

REGULAR MEETING OF THE FRASER VALLEY REGIONAL LIBRARY BOARD

Wednesday, June 27, 2012

**FVRL Administrative Centre
34589 DeLair Road, Abbotsford, BC V2S 5Y1**

Attendees from the Board

Councillor Grant Ward, Township of Langley
(Chair)
Councillor Corisa Bell, District of Maple Ridge
Councillor Doug Bing, City of Pitt Meadows
Director Bill Dickey, Fraser Valley Regional
District
Councillor Simon Gibson, City of Abbotsford
Councillor Jeannie Kanakos, Corporation of
Delta
Councillor Zoltan Kiss, Village of Harrison Hot
Springs
Director Gayle Martin, Metro Vancouver Mayor
Councillor Larry Robinson, City of White Rock
(alternate)
Councillor Ted Schaffer, City of Langley
(alternate)
Mayor John Van Laerhoven, District of Kent
Councillor Michael Wright, City of Port
Coquitlam

Regrets

Councillor Ken Huttema, City of Chilliwack
Councillor Jenny Stevens, District of Mission

Absent

Councillor Ron Smith, District of Hope

Attendees from Staff

Rob O'Brennan, Chief Executive Officer
Mary O'Callaghan, Director of Corporate
Services
Irene Geng, Donor Relations Manager (Recorder)
Brad Fenrick, Manager of IT
Mary Kierans, Manager of Support Services
Gillian McLeod, Library Manager—Delta
Hilary Russell, Library Manager—Abbotsford
Sandra Smith, Interim Library Manager—Upper
Fraser Valley
Cathy Wurtz, Manager of Human Resources

CUPE Local 1698 Representative

Laurie Dyck
Leanne Fruno

Guest

Dean Kelly, Support Services Librarian

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1.0 CALL TO ORDER

Councillor Grant Ward, Board Chair, called the regular meeting of the Fraser Valley Regional Library Board to order at 9:00 am.

Chief Executive Officer Rob O'Brennan introduced Sandra Smith, Interim Library Manager—Upper Fraser Valley, for Nicole Glentworth who is on maternity leave.

2.00 CONSENT AGENDA

It was **MOVED** Councillor Wright, **SECONDED** Mayor VanLaerhoven, **THAT** the consent agenda be approved.

CARRIED

12.06.27/01

Consent Agenda Approved

Councillor Gibson expressed his thanks to library managers for their descriptive reports about library activities, which are valuable and appreciated. His sentiments were echoed by other Board members.

3.00 APPROVAL OF AGENDA

It was **MOVED** Director Martin, **SECONDED** Councillor Kiss, **THAT** the Agenda be approved.

CARRIED

12.06.27/02

Agenda Approved

4.00 PRESENTATION

Dean Kelly, Support Services Librarian, gave a presentation on formats and circulation of library materials that highlighted trends over the past several years. EBooks and audiobooks, although their use is increasing dramatically as technology advancements make them more readily available, account for only 3.4% of FVRL's total circulation. Circulation of books remains steady, while circulation of DVDs, audiobooks, and graphic novels is increasing and music CDs and magazines is gradually declining. (See PowerPoint presentation attached.)

Councillor Kanakos offered her appreciation for the presentation, then expressed an interest in conveying this information to her local government's staff.

5.00 BUSINESS FROM THE MINUTES

Strategic Directions 2013 - 2015

Rob O'Brennan, Chief Executive Officer, reported that FVRL staff had developed statements that reflect strategic directions relevant to FVRL in the areas of (1) technology; (2) future awareness; (3) staff; (4) communications; and (5) facilities. These five areas were identified by the Board at the March Planning Days.

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It was **MOVED** Councillor Kanakos, **SECONDED** Councillor Robinson, **THAT** the Strategic Directions 2013-2015 be adopted as presented and **THAT** FVRL staff develop an action plan based on those strategic directions for the Board's consideration at the October Board meetings.

