



16 Civic Centre Road, Petawawa, Ontario K8H 3H5
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**Minutes of the Meeting of the Petawawa Library Board of Trustees
Monday, October 20, 2014**

Call to Order: The meeting was called to order at 4:00 pm

Attendance: E, Chow, B. Almon Felhaber, T. Sabourin, C. Higgins, J. Carmody, N. Chan,
K. Thompson

Regrets: J. Gardner

Approval of Agenda: Motion # 1:
Moved by N. Chan, seconded by T. Sabourin that the agenda for the
October 20, 2014 Library Trustee Board meeting be accepted as revised. Carried.

Conflict of Interest: nil

Minutes: Motion # 2:
Moved by C. Higgins, seconded by J. Carmody that the minutes of the
September 22, 2014 Library Trustee Board meeting be accepted as presented.
Carried.

Correspondence: a) A letter was received from a new patron expressing her enjoyment of our services, especially those for the children.
b) A letter was received from Erin Arsenault expressing her appreciation for the Reading Buddies program that has helped her children enormously. She was especially grateful to Stephanie King who went out of her way to provide assistance.
c) The Autism Support group thanked the Library for its continued support.
d) The Ontario Community Newspapers Association sent information regarding the Ontario Junior Citizen of the Year awards. The deadline for nominations is November 30, 2014.

Treasurer's Report: Motion # 3:
Moved by B. Almon Felhaber, seconded by N. Chan that the financial statement for the period ending September 30, 2014 and payment of accounts reflected

therein be approved as submitted with expenditures of \$ 54 460.99. Carried.

CEO's Report: Motion # 4:

Moved by T. Sabourin, seconded by J. Carmody that the CEO's Report of October, 2014 be accepted as presented. Carried.

Old Business: The CEO continues to work on current issues.

New Business: The CEO evaluation will be completed by mid November. The Chair will review the policy on procedures for evaluation.

Member Input: T. Sabourin informed the members that a notice will be sent to reapply for positions on the Board.

E. Chow announced that the Rotary Club has money available (up to \$5000.00) to assist the Library. Ed brought up the topic of staff and volunteer appreciation. The board decided to hold this function during Volunteer Week in the spring. The Board Christmas dinner will again be held at the Shanty Restaurant on December 18, 2014. Board members will pay for their own meals.

Next Meeting: Special Meeting: Thursday, November 6, 2014 at 3:00 pm
Monthly meeting: Monday, November 24, 2014 at 4:00 pm.

Adjournment: Motion # 5:

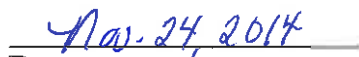
Moved by C. Higgins, seconded by N. Chan that the meeting of October 20, 2014 be adjourned at 4:47 pm. Carried.



E. Chow, Chairperson



C. Higgins, Secretary



Date



CEO's REPORT October 2014

Workshops and Meetings:

- L. Tweedie completed webinar "Taming Tech Tools for Libraries" through OCLC WebJunction
- K. Thompson attended the Small Library Committee Meeting in Renfrew on October 2, 2014
- S. King completed "the Importance of Play" online course (Library of Virginia)- She found it very interesting and provided some new ideas for our children's dept. on how to relay information to parents on how play helps children's development and linguistic skills
- S. King will attend Teen Services Summit in Perth on Oct. 27th

Grants and Subsidies:

- Municipal subsidies received as per financial statement
- Summer Student grant money deposited

Highlights from Adult Programming (submitted by E. Malins):

- Updated Web Calendar to be compatible on our website for use with looking up library events as well as Rotary Room Schedule. Please check out the calendar on our website.
- Continue to create advertisements for the e-board in the hallway to promote upcoming events.
- Organized to have yoga classes as a new free, weekly, daytime program
- Holiday Hors D'Oeuvres , Country Craft and Mobile Apps & Marketing were all very successful programs that had full registration, and upcoming October programs are full or filling up quickly.

- Began developing a tutoring program for teenagers and adults for the high school level and recruiting volunteers comfortable tutoring and knowledgeable of subjects at this education level.
- Launched the Pristine Book Sale in the library as a new fundraising initiative
- We continue to receive donations for the purchase of new books through the Book Garden
- Received 4 new volunteer applications
- Wrote 2 articles for the Daily Observer promoting our Haunted Stacks Frightmare fundraiser as well as our Pumpkin Carving Contest
- Preparations are being made for the Haunted Stacks Frightmare fundraiser and the Re-purposed Book Auction happening in November.

