SASKATCHEWAN
LIBRARY TRUSTEES’
ASSOCIATION ANNUAL
REPORT

For the year ending December 31, 2015
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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 Pahkisimon Nuye?áh 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.
First of all, let me take this opportunity to welcome you to the Annual meeting of the SLTA. We can only function with the continuing support of a loyal cadre of trustee supporters like you.

As you are aware 2015 was my first year as President of this organization.

I think the SLTA has achieved some notable "firsts" in 2015. The library promotion campaign was a stellar success. Patrons sent a large number of letters to their MLAs and other members of government. Some 3,500 "Libraries Matter" cards were delivered to Minister Morgan’s office. We think those responsible for libraries in the province were made well aware to the importance of libraries to citizens of Saskatchewan. Again thanks to all who participated.

SLTA and the Provincial Library and Literacy Office struck a committee to develop trustee development modules. This past fall, the SLTA took the modules "on the road" to train trustees in the materials so that they would be able, in turn, to train trustees new to their job. Donna Challis, Audrey Mark and I put on sessions in Prince Albert and Saskatoon. Based on the feedback received, sessions were useful and appreciated. For those who missed the workshops or are interested in the material, it is available on the SLTA website. There is a wealth of information for novice and experienced trustees alike. While the material is "library trustee specific", much of the information is transferable to those who sit on other boards.

What have we got planned for 2016? We have a new logo for our library promotion campaign. We plan to continue our public relations program by asking patrons to write letters to the editor of local papers. Regrettably, financial constraints made it impossible to continue our contract with our public relations consultant but the Executive Board of SLTA will continue to develop new and innovative strategies to promote libraries.

We plan to continue to lobby our MLAs for adequate funding. We ask trustees to speak to MLAs about the necessity of adequate funding for libraries. The more often people in government hear about library funding the better. Tough economic times, declining government revenues, and deficit financing make our job securing adequate library financing doubly challenging but if we continue to bring the issue of adequate library financing to the fore, I think we can prevail. Government needs to be reminded that in tough economic times, libraries become even more important to the citizens of Saskatchewan.

SLTA will continue its work on behalf of public libraries. However, SLTA cannot be the only advocate for libraries in Saskatchewan. As a library trustee, I would urge you to become involved in the advocacy process. As always, if you have any ideas which would make our library system better or any new advocacy strategy, feel free to contact either me or our Executive Director Nancy Kennedy. Working as a team we can make a great system truly fantastic.

Respectfully submitted,

Dennis Taylor
President
AGENDA – ANNUAL GENERAL MEETING

Saturday, May 7, 2016
10:30 a.m. to 11:00 a.m.
Picasso Room, Radisson Hotel, Saskatoon

1. Call to Order by the President (Dennis Taylor, Lakeland)
   1.1 Welcoming Remarks
   1.2 Approval of Agenda
   1.3 Appointment of Parliamentarian

2. Approval of the Minutes of 2014 AGM Held May 9, 2015

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 (Gail Beuhler), Lakeland (Dennis Taylor), Parkland (Sharon Armstrong), PNLS (Lorna Black), Regina (Elmer Brenner), Saskatoon (Lukas Miller), Southeast (Donna Hartley), Wapiti (Maureen McGirr), Wheatland (Sandra MacArthur).

   4.2 Multitype Library Board and Provincial Library & Literacy Office (Alison Hopkins)

5. Financial Report (Treasurer Donna Hartley, Southeast)
   5.1 Review Engagement Report and Financial Statements
   5.2 2016 Budget
   5.3 Appointment of Accounting Firm for Financial Review for 2016

6. Resolutions Committee (Sharon Armstrong, Parkland)

7. Nominations Committee (Sandra MacArthur, Wheatland/Treasurer Donna Hartley, Southeast)

8. Election of President and Vice-President
   8.1 President
   8.2 Vice-President

9. Other Business

10. Adjournment
Saskatchewan Library Trustees Association
Annual General Meeting

May 9th, 2015
Doubletree Inn by Hilton
Regina, SK

1. Call to Order

The 2015 Annual General meeting was held at the Doubletree Inn by Hilton in Regina and was called to order at 10:05 a.m. by Interim Vice-President Lorna Black (PNLS) acting as chair.

1.1 Welcoming Remarks

Interim Vice-President Lorna Black (PNLS) welcomed everyone to the 2015 AGM.

Introductions were made around the table.

1.2 Approval of Agenda

Motion: Moved by Ken Sutherland (Southeast), seconded by Dianne Sander (Southeast) that the agenda be adopted.

Motion carried.

1.3 Appointment of Parliamentarian

Sharon Armstrong (Parkland) was appointed Parliamentarian at the SLTA Pre-AGM meeting prior to the AGM.


Motion: Moved by Ken Sutherland (Southeast), seconded by Dianne Sander (Southeast) that the minutes be adopted.

Motion carried.

3. Business Arising From the Minutes

None.

4. Reports
4.1 President (Interim President Maureen McGirr, Wapiti)

Attendees were given the opportunity to read the report submitted by Interim President Maureen McGirr (Wapiti).

4.2 Library System Reports Question Period

The Library System Reports were presented in the Annual Report.

Chinook (Gail Beuhler)
Lakeland (Dennis Taylor)
Parkland (Sharon Armstrong)
PNLS (Lorna Black)
Regina (Darryl Lucke)
Saskatoon (Mairin Loewen)
Southeast (Donna Hartley)
Wapiti (Maureen McGirr)
Wheatland (Sandra MacArthur)

Treasurer Donna Hartley (Southeast) pointed out that 2016 marks the 50th anniversary for Southeast. She asked members to watch for celebration activities and material.