CARRIED

12.06.27/03

Strategic Directions 2013-2015 Adopted

6.00 NEW BUSINESS

6.01 Municipal Reserve Request—Abbotsford

It was **MOVED** Director Martin, **SECONDED** Councillor Gibson, **THAT** the transfer of \$99,970 from the City of Abbotsford's Municipal Surplus Reserve be approved to fund:

1. Three automated check-out units;
2. One photocopier; and
3. One temporary manager to assist in the transition to the new library.

CARRIED

12.06.27/04

Abbotsford Municipal Reserve Request Approved

6.02 New Library Collection Reserve Drawdown

It was **MOVED** Councillor Wright, **SECONDED** Mayor VanLaerhoven, **THAT** the transfer be approved of \$140,000 from the New Library Collection Reserve to the Collection Development Fund for the Abbotsford Collegiate Library; and

THAT the transfer be approved of \$175,000 from the New Library Collection Reserve to the Collection Development Fund for the Sardis Library.

CARRIED

12.06.27/05

New Library Collection Reserve Drawdown Approved

6.03 Automated System Reserve Drawdown

It was **MOVED** Councillor Bing, **SECONDED** Councillor Kiss, **THAT** a \$60,446 drawdown be approved from the Automated System Reserve to purchase a replacement for the Storage Area Network.

CARRIED

12.06.27/06

Automated System Reserve Drawdown Approved

7.00 OTHER BUSINESS

7.01 Library Activity Summary Report

Councillor Kanakos noted that website renewals are listed as a percentage of checkouts and renewals in the Library Activity Summary Report (page 15).

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Mary O'Callaghan, Director of Corporate Services, added that the report is slated to undergo some revisions to enhance its clarity.

7.02 **The Future of Libraries and Cities**

Rob O'Brennan, Chief Executive Officer, reported on registrations received so far for *The Future of Libraries and Cities*, a day-long conference with futurist Thomas Frey to be hosted by FVRL on Tuesday, October 23, 2012. He outlined promotional initiatives taken and noted that the BC Library Association has offered to assist with promoting this event. The target audience for this event includes local government councils and senior staff as well as library leaders from across BC.

Councillor Kanakos, FVRL's representative to the BC Library Trustees Association, will approach BCLTA to ask if its professional development budget could be made available for trustees to attend this event.

8.00 **IN CAMERA SESSION**

8.01 **Move to *In Camera* Session**

It was **MOVED** Councillor Kanakos, **SECONDED** Councillor Gibson, **THAT** *Around the Table* and *Questions* be discussed after the *In Camera* session due to time constraints of some Board members.

CARRIED

12.06.27/07

Agenda Re-ordered

8.02 It was **MOVED** Councillor Kiss, **SECONDED** Councillor Kanakos, **THAT** the Board move to *In Camera* session.

CARRIED

12.06.27/07

Move to *In Camera* Session

8.03 **Ratify *In Camera* Decisions**

The motion to ratify the decisions of the *In Camera* session was withdrawn.

It was **MOVED** Councillor Schaffer, **SECONDED** Director Martin, **THAT** the decisions made *in camera* about the 2012-2015 Collective Agreement and exempt staff compensation be brought forward for public information.

CARRIED

12.06.27/08

Decisions for Public Information

Councillor Gibson and Director Dickey departed. Staff members were invited to return to the regular meeting.

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9.00 AROUND THE TABLE

Councillor Kanakos thanked Delta Library staff for their presence at the Relay for Life and that *Library Live and on Tour* participated in the Family Day parade. As chair of the Heritage Advisory Commission, she values and promotes the library's relationships with other community organizations, and the Library's involvement was helpful in promoting Delta's Parks and Recreation department.

Councillor Kiss commented on the library's presence at Harrison Hot Springs' Health and Wellness Fair and a fall lecture series just being planned.

