

2017-18 ANNUAL REPORT

SASKATCHEWAN LIBRARY ASSOCIATION



SLA
SASKATCHEWAN LIBRARY
ASSOCIATION

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PRESIDENT'S REPORT

It was an honour to have been president of SLA for the past two years. Saskatchewan's library community is vibrant; the association has a strong membership base, a dedicated board, and exceptional committee work at the grassroots level. I invite library workers from all sectors regardless of educational credentials to participate in SLA. Time commitments vary, depending on involvement, and I believe libraries benefit when their employees embark on professional development opportunities.

I had the great pleasure to have worked very closely by phone, email, and in person with two executive directors (Judy Nicholson and Dorothea Warren) on various projects, coordinating drafts for executive and board of director meetings, and discussing high-level issues. The transition to a new executive director position in November 2017 went well and I thank both individuals for their commitment and professionalism. I would also like to extend my gratitude to Anne Pennylegion, Program Coordinator, and Calvin Chiang (who replaced Gloria Bearss in August), Administrative Assistant, for their work. Carol Todd, Communications Coordinator concluded her contract in October 2017.

My activities included:

- Attending the Partnership Winter Retreat in Toronto (January 2018);
- Attending the Ontario Library Association's 2018 Super Conference and CFLA's 2018 AGM (January-February 2018);
- As of March 13, 2018 I had chaired meetings of the board of directors in Manitou Springs (June changeover), Muenster (August), Regina (October), Prince Albert (November), teleconference at SLA Office (January);
 - Upcoming board meetings scheduled in March, April, May, and June
- Notable carried board motions and activities:
 - Indigenization sub-committee formed and ongoing work includes creating a new diversity page <https://saskla.ca/about/diversity> (follow up from 2017 AGM motion that endorsed the CFLA-FCAB Truth and Reconciliation committee Calls to Action);
 - Approving funding for the One Book One Province Program to continue in 2019;
 - Successfully applying for an 18 month-long SaskCulture Lifecycle Capacity Building Grant (February 2018);
 - Endorsing Julie McKenna, Deputy Director of the Regina Public Library, to be SLA's first representative as the 2018-2020 Prairie Provinces Representative on the CFLA-FCAB Board (November 2017)
 - Holding a board retreat at St. Peter's College in Muenster (August).
- Attending the Wicahitowin Aboriginal Engagement Conference in Saskatoon (October 2017);
- Attending The Partnership Summer Retreat in Toronto (August 2017);
- Coordinating publishing a final report titled Finding Common Ground Forum that SLA hosted in Regina in March 2017 <https://saskla.ca/assets/Forum-Report.pdf>;
- Updating SLA's History timeline at <https://saskla.ca/about/articles-and-bylaws>;
- Coordinating updating sections 4, 5, 6, 7, 9, and 11 of SLA's Handbook <https://saskla.ca/about/articles-and-bylaws>;
- Drafting a new president's handbook to assist with succession planning (spring 2018);
- Regularly updating content in Supporting All Libraries page <https://saskla.ca/advocacy/cuts-to-budget-information-page>;
- Participating in a Sasktel MaxTV Magazine program about public libraries <https://saskla.ca/sla-is-now-on-youtube> (September 2017);
- Publishing an article about the spring 2017 budget cuts crisis to public libraries <http://dx.doi.org/10.21083/partnership.v12i2.4060> (January 2018);
- Committee work:
 - Member of 2018 conference planning executive team and assisted revising the conference planning committee handbook <https://saskla.ca/assets/Conference-Planning-Handbook-2018-FINAL.docx>; and
 - Member of 2018 conference planning committee, continuing education, and membership committees



VISION AND MISSION

The Vision of the Saskatchewan Library Association is to build and engage a library and information community that is an active force in Saskatchewan's social, economic and cultural development.

The Mission of the Saskatchewan Library Association is to be the recognized voice of and support to Saskatchewan's library communities.

ROLES OF THE ASSOCIATION

The Saskatchewan Library Association achieves this mission by fulfilling the following roles:

- Encouraging communication and fellowship among members, library staff, and others;
- Fostering continuing education for library staff;
- Identifying and responding to issues and situations that affect library staff and libraries;
- Supporting the principles, standards, and practices that are essential to the provision of excellent library service;
- Promoting cooperation among libraries;
- Promoting the awareness of libraries as integral parts of their communities;
- Partnering with other cultural organizations in promoting the cultural development of the province;
- Partnering with other library associations to achieve common objectives.

STATEMENT OF BELIEFS AND PRINCIPLES

1. The Saskatchewan Library Association is a province-wide, volunteer, non-profit organization mandated to further the development of library service.
2. The Saskatchewan Library Association is a general rather than an exclusively professional organization that includes as members: individuals, institutions, and organizations who share a common interest in library service.
3. The Saskatchewan Library Association believes that:
 - a) Library staff recognize the diversity of viewpoints in society; they encourage the free exchange of ideas and knowledge and as such they must operate in an environment of intellectual freedom;
 - b) Library staff nurture an informed democracy and a compassionate pluralism;
 - c) Library staff are committed to literacy and lifelong learning;
 - d) Library staff possess both general and specific knowledge and are skilled in its application in an information environment;
 - e) Library staff are key to accessing library resources and information and to fostering new experiences and discoveries;
 - f) Libraries are better supported by the unified efforts of an umbrella organization which can bring together key constituents — members; government funding agencies, other organizations, and library users;
 - g) Libraries of all kinds are fundamental to the cultural, educational, recreational, economic, and political well-being of the people of Saskatchewan;
 - h) Libraries are valuable assets to the community by adding to and reflecting the quality of life in the community.

EXECUTIVE DIRECTOR'S REPORT

I joined the staff at SLA in mid-November and have since had the pleasure of working with Michael Shires, President, the Board of Directors and Anne Pennylegion, Program Coordinator. Judy Nicholson, former Executive Director was available for a transition period and has since continued in a volunteer capacity with conference planning. During the early part of the year, Judy reports extensive involvement with updating handbooks to ensure alignment with the organizational structure that was approved at the AGM in 2013 as well as refreshing and updating the website.

Judy worked with the Eastern Star Grand Chapter to establish an agreement that will provide funds toward the 2019 Children's Storytelling and Performer Tour. The incoming Worthy Grand Matron and Worthy Grand Patron were looking for an opportunity to support literacy for young children. They approached SLA and agreed to donate the proceeds of a yearlong project which includes calendar sales. Judy also notes her involvement in the summer social that was organized by Linda Winkler and the Regina Happy Hour where 7 or 8 organizations/institutions were represented. These events are organized to provide networking opportunities for members.

Since joining SLA I continue to make opportunities to meet with members and leaders in the library community, as well as stakeholders and community leaders. I am most appreciative of the insights and support extended by all. In March Michael and I had the opportunity to meet with the Honourable Gordon Wyant, Minister of Education. At this meeting we were able to share information about SLA as well as discuss the important and extensive role that libraries have in our province.

Although I joined the organization late in the year we have had opportunities to build on the strategic direction set by the Board and continue to align our operations with that direction. Over the next year SLA will participate in a Sask Culture sponsored capacity building project that will allow us to complete an organizational assessment with focus on the pillars of: administration, finance, program and governance. Following the assessment a consultant will support us through the development of an organizational improvement plan. We believe this process will assist SLA to build on strengths while identifying areas for development.

