

Present:

Absent:

1. Approval of the Agenda
2. Board Feedback
3. Consent Agenda
 - a. Approval of Minutes of December 19 2022 meeting
 - b. Items for Information
 - i. Correspondence
 - Damien Kurek - Recognition of Accomplishment
 - BRCF – Anonymous Donation
 - BRCF – Stolee Family Fund Donation
 - Elizabeth Wetheral – Sunday Closures
 - c. Reports
 - i. Director's Report
 - ii. Program Overview to December 31 2022
 - iii. Program Report and Library Stats 2022 Year End
4. Items for Discussion
 - a. 2023 Board Orientation Dates
 - b. Meeting Day, Time and Place
 - c. Service Awards for Staff and Board Members
 - d. Non-resident Fees
 - e. Large private donation to restore Sunday Opening Hours
5. Items for Decision
 - a. Board Election
 - b. Library Closures
 - c. Updated Budget
 - d. Sick Time Payouts
 - e. Signing Authorities – Removal and Addition

Next regular Board meeting: February 15 2023, 5:00pm

Present: Elizabeth Bagdan, Julie Girard, Renee Greer (Vice Chair), Don Simpson (Camrose County Representative), Carol Williams

Regrets: Elizabeth Luck (Chair), Joy-Anne Murphy (City of Camrose Representative)

Absent: Lynette Irvine

1. Approval of the Agenda

- a. Add BRCF Photo to Agenda

Motion 35/22 M/S/C/ - Carol Williams, Don Simpson

2. Board Feedback

None

3. Consent Agenda

Motion 36/22 M/S/C/ - Julie Girard, Elizabeth Bagdan

- a. Approval of Minutes of November 16 2022 meeting
- b. Items for Information

- i. Correspondence

- Notice 2022-2023 PRL Board Appointments

4. Items for Decision (In Camera)

- a. 2023 Budget
- b. Employee Handbook

“Motion to move In Camera”

Motion 37/22 M/S/C/ - Julie Girard, Carol Williams

“Motion to come Out of Camera”

Motion 38/22 M/S/C – Julie Girard, Carol Williams

“Motion to approve Draft Budget D”

Motion 39/22 M/S/C/ - Carol Williams, Elizabeth Bagdan

“Motion to accept the Employee Handbook as presented to the board, and move forward with its implementation.”

Motion 40/22 M/S/C – Julie Girard, Carol Williams

“Motion to approve the use of funds to transition CPL from the old method of sick time to the new method of flex time, up to a maximum amount of \$4000.”

Motion 41/22 M/S/C/ - Julie Girard, Carol Williams

“Motion to adjourn at 6:03pm”

Motion 42/22 M/S/C/ - Carol Williams, Julie Girard

Next regular Board meeting: January 18 2023, 5:00pm



Recognition Of Accomplishment

Camrose Public Library



I would like to extend my sincere congratulations to you on being selected to receive the 2022 Community Spirit Award by the Camrose & District Chamber of Commerce.



It is my privilege to pay tribute to your exceptional contribution to the community of Camrose.



Damien C. Kurek, M.P.
Battle River - Crowfoot
November 2022





Battle River Community Foundation

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Emeritus**
Blain Fowler
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Executive Director
Dana Andreassen
780-679-0449

December 15, 2022

Elizabeth Luck
The City of Camrose Public Library Board
4710 50 Ave
Camrose, AB T4V 0R8

Dear Elizabeth,

I am pleased to enclose our grant cheque #4170 in the amount of \$3,200 for The City of Camrose Public Library Board.

The grant is the

These fundholders specifically selected you because the work you do is important to them. They have asked that any publicity about this grant not include the fund name or recognize them. We ask that you honour their wish.

Sincerely,

Dana Andreassen
for
Kevin Gurr
Board Chair

Enclosure

Copy:



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December 15, 2022

Elizabeth Luck
The City of Camrose Public Library Board
4710 50 Ave
Camrose, AB T4V 0R8

Dear Elizabeth,

I am pleased to enclose our grant cheque #4248 in the amount of \$700 for The City of Camrose Public Library Board.