Highlights from the Children and Teen Department (submitted by S. ^{KING}Cooper):

Volunteers:

- Erin Arsenault's grade 11 parenting class are all assigned Reading Buddies, made mandatory as a course requirement- which is great for us! 15 local children were able to be assigned Reading Buddies ☺
- We have an enthusiastic bunch of teens for the Haunted House. Both meetings have gone well (about ideas and roles, the second about decorating teams), with one more to go regarding costumes before the big day.
- Our volunteers will be helping promote the Haunted House through posters and announcements at their schools.
- News has come from new student volunteers that word of mouth around the high schools is that "the Petawawa Public Library is THE place to get your community hours"- Yay! ☺

Fundraising:

- Bake Sale on October 9th brought in \$253.15 –which will offset program costs to plan/implement the Haunted House fundraiser. A big thank you to all of the staff

and volunteers who baked goods for us to sell- everyone was very supportive which made a big difference in our success.

- We have done some research to see which organizations we could approach for funding and made a list of some uses for this funding in the children's dept. – will be following up on this in the coming month.

Programs:

- Katelyn is doing a great job with children's programs! We have had interesting cooking **classes** for kids, a fun crafternoon- all with great turnout! She has come forward with creative ideas for future programs and is enjoying developing the November and December calendar.
- Storytime is full and I'm hearing lots of positive words from parents regarding both the programs we offer and about Katelyn as a programmer. She is great with the children, who in turn really respond to her.
- Daycare Bookbags have been well received. We currently have 4 daycares we are providing monthly materials too. –See attached e-mail from daycare provider.
- Have registered to be part of the Santa Claus parade in Pembroke on Nov. 29th – planning on participating in Petawawa's parade as well (registration hasn't started yet)

Class Visits:

- Offered 6 class visits in the month of Sept. totalling 110 children. Visits are primarily from Our Lady of Sorrows and St. Francis of Assisi.
- Have started offering once-a-month visits for local homeschool families focused on community groups. In October we had Constable Beth Ethier in to talk about stranger danger and staying safe over Hallowe'en (along with general public safety). This visit was full with 23 students- and more would have liked to come. We will look at expanding these visits and using the Rotary Room to accommodate more homeschool students in the future.

Other Points of Interest:

- Presented with John Leitch (principal of St. Francis), and Mary Cahill (Outreach Coordinator at Renfrew County District School Board) about community use of schools and forming partnerships within your community. It was well received by the 35 people who attended.
- Dorry Ann Godin took a call from the New York Public Library on Tuesday, October 14th, 2014. They had heard about our snowshoe rentals and wanted to know the details as they want to implement it.
- Work continues on the Competencies document with a large portion that affects all positions have been completed, I am now working on specialised competencies for particular positions.
- I am currently compiling all previous reports concerning services and issues with the library. I will determine what goals/objectives have been met, and what issues remain outstanding.

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"JUST THINK OF IT AS IF YOU'RE READING
A LONG TEXT-MESSAGE."

Petawawa Public Library
Balance Sheet As at 09/30/2014

ASSET

Current Assets

GST Rebate on books - 100%1	917.17	
HST Rebate Other - 86.46%	<u>7,360.90</u>	
GST/ HST Total Rebate		8,278.07
Interest & Funds Receivable		4,096.98
Petty Cash	200.00	
Cash Float	<u>50.00</u>	
Cash On Hand		250.00
Receivables not used		0.00
TD Chequing Account		-8,485.37
Reserve Fund COH		<u>0.00</u>
Total Current Assets		<u><u>4,139.68</u></u>

Other Assets

Capital Fund COH		0.00
Due to Capital Fund		0.00
Due from reserves		0.00
Prepaid expense		<u>13,577.60</u>
Total Other Assets		<u><u>13,577.60</u></u>

Capital Assets

Land Improvements		12,022.37
Furniture, Equipment & Computer Har		366,944.62
Circulations		849,521.92
Accum Amort - Land Improvements		-4,382.37
Accum Amort - Furniture, Equip & Co		-258,735.87
Accum Amort - Circulations		<u>-713,454.06</u>
Total Capital Assets		<u><u>251,916.61</u></u>

TOTAL ASSET 269,633.89

LIABILITY

Current Liabilities

Accounts Payable		19,619.22
Accrued Liabilities		0.00
Deferred Revenue		10,036.82
Vacation Payable		0.00
Vacation Payable Adjustment		0.00
CPP Payable	2,280.24	
EI Payable	1,173.67	