The Board along with external representatives from SLA membership have recently undertaken an examination of the role and function of SLA Committees. Recognizing this will be an ongoing process, the results of our first workshop will be incorporated into planning for Committee work next year. The Committees play an important role and we recognize it is necessary to ensure they have the structure and support necessary to carry out their mandates effectively and efficiently.

On a final note I extend the organizations' gratitude to retiring board members, Michael Shires and Tasha Maddison, for their contributions. We look forward to continue working with these dedicated SLA members in other capacities. Thank you also to Judy Nicholson, former Executive Director, for her assistance in transition and ongoing volunteer work with conference preparations.

Respectfully submitted,
Dorothea Warren, Executive Director



EXECUTIVE COMMITTEE

Committee members were: Brad Doerksen, Alison Jantz, Linda Winkler, Judy Nicholson (to November 2017), Dorothea Warren (starting November 2017), Michael Shires (Chair). As of March 13, 2018 meetings (via teleconference and face to face) were held on June 29, July 26, August 23, September 20, October 25, November 2, December 13, January 10, and February 14. Meetings focused on both high level and some operational discussion and decision items. Outcomes were forwarded to the board of directors. I thank the committee members for their passionate work and lively discussions.

In summer 2017 the executive implemented a pilot to incorporate agenda items from the personnel and finance committees into all executive meetings. Goals were to reduce the number of meetings and ensure that all members of the executive were involved in these discussions. Section 10 in the bylaws states that “the vice-president of advocacy and development sits on the personnel committee while the vice-president of membership and publications sits on the finance committee” https://saskla.ca/assets/Section-3-Articles-and-Bylaws_May_2017.pdf. There were several meetings held between spring and fall 2017 that were exclusively personnel agenda items. The treasurer and executive director usually had initial discussions about finances and then brought forward issues and proposals to the executive for a group discussion. The executive will draft a report with recommendations and present it to the board in spring 2018. Any recommended changes to the composition of the personnel and finance committees that would impact the mandate of the executive would be brought forward at the 2019 AGM.

4 PERSONNEL HIGHLIGHTS

The executive held several meetings about personnel matters. The executive comprised the search committee for a new executive director and completed the following tasks:

- Revising the executive director position description;
- Revising the executive director job advertisement and posting it locally and nationally in various sources. Candidates were shortlisted, interviews were conducted at the SLA Office, and the incumbent (Dorothea Warren) was recommended to the board and subsequently appointed in a motion in October 2017; and
- Revising the performance review document for the executive director.

Respectively submitted,
Michael Shires, President

BOARD OF DIRECTORS 2017-18

President/Michael Shires

Treasurer/Brad Doerksen

Vice President Advocacy and Development/Alison Jantz

Vice President Publications and Membership/Linda Winkler

Members at Large/Lindsay Baker, Alan Kilpatrick, Tasha Maddison, Jonathan Powell (until Jan. 2018)

OFFICE STAFF

Executive Director, Dorothea Warren (began Nov. 13, 2017)

Program Coordinator, Anne Pennylegion

TREASURER'S REPORT

It has been my privilege to serve on the Board of the Saskatchewan Library Association as Treasurer this past year. As part of regular duties of the treasurer I examine the most recent financial statements provided by our bookkeeper in advance of each meeting of the board. I then submit them to the Board for consideration, discussion, and approval. I also began the practice of quarterly budget forecasting, projecting where we would end the fiscal year based on current revenue and expense patterns. The annual cycle of work also includes drafting a budget for the coming year and working with the board to refine and approve this plan.

A small number of non-routine and one-time projects were completed this year. With the assistance of the executive director, some adjustments were made to the chart of accounts (the more granular list of expenses and revenue) and how those correspond to the budget categories. I also began work on drafting a policy for the recognition of staff terms of service at prescribed milestones. A more significant project was engaging with the rest of the executive in the search for a new executive director, including considering the financial implications of the transition period.

SLA needs a sufficient reserve to guard against unexpected changes in revenue or expenses; however, this surplus does not need to be excessive. Based on the amount of surplus that accumulated, the board has intended to run targeted deficits for special one-time projects. Yet, due to some frugality and wise stewardship of resources we have had a few years of budgeted deficits that ended very close to a balanced income statement at the end of the year. I have enjoyed my work with the SLA executive as well as the office staff. It's been another great year serving alongside some really great people. SLA continues to enjoy a sound financial footing, due in large part to generous funding from SaskCulture.

Respectfully submitted,
Brad Doerksen, Treasurer

ADVOCACY COMMITTEE

Committee members were: Alan Kilpatrick, Deborah McConkey, Gwen Fisher, Katelyn Haskell, Nancy MacKenzie, and Alison Jantz.

Over the past year, the Advocacy Committee was engaged in:

- Corresponding with provincial leadership candidates for the Saskatchewan Party and NDP prior to their elections;
- Consulting with the program committee to strengthen the connection between advocacy and the Freedom to Read Week (FTRW) in 2019 as well as discussion of campaign ideas for FTRW; and
- Completing enhancements and edits to the Advocacy section on the SLA website.

For future development the committee is proposing ongoing discussions about partnership with the Programming Committee. The Advocacy Committee recognizes the integral connection between an ongoing communication strategy, public awareness and advocacy work which will also be subject for further development in the year ahead. The Advocacy Committee is looking toward a more structured approach with specific projects including defined time frames and a project schedule decided upon and confirmed with committee members at the beginning of the year. The committee also recognizes that emergent issues may come forward that require attention. The committee members are busy people and I thank them for their participation and contributions.

Respectfully submitted,
Alison Jantz, Vice President Advocacy and Development

CONTINUING EDUCATION COMMITTEE

Committee members were: Tasha Maddison, Michael Shires, Cara Bradley and Beth Cote.

The Continuing Education (CE) committee had an active year in 2017-2018. The committee is responsible for promoting the association's CE grants and selecting grant recipients. Through its work, the committee strives to provide members with relevant educational opportunities.

The committee awarded five CE grants in summer 2017 and winter 2018:

- Category 1: Jenny Ryan (Saskatoon Public Library), Katie Dermody (Saskatoon Public Library), Gina Brander (Saskatchewan Polytechnic)
- Category 3: Tawney Johnson (Lampman Public Library), Heather Epp (Saskatoon Public Library)

Throughout the year, the committee focused on developing a strategy to better promote and increase the visibility of the grants available to members:

- Added a CE grant quick link to the SLA homepage;
- Added past grant recipient testimonials to the CE portion of the website;
- Created a CE grant communications timeline;
- Created a CE committee logic model;
- Created standardized messaging for SLATE and the Mid-Month Newsflash;
- Developed a CE grant image for the homepage's rotating banner; and
- Developed a CE grant social media schedule.

I would like to thank the members of this committee for their involvement this year.

Respectfully submitted,
Alan Kilpatrick, Member At Large

FUNDRAISING COMMITTEE

Committee members were: Mary Chipanski, Brad Doerksen, Chantelle Doerksen and Tasha Maddison.

The fundraising committee ran a very successful 50/50 draw at the 2017 annual conference; which we plan on hosting again at the 2018 conference. We also hosted a raffle in November/December 2017, with a variety of purchased and donated items. The raffle was open to anyone within the province of Saskatchewan with an additional incentive for individuals to share or promote on social media channels for further entries. Proceeds from the raffle went to the Continuing Education Fund.