4.3 Multitype Library Board (Julie Arie, Provincial Library and Literacy Office)

The Multitype Library Board Report was presented in the Annual Report.

4.4 Provincial Library & Literacy Office (Julie Arie, Provincial Library and Literacy Office)

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

Motion: Moved by Ken Sutherland (Southeast), seconded by Darryl Lucke (RPL) to receive and file all reports.

Motion carried.

5. Financial Report (Donna Hartley, Treasurer, Southeast)

Donna Hartley, Treasurer (Southeast) presented the Financial Report.

5.1 Review Engagement Report and Financial Statements

The Financial Statements were reviewed.

Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Darryl Lucke (RPL) to receive the 2014 financial review.

Motion carried.

5.2 2014 Budget
The 2015 budget was reviewed.

*Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Dennis Taylor (Lakeland) to receive the 2015 budget as amended reflecting the use of one $10,000.00 GIC for the Trustee Training Program.  
Motion carried.*

5.3 Appointment of Accounting Firm for Financial Review for 2015

*Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Mairin Loewen (SPL) that the SLTA appoint GWO Bookkeeping Service to complete the 2015 Financial Review.  
Motion carried.*

Donna thanked Executive Director Nancy Kennedy for her efforts.

6. Resolutions Committee (Sharon Armstrong, Parkland)

The resolutions committee received no resolutions prior to the receipt deadline.

7. Nominations Committee (Treasurer Donna Hartley, Southeast)

Dennis Taylor (Lakeland) put his name forth for President. Interim Vice-President Lorna Black (PNLS) put her name forth for Vice-President.

8. Election of President and Vice President (Treasurer Donna Hartley, Southeast)

8.1 President

*Motion: Treasurer Donna Hartley (Southeast) nominated Dennis Taylor (Lakeland) for the position of President.  
Motion: Moved by Ken Sutherland (Southeast), seconded by Gail Beuhler (Chinook) that nominations cease.  
Motion carried.*

Dennis Taylor (Lakeland) is elected President.

8.2 Vice-President

*Motion: Treasurer Donna Hartley (Southeast) nominated Interim Vice-President Lorna Black (PNLS) for the position of Vice-President.  
Motion: Moved by President Dennis Taylor (Lakeland), seconded by Ken Sutherland (Southeast) that nominations cease.  
Motion carried.*

Interim Vice-President Lorna Black (PNLS) is elected Vice-President.
9. Other Business

None.

10. Adjournment

Motion: Moved by Darryl Lucke (RPL) that the AGM adjourn at 10:30 a.m.
Motion carried.

2013 AGM Attendees

Trustees:
Dennis Taylor, Lakeland
Gail Beuhler, Chinook
Dianne Sander, Southeast
Ken Sutherland, Southeast
Lorna Black, PNLS
Donna Hartley, Southeast
Sharon Armstrong, Parkland
Mairin Loewen, SPL
Ida Donovan, Southeast
Darryl Lucke, RPL

Guests:
Audrey Mark, PNLS
Julie Arie, Provincial Library and Literacy Office
Jeff Barber, RPL
Eleanor Crumbleholme, Lakeland
Kim Hebig, Wheatland
Tony Murphy, Wapiti
The Chinook Region will be doing a pilot Community Needs Assessment starting with two communities. A complete assessment throughout the entire region is anticipated to take approximately three years to complete.

Patrick Simpson will be Chinook’s representative on the Southwest Municipal Group.

The Negotiating Committee is working on a staff handbook. The Policy Committee is reviewing and revising the Policy Manual.

The Region is on track and currently in year 3 of the Strategic Plan.

A review of Branch hours is being done for most efficient use of our resources, which will result in better library services throughout the entire region. The goal of this review is to make our existing library branch hours more sustainable and better aligned with the needs of the communities we serve.

The Region will continue to hand out “School Readiness Kits for Literacy to each child starting Kindergarten. These kits will include culture-specific items for the Hutterite and Cree students.

Heather Walker has retired from her position as Chinook’s Director and we are currently in the hiring process for her replacement. In the meantime, Rural Branch Manager, Jean McKendry is also Acting Director.

Authors Sarah Ellis and Sharon Butala will be doing readings in the region during May 2016.
2015 was a busy and positive year for Lakeland. Our branches were busy with an increase in circulation and use of many other services. There were several retirements by staff members around the region and several new, enthusiastic staff members were hired. A number of positions at Headquarters were revised to provide better support to branches in the areas of staff training, programming, and community development.

We held branch staff workshops in the spring, and began training everyone on our new ILS, Polaris, in the late summer. In September, staff members from Headquarters and the North Battleford Library attended a special session led by managers from the Edmonton Public Library called Leading From Any Position.

The libraries in Marsden, Battleford, and North Battleford underwent facilities improvements, and Marsden’s renovations won a community award from Rivers West. Many of our libraries received funding for Saskatchewan Library Week and Aboriginal Storytelling Month and other programs. The Region participated in the My Library Matters campaign in the fall and has been taking a more active role in advocacy and communications since then.

Late in the year, we sent out a community satisfaction survey to get the public’s input on what is working and what we need to focus on going forward. The survey was supplemented by a questionnaire for staff and trustees, and together they provided a starting point for the development of a vision, mission statement, and strategic plan, which are in the process of being implemented.

2016 has started with a bang with the revisioning and rebranding process and through the addition of hoopla and Consumer Reports to our roster of eResources. As one patron commented, “The library keeps getting better!”
Copies of the PNLS Annual Report will be provided by PNLS at the Annual General Meeting.
Parkland saw 1350 new patrons registered in 2015.

Parkland had a successful migration to Polaris fall 2015. Staff were brought in for training and were fully prepared on “go live” date.