The grant was awarded from the Jon and Shannon Stolee Fund.

The Jon and Shannon Stolee Fund is a donor advised fund and the donors specifically selected you because the work you do is important to them.

Sincerely,

Dana Andreassen

Kevin Gurr
Board Chair

Enclosure

Copy: Jon Stolee
Shannon Stolee

Camrose, Jan. 6/23

Camrose Public Library

Please restore Sunday library hours to be open as soon as possible! I am a regular Sun. user! As a senior I prefer Sunday access.

A recent city survey showed encouragement for bus service downtown from Augustana, and east/west service in front of Library. Downtown Camrose deserves bus support - I do not own a vehicle - access is very important.

Elizabeth Wetheral

Director's Report

January 10 2022

Alyssa Martin

Professional Development Day

While staff are sent virtual professional development opportunities throughout the year, we close the library and try to come together for some group professional development opportunities. This year we prioritized learning more about the supports available to our patrons in the community, and ways to best serve those in our community who are facing large challenges in their lives. We listened to presentations from Camrose and District Support Services, The Open Doors and the Camrose Women's Shelter. These presentations allowed us to gain clarity about what services these groups offer, who they can offer them to, when it is appropriate for us to refer patrons to them, and who we can contact when the people we are trying to help fall outside the organizations scope. CPL is a public place, and our front desk staff FREQUENTLY get asked reference questions relating to local supports, finding housing, abusive relationships, suicide, and more. Our front desk staff are not trained psychologists or social workers, but those in our community facing who face these challenges know that the library is a safe place filled with staff who want to help. Our job is to connect people to information, and sometimes that information is how to find a counsellor, where someone can sleep tonight, or how someone can find help to leave an abusive relationship. These presentations and the training that accompanied them help us to connect our patrons to the appropriate resource the FIRST time, and to do so in a way that reinforces that the library is a place where people can safely find help.

Snowshoe Donations

Camrose Public Library was very lucky to receive a donation of 5 new pairs of snowshoes from the Camrose and District Fish and Game Association, courtesy of Glen Hand. Camrose Public Library loans child and adult snowshoes in the winter months to anyone with a library card. You can reserve them for specific dates, and they are loaned out for 7 days at a time.

The Camrose and District Fish and Game Association have just opened some new trails that would be perfect for snowshoeing, and free to use by the public. The trails are next to the Trout pond, 6 km east of Camrose on RR195. There are over 2 km of trails, including a walking trail around the pond for those looking for something a little easier.

The Booster did a small article about this on December 20th, and the snowshoes have been flying out of here since! A giant thank you to Lori Larsen, the Booster and the Camrose and District Fish and Game Association for all of the support!



Transition to new Payroll and HR Software

Behind the scenes, the Policy Committee, our HR Consultant and CPL staff have been putting in a lot of work to update CPLs policies and how we manage our HR and payroll tasks. Now that the new Employee Manual has been put in place, we can move forward with finalizing the set-up of our new software. Prior to this, CPL did not have staff portals, and much of our administrative work was done through spreadsheets and by hand. By implementing this new software, we will have a central system for creating the schedule, tracking flex time and vacation time, tracking policy acknowledgements, staff credentials, time off requests, payroll and more. We will also gain the benefit of using a standard and common system to track all of this, and having support personnel on the other end of the phone when we need guidance. We expect the majority of this work to be done by late January, and February will be spent working out the bugs and learning how to use this software with all of the staff. This past December and January has included many meetings with the implementation team and going through the training modules to get this software up and going.

Dolly Parton Imagination Library – Chase the Ace

Dolly Parton's Imagination Library was the recipient of Chase the Ace proceeds in late December. Thanks to all those who purchased tickets, DPIL will be receiving a few hundred dollars, allowing us to continue putting books in the hands of families in our area.