Respectfully submitted,
Tasha Maddison, Chair Fundraising

MEMBERSHIP COMMITTEE

Committee members were: Jonathan Powell, Dorothea Warren and Linda Winkler.

Social Events: The Membership Committee prepared two social events in the latter part of 2017 that were hosted by the Executive Committee. In August a restaurant social event was held in Saskatoon and Regina and in November a happy hour was held in Regina, Saskatoon, Moose Jaw, Dysart and Avonlea. Advertising in social media was carried out for these events and Committee members made a point of personally advertising the socials.

Institutional Membership: Throughout 2017 and into 2018 updates and revisions continued to be carried out on the SLA Institutional Membership chart located on the SLA website. Responses were provided to questions that were raised regarding the revised institutional membership.

SLA Frances Morrison Award: The policy regarding the Frances Morrison Award located in the SLA handbook was revised and updated in 2017.

Fact Sheet: In mid-2017 a fact sheet about the benefits of SLA membership was sent to library technician programs in the province.

Incentives to Increase Memberships: Discussions took place about incentives for increasing memberships. Proposed ideas included a First Timers reception to be held at the annual conference, starred badges for first time delegates at the conference and announcing the names of first time attendees at the AGM. Also discussed were ideas to increase personal memberships from various provincial organizations and universities.

Website Infographic: The committee decided the infographic located at the SLA website needs updating and redesign. The Committee continues work on this project.

Respectfully submitted,
Linda Winkler, Vice President Membership and Publications



PUBLICATIONS COMMITTEE

Committee members: Lindsay Baker, Jennifer Hall, Ann Liang, Anne Pennylegion, Dorothea Warren, and Linda Winkler.

SLA Trifold Brochure: The committee designed and prepared the text of a new trifold brochure as an information resource for new SLA members and to hand out at various events such as the annual conference. One committee member completed the draft graphic work and another the text. The Board approved a motion submitted by the Committee to fund the graphic and publishing of the brochure. It is now available.

SLA Communications Policy: The committee completed the work of reviewing and revising the communication policy as outlined in article 6.8 Communications and Publications in the SLA handbook. Clauses were updated and amended regarding the online newsletter SLAte, Newsflashes, the SLA website and social media. Particular focus of the work was the development of a first time website management policy. This policy has gone through several stages of Committee comment and editing and is currently awaiting approval by the Board.

The committee made suggestions regarding improvements to the graphics and design of SLAte and Newsflash. The committee also considered the results of a member survey in 2017 concerning improvements to SLAte. The Board passed a motion submitted by the committee for funding to support this work. Some initial work was completed in late 2017 and will carry on through 2018.

In accordance with its mandate the Committee continued to regularly monitor content and layout issues for SLAte, Newsflash, Spotlight On and Comings and Goings to ensure objectives are being well met. In addition the Committee comments on social media accounts (Twitter, Facebook, and Instagram).

Thank you to all committee members for their contributions.

Respectful submitted by,
Linda Winkler, Vice President Membership and Publications

PROGRAMMING COMMITTEE

Committee members were: Alison Jantz, Deborah McConkey, Jessie Marchinko, Jonathan Powell, Kimberley Hintz, Tawn Marshall, Catherine Howett, Anne Pennylegion, Dorothea Warren and Judy Nicholson.

The SLA Programming Committee assists the Program Coordinator, Anne Pennylegion, in preparing and executing Saskatchewan Library Week, Culture Days, Freedom to Read Week, and the TD Summer Reading Club. This year, the committee began the process of evaluating SLA's programs, using the logic models created by the committee in 2016-2017. The evaluation process will determine whether SLA's programs are meeting their desired outcomes, and to determine the impacts of current programs.

Thank you to everyone who participated with the Programming Committee.

Respectfully submitted,
Lindsay Baker, Chair



REPORT ON PROGRAM ACTIVITIES

FREEDOM TO READ WEEK 2017

SLA has offered 10 \$200 grants to member libraries for several years. Applications are juried by two or three adjudicators. We currently distribute about 600 posters to libraries in every sector across the province. They are provided free by the Book & Periodical Council and are usually distributed in January. For the last two years, the mailing costs have been shared between FTRW and One Book, One Province. Every effort is made to attract media attention through media releases, and more social media postings.

TD SUMMER READING CLUB

During the summer months, the TD Bank, in partnership with Library & Archives Canada and the Toronto Public Library, creates a summer reading program whose aim is to promote the fun of reading. During the months that children are out of school, the TD Summer Reading Club provides activities, reading suggestions, games and jokes all geared toward encouraging literacy in young children. In concert with the program, library regions engage children's storytellers and performers to tour the regions providing entertainment to participants. SLA has for many years applied for additional funding to support the tours and thanks to SaskTel, SLA is able to distribute funds to every region in the province.

CULTURE DAYS 2017

In March 2017, libraries in all sectors, experienced severe budget cuts. In an effort to ensure that valuable programs were not lost due to the cuts, SLA applied to our funder, SaskCulture for additional monies to help enable libraries to continue plans for Culture Days. As a result, we were able to distribute an additional \$1000 to ten successful grant applicants. From Jamaican hair braiding to storytelling and a "make your own musical instrument" workshop and a human library in Moose Jaw, Saskatchewan Libraries proved once again that Libraries Matter.

SASKATCHEWAN LIBRARY WEEK

Mindful of the importance of advocacy, the Saskatchewan Library Week (SLW) committee adopted a "Libraries Matter" theme, which was incorporated into all of the SLW materials. In addition, all of the print materials, including Book Spine Poetry were translated and printed in Cree. In partnership with the Saskatchewan Writers' Guild, SLA also organized a writing workshop tour in Northern Saskatchewan with award winning poet Louise Halfe. For the fourth year, SLA has sponsored the Book Spine Poetry Contest, a provincial project. The bulk of the entries received are submitted by school children and teachers are always delighted to use the contest as a class project. Twenty grants of \$250 were

awarded to libraries province wide with resulting projects that we can all be proud of.

Thank you to our sponsors, committee members, adjudicators and most importantly the library workers who work tirelessly to plan such fun and interesting projects.



ONE BOOK, ONE PROVINCE

One Book, One Province is a recently added program in its second year. This pilot program aims to increase literacy and to create a reading culture by providing opportunities for residents to become more socially engaged in their community through a shared story.

The 2018 selection, *Out of Old Saskatchewan Kitchens*, was a perfect choice as it personified all of the key aims of the program. Author Amy Jo Ehman's tour took her to 7 Saskatchewan Writers' Guild sponsored events in libraries around the province. With the addition of 3 more library events, she was able to speak to a wide audience about the relationship between our multicultural and diverse population and the foods we eat. As well, events with our partners, the Saskatchewan German Council, the Paper Umbrella, and McNally Robinson Booksellers provided other opportunities for engagement with the public.

The 2018 project will continue to reach long into the year, as Amy Jo continues to receive requests from libraries interested in hosting events related to *Out of Old Saskatchewan Kitchens*. In this, the second year of the project, we are thankful for the many partners and libraries, who joined us. Special thanks to the Saskatchewan Writers' Guild, the Saskatchewan German Council, the Museums Association of Saskatchewan, Paper Umbrella and McNally Robinson Booksellers and our committee members: Debbi-Lynn Bateson, Sarah Bonish (Regina Public Library), Cara Bradley (University of Regina), Rorie Bruce, MacIntyre Purcell Publishing Inc., Kimberley Hintz (Provincial Library & Literacy Office), Alison Jantz (Saskatoon Theological Union) and SLA VP of Advocacy & Development, Ann Liang (Marketing and Outreach Librarian Saskatchewan Polytechnic Library, Moose Jaw Campus), Deborah McConkey (Horizon Seminary Library), Colleen Murphy (University of Regina) Chair, and SLA Rep to the Multitype Library Board, and Dorothea Warren (SLA Executive Director) for their contributions.