Income Tax Payable	<u>3,255.84</u>
Receiver General Payable	6,709.75
EHT Payable	3,918.85
WSIB Payable	0.00
OMERS Payable	3,744.54
Staff Association Payable	0.00
Expansion Donations	0.00
Reserve	0.00
Bank discrepancy	<u>0.00</u>
Total Current Liabilities	<u>44,031.18</u>

TOTAL LIABILITY 44,031.18

EQUITY

Equity

Capital Expansion Reserve	0.00
Prior year surplus(deficit)	26,499.21
Equity Adjustments	0.00
Capital fund equity	250,456.59
Current Earnings	-51,353.09
Reserve Fund - Contingency	0.00
Reserve Fund - Building	0.00
Reserves	<u>0.00</u>
Total Equity	<u>225,602.71</u>

TOTAL EQUITY 225,602.71

LIABILITIES AND EQUITY 269,633.89

Generated On: 10/07/2014

Petawawa Public Library
Comparative Income Statement

	Forecast Amounts					2014 Budget	Prior Ytd
	Sep-14	Jan-Sep 2014	Sep-14 % Budget	Oct-14	Nov-14		
REVENUE							
Operating Funds							
Provincial Grant	-5.00	0.00	0.00	22,892.00		22,892.00	0.00
Municipal Subsidy	42,677.26	376,397.19	74.62	42,677.26	42,677.26	42,677.26	504,429.97
Total Operating Funds	42,672.26	376,397.19	74.62	65,569.26	42,677.26	42,677.26	527,320.97
Fees & Fines							
Fines	340.40	4,623.45	66.05	490.00	490.00	490.00	6,093.45
Damaged/Lost Items	48.45	453.40	129.54	45.00	45.00	45.00	588.40
Photocopy	125.40	584.55	89.03	55.00	55.00	55.00	749.55
Fax	111.00	1,266.45	101.32	145.00	145.00	145.00	1,701.45
Public Internet Revenue	252.50	2,032.65	101.63	220.00	220.00	220.00	2,692.65
Non-Resident Fee	0.00	362.00	36.20	30.00	30.00	30.00	482.00
Rotary Room/Lobby Revenue	220.00	2,443.00	97.72	280.00	280.00	280.00	3,283.00
Total Fees & Fines	1,406.75	11,765.50	79.77	1,295.00	1,265.00	1,265.00	15,590.50
Fundraising							
Fundraising	214.80	3,395.28	56.59	625.00	625.00	225.00	4,870.28
not in use (was Used Book Sales)	0.00	0.00	0.00				0.00
Library Garden	0.00	0.00	0.00				0.00
Cash Donations	200.00	20,570.00	3,428.33	53.00	53.00	53.00	20,729.00
Total Fundraising	414.80	23,965.28	363.11	678.00	678.00	278.00	25,599.28
Other Revenue							
Children's Programme Revenue	43.15	1,958.90	217.66	0.00	0.00	0.00	1,958.90
Adult Programme Revenue	0.00	0.00	0.00	part of general fundraising			600.00
Total Programme Revenue	43.15	1,958.90	130.59	0.00	0.00	0.00	1,958.90
Bank Interest	31.48	306.60	61.32	10.00	15.00	15.00	346.60
Pay Equity Funding	0.00	0.00	0.00		22,116.00		22,116.00
Grant Summer Student	190.00	2,640.00	107.76	0.00	0.00	0.00	2,640.00
Other Provincial Grants	0.00	0.00	0.00	other SOLS possibilities			1,500.00
Other Grants	0.00	0.00	0.00				2,000.00
Miscellaneous Revenue	0.00	218.35	29.11	25.00	25.00	25.00	293.35

Capital Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	267.03	5,123.85	16.63	35.00	22,156.00	40.00	27,354.85	30,816.00	22,486.06
TOTAL REVENUE	44,761.44	417,251.82	72.00	67,577.26	66,776.23	44,260.26	595,865.60	579,487.11	419,017.48