Mayor VanLaerhoven expressed his appreciation that Agassiz Library staff is involved in almost every community event, often providing a capable organizational leadership role.

Councillor Schaffer thanked *Library Live and on Tour* and library staff for their participation at the Langley City parade.

Rita Penco, Director of Client Services, and Scott Hargrove, Director of IT and Support Services, responded to the accolades for *Library Live and on Tour* and noted that Community Development Librarian Smitty Miller and *Library Live and on Tour* have been featured in *Library Journal* magazine (the library world's equivalent of *Rolling Stone* magazine in the music industry), in *Boing Boing* (the most popular blog in the world, as ranked by Technorati.com), and in *RPM Magazine* (the number one information source for Canadian automotive enthusiasts).

Councillor Bell reported that she has focused on getting to know Maple Ridge Library staff and participating in library events. Recently she enjoyed attending a seniors social featuring Maple Ridge's Silvertones seniors choir.

Councillor Bing thanked Rob O'Brennan, Chief Executive Officer, and Rita Penco, Director of Client Services, for joining him and Mayor Deb Walters at Pitt Meadows Library for a presentation of books on the Korean War donated by a group of war veterans.

Councillor Robinson described his recent library experience as a consumer and wondered about the number of people using the library as well as technology's impact upon library services.

Scott Hargrove, Director of IT and Support Services, described the limitations of people-counting equipment and offered the possibility of new technology that will be highly accurate.

Councillor Wright observed that library participation at local events is excellent. He cautioned that FVRL resources be well allocated.

Councillor Ward commended the community outreach effectiveness of *Library Live and on Tour*. He also noted that sometimes staff cannot attend some special events because doing so would require paying overtime.

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10.00 NEXT MEETING

The next meeting of the FVRL Board will be:

Wednesday, September 19, 2012 at 9:00 am

FVRL Administrative Centre

34589 DeLair Road, Abbotsford, BC V2S 5Y1

11.00 ADJOURNMENT

It was **MOVED** Councillor Schaffer, **SECONDED** Councillor Bing, **THAT** the meeting of the FVRL Board be adjourned.

CARRIED

12.06.27/09

Adjournment

The meeting adjourned at 11:30 a.m.

EMAIL EXCHANGE REGARDING EMAIL ADDRESSES ON FVRL WEBSITE (AND UPDATE)

From: Irene Geng
Sent: Friday, July 06, 2012 1:59 PM
Subject: Email Vote: Please Respond by Wed, July 12
Importance: High

Dear FVRL Board members,

BACKGROUND

Recently we encountered two incidents when ill-informed FVRL customers communicated complaints about FVRL via email to their own mayor and council. Eventually, when the complaint reached our Board chair and CEO, the matters were investigated, the facts established, and the misperceptions cleared up. Everything was fine after all.

THE PROBLEM

The problem is – and you know how this goes from your own experience – FVRL’s reputation still has been besmirched simply because the mayors and councils or other members of the public became aware of the matter. Even though FVRL had solid reasons, accurate information, positive resolutions, and innocence in our defense, it still was embarrassing...and unfortunate, because we didn’t deserve the tainted reputation.

A BETTER WAY

The embarrassment could be avoided if our customers could have **direct contact via email with our own Board chair and Board members**. Right now they can’t access your email address through FVRL’s website. But we think it might be wise to change that.

THE PROPOSAL FOR EMAIL VOTE

So here’s our proposal to you. **Would you please respond in an email vote?**

BECAUSE constituents’ access to their elected representatives is a transparency requirement for good government; AND

BECAUSE virtually all FVRL member mayors/chairs and councils/boards can be contacted directly by email through their local government websites; AND

BECAUSE your participation and advocacy on FVRL’s Board is a role you fulfill on behalf of your local government; AND

BECAUSE FVRL customers could benefit from contacting their Board representatives directly; AND

BECAUSE FVRL’s reputation can be enhanced and protected by our Board members dealing directly with our customers;

THEREFORE, we ask your permission to include your email address along with your name on FVRL’s website.