Respectfully submitted,
Anne Pennylegion, Program Coordinator

2017 SASKATCHEWAN LIBRARIES CONFERENCE: REMEMBRANCE AND RENEWAL

The 2017 Saskatchewan Libraries Conference took place May 3-5, 2017. The 2017 Conference Theme – Remembrance and Renewal – was chosen in celebration of the 75th Anniversary of the Saskatchewan Library Association, and in conjunction with the 150th Anniversary of Canada. The beautiful Elk Ridge Resort in Waskesiu proved to be an excellent choice for the 2017 Conference venue, providing ample opportunity for attendees to network with colleagues while enjoying the scenic surroundings of Northern Saskatchewan. The feedback we received from our delegates, presenters and exhibitors has been generally very positive, and has also included recommendations to be considered in planning for future conferences. The post-Conference report, entitled 2017 Saskatchewan Libraries Conference – Evaluations: Delegates, Presenters, and Exhibitors, is available on the SLA website. The report highlights themes from the survey distributed at the end of the Conference, and provides information on the new Conference Planning Committee Handbook, which is also available on the SLA website.

We were pleased to welcome 96 delegates to the 2017 Conference, including 23 presenters and 29 volunteers. 100 people attended the Mary Donaldson lecture, and 118 people attended the Banquet. Several associations were represented at the Conference, including the Committee on Aboriginal Library Services, Library Services for Saskatchewan Aboriginal Peoples, Multitype Library Board, Saskatchewan Library Association, Saskatchewan Library Trustees' Association, Saskatchewan School Libraries Association, and Saskatchewan Association of Library Technicians, to name just a few. We were delighted to have Bill Waiser as the Speaker for the Mary Donaldson Memorial Lecture, Lyndon Linklater as the Conference Opening and Keynote Speaker, and Michelle Brownridge as the Endnote Speaker. Their presentations were engaging and thought-provoking, and were very well received.

We also acknowledge and thank our sponsors (14) and our exhibitors (15) for their support. In closing, we want to recognize and thank the members of the 2017 Conference Planning Committee and the many volunteers who worked to make the 2017 Saskatchewan Libraries Conference a success!

Respectfully submitted,
James Hope Howard and William Sgrazzutti, Conference Co-Chairs



Bill Waiser



Lyndon Linklater

THE PARTNERSHIP REPORT

The Partnership is a group made up of representatives (Presidents/ Executive Directors/Vice-Presidents) from provincial and territorial multi-sector library associations across Canada. This group provides a networking opportunity as each jurisdiction shares experience, strategic priorities and operational issues. It also provides an opportunity for member associations to share a variety of revenue-generating programs with each other and to make educational events available to association members. At each of the meetings, association representatives are updated on Partnership initiatives and hear presentations from relevant organizations.

There are two meetings each year (January and August) the Ontario Library Association (OLA) supports the meetings of this group with meeting space, travel expenses as well as complimentary registration at the OLA Super conference. Judy Nicholson (former executive director) and Michael Shires attended the August 2017 meeting while Dorothea Warren and Michael attended the winter 2018 retreat. It's estimated that more than 7,800 people, who work for or in the library and information management sector, belong to the associations that make up The Partnership.

In January 2018 round table information sharing and discussion focused on key areas that were of common interest to partners and included: membership recruitment and ongoing membership engagement, approaches to advocacy, and government relations (including connecting with MLAs).

A communications subcommittee has completed a draft brochure that highlights specific educational opportunities and benefits available through The Partnership.

EDUCATION INSTITUTE (EI)

The Education Institute (EI) is a continuing education program for library information workers developed by The Partnership. Annually, there are 3 EI Semesters. Members of the Partnership receive discounts on webinars and annual institutional subscriptions are available. Visit <http://bit.ly/EducationInstitute> for upcoming events and more information.

CONTINUING EDUCATION CERTIFICATE (CEC)

The Partnership's Continuing Education Certificate (CEC) is a national program administered by the Library Association of Alberta. CEC program participants:

- Plan and document their learning and professional development by activity type and subject areas;
- Collect points annually, based on learning activities, over the program period of three years;
- Receive a certificate of completion and a full record of learning activities. Visit <http://bit.ly/ContinuingEducationCertificate> for more information.

JOB BOARD

The Job Board lists positions available to library and information personnel from coast to coast to coast. It was developed and is managed by the British Columbia Library Association (BCLA) to support members of The Partnership. The Job Board is free to job seekers and is a paid service for employers. The cost to post is \$55 for institutional members of an association in the Partnership, and \$85 for non-members. Visit <https://partnershipjobs.ca/> for more information.

THE LIBRARY MARKETPLACE

Library associations in the Partnership receive discounts from The Library Marketplace. Associations are also provided with a variety of product marketing tools like "the store in a box". Visit www.thelibrarymarketplace.com/ for more information.

THE PARTNERSHIP JOURNAL

Partnership: The Canadian Journal of Library and Information Practice and Research is the journal of the Partnership. Partnership promotes the exchange of ideas about libraries, librarianship, and information science among practitioners across all library sectors. Visit www.partnershipjournal.ca for more information.

PERKOPOLIS

Individual members of library associations in the Partnership are offered some very good savings on many products and services in entertainment, hotels, shopping, and travel. This offer is available through The Partnership at Perkopolis and is accessible through a code which is available through your association's office. Visit <https://www.perkopolis.com/> for more information.

CFLA-FCAB REPORT

Founded in 2015, the Canadian Federation of Library Associations/Fédération canadienne des associations de bibliothèques (CFLA-FCAB) is the national voice of Canada's library communities. Through its member associations, including the Saskatchewan Library Association and the Manitoba Library Association, the Federation advocates for libraries on issues such as Indigenous library services, copyright, intellectual freedom, and accessibility. Our purpose is to: advance library excellence in Canada; champion library values and the value of libraries; and influence national and international public policy impacting libraries and their communities.

Building on the vision articulated in the document Towards a Federation of Library Associations in Canada that was finalized in December 2015, the founding Bylaws of the new Federation were developed during the first quarter of 2016. In advance of the first AGM which was held on February 1, 2017 in Toronto, Ontario, CFLA-FCAB got to work with an interim Board that was named by the founding members. In February 2016 MLA and SLA both endorsed Alix-Rae Stefanko as the Prairie Provinces representative to the Board. CFLA-FCAB was incorporated in May 2016.

The first elected Board was formed on February 1, 2017. SLA and MLA endorsed the nomination of Alix-Rae Stefanko as the Prairie Provinces Board member for a 1 year term and this was ratified by the members at the AGM. Throughout 2017, SLA and MLA continued to work very closely on several projects. Including the dissemination of CFLA-FCAB information and communications, the recruitment of SLA and MLA members to CFLA-FCAB committees, and most notably, the first National Forum in Regina, in conjunction with the 2018 Saskatchewan Libraries Conference. CFLA-FCAB is proud to see this event come together in Regina and we are thrilled to offer this first National Forum alongside the Saskatchewan Library Association. The SLA member who served on the CFLA-FCAB National Forum Planning Committee was Nancy MacKenzie.

