getting from our patrons in comment forms, really paints a picture of a successful year. While there are ebbs and flows to usage and stats, and the ways people use their libraries changes, we really see so many successes here.

The winter highlights are the acquisition of a vehicle enabling additional visiting all year round and the purchase of the 110 11th Avenue property for our new Headquarters. The upgrade of rural facilities through moving or renovation demonstrates the commitment of municipalities throughout our region.

It was a joy to celebrate anniversaries in library service: Burstall with Karen Dieterle has a new facility and marked the Branches 40 years of service, Gull Lake Branch Library celebrated 20 years of service. Two Branch Librarians, Linda Brown from Consul and Valerie Reinbolt from Fox Valley reach the awe-inspiring mark of 40 years of service to the Chinook Regional Library!



SYSTEM REPORTS – LAKELAND LIBRARY REGION

Outdoor story times, escape rooms, poetry clubs, singalong groups, new collections like VOX books and a Comic Convention were a few of the many ways that the Lakeland Library Region reached out to the community in new and exciting ways in 2019. We continued to look ahead in developing programs and services for our patrons. We have always made innovation a priority, whether it is through the services and programs we deliver or the resources we provide.

Digital borrowing increased by over 13% in 2019. The usage of digital resources continues to climb into 2020. Our databases, Library2Go, Hoopla, and other eResource usage surpassed 139,000 downloads.

Programming also saw significant gains in 2019, seeing a 6% increase in programs held and an attendance record of 29, 852 participants. Statistics from 2019 show strong increases in use of many library services, including circulation of the collection. 2020 is anticipated to be even busier.

We had a successful year in 2019. Thanks are due to you, the public, to the trustees for their commitment, many community partners, dedicated volunteers, member municipalities for their continued support, and to all the staff throughout the Lakeland Library Region.

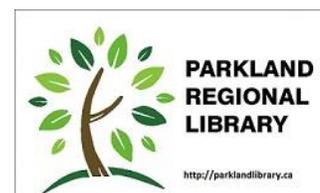


SYSTEM REPORTS - PNLs

Will be provided by PNLs.

SYSTEM REPORTS – PARKLAND REGIONAL LIBRARY

Will be provided by Parkland.



SYSTEM REPORTS – SASKATOON PUBLIC LIBRARY

Will be provided by Saskatoon Public Library.



SYSTEM REPORTS – WAPITI REGIONAL LIBRARY

Will be provided by Wapiti.



Wapiti Regional Library
Serving Central Saskatchewan

SYSTEM REPORTS – WHEATLAND REGIONAL LIBRARY

Will be provided by Wheatland.



MULTITYPE LIBRARY BOARD AND PROVINCIAL LIBRARY AND LITERACY OFFICE

Due to the Provincial Election there will be no report from the Provincial Library and Literacy Office.

Multitype Library Board

The Minister of Education responsible for libraries appoints representatives to the Multitype Library Board in accordance with the *Libraries Co-operation Act*. The Saskatchewan Library Trustees Association submits names to the Minister every two years. An individual can only represent the SLTA on the MLB for two terms (4-years).

The Mandate of MLB is to advise and make recommendations to the Minister with respect to the cooperative development of Multitype Libraries in Saskatchewan. The board is made up of representatives of library sectors and information providers who meet to discuss ways they can work cooperatively to enhance their capacity and services.

Multitype Library Board Projects currently in progress:

Library Toolshed: Joint initiative between Alberta, British Columbia, Manitoba, and Saskatchewan to provide a space for library staff to share, download and comment on programming, training, and promotional resources.

Indigenous Subject Headings Project: A collaborative project to develop modernized subject headings related to Indigenous peoples for use in cataloguing in Saskatchewan libraries. A working group was assembled in March 2019 and work will continue through 2020-21.

Saskatchewan Electronic Resources Partnership: A province-wide, ongoing program of the board in which libraries pool funds to purchase access to electronic information resources, resulting in affordable subscriptions for all participating libraries. (This program was formerly called the Multitype Database Licensing Program.) Participants include all 10 public library systems, all Prek-12 schools, most post-secondary institutions, and multiple special libraries. PLLO supports the administration and coordination of the program.

Saskatchewan Digital Alliance: This is a cross-sector co-operative body that exists to promote and facilitate the development of digital collections in Saskatchewan.

Webinar Series: Annual webinars were launched beginning in 2015 highlighting the features and content of online information resources and continues to be popular. Webinars were recorded and made available to the library and teaching community.