Are you in favour?

May I please receive your response by **Thursday, July 12, 2012?**

FYI

In making your decision, please note the following considerations:

1. The impact of having your email addresses posted will be **monitored**, and **adjustments** can be made if necessary. Problems and concerns would be dealt with if they arise.
2. If you do not wish your email address to be posted on FVRL's website, it is possible to make **individual exceptions**.
3. If approved, your email address can be added to our website within a week.

Thank you very much for considering this request and for responding via email. I look forward to receiving your response.

Regards,

Irene Geng
Office of the Chief Executive Officer

Irene Geng

Donor Relations Manager | Office of the Chief Executive Officer

FRASER VALLEY REGIONAL LIBRARY

The Future of Libraries and Cities: Invest a day with Futurist Thomas Frey

October 23, 2012 | Coast Hotel & Convention Centre Langley | Details at www.fvrlevents.com

Administrative Centre: 34589 Delair Road, Abbotsford, BC V2S 5Y1

Tel: 604-859-7141 or 1-888-668-4141 (ext 7005) Direct: 604-557-4706 Fax: 604-859-4788

E-mail: irene.geng@fvrl.bc.ca Web Site: www.fvrl.bc.ca

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From: Irene Geng
Sent: Friday, July 06, 2012 3:41 PM
Subject: Message from FVRL Board Chair, Grant Ward
Importance: High

Dear FVRL Board Members,

Here's a message to you all from our Board chair, Councillor Grant Ward, following up on today's email titled "Email Vote: Please Respond by Wed, July 12."

Regards,

Irene

-----Original Message-----

From: Grant Ward [<mailto:gward@tol.ca>]
Sent: Friday, July 06, 2012 3:35 PM
To: Irene Geng
Subject: Re: Email Vote: Please Respond by Wed, July 12

I concur with the this action as we are appointed by our respective councils to be on the FVRL Board of Directors to solely act on their behalf without any encumbrance and by so doing, as directors, along the FVRL hierarchy, deal with all things concerning the smooth operations or running of the FVRL and this means fielding comments or complaints on a one to one basis without burdening respective councils and mayors.

Therefore, I would encourage all directors to agree letting your name, cell number and municipal email address be put on the FVRL website for easier contact by our constituents.

Grant Ward, Chair

From: Irene Geng
Sent: Friday, July 13, 2012 3:21 PM
Subject: Email Vote, Board Rep Changes, T Frey Conference Update

Dear FVRL Board Members:

1. **Email Vote**

Thank you very much for your response to the question about posting your email addresses on FVRL's website. Thirteen of you responded, all of you in agreement. No votes were received from the City of Abbotsford and the Village of Harrison Hot Springs. In response to Jeannie's request to be apprised of the discussion on the vote, your comments are provided at the end of this email.

2. **Board Representative Changes**

- a. **City of Langley:** Our Board representative and alternate have switched roles, so that **Councillor Ted Schaffer** is now the representative and **Councillor Teri James** is the alternate.
- b. **Village of Harrison Hot Springs:** Our new representative is **Councillor Allan Jackson**, who has served as alternate in previous years. He replaces **Councillor Zoltan Kiss**.

3. **Update: *The Future of Libraries and Cities Conference with Thomas Frey***

You will be pleased to know that already (and it's not even the middle of July!):