In August, 2017, CFLA-FCAB welcomed Katherine McColgan as Executive Director. In the fall of 2017 the CFLA-FCAB put out a call for nominations for required board positions. SLA and MLA endorsed Julie McKenna as the Prairie Provinces Board Member for a 2-year term commencing January 31, 2018 at the CFLA-FCAB AGM held in Toronto, ON. The first Board meeting following the AGM was held that day, and Alix-Rae Stefanko (Member at Large) was elected as Chair of the CFLA-FCAB. The Prairie Provinces are well represented at CFLA-FCAB.

CFLA-FCAB has now established four Committees. In 2017, the Copyright Committee met regularly and actively engaged on a number of files. The work of the Truth and Reconciliation Committee was completed at the 2017 CFLA-FCAB AGM by the delivery of their report. The Indigenous Matters Committee was formed and held its inaugural meeting on September 28, 2017. The Cataloguing and Metadata Standards Committee was formed and held its inaugural meeting on September 1, 2017. The Intellectual Freedom Committee was created and the call for members went out in November 2017. The inaugural meeting was held on April 4, 2018. SLA members serving on the Indigenous Matters Committee include Carol Marriott and Michael Shires. The SLA member serving on the Copyright Committee is Christina Winter. The SLA member serving on the Intellectual Freedom Committee is Donna Bowman. Our newest appointment is Devon Lemire to the Cataloguing and Metadata Standards Committee. My thanks to all the SLA members who are working with their committees on behalf of the SLA Association. Information on these Committees and their work can be found on the CFLA-FCAB web site at <http://cfla-fcab.ca/en/home-page/>

The CFLA-FCAB Board has established several other Board committees to undertake some critical and timely work for the organization. The work plans for the Governance and Strategic Planning Committees are being confirmed now. Julie is working with Dorothea and Michael on SLA Board reporting and governance expectations with regards to the work of the CFLA-FCAB Board.

Please read more about CFLA-FCAB in the 2017 Annual Report: http://cfla-fcab.ca/wp-content/uploads/2018/01/CFLA-FCAB_Annual-Report_.Rapport_annuel_web.pdf

It is my (Julie's) privilege to continue in service on behalf of the Prairie Provinces with this young organization, and I believe my leadership skills and engagement will help us all move forward. I am grateful to Alix-Rae for both her past and her continuing leadership at the CFLA-FCAB Board, and for the mentorship she has given me as I begin my service.

Jointly submitted,
Julie McKenna
CFLA-FCAB Board Member (Prairie Provinces), 2018-20

Alix-Rae Stefanko
CFLA-FCAB Board Chair (and Member at Large) 2018-2019
Secretary & Prairie Provinces Board Member 2016-18

SLA REPRESENTATIVE CFLA-FCAB COPYRIGHT COMMITTEE

This report covers the period of May 2017 to March 2018. The committee typically met monthly by teleconference. Here are some highlights from 2017-2018.

- The committee presented an advocacy session at the 2017 ABC Copyright Conference in Kingston, Ontario.
- The committee prepared a submission brief for the Copyright Board Review. It was approved by the CFLA-FCAB Board in September 2017. The brief is available on the CFLA-FCAB website http://cfla-fcab.ca/en/advocacy/2017_copyright_board_review_brief/.
- The committee is working on its response to the legislative review of the Copyright Act. Katherine McColgan, Executive Director, CFLA-FCAB and Victoria Owen, Chair of the CFLA-FCAB Copyright Committee met with Industry, Science and Technology (INDU) Committee members about the review of the Copyright Act.
- The committee prepared position statements on fair dealing, contract override, and technical protection measures. These positions statements were approved by CFLA-FCAB Board and are available on the CFLA-FCAB website <http://cfla-fcab.ca/en/copyright/>.
- The committee is working on position statements for Indigenous Knowledge, preservation, orphan works, mass digitization, and crown copyright.

Respectfully submitted,
Christina Winter

SLA REPRESENTATIVE SASKATCHEWAN BOOK AWARDS

The SLA Representative to the Saskatchewan Book Awards (SBA) takes part in monthly meetings of the SBA Board. This year, I was also a member of the Board's Governance Committee. In 2017-2018 the Board assisted with fundraising efforts, and in providing direction to the SBA's Executive Director, assisting with the annual Saskatchewan Book Awards Ceremony and related activities. The 25th annual Saskatchewan Book Award Ceremony was held Saturday, April 28, 2017 at the Conexus Arts Centre in Regina.

Respectfully submitted,
Lindsay Baker
2017-2018 SLA Representative to the SBA

SLA REPRESENTATIVE SASKATCHEWAN POLYTECHNIC LIBRARY AND INFORMATION TECHNOLOGY ADVISORY GROUP

The annual Saskatchewan Polytechnic Library and Information Technology Program Advisory Committee meeting was held in Saskatoon on October 6, 2017. I was looking forward to participating via teleconference as the Saskatchewan Library Association representative, unfortunately technical issues prevented this.

I followed up with Chasity Berast, Program Head and highlights of her report include:

- Decreasing the seat numbers from 30 to 20 as it has been difficult to fill 30 seats in recent years.
- Beginning a five-year review next year and an external review of our program will happen as a part of this. The Committee would like PAC members to be involved in the review.
- More online courses are up and running.
- Plan to overhaul the Introduction to Library Service course to include important ideologies such as intellectual freedom and social responsibility, as well as serving diverse populations.
- Plan on creating some additional classes that will include areas such as information literacy, makerspace technology, digital resource management, and Indigenous library issues and use.

In addition to the above:

- The Dean's Office provided an update;
- Professional / Workplace Trends reports were presented; and
- Online Education was discussed.

I look forward to attending the next meeting in person and being an active member of this committee.

Respectfully submitted,
Catherine Hana, Clinical Librarian Saskatchewan Health Authority



SLA REPRESENTATIVE MULTITYPE LIBRARY BOARD

CURRENT BOARD MEMBERS

OTHER INFORMATION PROVIDERS

- Indigenous library services/Ms. Marilyn Belhumeur, Gabriel Dumont Institute Library
- Archives/Tim Hutchinson, Head of University Archives & Special Collections, University of Saskatchewan
- Saskatchewan Library Association/Colleen Murphy, Associate University Librarian, Academic Liaison and User Services

POST-SECONDARY EDUCATION

- Rian Misfeldt, Academic Director, Library & Testing Services, Saskatchewan Polytechnic
- William Sgrazzutti, Strategic Initiatives Coordinator, University of Regina (appointed March 2018)

PUBLIC LIBRARIES

- James Hope Howard, Director, Pahlkisimon Nuyehāh Library System (Board Chair)
- Sandra MacArthur, Saskatchewan Library Trustees' Association

SCHOOL LIBRARIES

- Charlotte Raine, Consultant/Learning Coach, Good Spirit School Division
- Giselle Wilson, Saskatchewan School Boards Association (appointed March 2018)

SPECIAL LIBRARIES

- Melanie Hodges Neufeld, Director, Law Society of Saskatchewan Library (appointed March 2018)
- Nancy Young, Consultant, Saskatchewan Parks and Recreation Association (appointed March 2018)

PROVINCIAL LIBRARY AND LITERACY OFFICE (PLLO)

- Alison Hopkins, Provincial Librarian and Executive Director, Provincial Library and Literacy Office

MEETINGS AND REPORTS

- October 4, 2017, November 14, 2017 (teleconference) and January 24, 2018

All formal communiqués, minutes and documents of the Multitype Library Board are available on the Saskatchewan Libraries website at <http://sils.sk.ca/campusguides.com/MLB/about>

At the October and November meetings, the Board developed a work plan for the next 18 months. Work on a communications strategy was begun. The CFLA-FCAB Truth and Reconciliation Report was discussed at the January meeting. The MLB is supportive of the efforts of CFLA and is committed to working within its mandate to foster cooperation.