Interim Director Job Posting

The job posting for the Interim Director position went live in late December, and closes January 20th. Interested candidates were instructed to send their applications the board's new email address.

Sunday and Evening Library Closures

Due to on-going funding challenges, the decision to reduce library hours and completely cut Sunday openings was put into effect starting January 2nd 2023. We have heard from patrons and community members that they are upset about these changes, that they value the library, and that they wish our opening hours could be reinstated. The front desk staff have been doing a wonderful job explaining why we had to reduce our hours. All of our programs and ongoing bookings have found new times to meet.

Battle River Community Foundation Donations

CPL was very lucky to receive two new donations from the Battle River Community Foundation. One of the donors wished to remain anonymous and donated \$3,200, and the Jon and Shannon Stolee Fund generously donated \$700.

Camrose Public Library
 Adult Programs (18+)
 January 1 to December 31, 2022

Outreach	Program	Attendance
Deliveries to Care Facilites	113	769
Spanish Online	16	72
Ukulele Online	43	169
French Circle Online	7	19
German Circle Online	45	133
Cosy Cards	7	69
Mind Masters	12	1194
Podcasts	7	27
Advocacy @ Community Organizations	2	42
BB @ Care Facilites	5	29
NDTR Film	1	25
West Park Village	2	16
	260	2564

In House	Program	Attendance
Spanish Circle	28	199
Ukulele Jam	28	245
French Circle	15	56
Tech Tutor Class	11	27
Adult D & D	3	10
ACAA Partnership	2	17
ELL with A4HC	9	74
Tech with Tyler Osborne	3	9
Local Author Visit	1	3
NDTR Indigenous Canada MOOC	1	3
Legal Workshop	1	11
Legal 1-on-1	6	12
Camrose Helps Community Conversations	2	70
Genealogy Workshop	1	16
Land Use Bylaw Update	1	20
NaNoWriMo	7	14
	119	786

Outside Groups	Program	Attendance
Space Provided for Community Groups and Businesses	9	104
	9	104
Total	388	3454

Camrose Public Library
Family Programs (All Ages)
January 1 to December 31, 2022

Outreach	Program	Attendance
Read for 15	1	3849
Books & Bounces Online	4	16
Curious Cuties with Camrose Family Resource Centre	3	39
Women's Shelter Family Programming	6	27
BB @ Market	10	528
Lunch is Lit with CRFC	3	72
BB @ Community Events	5	265
BB @ Canada Day	1	82
BB @ Pop-up Park (City of Camrose & CFRC Partnership)	6	133
BB Yoga in the Park	6	95
BB Scheduled Park Visits	3	66
BB @ Art in the Park (CFRC Partnership)	3	78
BB with Action for Healthy Communities	3	65
SRC Perseids Viewing Party	1	25
SRC Podcasts	8	40
Community Registration Night	1	808
Camrose Culture Day	1	44
	65	6232

In House	Program	Attendance
Books & Bounces	32	318
Terrific Tales	31	504
Snacks in the Stacks	154	2442
Something Cool After School	136	934
Bed Time Story Time	31	364
1-on-1 Tech Help	49	103
French Story Time	5	39
Spring in to a Library Program	1	35
Volunteer Appreciation Night	1	12
Earth Month Event	1	14
Sunflowers with Action 4 Healthy Communities	1	10
All Pride No Prejudice	1	12
SRC Launch Party	1	200
Impromptu Story time	1	10
SRC Movie	2	21
Summer Baby Time	3	15
Summer Preschool Story Time	4	67
Summer Snacks in the Stacks	44	202
SRC Trivia Night	1	10
Reading with Royalty	1	8
NDTR Moose Hide Beading	1	25

Dino Terrariums	1	27
Find Fergus	1	64
Princess Bride Interactive Film	1	38
Winter Wonderland	1	152
Rainbow Club	1	3
Yarn Club	1	4
	507	5633