- a. 4 enthusiastic Board **alternates** registered this week—from **Chilliwack, Delta, City of Langley, and Township of Langley**.
 - b. **Mayor Greg Moore**, Port Coquitlam, and **Mayor Deb Walters**, Pitt Meadows, registered.
 - c. **Jacqueline van Dyk**, Director of Libraries and Literacy, Province of BC, will attend.
 - d. **BC Library Trustees Association** and BC Libraries Cooperative have registered.
 - e. **Sunshine Coast Regional District** registered a **director**.
 - f. **Fraser Valley Regional District** and **City of Chilliwack** registered **senior administrative staff**.
 - g. Okanagan Regional, Sechelt Public, and Fernie Heritage Libraries are sending representatives.
 - h. Vancouver Public and Richmond Public Libraries are each sending groups of 10 staff members.
- If you'd like me to contact any groups or individuals about this event, please let me know and I'll gladly do so.
- ***"The act of controlling the future starts today – in the present."*** (T. Frey) Thank you for **YOUR** help in encouraging your council colleagues, administrators, and community influencers to attend so that we can work together to "control the future."

Best wishes for a weekend that refreshes and renews you!

Irene ☺

BOARD MEMBER RESPONSES TO QUESTION RE POSTING EMAIL ADDRESSES ON FVRL WEBSITE

1. I am in favor of including our contact information for the general public. We should be as accessible as possible. (Ken Huttema)
2. My email is accessible to the public at jkanakos@corp.delta.bc.ca. Yes please post on website and forward my decision to the Board ccing me so that I am aware of votes and discussion. (Jeannie Kanakos)
3. My vote is in favor. (Bill Dickey)
4. I vote yes. (Ron Smith)
5. Yes, I am in favor. (John VanLaerhoven)
6. I agree. (Ted Schaffer)
7. I am in favour! (Corisa Bell)
8. I'm in favor, however I think the "therefore" clause should be amended to read: Therefore be it resolved that board member names & email addresses be posted on the FVRL website. (Gayle Martin)
9. Posting my E-mail address and phone number is fine with me. (Jenny Stevens)
10. I agree to allow FVRL to put my name, cell phone number and municipal email address on their website. (Doug Bing)
11. I have no problem with my email address and/or my phone Number being posted on the FVRL web site. Both pieces of information are already in the public domain. If there is a problem with the FVRL and the resident gets hold of true municipality , then I would have thought the municipality (either elected official or staff) would contact FVRL. (Michael Wright)
12. Yes I agree. (Helen Fathers)
13. I concur with the this action as we are appointed by our respective councils to be on the FVRL Board of Directors to solely act on their behalf without any encumbrance and by so doing, as directors, along the FVRL hierarchy, deal with all things concerning the smooth operations or running of the FVRL and this means fielding comments or complaints on a one to one basis without burdening respective councils and mayors. Therefore, I would encourage all directors to agree letting your name, cell number and municipal email address be put on the FVRL website for easier contact by our constituents. (Grant Ward, Board Chair)
14. Harrison Hot Springs: no vote
15. City of Abbotsford: no vote

Irene Geng

Donor Relations Manager | Office of the Chief Executive Officer

FRASER VALLEY REGIONAL LIBRARY

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DIRECTOR OF CORPORATE SERVICES REPORT

By Mary O'Callaghan, Director of Corporate Services

Meeting of September 19, 2012

MULTIFUNCTION UNIT (COPIER) SUPPLIER SELECTED

Xerox Canada was the successful proponent of the recent competitive bid process to select a supplier for the next five years. The review committee was extremely impressed with Xerox's service commitment. Most of FVRL's libraries are open extended hours and on the weekend. Xerox was the only company that bid who had their support call centre open 24/7 as well as other innovative service commitments.

ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM REPLACEMENT

As Scott Hargrove, Director of IT and Support Services, discusses in his report, we have a cross-departmental review team reviewing proposals for new software to replace our existing financial systems (payroll, finance and human resources) with a new Enterprise Resource Planning (ERP) system. The Finance department is very involved in this process and the Marketing and Communications department will also be involved in communicating changes for this project as well as for the major library system upgrade as well.

2013 BUDGET PLANNING

FVRL will be presenting the 2013 draft budget at the October Board meeting. The weighted vote is planned for the December Board meeting. As has been our practice in recent years, we have sent out the latest version of the draft budget to local government finance staff for feedback. We have offered to prepare a detailed analysis and/or meet with them, if they wish. Of course, as each community works on their budgets at different times, we already have been working closely with some finance staff for a few months.