This year Parkland added new e-resources for career development and Indieflix (short films, classic TV).

The adult colouring contest, with over 250 entries from all branches, was very successful. In addition, Tale of the Town hosted by Yorkton Public Library had attendance from patrons all over the region.

Parkland outsourced 100% of their material selection to two vendors thereby completely eliminating any backlog at headquarters.

The block exchange was revamped so that new blocks circulate 50 weeks of the year instead of 26.

The region will focus on keeping more materials in the regions’ branches to fill Parkland patron requests.

Parkland purchased and installed staff computers for all of the branches from the Evergreen computer levy.
Regina Public Library had an exciting year in 2015 with a focus on Branch renewal.

Renovation work has begun on the George Bothwell Branch at the Southland Mall. A temporary library space within the mall has been secured, and the branch will be relocating in early May. Branch materials, furniture and equipment are presently being reviewed to determine what’s going to be available from the temporary location. Meanwhile a tender for construction sub trades is expected to be awarded in late April, and we expect to be in the newly-renovated space in Fall 2016.

Construction of the new Mâmawêyatitân Centre – an integrated services centre located in North Central Regina – is now 50 per cent complete. When it’s completed, the centre will be the new home of RPL’s Albert Branch. An Integration Coordinator has been hired for the Centre to coordinate integration of partner programs and services. An initial meeting of the Integration Committee is being planned for May.

The RPL Board of Directors has reviewed and updated its board governance policy. Several board members are undergoing training in areas such as governance, finance, libraries and fundraising, to ensure a well-rounded understanding of RPL business.

The Board’s Human Resources Committee is working to review and evaluate existing HR policies, and to develop new policies to address gaps. Three new Human Resource policies were recently introduced at RPL:

- A Criminal and Vulnerable Sector Record Check Policy, to ensure RPL maintains a regular criminal screening process for its Board members, employees and volunteers;
- A Conduct and Behaviour Policy, to ensure all RPL employees and volunteers understand what is acceptable behaviour in the workplace and in the community; and
- An Attendance Management Program Policy, to assist RPL in monitoring employee attendance, and to provide a mechanism by which managers and supervisors can provide follow-up support to staff as necessary.

The decline in value of the Canadian dollar has affected our purchasing power and our Collections budget, primarily in the areas of magazine and e-book purchasing. The value of the dollar will be a topic of discussion as RPL begins its 2017 budget planning. The effects on our collection to date have been modest but this may change if the value of the dollar remains weak.

RPL recently unveiled its latest large-scale marketing campaign, which focuses this year on bringing teens back to the library. The campaign employs a variety of advertising mechanisms including Facebook, YouTube and Google ads; billboards; bus interiors; digital media boards; movie theatre pre-show scrolls; and new creative displays for the RPL van and the windows at Central Library. The campaign is loosely based on the concept of freedom – something many teens crave, and something the library can offer through our free materials, access to information, respect for diversity, etc.
Starting in late April, RPL is forgiving for teens all fines incurred in the past on materials; all replacement costs or processing fees incurred in the past against RPL collections; and costs for an initial replacement card. This is a one-time forgiveness of these costs, and will be applied when a teen – or a parent or guardian on behalf of the teen – makes initial contact with the library.
The SPL launched a wallet less card. Patrons no longer have to carry their card, our new scanners will read pictures stored on smartphones.

An Aboriginal Services Coordinator has been hired. This is a new position responsible for liaising with the Aboriginal Advisory Committee to develop services for the aboriginal community. The Coordinator will also spearhead our process to develop responses to the Truth & Reconciliation Committee’s Calls to Action.

Our newly renovated Carlyle King Branch was officially re-opened in February. The Mayor was in attendance and addressed the crowd.

Library News has been redesigned and launched as our Program Guide.

We will be introducing RFID technology in our new branch in Stonebridge and we have plans to roll it out to the system in 2017.

A newcomer working group was established to respond to increased demand for services resulting from the refugee program.

The Board is in the process of revamping our governing documents. New Board Bylaws have been developed; we’re in the process of writing resolutions; Committees were reviewed and Committee mandates developed.

The Board is in the process of developing a 3 Year Strategic Plan. We hope to have it finalized by September 2016.

Our new leadership team is comprised of the Director of Libraries & CEO, Carol Cooley; Director of Public Services, Beth Cote; Director of Corporate Services & Facilities, Laura Warner; Director of Human Resources, Lynne Gibson; and the Director of Marketing & Communications, Janna Sampson. We created a Manager, Facilities in 2016 and a Manager, Digital Initiatives in 2015.

Our first annual staff event was held on September 23rd, 2015. The day included remarks from the CEO and the Mayor; a workshop on change; system updates/presentations; and the long service awards. Our next event is scheduled for October 2016.
Southeast Regional Library is 50 years old this year. We had special events at Board Meetings and Librarian’s Workshop to celebrate our 50th Anniversary. In commemorating our special birthday we sponsored the Mary Donaldson Memorial Lecture at this year’s SLA Conference. To wrap up the festivities, we are holding a barbecue at each of our 47 Public Library Branches.

In 2015-2016 we focused on enriching our collection resources with the addition of Hoopla. Hoopla gave us streaming movies, television programs, audio books, eBooks, graphic novels and music. Rounding out our collection enhancement initiative, we added video games and makerspace kits.

Lastly, our Library Director has tendered his intention to retire later in the spring of 2017 after serving us for 25 years. We thank him for the stability and creativity that he has brought to our regional library.
Mission:
Wapiti Regional Library coordinates and facilitates evolving library services within the region.

Vision:
Wapiti Regional Library is recognized as a dynamic provider of evolving library and information services, and as a leader in community engagement.