Outside Groups	Program	Attendance
Space Provided for Community Groups and Businesses	1	25
	1	25
Total	573	11890

Camrose Public Library
 Child Programs (6-12 Years)
 January 1 to December 31, 2022

Outreach	Program	Attendance
Origami Club Online	5	15
St Pats Mystery Readers	2	60
Spring Reading challenge with local schools	1	152
SRC Advocacy at local schools	6	1500
BB @ Reading University	4	136
BB @ OSCAR	5	129
Sifton Makerspace	3	30
	26	2022

In House	Program	Attendance
Red Hot Science	2	24
ACAA Partnership	1	8
Reading University Tour	1	42
	4	74

Outside Groups	Program	Attendance
Space Provided for Community Groups and Businesses		
	0	0

Monthly Total	30	2096
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Camrose Public Library
 Teen Programs (13-17 Years)
 January 1 to December 31, 2022

Outreach	Program	Attendance
BB @ Open Doors	5	75
Galaxy Spray Paint Art	1	16
	6	91

In House	Program	Attendance
Anime Club	23	141
D & D	28	238
Red Hot Science	2	15
Ani-Marathon	1	3
SRC D&D	7	47
SRC Zines	1	6
SRC Board Games	1	11
	63	461

Outside Groups	Program	Attendance
Space Provided for Community Groups and Businesses		
	0	0

Total	69	552
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Camrose Public Library
Total Programs
January 1 to December 31, 2022

Outreach Programs	357	10909
In-house Programs	693	6954
Outside Groups	10	129
YTD	1060	17992

Submitted by Nicole Kyle
January 11 2023

2022 Year End Program and Library Statistics

Submitted by Nicole Kyle
January 11, 2023

Circulation

Up 20% over 2021
Up 5% over 2019, the
last pre-pandemic year
80% of loans to City
residents
20% of loans to
County/other

Borrowers

8220 active borrowers
946 new cardholders
1000 card renewals

Programs

Attendance up 60% over 2021
95 programs presented in
partnership with other
community organizations
60% outreach
40% in-library

Miscellaneous

Visitors up 82%
WiFi users up 68%
Internet users up 105%
Exams up 265%

November/December Highlights

- 64 people scoured the library to Find Fergus the dino and enter to win a Royal Tyrrell membership
- 27 people attended our Dinosaur Terrarium craft night
- 38 people participated in an interactive screening of The Princess Bride
- 14 people gathered to write together for NaNoWriMo
- The City of Camrose hosted a land use bylaw update here in the library
- We began an ongoing outreach Makerspace program at Ecole Sifton School
- A local Master Knitter began hosting a weekly fabric arts program called Yarn Club
- We saw 152 people attend our first winter holiday party since pre-pandemic times

January Schedule

Programs

This schedule runs from January 5 to June 23

Ukulele Jam (adults)

Mondays @ 12:30

Spanish Circle (adults)

Mondays @ 3 (Hybrid)

Books & Bounces (infants)

Tuesdays @ 10:30

German Circle (adults)

Tuesdays @ 4 on Zoom

Terrific Tales (0-5)

Wednesdays @ 10:30

Golden Flames D&D Club (teens)

Wednesdays @ 4

Anime Club (teens)

Wednesdays @ 5

Bed Time Stories (families)

Wednesdays @ 6

Ukulele Online (adults)

Thursdays @ 1 (Zoom)

D & D (adults)

Fridays @ 4

Cosy Card Night (adults)

Third Thursday monthly @ 5
Register on Eventbrite

Snacks in the Stacks (grades 1-12)

School days @ 3:30

Something Cool After School (grades 1-8)

School days @ 3:30

Rainbow Club Public GSA (all ages)

1st Saturday Monthly @ 2

Geek Day (all ages)

Fridays @ 5:00

Yarn Club (all ages and fibre arts welcome)

Every 2nd & 4th Saturday monthly @ 1

January 27 from 12 AM to 11:59 PM

Help Camrose win the trophy for Most Readerly Community in Alberta!