EXPENSE

Administration	pp 20-21-22			pp 23-24			pp 25-26-27		
	EHT Expense	382.37	3,918.85	0.00	1,018.35	678.90	1,018.35	6,634.45	0.00
WSIB Expense	88.44	906.40	0.00	140.10	93.40	140.10	1,280.00	0.00	724.19
Salaries - Staff	25,512.43	250,834.57	70.80	39,000.00	26,000.00	39,000.00	354,834.57	354,270.00	202,844.59
CPP Expense	1,140.12	11,810.72	0.00	1,690.00	1,120.00	1,690.00	16,230.72	0.00	8,998.77
EI Expense	684.64	6,622.38	0.00	1,020.00	690.00	1,020.00	9,342.38	0.00	5,548.37
Total Payroll Expense	27,803.00	274,092.92	77.37	42,858.45	28,672.30	42,858.45	388,382.12	354,270.00	221,136.65
Benefits - Staff	12,444.60	64,419.36	78.06	8,171.00	7,214.00	8,171.00	67,975.36	82,528.00	59,243.05
Salary Cost - Summer Student	409.20	5,990.42	99.84	0.00	0.00	0.00	5,990.42	6,000.00	5,090.40
Office Supplies & Postage	97.58	1,697.59	84.88	100.00	100.00	100.00	1,997.59	2,000.00	3,228.18
Telephone & Fax	137.77	1,254.85	62.74	140.00	140.00	140.00	1,674.85	2,000.00	1,258.66
Library Supplies	0.00	1,086.82	106.68	550.00	50.00	50.00	1,716.82	1,000.00	87.23
Fundraising & Promo Expense	173.82	2,316.40	463.28	260.00	260.00	260.00	2,836.40	500.00	0.00
OLC Costs	0.00	10,292.03	67.49	2,354.00	2,354.00	2,354.00	15,000.03	15,250.00	13,993.94
Internet Access	441.77	1,184.92	78.99	159.00	159.00	159.00	1,661.92	1,500.00	1,443.59
Webpage	0.00	287.50	57.50	0.00	0.00	0.00	287.50	500.00	374.72
Interest - Payroll & Other Fees	123.72	1,295.32	143.92	160.00	120.00	120.00	1,695.32	900.00	530.79
Audit Fees	0.00	1,540.02	30.80	975.00	975.00	975.00	9,540.02	5,000.00	1,412.82
Bookkeeping Expense	914.25	7,630.25	95.38	975.00	975.00	975.00	10,555.25	8,000.00	1,730.75
Other Professional Fees	0.00	3,298.74	v	1,500.00	1,500.00	1,500.00	6,298.74	0.00	0.00
Total Professional Fees	914.25	12,467.01	95.92	2,475.00	2,475.00	8,975.00	26,394.01	13,000.00	3,143.57
Association Dues	203.52	504.73	50.47	78.00	78.00	78.00	738.73	1,000.00	1,044.15
Conference & Training	0.00	4,583.43	76.39	150.00	0.00	0.00	4,733.43	6,000.00	8,448.86
Misc. Board Expenses	0.00	130.63	6.53	934.37	935.00	935.00	2,000.00	2,000.00	4,006.18
Total Administration	42,844.23	381,585.93	70.12	57,455.45	42,456.67	61,586.45	543,084.50	488,448.00	323,929.96

Collection Development & Services

Books	1,859.04	19,077.28	0.00	1,965.60	1,965.60	1,965.60	24,974.09	25,000.00	39,189.19
E-Journals	0.00	629.59	0.00	0.00	0.00	0.00	629.59	0.00	0.00

MARC Records	153.65	1,633.55	65.34	256.00	255.00	256.00	2,398.55	2,500.00	2,648.11
AV - Talking Books	0.00	350.61	4.38	60.00	60.00	60.00	530.61	6,000.00	3,971.45
AV - DVDs	176.81	5,860.27	0.00	500.00	515.00	515.00	7,396.27	0.00	8,443.11
AV - CDs (Music)	46.80	63.41	0.00	0.00	0.00	0.00	63.41	0.00	639.83
AV - CD-ROMs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
xxxx	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Audio-Visual	223.61	6,280.29	78.50	560.00	575.00	575.00	7,990.29	8,000.00	13,054.39
Periodicals	0.00	2,601.76	86.73	90.00	90.00	400.00	3,181.76	3,000.00	2,871.28
On-line databases	46.19	5,348.00	71.31	380.00	380.00	380.00	6,488.00	7,500.00	3,083.81
Children's Programme	73.54	2,660.85	88.70	160.00	50.00	150.00	3,020.85	3,000.00	2,470.18
Adult Programmes	0.00	1,372.18	68.61	142.00	215.00	270.00	1,999.18	2,000.00	1,421.91
Total Programming	73.54	4,039.03	80.06	302.00	265.00	420.00	5,020.03	5,000.00	3,832.09
xxx	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Collection & Services	2,355.03	39,603.50	77.65	3,482.60	3,530.60	4,065.60	50,692.31	51,000.00	64,758.87