Several board members attended the Multitype Database Licensing Program (MDLP) AGM on May 24, 2017. Typically, the Board has held an annual meeting in conjunction with the MDLP AGM. However, after the provincial budget was released in March, the Board decided to forgo this event and intended to host a full day community meeting in May 2018. Several factors resulted in the decision to postpone this meeting until the fall of 2018.

At the MDLP AGM, the partners agreed that the Core Collection would remain status quo. No databases would be added or removed. The Saskatoon Public Library and the Ministry of Government Relations decided to leave the program. As of July 1, 2017, they no longer have access to the MDLP Core Collection. The partners decided to hire an external consultant to perform a review of the MDLP and its operations. A steering committee made up of representatives from each library sector was struck to oversee the review process. The report was submitted in April 2018 and will be the focus of the 2018 MDLP AGM (April 24, 2018).

MDLP REVIEW STEERING COMMITTEE MEMBERS

- Administrative Organization: University of Regina represented by Colleen Murphy
- Post-Secondary Libraries: Jaclyn McLean and Amy Rankin
- Provincial Library and Literacy Office (PLLO): Alison Hopkins
- Public Libraries: Jeff Barber and Arwen Rudolph
- School Libraries: Elgin Bunston and Gaetan Hammond
- Special Libraries: Melanie Hodges Neufeld and Nancy Young
- PLLO Support: Brenda Dougherty, Regan Gunningham

SASKATCHEWAN DIGITAL ALLIANCE

The SDA held a stakeholder meeting on October 11, 2017. There is still a desire for digitization, but the lack of funding has led to a lack of direction. There is a role for the board in the area of coordination around standardization/knowledge-sharing/best practices. There is MLB support for the Committee, but the Committee needs a way to engage institutions who are interested. The Committee was tasked with revising its terms of reference.

Respectfully submitted,
Colleen Murphy,
SLA Representative to the Multitype Library Board

SLA EDUCATIONAL BURSARIES AND AWARDS

MAUREEN WOODS EDUCATION BURSARY

This bursary is open to all students enrolled in or accepted in an ALA-accredited graduate degree program at the time of the award. Applicants must be willing to take up residence and employment in Saskatchewan for a period of at least one year following completion of their MLIS program.

The Saskatchewan Library Association is pleased to announce that the recipient of the 2018 Maureen Woods Education Bursary is Elise Lehmann.

Elise has strong roots to Saskatchewan which were immediately apparent in her application and in her professional work. Calling Rosthern, SK home, she is clear about her desire to work and contribute to the library community in Saskatchewan.

Elise states that “she wants to make a difference for people in Saskatchewan communities by providing information and education opportunities through libraries. I want to better our province as a whole and I’m very interested in the role that libraries play in bringing the arts to small rural communities.”

One of Elise’s references used the terms “fearless, knowledgeable and passionate” to describe Elise. Another reference described Elise as “consistent... she is the kind of leader that gets things done through quiet determination and self-confidence.”

Elise will graduate in April of 2018 from the University of Alberta MLIS program where she will receive a well-rounded education covering all different aspects of library and information studies.

The Maureen Woods Education Bursary is made possible by a generous donation from the Saskatchewan Provincial Library and Literacy Office, Saskatchewan Ministry of Education and through the efforts of the Multitype Library Board and the Saskatchewan Library Association. The bursary was established to promote the continued growth of professional librarianship in the province of Saskatchewan. The Saskatchewan Library Association administers the bursary annually. SLA acknowledges and thanks the committee members who adjudicate applications: Cara Bradley, Tasha Maddison, JoAnn Murphy, Barbara Nelke, and Robert Thomas.

HONOURARY LIFE MEMBERSHIP

An Honourary Life Membership is conferred upon a current SLA member who has made a substantial and recognizable long-standing contribution to SLA and/or library service in Saskatchewan. As a member of SLA for life, the recipient has full voting privileges, does not pay annual dues, receives all association publications, and may serve on committees. As well, this membership entitles the recipient to discounts at SLA functions and workshops.

The Saskatchewan Library Association is pleased to announce that Colleen Murphy has been selected as the Honourary Life Member in 2018. Colleen has been, and continues to be, an active and involved member of SLA and has assumed a wide range of roles with the organization. She was a steadfast and impactful Board member during the tumultuous Board renewal phase that occurred between 2011 and 2013.

Colleen is currently the SLA representative on the Multitype Library Board and chair of the One Book One Province Committee.

Beyond SLA, Colleen has also served on other national association boards and committees. Colleen has an ability to bring people together on an issue, and to find solutions that bring out the best in others.

In her professional life, Colleen has worked in public libraries and academic libraries, spending a significant part of her career at the University of Regina. Colleen has always taken the time to talk about the value of professional associations – and the value of SLA in particular – with emerging professionals, to help spread the vision we are trying to achieve.

Colleen embodies the best of Saskatchewan librarianship: she is collaborative, a creative problem-solver, determined, and approaches each day with a spirit of dynamic service and commitment. She is a staunch supporter of libraries, and of the work that the Saskatchewan Library Association does for libraries and librarians across the province.

MARY DONALDSON AWARD OF MERIT

The Mary Donaldson Award of Merit was established in 1977 to recognize library support workers and the essential services that they perform in Saskatchewan libraries. The Mary Donaldson Award of Merit is an award given annually since 1977 to a graduating library technician student.

The Saskatchewan Library Association is pleased to announce that the recipient of the 2018 Mary Donaldson Award of Merit is Brittany Schmidt. Brittany is attending the Schmidt Saskatchewan Polytechnic School of Information and Communications Technology, completing the Library and Information Technology program. She has been a student representative for Saskatchewan Association of Library Technicians since September 2016. She has contributed in a volunteer capacity to promote the Library and Information Technology program at the Saskatoon Comic Book Expo in October 2017 and the See Your Future Career Fair in Regina in November 2017.

She has thoroughly enjoyed her educational program and looks forward to her career ahead. Brittany writes, "Throughout my life I have felt a strong connection to the library and to literacy. I am very passionate about my future as a library professional. I hope to encourage a love of literacy within my community, as well as provide access to information and resources to those who need it."

Brittany's passion for library work began in elementary school where she was offered and was offered a position as a student volunteer over recess and lunch hour. This early experience working in a library helping her peers find books to enjoy and for information purposes sparked her interest in the field.

The evolution and multiple roles of libraries is important to Brittany as she states "The library is not only a haven for many, it is a place where knowledge lives and where communities can come together."

Congratulations Brittany and best wishes in your career!

SLA FRANCES MORRISON AWARD

The SLA Frances Morrison Award is an award of merit for outstanding service to libraries. This award is given in the name of one of Saskatchewan's exceptional librarians and is open to all, individuals or institutions or groups, and not restricted to professional librarians or SLA members. In 1981 Frances Morrison was awarded the Canadian Library Association's Outstanding Service to Librarianship Award. In 1999 she received the Saskatchewan Order of Merit for her contributions to library services in Saskatchewan. In 1982, Frances Morrison joined with the Saskatchewan Library Association in creating this award.