Read **anything** for 15 minutes (your phone or a cereal box even count) and report your reading to the library by calling 780-672-4214 or visit <https://bit.ly/CPLReadFor15>



Special Events

Paper Mache Workshops

- January 14 from 9-12 (families)
- January 14 from 1-4 (teens)

Presented in partnership with The City of Camrose and hosted at the Chuck Maclean Art Centre. Space is limited; please register on Eventbrite.

Mini Yogis (2-6 years and caregivers)

Thursdays @ 10:30 from January 19-February 23

Child centred yoga practice through songs, stories, and games. Presented in partnership with and facilitated by Camrose Family Resource Centre.

3D Printing Workshop

January 21 @ 12 (all ages)

Learn how to work with Tinkercad to create a 3D object and print it on our Makerbot Replicator+. Space is limited. Please register on Eventbrite.

Red Hot Science

January 30 (Gr. K-4 & 5-8)

Kids and youth can spend part of their PD Day with some fun STEAM activities. Call Nicole at 780-672-4214 or email cpltechhelp@prl.ab.ca to register.

10:30-11:30 AM: Sphero Droids (K to Gr. 4)

Learn how to program a Sphero to operate like a droid from your favourite sci-fi film series.

1-2:30 PM: micro:bats (grades 5-8)

Use technology and coding to mimic bats' echolocation abilities.

Family Literacy Day

January 27 from 5-7 PM

Drop in to the library and join us for some family fun that can also help strengthen the entire family's literacy skills. Presented in partnership with Camrose Family Resource Centre



2022 Year End Library Statistics

2022 daily visit averages (and hourly based on operational hours in brackets)

Mondays: 204.1 (avg of 20.4/hr) Tuesdays: 238.5 (avg of 23.9/hr)
 Wednesdays: 238.3 (avg of 23.8/hr) Thursdays: 207.1 (avg of 20.7/hr)
 Fridays: 213.6 (avg of 26.7/hr) Saturdays: 131.1 (avg of 26.2/hr)
 Sundays: 75.4 (avg of 18.9/hr)

Camrose Public Library						
Monthly and Year-end Stats						
December 31 2022						
Circulation	Dec 2022	Dec 2021	2022 YTD	2021 YTD	Under/Over 2021	% Chg. Over 2021
Adult Material	5097	5218	67445	57228	10217	18%
Young Adult Material	381	338	5380	4420	960	22%
Juvenile Material	4223	3653	58735	45242	13493	30%
TAL Items Borrowed	106	85	1716	821	895	109%
TAL Items Sent	27	28	427	301	126	42%
Total	9834	9322	133703	108012	25691	24%
Econtent	Dec 2022	Dec 2021	2022 YTD	2021 YTD	Under/Over 2021	% Chg. Over 2021
Cloud Library/RBDigital	589	547	7465	9373	-1908	-20%
Overdrive	898	1101	10127	9064	1063	12%
Total	1487	1648	17592	18437	-845	-5%
Circulation by Residence	Dec 2022	Dec 2021	2022 YTD	2021 YTD	Under/Over 2021	% Chg. Over 2021
City of Camrose	8274	7456	108033	89811	18222	20%
County of Camrose	1894	2063	25717	20549	5168	25%
Outside City/County	40	77	711	535	176	33%
ME	16	23	332	444	-112	-25%
Total	10224	9619	134793	111339	23454	21%
Miscellaneous	Dec 2022	Dec 2021	2022 YTD	2021 YTD	Under/Over 2021	% Chg. Over 2021
Visitors	4927	3791	64373	35432	28941	82%
WiFi Users	8333	4532	106408	63156	43252	68%
Internet Users	548	453	8591	4184	4407	105%
Exams	28	26	285	78	207	265%
Total	13836	8802	179657	102850	76807	75%
Selection of Service Responses						
1. Social Engagement: Developing Relationships and Ending Isolation						
2. Connect to the Online World: Public Internet Access						
3. Satisfy Curiosity: Lifelong Learning						
4. Visit a Welcoming Place: Physical and Virtual Spaces						
Programs/ Service Response	Dec 2022		2022 YTD		Participants	
	Sessions	Partici-pants	Sessions	Partici-pants	2021 YTD	2020 YTD
1	20	278	352	2606	1,421	4523
2	8	31	66	166	22	273
3	21	242	380	4812	5,924	13276
4	34	348	252	4177	545	3359
Advocacy	0	0	10	6231	3,313	3257
Total	83	899	1060	17992	11,225	24688