2015 was a year of substantial and sustained change at Wapiti Regional Library, beginning with change in Regional Office leadership. In February 2015, Tony Murphy became the new Regional Director, replacing John Murray, who retired.

Aligning with the 2016 – 2018 Wapiti Regional Library Strategic Plan, the following places change and achievement at Wapiti within the context of the plan’s strategic priorities:

- Funding – Government, Non-government (a funding model that increases funding for current and emerging library needs) – 2015 saw an increased effort to create a more systematic approach to grant funding, through beginning to build a database of funding opportunities that is integrated into the Regional Office’s annual administrative calendar; as well, the 2016 Regional Office budget was strategically overhauled to increase operational efficiencies, lower costs, and build in protections against future provincial funding shortfalls.

- Staff Retention (qualified employees are attracted and retained through competitive compensation including salaries, benefits, and professional development) – Wapiti was pleased in 2015 to bring in a new Community Services Librarian, Lindsay Baker, with a newly renovated job description that places much greater emphasis on community engagement and programming; as well, 2015 saw significant progress toward improved recruitment and retention through a research and evidence-based analysis of staffing and compensation levels in regional libraries across the province.

- Technology – Continually Changing (mechanisms and processes are in place to keep pace with technological change) – In 2015 Wapiti brought the digital streaming service hoopla to the region, as well as Flipster, a new digital magazine service. Wapiti IT successfully completed the replacement of circulation computers in Wapiti’s branch libraries.

- Partnerships – Aboriginal (First Nation / Metis), School, New Canadians, Local / Regional / Provincial (partnerships are identified and defined by needs) – 2015 saw new partnerships formed, particularly with Gabriel Dumont Institute, as well as new relationships around programming and community engagement with seniors groups such as the Superannuated Teachers Association. As well, the Wapiti Regional Office and John M. Cuelenare Public Library are working with provincial and community agencies to work with and provide for new Canadians. Wapiti has also partnered with the Saskatchewan Ministry of the Economy to install a Job Search Centre at the Nipawin Public Library.
• Communication & Marketing (increased awareness of Wapiti Regional Library and branches through community and marketing) – Wapiti began new communication and advocacy initiatives in 2015 to reach more of our stakeholders more frequently with news of what their local libraries are providing and delivering every day in their communities.

• Aging Infrastructure – building, equipment (short and long term infrastructure plans that include technology and buildings) – 2015 was a year of infrastructural improvement at Wapiti, particularly at the Regional Office, which saw everything from extensive roof repairs, much-needed remodelling in areas such as the staff kitchen and lunch room, and even a new phone system. Around the region, 2015 saw improvements of all sorts in branch libraries, from new flooring in some branches to communities like Leask coming together to build and open new library buildings.

• Programs - Creative / Special Initiatives (efficient and effective programs at regional and branch libraries) – Thanks in large part to a federal New Horizons for Seniors grant, 2015 saw a renewed focus on providing training and programming for seniors across the region. Community Services Librarian Lindsay Baker put on a lot of miles in 2015 delivering programs and technology training sessions to sessions well-attended by interested seniors.

• Local Library Boards (increased education and communication with local libraries) – communication with local library boards was greatly enhanced in 2015 through an increase in board meeting attendance by the Regional Director, as well as through increased efforts to connect local boards with appropriate Regional Office resource people where needed, particularly in the areas of Human Resources.

• Networking with all levels of government and partners (SLTA, SLA, Regions, Municipalities, SUMA, SARM, etc.) that increases the awareness of the value of library services. – This networking is part of ongoing efforts by the Wapiti Regional Library Board’s Executive Committee.
Wheatland Regional Library extends from the Saskatoon area across the west of the province and south to Saskatchewan Landing and encompasses one of the fastest growing areas of the province. The increasing population and increases in circulation provide WRL with opportunities for new and innovative interactions both with municipalities and local boards.

The past year has been a busy one for all regional library systems. WRL continues to hold the current levy rate, though as with others funding remains a concern.

Within the Region, 2015 had record numbers of First Nations programs with more than 30 events held throughout the year. WRL was selected to be the Launch location for Aboriginal Storytelling Month in February which resulted in a wonderful afternoon and evening of performances in Rosthern.

WRL held a Strategic Planning workshop last June. This was time well spent by all, looking through the lens of those WRL serves to provide insight into what the future might hold. Strategic Planning is one of those “lofty” ideas that circulate and though some may have been skeptical as to the usefulness of such an initiative, when the day was over everyone felt it had been very helpful and support the idea of ongoing strategic planning. Julie Arie from Provincial lead the discussion and with her assistance and the ideas of several new board members, all were pleased with the opportunity to look at WRL through the eyes of others.

The Summer Reading Program was, as always, a huge hit. Nearly 2,000 children participated in the program. Special guests for the year included:

- Danica Lorer (storytelling) sponsored by SaskTel;
- Sylvia Chave (performer);
- Lee and Sandy Paley (performing School House Songs); and,
- Go! Science (Saskatchewan Science Centre) a group of summer students provided participatory science programming at a number of locations.

WRL is supportive of the steps initiated by SLTA to raise awareness at the provincial level for the need to adequately fund libraries. In addition, WRL is pleased that one of the municipalities within WRL boundaries put forward a resolution to SUMA for this to be highlighted. The following resolution was passed in February of 2016:

> Therefore be it resolved that the Saskatchewan Urban Municipalities Association advocate with the Government of Saskatchewan to begin year-to-year funding increases for SILS and the library system, in order to: maintain pace with inflation and work toward 100 per cent provincial funding of SILS; ensure
library services are provided to all residents of the province, regardless of where they reside or their financial circumstance; and to reduce the burden for the cost of SILS on municipalities.

