

MARIGOLD REPORT



To Councils and
Special Areas Board

MARIGOLD BOARD MEETING

April 12, 2014

Marigold Library System held its Annual General Meeting and regular Board Meeting at the Hope Community Covenant Church in Strathmore, Alberta.

Strathmore Mayor, Michael Ell, provided greetings on behalf of the town. Ell commented on the positive impact that Marigold Library System and libraries have on their communities. In his recent travels he visited Kananaskis and was delighted to discover a Marigold Book Deposit in the village centre.

Eleanor Chinnick, newly appointed Marigold representative for Foothills MD, was welcomed by Chair Lynda Lyster. Special guests included Bonnie Gray (Assistant Director), Jen Anderson (Library Consultant), Rosanna Badree (Executive Assistant) - from Public Library Services Branch and Brenda Tibbett-Frayne from Scotiabank.

ANNUAL GENERAL MEETING

2013 Audited Financial Statements were presented by Auditors Gregory Harriman

and Associates. Marigold Library System remains in a strong financial position.

Marigold is taking a proactive approach by saving surplus revenue each year to purchase land and to pay for the expansion or relocation of the HQ building instead of incurring a large debt.

Books purchases are now expensed instead of being capitalized, which improves the accuracy of Marigold's financial reporting.

Marigold's service area increased in 2013 as the Town of Crossfield, Marigold's newest member, joined on January 1. Examples of services added in the past year include more eBooks, digital content; IT spending account for equipment upgrades at member libraries; a completely new wireless service in all member libraries; more programming and training for member libraries; and an enhanced purchasing program.

Marigold's 2013 Audited Financial Statements are also available at: www.marigold.ab.ca/financial-information

Elections and committee appointments

Lynda Lyster and Leslie Duchak will both continue in their positions as Chair and Vice Chair respectively. Gary Billings (Village of Rockyford) was nominated to fill

the vacant member-at-large position on the Executive Committee. Committee members elected include:

Executive Committee 2014-2015

Lynda Lyster, Chair – Bighorn MD #8
Leslie Duchak, Vice Chair – Town of Okotoks
Gary Billings – Village of Rockyford
Maxine Booker – Acadia MD #34
John Getz – Village of Standard
Debbie Habberfield – Rocky View County
Lil Morrison – Starland County
Susan Roper – Town of Cochrane
Linda Schafer – Town of High River
Shelley Sweet – City of Airdrie

Standing Committees

Advocacy

Lil Morrison (Chair)
Jerry Kruse
Diane Osberg
Helen Veno
Lynda Lyster

Building

John Getz
Debbie Habberfield
Shelley Sweet
Lynda Lyster

Finance

John Getz
Leslie Duchak
Lynda Lyster

Governance

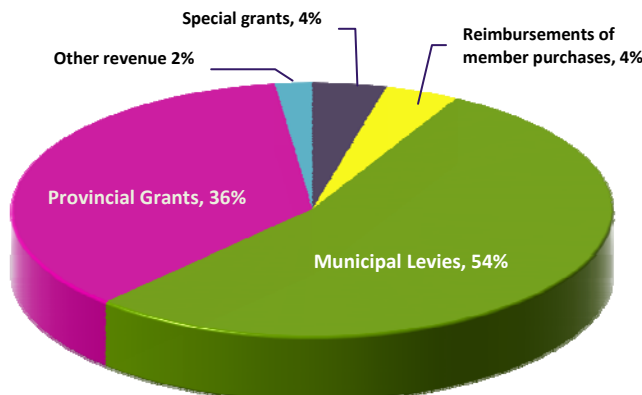
Kristen Anderson
Leslie Duchak
Marilyn King
Dennis Punter
Denise Peterson
Lynda Lyster

Human Resources (HR)

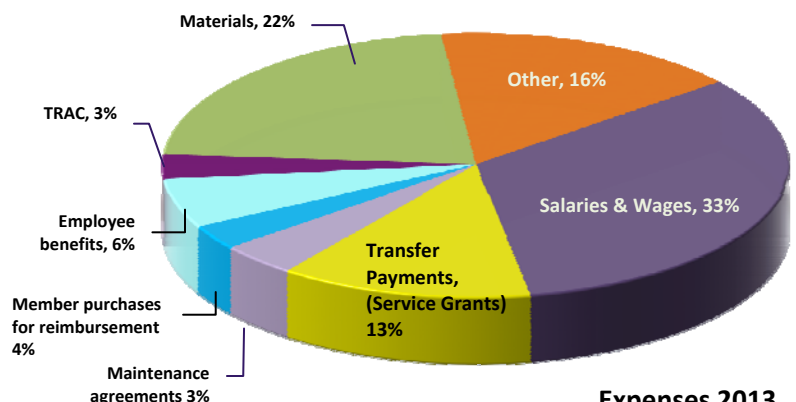
Susan Roper
Berniece Bland
Debbie Habberfield
Diane Osberg
Lynda Lyster

Standards & Services

Maxine Booker
Elaine Michaels
Linda Schafer
Jo Tennant
Lynda Lyster



Revenue 2013



Expenses 2013

2013 ANNUAL REPORT HIGHLIGHTS

Overwhelmingly demonstrated in Marigold's 2013 Annual Report is the increasing array of services and programs, IT support, materials, digital content, professional consultation, training, communication and marketing support that Marigold provides to its members.