Proposed 2023 Library Closures

January 2023

Camrose Public Library has closed on long weekends for years, and initially this was done as a way to absorb budget cuts. This extra money in the personnel budget line allows us to have staff meetings, professional development days, and additional staff on hand for large library events.

Additionally, our patrons and staff have become accustomed to the library being closed on long weekends, and this acts as a form of staff appreciation that does not cost the library any funds.

Proposed Dates:

Red and Bold Dates = General Holidays in Alberta with holiday pay, and days the library has adopted as General Holidays.

Family Day Weekend (February 18, 19, **20**) (Saturday-Monday)

Easter Weekend (April **7**, 8, 9, 10) (Saturday-Monday)

Victoria Day Weekend (May 20, 21, **22**) (Saturday-Monday)

Canada Day Weekend (July **1**, 2, 3) (Saturday-Monday)

August Civic Holiday (August 5, 6, **7**) (Saturday-Monday)

Labour Day (September 2, 3, **4**) (Saturday-Monday)

Thanksgiving (October 7, 8, **9**) (Saturday-Monday)

Remembrance Day (**11**, 12, 13) (Saturday-Monday)

Christmas (December 23*, 24, **25, 26**) (Saturday-Tuesday)

New Year's (December 31, January 1) (Sunday and Monday)

*As soon as the schools are out for the holidays, library attendance drops by about 1/3. Closing on the 23rd would mean the library is closed the weekend leading into Christmas.

The [Employee Policy Manual](#) outlines which days are general holidays and which days are holidays as recognized by CPL. You can find this chart on page 32 of the manual.

C5 General Holidays (stat holidays)

POLICY STATEMENT

The following are general holidays that are mandated by Employment Standards:

New Year's Day	January 1
Family Day	Third Monday in February
Good Friday	Friday before Easter Sunday
Victoria Day	Monday before May 25
Canada Day	July 1
Labour Day	First Monday in September
Thanksgiving Day	Second Monday in October
Remembrance Day	November 11
Christmas Day	December 25

The following are additional holidays recognized and treated by the Library as general holidays:

August Civic Holiday	First Monday in August
Boxing Day	December 26

1. The general holiday will be observed on the actual day of the work week that it falls. When the general holiday falls on a weekend, it will be observed on the following Monday, or another day that the Library has decided upon and will communicate well in advance of the holiday.