Equipment Maintenance									
not in use (was Equip)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,082.92
Computer Software & Maintenan	0.00	806.53	26.88	298.00	298.00	298.00	1,700.53	3,000.00	1,967.01
Photocopier & Printer Supplies	0.00	771.79	77.16	86.00	86.00	86.00	1,029.79	1,000.00	727.73
Equipment Rental/Maintenance	160.30	3,020.65	54.92	645.00	645.00	645.00	4,955.65	5,500.00	3,926.41
Total Equipment Maintenance	160.30	4,598.97	48.41	1,029.00	1,029.00	1,029.00	7,685.97	9,500.00	7,704.07

Building									
Insurance	0.00	794.82	44.10	0.00	0.00	0.00	794.82	1,800.00	1,888.04
Building Maintenance/Repair	9,249.23	31,627.37	77.14	3,124.00	3,124.00	3,124.00	40,999.87	41,000.00	1,716.57
not in use (was Janitorial)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,954.53
Heating	91.16	3,096.18	68.03	325.00	575.00	760.00	4,755.18	4,550.00	2,310.36
Total Building Expenses	9,340.39	35,517.87	75.01	3,449.00	3,699.00	3,884.00	46,549.87	47,350.00	19,658.50

Other Expenses									
Minor Equipment	0.00	159.44	15.94	45.00	45.00	45.00	294.44	1,000.00	0.00
Miscellaneous Expenses	-228.96	441.05	29.40	55.00	55.00	55.00	006.05	1,500.00	2,615.33
Total Other Expenses	-228.96	600.49	24.02	100.00	100.00	100.00	900.49	2,500.00	2,615.33

Equipment & Capital Projects									
Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00
Equipment & Furniture	0.00	3,322.46	151.84	0.00	0.00	0.00	3,322.46	2,188.11	0.00

Computer Replacement	0.00	3,375.69	67.51	0.00	0.00	0.00	3,375.69	5,000.00	0.00
Total Equipment & Capital Pr	0.00	6,698.15	18.01	0.00	0.00	0.00	6,698.15	37,188.11	0.00
Year End Adjustments									
Amortization expenss	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Y/E Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSE	54,460.99	488,604.91	73.68	65,466.05	60,815.27	70,686.05	655,601.29	635,886.11	742,606.69
NET INCOME	-9,699.55	-51,353.09	90.89	2,081.21	16,960.99	-26,424.79	-59,735.69	-56,489.00	-323,589.21
Prior Year Surplus								26,499.00	
Monies from Reserve								30,000.00	
								56,499.00	

Petawawa Public Library

Comparative Income Statement

(Simply Accounting)

	01-Sep	Jan - Sep 14	2014 Budget
REVENUE			
Operating Funds			
Provincial Grant	-5.00	0.00	22,892.00
Municipal Subsidy	42,677.26	376,397.19	504,429.11
Total Operating Funds	42,672.26	376,397.19	527,321.11
Fees & Fines			
Fines	649.40	4,623.45	7,000.00
Damaged/Lost Items	48.45	453.40	350.00
Photocopy	125.40	584.55	650.00
Fax	111.00	1,266.45	1,250.00
Public Internet Revenue	252.50	2,032.65	2,000.00
Non-Resident Fee	0.00	362.00	1,000.00
Rotary Room/Lobby Revenue	220.00	2,443.00	2,500.00
Total Fees & Fines	1,406.75	11,765.50	14,750.00
Fundraising			
Fundraising	214.80	3,395.28	6,000.00
not in use (was Used Book Sales)	0.00	0.00	0.00
Library Garden	0.00	0.00	0.00
Cash Donations	200.00	20,570.00	600.00
Total Fundraising	414.80	23,965.28	6,600.00
Other Revenue			
Children's Programme Revenue	46.15	1,958.90	900.00
Adult Programme Revenue	0.00	0.00	600.00
Total Programme Revenue	46.15	1,958.90	1,500.00
Bank Interest	31.48	306.60	500.00
Pay Equity Funding	0.00	0.00	22,116.00
Grant Summer Student	190.00	2,640.00	2,450.00
Other Provincial Grants	0.00	0.00	1,500.00
Other Grants	0.00	0.00	2,000.00
Miscellaneous Revenue	0.00	218.35	750.00
Capital Revenue	0.00	0.00	0.00
Total Other Revenue	267.63	5,123.85	30,816.00
TOTAL REVENUE	44,761.44	417,251.82	579,487.11
EXPENSE			
Administration			
EHT Expense	382.37	3,918.85	0.00