For more detailed information on the Multitype Library Board, please refer to the following website:

<https://mlb.libguides.com>

2020 BUDGET



Saskatchewan Library Trustees' Association Budget - January 1 - December 31, 2020

	Budget 2019	Actual 2019	Variance 2019	Budget 2020
Revenue				
Transfer in From Surplus	\$2,617.38	\$2,617.38	\$0.00	\$3,685.00
GIC/Donations	\$0.00	\$0.00	\$0.00	\$0.00
System Memberships	\$22,900.00	\$23,287.49	\$387.49	\$23,000.00
Association Memberships and Donations	\$70.00	\$100.00	\$30.00	\$70.00
Grants (Provincial Library and Literacy Office)	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Interest Earned	\$90.00	\$90.00	\$0.00	\$90.00
Total Revenue	\$26,677.38	\$27,094.87	\$417.49	\$27,845.00
			\$0.00	
Expenditures			\$0.00	
Financial Review	\$400.00	\$416.85	\$16.85	\$425.00
Bank Charges	\$50.00	\$45.00	-\$5.00	\$50.00
Executive Director Contract Fees	\$15,600.00	\$15,600.00	\$0.00	\$15,600.00
Executive Expenses			\$0.00	
Spring Meeting (Teleconference)	\$0.00	\$0.00	\$0.00	\$375.00
Fall Meeting	\$0.00	\$0.00	\$0.00	\$3,500.00
AGM	\$500.00	\$525.00	\$25.00	\$500.00
Life Member Award	\$0.00	\$0.00	\$0.00	\$625.00
Minister's Brief	\$1,500.00	\$0.00	-\$1,500.00	\$1,250.00
Newsletter/Annual Report	\$2,000.00	\$977.43	-\$1,022.57	\$1,000.00
Office Supplies and Services	\$1,000.00	\$644.28	-\$355.72	\$750.00
Postage	\$250.00	\$43.61	-\$206.39	\$250.00
Promotion/Advocacy	\$1,000.00	\$0.00	-\$1,000.00	\$1,000.00
Web Maintenance	\$1,000.00	\$693.75	-\$306.25	\$1,000.00
Member Education/SLA	\$500.00	\$0.00	-\$500.00	\$500.00
Corporate Registry	\$15.00	\$20.00	\$5.00	\$20.00
Trustee Development	\$1,000.00	\$0.00	-\$1,000.00	\$1,000.00
Total Expenditures	\$24,815.00	\$18,965.92	-\$5,849.08	\$27,845.00
Net Profit/(Loss)				\$6,744.59
Total Surplus Remaining				\$6,744.59
*Institutional Membership do not include Palliser's or Prince Albert's or RPL's or Southeast's membership fees.				
*The SLTA has one \$10,000.00 GIC with the Royal Bank of Canada.				

2019 FINANCIAL STATEMENTS



GWO Bookkeeping Service
16 Bannister Ave
Regina, Sask. S4R 5K9
Ph: 306-539-6815 Fax: 306-924-2936
mark@doumar.ca

January 18, 2020

Attached please find the SLTA 2019 Financial Statements.

If you have any questions, please feel free to email or call me (306-533-3389).

Thank you.

Polly

BALANCE SHEET AS OF DECEMBER 2019

Saskatchewan Library Trustees Assoc.
79 Mayfair Crescent
Regina, SK
S4S 5T9

Balance Sheet

As of December 2019

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Assets			
Current Assets			
Cash On Hand			
Chequing Account	<u>\$10,429.59</u>	\$10,429.59	
Total Cash On Hand			
Investments			
GIC - Non Redeemable	<u>\$10,000.00</u>		
Total Investments		<u>\$10,000.00</u>	
Total Current Assets			<u>\$20,429.59</u>
Total Assets			<u><u>\$20,429.59</u></u>
Liabilities			
Equity			
Retained Earnings-General Fund		\$15,343.02	
Current Year Earnings		\$5,011.57	
Historical Balancing		<u>\$75.00</u>	
Total Equity			\$20,429.59
Total Liability & Equity			<u><u>\$20,429.59</u></u>

PROFIT AND LOSS WITH YEAR TO DATE – JANUARY 2019 THROUGH DECEMBER 2019

Saskatchewan Library Trustees Assoc.
79 Mayfair Crescent
Regina, SK
S4S 5T9

Profit & Loss Statement

January 2019 through December 2019

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Income		
Institutional Memberships	\$23,287.49	
Individual Memberships	\$100.00	
Interest Earned	\$90.00	
Saskatchewan Grants	\$1,000.00	
Total Income		\$24,477.49
Cost of Sales		
Gross Profit		\$24,477.49
Expenses		
Office Supplies & Expenses	\$644.28	
Newsletter Expenses	\$713.09	
Printing Expenses	\$245.12	
Bank Charges & Interest	\$45.00	
Advertising & Promotions	\$500.00	
Legal & Accounting	\$436.85	
Website Maintenance	\$693.75	
Executive Expenses		
Executive Director Contract	\$15,600.00	
AGM Meeting	\$525.00	
Postage & Shipping	\$62.83	
Total Expenses		\$19,465.92
Operating Profit		\$5,011.57
Other Income		
Other Expenses		
Net Profit / (Loss)		\$5,011.57

SLTA 2019-2020 BOARD OF DIRECTORS

CHINOOK

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Tel:

LAKELAND

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WAPITI

Email:

Tel:

WHEATLAND

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