The following link on the internet provides an additional update in this regard:
http://suma.org/resolution/content/single-integrated-library-systems-funding-3886

The April AGM (April 16, 2016) provided an opportunity for the local representatives to discuss any concerns they might have, review the policies and bylaws of the Region and participate in the election. Three individuals were re-elected to the Board and, of course, there was an election for both the Chairperson and the SLTA representative.

Wheatland Regional Library, participating municipalities, regional and local staff are all gearing up for next year’s 50th Anniversary celebrations. Some time was spent at the AGM discussing how to best celebrate this event. A Committee has been struck and WRL looks forward to keeping everyone updated as to our plans.
The Provincial Library and Literacy Office (PLLO) in collaboration with Saskatchewan libraries and various stakeholders are reporting on the following initiatives:

1. **Literacy and Libraries:**

   **Summer Reading Initiative (SRI)**
   The PLLO Summer Reading Initiative is designed to develop collaborative programming practice grounded in the provincial public library system.
   - PLLO continues to focus on early learning and Catherine Howett is co-presenting a session on incorporating Early Years theory into programming practice on May 7 at the Saskatchewan Libraries Conference.
   - The SRI Working Group will continue to focus on discussions with staff to standardize and optimize data collection and documentation; expand strategies for engaging with schools and developing partnerships; and test and market new programming associated with the TD Summer Reading Club.
   - Storybird program templates have been showcased in the Spring 2016 Library Toolshed newsletter (http://librarytoolshed.ca/). Storybird and Summer Reading programs developed by Saskatchewan staff are highly viewed.

   **Summer Literacy Camps**
   - Eight school divisions (Creighton, Ile-à-la Crosse, Light of Christ, Living Sky, Northern Lights, Prairie Valley, Prince Albert Roman Catholic and Saskatchewan Rivers) continue to receive funding in support of summer literacy camps; in the summer of 2015 reserve located camps for First Nations learners were launched in collaboration with Frontier College and four Saskatchewan First Nations. Pending budget approval for 2016, Summer Literacy Camps will continue to meet the needs of 5-14 year olds.
   - Pahkisimon Nuye:áh Library System continues to receive a grant to purchase culturally and community relevant materials to support continued reading and learning of learners and families throughout the year.

   **Saskatchewan Community Literacy Fund (SCLF)**
   - The SCLF provides one-time funding of up to $50,000 to organizations to offer short term literacy initiatives in their communities not met through other programs. Projects funded are intended to: improve literacy and numeracy levels; support the higher achievement of First Nation, Métis and non-aboriginal learners; and to provide equitable learning opportunities regardless of geographical location or personal circumstances.
In 2015-16, of 30 SCLF applications reviewed, seven organizations received funding to provide culturally relevant, literacy-enhancing programming for First Nation, Métis adults and families in Regina, Yorkton, Prince Albert, North Battleford, Meadow Lake, Nipawin and Ile a la Crosse. These flexible, short-term literacy projects enable participants to increase their basic literacy and essential skills levels, and to help support their children’s literacy development at home and in school.

Library branches are encouraged to partner with successful applicants to provide support for adult and family literacy programs.

Family Literacy Hubs

Following a program review of the Family Literacy Initiative Program (FLIP) fund, the Literacy Office introduced a three-year Family Literacy Renewal Framework (2014-17), to re-align the funding model with ministry priorities to improve literacy, increase family engagement and student achievement; and to build community capacity to respond to increasing demand for family literacy programs and services, particularly in underserved areas with limited access.

Realigned to support ministry priorities, family literacy hubs continue to promote and deliver family literacy programs and services tailored to fit community needs in four core areas: public awareness, quality programs and services, practitioner training and support, and community outreach and networking. Currently, the FLIP fund supports seven regionally based family literacy hubs, including:

- Great Plains College north (Biggar/Rosetown) and Great Plains College south (Swift Current)
- Lloydminster Learning Council Association (Lloydminster)
- Moose Jaw Literacy Network (Moose Jaw)
- Nipawin Oasis Community Centre (Nipawin)
- Parkland Regional Library (Yorkton)
- Prince Albert Literacy Network (Prince Albert)
- READ Saskatoon (Saskatoon)

The FLIP fund also supports two provincial organizations, Collège Mathieu which provides family literacy programming for Francophone families in Saskatchewan, and the Saskatchewan Literacy Network (SLN) which works with the hubs to coordinate and deliver family literacy training and supports provincially. In 2015-16, the ministry provided incremental funding to the SLN to support the staffing of an Aboriginal Family Literacy Coordinator to address the increasing demand for culturally relevant family literacy programming for First Nations and Métis families in Saskatchewan previously provided by the Saskatchewan Aboriginal Literacy Network.

2. Multilingual Library Services

In the 2015-16 fiscal year, PLLO purchased 468 adult books and 850 children’s books in seventeen languages, and 594 eBooks in thirteen languages. Approximately 200 Arabic print books and 130 eBooks have been purchased in response to the influx of Syrian refugees and growing requests from public libraries. English-Arabic bilingual books and Arabic children’s books have been the focus of collection development to support family literacy and language learning.

In 2015, public libraries requested approximately 23,000 multilingual items from PLLO, and these items were borrowed around 14,000 times by library patrons.