Marigold libraries are thriving!

- 80,474 people/families with library cards: 7.5% increase over 2012
- 110,000 eBooks borrowed: 45% increase over 2012
- 1.6M items loaned to Marigold cardholders
- 52,000 new books, DVDs, AV items delivered to member libraries
- 16,723 programs with 103,207 participants
- 671,702 items loaned & borrowed between libraries
- 3 million items available in TRACpac online catalogue
- 9.5 million page views of TRACpac online catalogue
- 800 videoconference connections involving Marigold HQ and member libraries

FINANCIAL

Unaudited financial statements to February 28, 2014 were accepted:

Marigold is on track with 39% of budgeted revenue received and 16% of budgeted expense payments processed to the end of February (16% of the year).

- Member library travel expenditures are higher because more training courses have been offered and more member library staff are traveling to headquarters for that training.
- The purchasing program is well used by member libraries; this new initiative was showcased at the Member Libraries Workshop on May 7.

Unaudited RISE financial statements to February 28, 2014 were accepted.

Marigold provides RISE bridging service for over 100 public libraries in Alberta. These libraries were connected to video-conferences on over 1,800 occasions throughout 2013 and 2014 so far.

POLICY APPROVAL & DECISION

The following policies and schedules were reviewed and approved by the Marigold Board:

M. Booker (Acadia MD #34) presented on behalf of the Standards & Services Committee:

- **Standards & Services Mandate Statement:** Added to the committee responsibility is 'to recommend the *IT Capacity Fund* formula'. This committee also recommends the Materials Allocation formula for the Collection Management Policy schedules.
- **Transfer Payment Policy:** The policy more clearly states that the services grants are contingent upon the receipt of the local library board's approved annual report, budget for the operating year and financial statement for the

year preceding the current year. This harmonizes the Transfer Payments Policy with the Provision of Services Policy wording.

Michelle Toombs, CEO, and L. Duchak (Town of Okotoks) presented on behalf of the Executive Committee:

- **Schedule C:** is an amendment to the Marigold Agreement that outlines Marigold's 2015 and 2016 levy rates for municipalities and library boards.

The Schedule (for signature) and supporting documents were mailed to member municipalities.

INFORMATION & REPORTS

Group Discussion: Recent changes to provincial legislation will have an impact on how the Marigold Board will select its Executive Committee. Members broke into groups to discuss the future composition of the Committee. The recommendations will be discussed at Marigold's August Board meeting.

Value of Your Investment and Power of Your Library Card reports presented

- **Value of Your Investment:** shows the value of services provided annually by Marigold. Libraries and municipalities benefit directly through the pooling of revenues so that all residents have access to all resources.
- **Power of Your Library Card:** highlights services provided annually by Marigold that are of value to residents living in Counties, Improvement Districts, Special Areas and MDs.

Members are encouraged to share these reports with their local boards and councils.

Public Library Services Branch (PLSB)

Update: Bonnie Grey described how Alberta Wide Borrowing will work when it

is launched in all regions. Marigold and TRAC are in the queue for end of June to allow cardholders to register on a website and use his/her own home library card to borrow in person at TAL public libraries across Alberta.

BOARD & STAFF RECOGNITION

Marigold Board—5 years

Elaine Michaels, Village of Cereal

Marigold HQ Staff—5 years

Michelle Toombs, CEO

Clara Cao, Cataloguer

Nancy Smith, Direct Services Clerk

IMPORTANT DATES

Upcoming Board Meetings

Saturday, Aug 23, 2014

Blackfoot Crossing, 9:30 a.m.

Saturday, Nov 15, 2014

Three Hills Library, 9:30 a.m.

Library Board Basics Workshop

Saturday, May 31, 2014

Sheep River Library

129 Main Street NE, Turner Valley

Please register before May 23

More at:

<http://www.albertalibraries.ca/news/category/12-workshops>



In the press...

3M Cloud Library: more eBook choices for library cardholders: In response to increasing demands for eBooks, Marigold and TRAC patrons now have access to 3M Cloud Library plus Overdrive. **Check out 3M at:** www.marigold.ab.ca/eresources