The Saskatchewan Library Association is pleased to announce that the recipient of the 2018 Frances Morrison Award for outstanding service to libraries is Colleen Murphy. Colleen has had a distinguished association with libraries. She spent the first few years of her career in Montreal libraries before moving to Saskatchewan in the nineteen eighties. She made a home for herself in the province's academic library community over the span of 34 years. Her devotion and commitment to libraries crosses sectoral boundaries and has been instrumental in establishing a distinctive culture of service. To this day, Colleen continues to advocate for the values of public service and inclusivity, not only for those in our profession but, more broadly for the people of Saskatchewan. Having distinguished herself as a versatile academic librarian, Colleen accepted leadership positions in virtually every area of library practice - technical services, collections, cataloguing, reference and instruction, access and, most recently, as an Associate University Librarian in Regina. She has been a member, and often the leader, of countless library and university-wide committees, teams, working groups, and task forces. For most of her career, Colleen has been a member of the Saskatchewan Library Association (SLA) and regularly participated in several, if not all, of its Committees. She regularly served in leadership roles with SLA and, in 2006, she was elected as President.

Most recently, her interest in cross-sectoral work and passion for library service have led her to assume leadership roles with the Creative Collaborations Network and the One Book One Province Committee. She also served on the Multitype Library Board and the Multitype Database Licensing Program Review Committee, continuing her work in promoting excellence in library service for all Saskatchewan people.

On the national stage, Colleen has been an outstanding ambassador for Saskatchewan and its libraries. She was the Education Institute Chair with The Partnership, and Councilor at Large with the last board of the Canadian Library Association (CLA). True to form, Colleen was instrumental in the smooth transition of the CLA to what we now know as the Canadian Federation of Library Associations (CFLA).

Congratulations Colleen!

SLA REPRESENTATIVE UNIVERSITY OF REGINA SENATE

As SLA Representative to the University of Regina Senate I attended my first meeting on October 20, 2017.

- Congratulated U of R library on its anniversary and commended the involvement of the University of Regina Librarians in SLA and their collaborative nature.
- Applied to be considered for a Senate Committee. Preferences are for Nursing, Social Work, or Kinesiology and Health Studies.

Respectfully submitted,
Susan Baer

2019 CONFERENCE PLANNING EXECUTIVE TEAM

Committee members: Tasha Maddison, Michael Shires and Dorothea Warren

- In November Michael, Judy Nicholson and I met for site visits to three short listed venues to host the conference in Saskatoon. Subsequent teleconferences took place, quotations from the three venues were reviewed, and a venue has been conditionally chosen. A revised contract is being drafted for review and finalization.

Respectively submitted,
Tasha Maddison,
Conference Chair, 2019



SASKATCHEWAN LIBRARY ASSOCIATION

FINANCIAL STATEMENTS YEAR ENDED JANUARY 31, 2018



INDEPENDENT AUDITORS' REPORT

To the Members of Saskatchewan Library Association:

I have audited the accompanying financial statements of Saskatchewan Library Association, which comprise the statement of financial position as at January 31, 2018, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

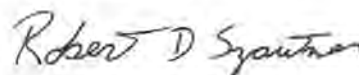
I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the organization derives part of its revenue from donations and fundraising activities which are not susceptible to complete audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the organization and I was not able to determine whether any adjustments might be necessary to revenues, excess of revenue over expenditures, current assets and net assets.

Qualified Opinion

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material aspects, the financial position of Saskatchewan Library Association as at January 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.



Robert D. Szautner
Chartered Professional Accountant

April 4, 2018
Regina, Saskatchewan

Saskatchewan Library Association
Statement of Financial Position
January 31, 2018

	General Fund	Restricted Funds	2018	2017
ASSETS				
CURRENT				
Cash	\$ 11,842	\$ -	\$ 11,842	\$ 40,112
Accounts receivable	8,046	-	8,046	1,642
Prepaid expenses	3,601	-	3,601	7,581
	<u>23,489</u>	<u>-</u>	<u>23,489</u>	<u>49,335</u>
INVESTMENTS (Note 3)	245,454	-	245,454	244,134
RESTRICTED CASH	-	80,304	80,304	79,024
	<u>\$ 268,943</u>	<u>\$ 80,304</u>	<u>\$ 349,247</u>	<u>\$ 372,493</u>

LIABILITIES AND NET ASSETS

CURRENT				
Accounts payable	\$ 11,285	\$ -	\$ 11,285	\$ 7,927
Deferred revenue (Note 4)	99,217	-	99,217	98,463
	<u>110,502</u>	<u>-</u>	<u>110,502</u>	<u>106,390</u>
NET ASSETS	<u>158,441</u>	<u>80,304</u>	<u>238,745</u>	<u>266,103</u>
	<u>\$ 268,943</u>	<u>\$ 80,304</u>	<u>\$ 349,247</u>	<u>\$ 372,493</u>

LEASE COMMITMENTS (Note 7)

ON BEHALF OF THE BOARD





Director (President)

Director (Treasurer)

See accompanying notes to financial statements.

Saskatchewan Library Association
Statement of Operations
Year Ended January 31, 2018

	General Fund	Restricted Funds	2018	2017
REVENUES:				
Saskatchewan Lotteries Trust Fund Grant	\$ 172,000	\$ -	\$ 172,000	\$ 168,000
Self-generated (Schedule 1)	80,144	-	80,144	100,336
Restricted Funds (Schedule 7)	-	1,075	1,075	2,185
	<u>252,144</u>	<u>1,075</u>	<u>253,219</u>	<u>270,521</u>
EXPENSES:				
Administration (Schedule 2)	171,290	-	171,290	153,549
Travel and Meetings (Schedule 3)	21,635	-	21,635	24,250
Corporate Business (Schedule 4)	8,202	-	8,202	6,679
Public relations and Communications (Schedule 5)	2,725	-	2,725	2,743
Programs (Schedule 6)	66,266	-	66,266	72,265
Restricted Funds (Schedule 7)	-	8,959	8,959	11,010
Other	1,500	-	1,500	-
	<u>271,618</u>	<u>8,959</u>	<u>280,577</u>	<u>270,496</u>
EXCESS OF REVENUE (EXPENSES)	<u>\$ (19,474)</u>	<u>\$ (7,884)</u>	<u>\$ (27,358)</u>	<u>\$ 25</u>

See accompanying notes to financial statements.

Saskatchewan Library Association
Statement of Changes in Net Assets
Year Ended January 31, 2018

	General Fund	Restricted Funds	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ 187,079	\$ 79,024	\$ 266,103	\$ 266,078
Excess of revenues (expenses)	(19,474)	(7,884)	(27,358)	25
Transfers (<i>Note 5</i>)	(9,164)	9,164	-	-
NET ASSETS - End of year	\$ 158,441	\$ 80,304	\$ 238,745	\$ 266,103

See accompanying notes to financial statements.