3. Aboriginal Library Services

The Committee on Aboriginal Library Services (CALS) is hosting an official signing ceremony to recognize the Strategic Alliance between the Office of the Treaty Commissioner (OTC) and Saskatchewan Public Library System. The signing ceremony is scheduled to take place at the Saskatchewan Libraries Association annual conference at the Radisson Hotel on May 6, 2016 at
12:45 pm. The signing ceremony will be on the convention level, in Michelangelo Ballroom A & B. This significant event ensures cultural appropriateness and respect for tradition and protocol is recognized. Special accommodation has been made to feature Indigenous drum music, traditional dancers in full regalia, and Indigenous art pieces. Invitation has been extended to dignitaries from across the province, local media, and is open to the library community.

- The Strategic Alliance provides a way for public libraries to share an understanding of the Treaty relationship and supports Saskatchewan Public Libraries’ endeavour to deliver Aboriginal Library Services that includes providing information and promoting the histories, cultures and traditions of First Nation and Métis people of Saskatchewan.

- Aboriginal Storytelling Month in Saskatchewan was celebrated in February 2016. Wapiti Regional Library hosted an evening event for the Saskatchewan Aboriginal Storytelling Launch on February 1, 2016. The event was held at the John M. Cuelenaere Public Library with refreshments provided by the Prince Albert Métis Women’s Association. The event included an overview of Saskatchewan Aboriginal Storytelling Month from Library Services for Saskatchewan Aboriginal Peoples Inc. (LSSAP) chair Harriet Roy, and greetings from MLA Victoria Jurgens on behalf of the Ministry of Education. Rabbit and Bear Paws followed with their highly interactive puppet show. Solomon Ratt completed the evening by reciting traditional Cree and English stories from his childhood. In total, there were 18,248 attendees at sessions throughout the province of Saskatchewan.

- Lonette Pelletier has left PLLO as the Aboriginal Library Services Coordinator and is continuing her work within the Ministry of Education as a Planning and Reporting Consultant within Strategic Policy Branch. Amber Boddy has joined PLLO on term in this position. Amber was a full time student at the First Nations University of Canada, as well as the Branch Librarian at the Fort Qu’Appelle Public Library Branch of Southeast Regional Library.

4. Public Library Services

- A Facilities Inventory has been completed by 216 branch libraries in the province. This inventory was designed to assist public libraries with their infrastructure planning. It contains information on many areas relevant to space planning including location, space allocation, seating, and previous renovations and upgrades. The inventory is housed in an online tool and reporting features have now been extended to all library systems.

- The National Network for Equitable Library Service (NNELS) provides downloadable library materials to patrons with print disabilities. Over 10,000 items are now available in the Saskatchewan Information & Library Services (SILS) catalogue. Provincial Library is working with the BC Libraries Cooperative, our technical partner, to have additional Saskatchewan content and summer reading titles produced for NNELS. Patrons can also request to have the material provided in CD format. A NNELS poster presentation by BC Libraries Cooperative will be available at the Saskatchewan Libraries conference, May 7, 2016.

5. Library Network Development (LND)

- The LND unit continued to provide support and assistance to the regional library systems on the operation of CNET. Chinook is waiting for municipal approval to migrate its last unconnected branch (Swift Current) over to the CNET network. The last three unconnected branches in the Parkland Regional Library will continue to be provided with Internet access utilizing YourLink and SaskTel Fusion services because of the cost of tower construction for CN Satellite Service.

- The cataloguing unit continues to supply enhanced metadata records to the SILS catalogue. The metadata records provide catalogue descriptions for eBooks, printed books, audio books, streaming resources, resource kits and a variety of other materials. This unit remains an active participant and
chair of both the Saskatchewan Information & Library Services (SILS), Cataloguing Operations Group (COG), and the Bibliographic Users Group (BUG) committees.

- The unit partnered with the Multitype Library Development Unit and the Public Library Planning Unit by obtaining and developing records to access the titles digitized through the Saskatchewan eBook Initiative. The titles are visible in the public library’s SILS catalogue and through the NNELS public interface.

6. Multitype Library Development (MLB)

- The MLB and PLLO staff continue planning for the joint SLA, SLTA and Multitype Library Conference, to be held May 5-7, 2016 in Saskatoon. The Conference theme is Cooperation Saskatchewan Style 20 Years of Success.
  - The Multitype Library Board is hosting a summit on library space transformation on May 5, 2016. This is free a pre-conference event. For more information or to register, visit [http://saskla.ca/programs/conference](http://saskla.ca/programs/conference)
  - The MLB is also sponsoring a whole day MDLP training workshop as a part of the preconference on May 5th, 2016 at the 2016 Saskatchewan Libraries Conference. Gale, EBSCO, ProQuest and Britannica will send their trainers to Saskatoon for this hand-on training. Registration is free and there are still some seats available.
  - The Mary Donaldson Lecture on May 5, 2016 features hip-hop artist and activist Lindsay Knight.
  - The Friday morning keynote speaker is award winning author Joseph Boyden. Tickets are available through the Saskatchewan Libraries Association for those that want to attend the keynote but cannot attend the complete conference.

- The Multitype Library Board website content and design update was completed March 31, 2016. The website provides information on Board activities and programs, such as the Multitype Database Licensing Program and Saskatchewan Digital Alliance. Visit the website at [www.lib.sk.ca](http://www.lib.sk.ca)

- The Library Toolshed is an open repository of library training, programming and promotion resources. Saskatchewan material use in the Library Toolshed is steadily increasing. Between February 1, 2015 and March 31, 2016:
  - eight Saskatchewan institutions uploaded materials;
  - 22 documents and videos were uploaded; and
  - 10,673 page views of Saskatchewan materials were recorded.

- Provincial Library and Literacy Office hosted seven multitype e-resource webinars between September 2015 and March 2016 with 82 attendees. The webinars are archived on the Library Toolshed and received 2742 page views.