2023 Budget Draft D
Presented to Board December 19 2022
Updated Building Rent

		2019 Budget	2022	2022 Budget	Draft
		Approved	Revenue	Approved	2023
GL#	Income/Revenue	15-Jan-19	YTD	23-Nov-21	Budget
4030	Term Deposit & GIC Interest	\$2,000.00	\$1,790.31	\$4,200.00	\$4,800.00
	Total ADDITIONAL REVENUE	\$2,000.00	\$1,790.31	\$4,200.00	\$4,800.00
4032	Fundraising/Booksale	\$2,000.00	\$1,635.17	\$1,500.00	\$1,500.00
4036	Donations	\$4,500.00	\$6,127.11	\$5,000.00	\$5,000.00
	Total DONATION/FUNDRAISING	\$6,500.00	\$7,762.28	\$6,500.00	\$6,500.00
4002	Operational - City Requisition	\$606,529.00	\$466,334.00	\$466,334.00	\$504,848.00
4002	Memberships-City Residents	\$44,352.00	\$44,352.00	\$44,352.00	\$44,352.00
4002	Sunday Opening	\$17,040.00	\$17,401.00	\$17,401.00	\$0.00
	Total GRANTS - CITY	\$667,921.00	\$528,087.00	\$528,087.00	\$549,200.00
4002	Building Rent In	\$77,796.00	\$77,796.00	\$77,796.00	\$80,226.00
	Total City Building Rent In/Out	\$77,796.00	\$77,796.00	\$77,796.00	\$80,226.00
4003	County Grant - County requisition	\$81,579.00	\$73,421.10	\$73,421.00	\$73,421.10
	Total GRANTS - COUNTY	\$81,579.00	\$73,421.10	\$73,421.00	\$73,421.10
4005	Provincial Employment Grant	\$3,500.00	\$0.00	\$0.00	\$0.00
4007	Provincial Operating Grant	\$100,144.00	\$100,144.00	\$100,144.00	\$100,144.00
4009	Rural Service Grant	\$23,543.00	\$22,854.90	\$23,260.00	\$22,855.00
	Total GRANTS - PROVINCIAL	\$127,187.00	\$122,998.90	\$123,404.00	\$122,999.00
4006	Federal Employment Grant	\$15,000.00	\$13,068.42	\$15,000.00	\$8,512.50
	Total GRANTS - FEDERAL	\$15,000.00	\$13,068.42	\$15,000.00	\$8,512.50
4010	Other Grants (BRCF, ARTS PRESENTING GRANT)	\$16,000.00	\$20,000.00	\$12,650.00	\$17,500.00
	Total GRANTS - OTHER	\$16,000.00	\$20,000.00	\$12,650.00	\$17,500.00
4040	Books - Lost	\$950.00	\$1,061.42	\$950.00	\$950.00
4042	Fines	\$5,200.00	\$285.41	\$0.00	\$0.00
4070	Memberships-Non-City Residents	\$2,600.00	\$2,424.00	\$1,800.00	\$1,800.00
4044	Photocopier	\$4,200.00	\$3,763.35	\$1,800.00	\$2,200.00
4046	Room Rentals	\$800.00	\$420.00	\$250.00	\$0.00
	Total LIBRARY GENERATED	\$13,750.00	\$7,954.18	\$4,800.00	\$4,950.00
4049	Exams	\$4,300.00	\$5,759.00	\$2,000.00	\$3,800.00
	Total EXAM REVENUE	\$4,300.00	\$5,759.00	\$2,000.00	\$3,800.00
	Total REVENUE	\$1,012,033.00	\$858,637.19	\$847,858.00	\$871,908.60
	Camrose Public Library Surplus	\$0.00	\$0.00	\$35,144.00	\$0.00
	Building Rent Out	-\$77,796.00	-\$77,796.00	-\$77,796.00	-\$80,226.00
	TOTAL REVENUE minus Rent	\$934,237.00	\$780,841.19	\$805,206.00	\$791,682.60