Petawawa Public Library

Trial Balance As at 09/30/2014

Account Number	Account Description	Debits	Credits
1010	GST Rebate on books - 100%1	917.17	0.00
1015	HST Rebate Other - 86.46%	7,360.90	0.00
1055	Interest & Funds Receivable	4,096.98	0.00
1060	Petty Cash	200.00	0.00
1070	Cash Float	50.00	0.00
1075	Cash on Hand	0.00	0.00
1100	Receivables not used	0.00	0.00
1115	TD Chequing Account	0.00	8,485.37
1150	Enbridge deposit	0.00	0.00
1160	Other accrued revenue	0.00	0.00
1170	Reserve Fund COH	0.00	0.00
1175	Building Fund GIC's	0.00	0.00
1200	Contingency Fund GIC's	0.00	0.00
1205	Capital Fund COH	0.00	0.00
1300	Due to reserve fund	0.00	0.00
1301	Due from revenue fund	0.00	0.00
1302	Due to Capital Fund	0.00	0.00
1400	Due from reserves	0.00	0.00
1600	Interest receivable	0.00	0.00
1700	Prepaid expense	13,577.60	0.00
1905	Land Improvements	12,022.37	0.00
1910	Furniture, Equipment & Computer Har	366,944.62	0.00
1915	Circulations	849,521.92	0.00
1955	Accum Amort - Land Improvements	0.00	4,382.37
1960	Accum Amort - Furniture, Equip & Co	0.00	258,735.87
1965	Accum Amort - Circulations	0.00	713,454.06
2100	Accounts Payable	0.00	19,619.22
2200	Accrued Liabilities	0.00	0.00
2205	Deferred Revenue	0.00	10,038.82
2305	Vacation Payable	0.00	0.00
2306	Vacation Payable Adjustment	0.00	0.00
2310	CPP Payable	0.00	2,280.24
2315	EI Payable	0.00	1,173.67
2320	Income Tax Payable	0.00	3,255.84
2330	EHT Payable	0.00	3,918.85
2335	WSIB Payable	0.00	0.00
2339	OMERS Payable	0.00	3,744.54
2345	Staff Association Payable	0.00	0.00
2750	Expansion Donations	0.00	0.00
2780	Reserve	0.00	0.00
2785	Reserve Fund - Building	0.00	0.00
2790	Reserves	0.00	0.00

5170 Audit Fees	1,540.02	0.00
5171 Bookkeeping Expense	7,630.25	0.00
5172 Other Professional Fees	3,298.74	0.00
5175 Association Dues / Memberships	504.73	0.00
5180 Conference & Training	4,583.43	0.00
5190 Misc. Board Expenses	130.63	0.00
5305 Books	19,077.28	0.00
5307 E-Titles	629.59	0.00
5310 MARC Records	1,633.55	0.00
5315 AV - Talking Books	350.61	0.00
5320 AV - DVDs	5,866.27	0.00
5325 AV - CDs (Music)	63.41	0.00
5330 AV - CD-ROMs	0.00	0.00
5332 xxxxxx	0.00	0.00
5340 Periodicals	2,601.76	0.00
5345 xxx	0.00	0.00
5350 On-line databases	5,348.00	0.00
5355 xxx	0.00	0.00
5360 xxx	0.00	0.00
5371 Children's Programme	2,660.85	0.00
5373 Adult Programmes	1,372.18	0.00
5380 xxx	0.00	0.00
5510 not in use (was Equip)	0.00	0.00
5512 not in use (was Cap. Projects)	0.00	0.00
5515 xxx	0.00	0.00
5540 Computer Software & Maintenance	806.53	0.00
5550 Photocopier & Printer Supplies	771.79	0.00
5560 Equipment Rental/Maintenance	3,020.65	0.00
5610 Insurance	794.82	0.00
5620 Building Maintenance/Repair	31,627.87	0.00
5630 not in use (was Janitorial)	0.00	0.00
5640 Heating	3,095.18	0.00
5720 Minor Equipment	159.44	0.00
5750 Miscellaneous Expenses	441.05	0.00
5782 Capital Projects	0.00	0.00
5788 Equipment & Furniture	3,322.46	0.00
5796 Computer Replacement	3,375.69	0.00
5800 Amortization expenses	0.00	0.00
5990 Contributions to own municipality	0.00	0.00
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	1,723,296.47	1,723,296.47

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