- At the April 18 Multitype Database Licensing Program (MDLP) Annual General Meeting, partner libraries approved the MDLP Committee’s recommendations that
  - Each partner has an 8% decrease in their contribution for 2016-17 to cover a smaller Core Collection
  - Adding **EBSCO Business Source Elite** to the Core
  - Removing **Gale Business Suite** (including Business Insights: Essentials and Business Collection), **Research In Context**, and **Canadian Newsstand Prairies** from the Core
  - Each partner library will make the following two choices for their library:
    - Select **Gale Health and Wellness Resource Center** (including Health Reference Center Academic) or CPI.Q
    - Select CBCA Complete or eLibrary Canada
  - The MDLP Policy was revised with respect to Core Collection Products Withdrawal and Partner Funding.
Partner Libraries agreed to consider a full program review. A subcommittee will be established to develop a proposal for all partners.

7. **Library Accountability and Administration**
- April and May resource grant payments (2/12) of last year’s total grant, were sent to the regional libraries and Pahkisimon Nuye?áh Library System (PNLS), until the provincial budget is passed in June 2016.
- The unit has been reviewing statistical reporting needs and revising the reporting forms, and has sent draft revisions to the public library directors for their input.
- The unit is in the early planning stages of an Outcome Reporting pilot with the Palliser region.
# 2016 BUDGET

## Saskatchewan Library Trustees' Association
Budget - January 1 - December 31, 2016

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening Balance 2016</td>
<td>$18,186.27</td>
<td>$17,616.99</td>
<td>$569.28</td>
<td>$13,590.20</td>
</tr>
<tr>
<td>(2015 Carry Forward)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GIC/Donations</td>
<td>$10,000.00</td>
<td>$10,368.95</td>
<td>-$368.95</td>
<td>$0.00</td>
</tr>
<tr>
<td>Institutional Memberships</td>
<td>$32,000.00</td>
<td>$33,383.86</td>
<td>-$1,383.86</td>
<td>$33,000.00</td>
</tr>
<tr>
<td>Individual Memberships and Donations</td>
<td>$250.00</td>
<td>$370.00</td>
<td>-$120.00</td>
<td>$300.00</td>
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<tr>
<td>Interest Earned</td>
<td>$215.00</td>
<td>$130.00</td>
<td>$85.00</td>
<td>$130.00</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>$60,651.27</td>
<td>$61,869.80</td>
<td>-$1,218.53</td>
<td>$47,020.20</td>
</tr>
</tbody>
</table>

| **Expenditures**       |             |             |               |             |
| Financial Review       | $550.00     | $478.80     | $71.20        | $550.00     |
| Bank Charges           | $100.00     | $52.80      | $47.20        | $75.00      |
| Executive Director Contract Fees | $15,000.00 | $15,000.00 | $0.00         | $15,000.00  |
| Executive Director Expenses | $500.00     | $137.45     | $362.55       | $500.00     |
| Executive Expenses     |             |             |               |             |
| Spring Meeting         | $4,500.00   | $4,338.28   | $161.72       | $4,500.00   |
| Fall Meeting           | $4,500.00   | $3,254.70   | $1,245.30     | $4,000.00   |
| AGM                    | $1,250.00   | $525.00     | $725.00       | $1,000.00   |
| SUMA/SARM              | $0.00       | $0.00       | $0.00         | $0.00       |
| Life Member Award      | $750.00     | $393.99     | $356.01       | $750.00     |
| Minister's Brief       | $1,500.00   | $563.16     | $936.84       | $1,500.00   |
| Newsletter/Annual Report | $2,500.00   | $1,749.00   | $751.00       | $2,000.00   |
| Office Supplies and Services | $1,000.00   | $1,129.41   | -$129.41      | $1,250.00   |
| Postage                | $1,250.00   | $1,137.90   | $112.10       | $1,250.00   |
| Promotion/Advocacy     | $13,741.27  | $11,978.09  | $763.18       | $1,763.18   |
| Web Maintenance        | $1,000.00   | $1,061.52   | -$61.52       | $1,250.00   |
| Member Education       | $2,500.00   | $1,315.92   | $1,184.08     | $2,500.00   |
| Corporate Registry     | $10.00      | $10.39      | -$0.39        | $10.39      |
| Trustee Development    | $10,308.84  | $5,290.64   | $5,018.20     | $5,018.20   |
| **Total Expenditures** | $60,960.11  | $48,417.05  | $12,543.06    | $42,916.77  |

**Projected Surplus 2016**

$4,103.43

*Institutional Membership do not include Palliser’s or Prince Albert’s (Wapiti) membership dues.

*The SLTA has one $10,000.00 GIC with the Royal Bank of Canada.
NOTES TO THE 2015 FINANCIAL STATEMENTS

Restricted Fund - $6791.00

This fund was established through the proceeds from the sale of “A Book in Every Hand”. The fund was used for education purposes in 2015. It will be deleted from the 2016 financial statements.
February 1, 2016

Attached please find the SLTA 2015 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 2015

## Assets

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td>$23,590.20</td>
</tr>
<tr>
<td>Other Assets</td>
<td>0.00</td>
</tr>
<tr>
<td>Property &amp; Equipment</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>$23,590.20</strong></td>
</tr>
</tbody>
</table>

## Liabilities

<table>
<thead>
<tr>
<th>Liability Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td>$10.00</td>
</tr>
<tr>
<td>Tax Liabilities</td>
<td>0.00</td>
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<tr>
<td>Payroll Liabilities</td>
<td>0.00</td>
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<tr>
<td>Long-Term Liabilities</td>
<td>0.00</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
<td><strong>$10.00</strong></td>
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</tbody>
</table>