**Fraser Valley Regional Library
Statement of Financial Position
For the Seven Months Ending July 31, 2012**

| | Unappropriated | Appropriated | Restricted | Capital | 2012 |
|--|----------------------|-----------------------|-------------------|-----------------------|----------------------|
| <i>Financial Assets</i> | | | | | |
| Cash and cash equivalents | \$3,074,141.23 | \$2,163,406.05 | \$200,359.86 | | \$5,437,907.14 |
| Accounts receivable | 2,837,617.80 | | | | 2,837,617.80 |
| Other financial assets | 245,321.56 | | | | 245,321.56 |
| | 6,157,080.59 | 2,163,406.05 | 200,359.86 | | 8,520,846.50 |
| Invested in property and equipment | | | | 8,500,071.56 | 8,500,071.56 |
| Total assets | 6,157,080.59 | 2,163,406.05 | 200,359.86 | 8,500,071.56 | 17,020,918.06 |
| <i>Financial Liabilities</i> | | | | | |
| Accounts payable and accrued liabilities | 1,341,903.21 | | | | 1,341,903.21 |
| Deferred revenues | 4,042,923.66 | (25,000.00) | 92,761.00 | | 4,110,684.66 |
| Financial equity | 13,758,992.75 | (1,278,990.98) | 632,999.46 | (1,544,671.04) | 11,568,330.19 |
| Total liabilities and equity | 19,143,819.62 | (1,303,990.98) | 725,760.46 | (1,544,671.04) | 17,020,918.06 |

**Fraser Valley Regional Library
Statement of Financial Activities - Unappropriated
For the Seven Months Ending July 31, 2012**

| | 2012 | Year-to-Date | | | 2012 | Notes |
|---|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|---|
| | Budget | Actual | Budget | Variance | Balance | |
| Revenue | | | | | | |
| Member assessments | \$21,388,564.60 | \$12,603,637.38 | \$12,626,927.85 | (\$23,290.47) | (\$8,784,927.22) | |
| Provincial government (LSB) grants | 1,264,740.00 | 737,765.00 | 737,765.00 | | (526,975.00) | |
| Library based revenue | 833,315.00 | 403,172.96 | 486,094.00 | (82,921.04) | (430,142.04) | |
| Return on investments | 11,000.00 | 2,227.37 | 6,440.00 | (4,212.63) | (8,772.63) | |
| Total revenue | 23,497,619.60 | 13,746,802.71 | 13,857,226.85 | (110,424.14) | (9,750,816.89) | |
| Expenditures | | | | | | |
| Salaries and benefits | 16,385,051.00 | 9,347,436.42 | 9,557,946.00 | 210,509.58 | 7,037,614.58 | |
| Library materials and supplies | 3,450,288.00 | 2,279,189.08 | 2,084,197.50 | (194,991.58) | 1,171,098.92 | |
| Library programs | 100,000.00 | 41,228.94 | 57,848.00 | 16,619.06 | 58,771.06 | |
| Administration and board expenses | 106,940.00 | 72,432.48 | 71,956.00 | (476.48) | 34,507.52 | |
| Building maintenance | 416,927.60 | 237,988.90 | 245,158.85 | 7,169.95 | 178,938.70 | |
| Computer and telephone expenses | 991,965.00 | 623,847.31 | 577,752.00 | (46,095.31) | 368,117.69 | |
| Human resources and professional expenses | 346,520.00 | 203,984.87 | 202,213.00 | (1,771.87) | 142,535.13 | |
| Marketing expenses | 185,340.00 | 73,256.30 | 108,101.00 | 34,844.70 | 112,083.70 | |
| Office supplies and postage expenses | 303,605.00 | 132,185.73 | 176,743.00 | 44,557.27 | 171,419.27 | |
| Vehicle operation expenses | 172,983.00 | 102,114.88 | 108,882.00 | 6,767.12 | 70,868.12 | |
| Public Library Interlink dues | 135,000.00 | 67,531.35 | 78,750.00 | 11,218.65 | 67,468.65 | |
| Amortization expenses | 2,982,690.00 | 1,739,902.50 | 1,739,902.50 | | 1,242,787.50 | |
| Total Operating Expenditures | 25,577,309.60 | 14,921,098.76 | 15,009,449.85 | 88,351.09 | 10,656,210.84 | |
| Capital expenditures | 903,000.00 | | 526,750.00 | 526,750.00 | 903,000.00 | Lump sum payment for Abby Collegiate Startup costs -- \$358,000 |
| Total Expenditures | 26,480,309.60 | 14,921,098.76 | 15,536,199.85 | 615,101.09 | 11,559,210.84 | |
| Excess (deficiency) of revenue over expenses | (2,982,690.00) | (1,174,296.05) | (1,678,973.00) | 504,676.95 | 1,808,393.95 | |