2023 Budget Draft D
Presented to Board December 19 2022

GL#	Expenses	2019 Budget	2022	2022 Budget	Draft
		Approved	Expenses	Approved	2023
		15-Jan-19	YTD	21-Nov-21	Budget
5306	Staff Training/Travel	\$5,200.00	\$3,512.35	\$3,000.00	\$6,325.00
5260	Audit/Prof & Legal Fees	\$17,500.00	\$23,538.55	\$24,070.00	\$16,620.00
5200	Professional Memberships	\$830.00	\$406.61	\$650.00	\$745.00
5105	Fund Raising Expense	\$1,500.00	\$0.00	\$500.00	\$0.00
5110	Marketing & Advertising Expense	\$2,500.00	\$2,158.30	\$2,000.00	\$2,500.00
5320	Library Supplies	\$8,000.00	\$4,795.68	\$7,000.00	\$6,000.00
5274	Recycling	\$120.00	\$240.00	\$300.00	\$270.00
5150	Bank Charges	\$1,200.00	\$865.48	\$750.00	\$750.00
	Total ADMINISTRATION	\$36,850.00	\$35,516.97	\$38,270.00	\$33,210.00
5307	Board Training/Travel	\$1,600.00	\$17.00	\$500.00	\$1,000.00
5308	Volunteer/Staff Appreciation	\$2,100.00	\$2,375.67	\$2,100.00	\$3,100.00
	Total BOARD & VOLUNTEER	\$3,700.00	\$2,392.67	\$2,600.00	\$4,100.00
5254	Postage	\$950.00	\$181.99	\$800.00	\$450.00
5340	Telephone	\$2,500.00	\$1,909.59	\$2,500.00	\$2,500.00
	Total COMMUNICATIONS	\$3,450.00	\$2,091.58	\$3,300.00	\$2,950.00
5341	Fax/Debit Machine Line	\$675.00	\$723.83	\$675.00	\$1,695.00
5227	Equipment Leasing	\$4,300.00	\$3,302.25	\$3,800.00	\$4,000.00
5291	Comp/Equip.Maintenance & Repair	\$1,600.00	\$775.78	\$1,000.00	\$1,000.00
5251	Software Programs & Fees	\$350.00	\$1,792.09	\$825.00	\$1,370.00
5253	Computer/Printer Supplies	\$3,000.00	\$1,775.09	\$1,800.00	\$1,800.00
	Total TECHNOLOGY	\$9,925.00	\$8,369.04	\$8,100.00	\$9,865.00
5220	Insurance	\$2,786.00	\$4,311.23	\$4,200.00	\$4,500.00
5225	Janitor Supplies	\$2,500.00	\$581.64	\$1,500.00	\$1,800.00
5360	Utilities	\$23,350.00	\$16,643.85	\$15,000.00	\$16,300.00
5290	Bldg. Repair & Maintenance	\$15,000.00	\$32,587.00	\$38,500.00	\$56,150.00
	Buidling Rent In	\$77,796.00	\$77,796.00	\$77,796.00	\$80,226.00
	Total BUILDING	\$121,432.00	\$131,919.72	\$136,996.00	\$158,976.00
5160	Capital Expense	\$1,450.00	\$1,244.49	\$0.00	\$0.00
5161	Capital Grant Expenses (BRCF, Other)	\$20,000.00	\$4,721.54	\$12,650.00	\$17,500.00
	Total CAPITAL	\$21,450.00	\$5,966.03	\$12,650.00	\$17,500.00
5165	Collection Expense	\$35,000.00	\$16,431.53	\$25,000.00	\$2,642.60
	Total COLLECTION	\$35,000.00	\$16,431.53	\$25,000.00	\$2,642.60
5265	Program Expense	\$28,000.00	\$8,164.81	\$13,000.00	\$18,000.00
	Total PROGRAM EXPENSE	\$28,000.00	\$8,164.81	\$13,000.00	\$18,000.00
5301	Staff Salaries	\$750,476.00	\$622,333.51	\$641,136.00	\$622,515.00
5304	Worker's Comp. Board	\$1,500.00	\$1,922.43	\$1,600.00	\$0.00
5309	New Hires Security Checks	\$100.00	\$270.70	\$200.00	\$2,000.00
	Total STAFF EXPENSE	\$752,076.00	\$624,526.64	\$642,936.00	\$624,515.00
5255	Inter - Library Loans	\$150.00	\$31.99	\$150.00	\$150.00
	Total ILL	\$150.00	\$31.99	\$150.00	\$150.00
	TOTAL EXPENSES	\$1,012,033.00	\$835,410.98	\$883,002.00	\$871,908.60
	Building Rent Out	-\$77,796.00	-\$77,796.00	-\$77,796.00	-\$80,226.00
	TOTAL EXPENSES minus Rent	\$934,237.00	\$757,614.98	\$805,206.00	\$791,682.60

Used for the collection