## Equity

<table>
<thead>
<tr>
<th>Equity Type</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Restricted Fund</td>
<td>$6,791.00</td>
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<tr>
<td>Retained Earnings-General Fund</td>
<td>31,026.98</td>
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<tr>
<td>Current Year Earnings</td>
<td>-14,237.78</td>
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<tr>
<td>Historical Balancing</td>
<td>0.00</td>
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<tr>
<td><strong>Total Equity</strong></td>
<td><strong>$23,580.20</strong></td>
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</tbody>
</table>

## Total Liability & Equity

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Liability &amp; Equity</strong></td>
<td><strong>$23,590.20</strong></td>
</tr>
</tbody>
</table>
# Profit and Loss with Year to Date – January 2015 Through December 2015

<table>
<thead>
<tr>
<th>Selected Period</th>
<th>% of Sales</th>
<th>Year to Date</th>
<th>% of YTD Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Institutional Memberships</td>
<td>$32,383.86</td>
<td>95.1%</td>
<td>$32,383.86</td>
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<tr>
<td>Individual Memberships</td>
<td>$420.00</td>
<td>1.2%</td>
<td>$420.00</td>
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<tr>
<td>Interest Earned</td>
<td>$237.96</td>
<td>0.7%</td>
<td>$237.96</td>
</tr>
<tr>
<td>Miscellaneous Income</td>
<td>$1,000.00</td>
<td>2.9%</td>
<td>$1,000.00</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$34,041.82</td>
<td>100.0%</td>
<td>$34,041.82</td>
</tr>
<tr>
<td><strong>Cost of Sales</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gross Profit</td>
<td>$34,041.82</td>
<td>100.0%</td>
<td>$34,041.82</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
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</tr>
<tr>
<td>Office Supplies and Expenses</td>
<td>$1,091.19</td>
<td>3.2%</td>
<td>$1,091.19</td>
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<tr>
<td>Newsletter Expenses</td>
<td>$1,270.50</td>
<td>3.7%</td>
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<tr>
<td>Printing Expenses</td>
<td>$399.00</td>
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<td>$399.00</td>
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<tr>
<td>Bank Charges &amp; Interest</td>
<td>$52.80</td>
<td>0.2%</td>
<td>$52.80</td>
</tr>
<tr>
<td>Advertising &amp; Promotions</td>
<td>$11,774.93</td>
<td>34.6%</td>
<td>$11,774.93</td>
</tr>
<tr>
<td>Member Education</td>
<td>$3,315.92</td>
<td>9.9%</td>
<td>$3,315.92</td>
</tr>
<tr>
<td>Trustee Development</td>
<td>$5,246.21</td>
<td>15.4%</td>
<td>$5,246.21</td>
</tr>
<tr>
<td>Life Member Award</td>
<td>$391.99</td>
<td>1.2%</td>
<td>$391.99</td>
</tr>
<tr>
<td>Legal &amp; Accounting</td>
<td>$478.80</td>
<td>1.4%</td>
<td>$478.80</td>
</tr>
<tr>
<td>Website Maintenance</td>
<td>$1,013.26</td>
<td>3.0%</td>
<td>$1,013.26</td>
</tr>
<tr>
<td>Executive Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Director Contract</td>
<td>$15,000.00</td>
<td>44.1%</td>
<td>$15,000.00</td>
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<tr>
<td>Spring Meeting</td>
<td>$3,794.22</td>
<td>11.1%</td>
<td>$3,794.22</td>
</tr>
<tr>
<td>AGM Meeting</td>
<td>$525.00</td>
<td>1.5%</td>
<td>$525.00</td>
</tr>
<tr>
<td>Fall Meeting</td>
<td>$3,761.26</td>
<td>11.0%</td>
<td>$3,761.26</td>
</tr>
<tr>
<td>Minister of Education Meeting</td>
<td>$563.16</td>
<td>1.7%</td>
<td>$563.16</td>
</tr>
<tr>
<td>Postage &amp; Shipping</td>
<td>$1,079.34</td>
<td>3.2%</td>
<td>$1,079.34</td>
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<tr>
<td>GST Paid</td>
<td>$522.02</td>
<td>1.5%</td>
<td>$522.02</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$48,279.60</td>
<td>141.8%</td>
<td>$48,279.60</td>
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<tr>
<td><strong>Operating Profit</strong></td>
<td>-$14,237.78</td>
<td>-41.8%</td>
<td>-$14,237.78</td>
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<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Profit/ (Loss)</strong></td>
<td>-$14,237.78</td>
<td>-41.8%</td>
<td>-$14,237.78</td>
</tr>
</tbody>
</table>
SLTA 2015-2016 BOARD OF DIRECTORS

CHINOOK REGION
Gail Beuhler, Frontier
Email: gail.beuhler@gmail.com
Tel: (306)296-4449

SOUTHEAST REGION
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Tel: (306)459-2718

LAKELAND REGION
Dennis Taylor (President), Hafford
Email: dennis.taylor@littleloon.ca
Tel: (306)549-2165

WAPITI REGION
Maureen McGirr, Nipawin
Email: lmcgirr@sasktel.net
Tel: (306)862-5212

PAHKISIMON NUYE?Áh
Lorna Black (Vice President), Green Lake
Email: lornablack@nlsd113.ca
Tel: (306)842-4547

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Tel: (306)239-2155

PARKLAND REGION
Sharon Armstrong, Wynyard
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Tel: (306)554-3391

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Tel: (306)629-7766

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Tel: (306)789-9413

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Tel: (306)787-2972

SASKATOON PUBLIC LIBRARY
Lukas Miller
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Tel: (306)531-7414

EXECUTIVE DIRECTOR
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Tel: (306)584-2495