**Fraser Valley Regional Library
Statement of Financial Activities - Appropriated
For the Seven Months Ending July 31, 2012**

| | 2012 | Year-to-Date | | Variance |
|---|-------------------|---------------------|-------------------|---------------------|
| | Budget | Actual | Budget | |
| Revenue | | | | |
| Opening balance | | \$446,528.26 | | \$446,528.26 |
| Member assessments | | 23,333.31 | | 23,333.31 |
| Book sale revenue | 96,960.00 | 56,311.06 | 56,560.00 | (248.94) |
| Bus passes revenue | 97,320.00 | 62,085.00 | 56,770.00 | 5,315.00 |
| Meeting room revenue | 18,660.00 | 8,888.50 | 10,885.00 | (1,996.50) |
| Return on investments | | 12,492.77 | | 12,492.77 |
| Total revenue | 212,940.00 | 609,638.90 | 124,215.00 | 485,423.90 |
| Expenditures | | | | |
| Salaries and benefits | | 2,310.44 | | (2,310.44) |
| Library materials and supplies | 55,800.00 | 262,679.86 | 32,550.00 | (230,129.86) |
| Library programs | 3,180.00 | 8,360.95 | 1,855.00 | (6,505.95) |
| Human resources and professional expenses | | 234.99 | | (234.99) |
| Marketing expenses | | 14,124.79 | | (14,124.79) |
| Office supplies and postage expenses | 8,580.00 | 5,986.24 | 5,005.00 | (981.24) |
| Book sale expenses | 37,980.00 | 14,279.84 | 22,155.00 | 7,875.16 |
| Bus passes expenses | 97,320.00 | 62,985.76 | 56,770.00 | (6,215.76) |
| Meeting room | 10,080.00 | 3,667.50 | 5,880.00 | 2,212.50 |
| Total Operating Expenditures | 212,940.00 | 374,630.37 | 124,215.00 | (250,415.37) |
| Transfer to Capital Fund | | 345,787.61 | | (345,787.61) |
| Total Expenditures | 212,940.00 | 720,417.98 | 124,215.00 | (596,202.98) |
| Excess (deficiency) of revenue over expenses | | (110,779.08) | | (110,779.08) |

**Fraser Valley Regional Library
Statement of Financial Activities - Restricted
For the Seven Months Ending July 31, 2012**

| | 2012 | Year-to-Date | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | Budget | Actual | Budget | Variance |
| Revenue | | | | |
| Opening balance | | \$507,693.38 | | \$507,693.38 |
| Provincial government (LSB) grants | 145,955.00 | 145,955.00 | 145,955.00 | |
| Federal government grants | 9,500.00 | 9,500.00 | 9,500.00 | |
| Other donations and grants | 85,822.03 | 85,832.03 | 85,822.03 | 10.00 |
| Library based revenue | 2,100.00 | 17,494.00 | 2,100.00 | 15,394.00 |
| Return on investments | | 1,210.02 | | 1,210.02 |
| Total revenue | 243,377.03 | 767,684.43 | 243,377.03 | 524,307.40 |
| Expenditures | | | | |
| Salaries and benefits | 148,834.00 | 70,895.96 | 148,834.00 | 77,938.04 |
| Library materials and supplies | 24,670.63 | 21,077.10 | 24,670.63 | 3,593.53 |
| Library programs | 10,870.00 | 16,611.31 | 10,870.00 | (5,741.31) |
| Administration and board expenses | | 456.19 | | |
| Computer and telephone expenses | 1,500.00 | 4,499.31 | 1,500.00 | (2,999.31) |
| Human resources and professional expenses | 40,000.00 | 44,772.42 | 40,000.00 | (4,772.42) |
| Marketing expenses | 12,946.00 | 23,883.44 | 12,946.00 | (10,937.44) |
| Office supplies and postage expenses | 4,556.40 | 14,097.73 | 4,556.40 | (9,541.33) |
| Vehicle operations expenses | | 5,859.55 | | (5,859.55) |
| Total Operating Expenditures | 243,377.03 | 202,153.01 | 243,377.03 | 41,680.21 |
| Transfer to General Fund | | 30,780.92 | | (30,780.92) |
| Total Expenditures | 243,377.03 | 232,933.93 | 243,377.03 | 10,899.29 |
| Excess (deficiency) of revenue over expenses | | 534,750.50 | | 535,206.69 |

**Fraser Valley Regional Library
Statement of Financial Activities - Reserves
For the Seven Months Ending July 31, 2012**

| | July | YTD |
|---|-------------------|-----------------------|
| Investment:MFA-Reserve-Assets Replacement | \$340.38 | \$381,205.40 |
| Investment:MFA-Reserve-Collection Development | 489.48 | 153,168.79 |
| Investment:MFA-Reserve-Automation | 566.61 | 376,620.25 |
| Investment:MFA-Future Services | 28.22 | 31,584.11 |
| Sub-Total | 1,424.69 | 942,578.55 |
| Investment:MFA-Surplus Allocation-FVRD | 16.23 | 18,181.86 |
| Investment:MFA-Surplus Allocation-Kent | 5.06 | 5,655.28 |
| Investment:MFA-Surplus Allocation-Hope | 32.12 | 35,976.83 |
| Investment:MFA-Surplus Allocation-Chilliwack | 28.18 | 31,537.60 |
| Investment:MFA-Surplus Allocation-Abbotsford | 93.40 | 4,628.06 |
| Investment:MFA-Surplus Allocation-Mission | 16.07 | 17,989.62 |
| Investment:MFA-Surplus Allocation-City of Langley | 110.02 | 123,228.21 |
| Investment:MFA-Surplus Allocation-Township of Langley | 85.31 | 95,537.93 |
| Investment:MFA-Surplus Allocation-White Rock | 16.21 | 18,181.21 |
| Investment:MFA-Surplus Allocation-Delta | 14.72 | 16,502.84 |
| Investment:MFA-Surplus Allocation-Port Coquitlam | 27.44 | 30,753.03 |
| Investment:MFA-Surplus Allocation-Maple Ridge | 25.21 | 28,254.20 |
| Investment:MFA-Surplus Allocation-Pitt Meadows | 37.09 | 41,528.83 |
| Sub-Total | 507.06 | 467,955.50 |
| Investment:MFA-Chilliwack Donations | 11.95 | 13,358.97 |
| Investment:MFA-Maple Ridge Endowments | 166.98 | 187,000.89 |
| Chilliwack Self-check Reserves | | 5,125.78 |
| Maple Ridge Self-check Reserves | 3,333.33 | 5,464.65 |
| GRAND TOTAL | \$5,444.01 | \$1,621,484.34 |