Saskatchewan Library Association
Statement of Cash Flow
Year Ended January 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Excess of revenues (expenses)	\$ (27,358)	\$ 25
Changes in non-cash working capital:		
Accounts receivable	(6,404)	1,290
Accounts payable	3,358	946
Deferred revenue	754	2,138
Prepaid expenses	3,980	2,390
	1,688	6,764
INCREASE (DECREASE) IN CASH FLOW	(25,670)	6,789
CASH - BEGINNING OF PERIOD	363,270	356,481
CASH - END OF YEAR	\$ 337,600	\$ 363,270
CASH CONSISTS OF:		
Cash	\$ 11,842	\$ 40,112
Restricted cash	80,304	79,024
Investments	245,454	244,134
	\$ 337,600	\$ 363,270

See accompanying notes to financial statements.

Saskatchewan Library Association
Self-Generated
Year Ended January 31, 2018

(Schedule 1)

	2018	2017
Corporate sponsorships	\$ 29,700	\$ 26,053
Donations	697	246
In kind donations (Note 2)	-	881
Grants	-	5,000
Membership	16,530	14,380
Other income	3,958	3,710
Program/services	28,367	50,066
Fundraising	892	-
	<u>\$ 80,144</u>	<u>\$ 100,336</u>

Administration
Year Ended January 31, 2018

(Schedule 2)

	2018	2017
Office	\$ 18,437	\$ 14,048
Other	543	146
Personnel	152,310	139,355
	<u>\$ 171,290</u>	<u>\$ 153,549</u>

Travel and Meetings
Year Ended January 31, 2018

(Schedule 3)

	2018	2017
Annual general meeting	\$ 2,532	\$ 2,440
Board	14,816	18,827
Other	34	-
Staff	4,253	2,983
	<u>\$ 21,635</u>	<u>\$ 24,250</u>

See accompanying notes to financial statements

Saskatchewan Library Association
Corporate Business
Year Ended January 31, 2018

(Schedule 4)

	2018	2017
Bank charges and interest	\$ 1,190	\$ 1,262
Insurance	309	176
Memberships	2,890	1,458
Professional fees	3,813	3,783
	<u>\$ 8,202</u>	<u>\$ 6,679</u>

Public Relations and Communications
Year Ended January 31, 2018

(Schedule 5)

	2018	2017
Membership Initiatives	\$ 1,072	\$ 908
Newsletter	929	692
Other	724	1,143
	<u>\$ 2,725</u>	<u>\$ 2,743</u>

Programs
Year Ended January 31, 2018

(Schedule 6)

	2018	2017
Conference	\$ 29,196	\$ 40,640
Grants to clubs	3,272	3,473
Leadership development	-	182
Other program expenses	6,012	354
One Book One Province project	4,559	404
Personnel	12,889	17,638
Saskatchewan Library Week	7,638	6,074
Summer Reading Club	2,700	3,500
	<u>\$ 66,266</u>	<u>\$ 72,265</u>

See accompanying notes to financial statements.

Saskatchewan Library Association
Schedule of Restricted Funds
Year Ended January 31, 2018

(Schedule 7)

	Mary Donaldson Award Fund	Francis Morrison Trust	Maureen Woods Education Bursary	Continuing Education Grant Fund	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ 10,758	\$ 4,466	\$ 57,556	\$ 6,244	\$ 79,024	\$ 85,761
REVENUES						
Donations	115	120	840	-	1,075	2,185
	115	120	840	-	1,075	2,185
EXPENSES						
Bursary award	1,200	76	5,000	390	6,666	10,640
Grants	-	-	-	1,825	1,825	-
Other	190	-	190	88	468	370
	1,390	76	5,190	2,303	8,959	11,010
EXCESS OF REVENUES (EXPENSES)	(1,275)	44	(4,350)	(2,303)	(7,884)	(8,825)
Interfund transfers <i>(Note 5)</i>	1,082	-	1,082	7,000	9,164	2,088
NET ASSETS - END OF YEAR	\$ 10,565	\$ 4,510	\$ 54,288	\$ 10,941	\$ 80,304	\$ 79,024

See accompanying notes to financial statements

SASKATCHEWAN LIBRARY ASSOCIATION
Notes to Financial Statements
Year ended January 31, 2018

1. NATURE OF OPERATIONS

The Saskatchewan Library Association (the "Association") is incorporated under *The Non-profit Corporations Act* of Saskatchewan. It promotes through information exchanges, education and advocacy, a province-wide support of libraries and library services to the citizens of Saskatchewan based on co-operation, accessibility and resource sharing. The Association applied for and received registered charity status in 2003.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASPNO).

Fund Accounting

A portion of the monies received by the Association may only be used for specific purposes and accordingly are accounted for in separate funds. Temporary transfers of monies between these funds are recorded as interfund receivables/payables. Permanent transfers are recorded as transfers in the net asset accounts.

The General Fund accounts for the day to day operations of the Association.

The following Restricted Funds do not maintain individual bank accounts but the accounting records capture the activities and fund balances separately:

Mary Donaldson Award Fund – Initially established as a Trust, with SLA as the Settler on the Deed, to advance the cultural and informational contributions of libraries in Canada, to prepare and disseminate work on library services in the form of an annual lecture and present a Mary Donaldson Award of Merit scholarship. The Trustees transferred the Trust monies to SLA and determined to dissolve the Trust. A letter has been sent to the Charities Directorate requesting that the Mary Donaldson Trust be dissolved. The fund will continue to support the Mary Donaldson Award of Merit scholarship for a library technician student. The lecture will continue under the auspices of the annual Conference Committee.

Frances Morrison Trust – The Frances Morrison Award is an award of merit for a selected recipient for outstanding service to libraries given in the name of one Saskatchewan's exceptional librarians, Frances Morrison.

Maureen Woods Education Bursary – The Maureen Woods Education Bursary was established to promote the continued growth of professional librarianship in the Province of Saskatchewan. An annual bursary is awarded to an MLIS student each year.

Continuing Education Grant Fund – The Continuing Education Grant Fund is used to give grants to members to attend workshops, to organize and host workshops, and to attend the SLA conference as first-time attendees.

(continues)

SASKATCHEWAN LIBRARY ASSOCIATION

Notes to Financial Statements

Year ended January 31, 2018

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued):

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized costs, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale or issue of financial instruments are expensed when incurred. Capital purchases are expensed at the time of purchase.

Financial assets including cash, accounts receivable, long-term and restricted investments are reported at amortized costs.

Financial liabilities including accounts payable and accrued liabilities are measured at amortized cost.

Revenue recognition

Saskatchewan Library Association follows the restricted fund method of accounting for contributions.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriated restricted fund.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Grant revenues are allocated to the period the granting agency identifies. Grants relating to a period past the yearend are deferred.

Membership revenue is reported as revenue when received.

Programming and exhibition fees are reported in the period the related event takes place or the service is rendered.

Sponsorships relate to particular events and are reported as revenues when the event takes place.

Local businesses contribute services to assist the Association in carrying out its activities. The Association records contributed goods and services received during the year as revenue with an offsetting expenditure. The contributed services are \$NIL (2017 - \$881) which are reported at their retail value as provided by the supplier.

Capital assets

Capital assets purchased, such as leasehold improvements, furniture and office equipment are expensed the year of purchase.

SASKATCHEWAN LIBRARY ASSOCIATION

Notes to Financial Statements

Year ended January 31, 2018

3. INVESTMENTS

	2018	2017
RBC Dominion Investment	\$ 241,974	\$ 240,980
Interest	3,480	3,154
Total investments	<u>\$ 245,454</u>	<u>\$ 244,134</u>

Term deposits bearing interest between 0.90% to 1.85% maturing between February 2018 and February 2025.

4. DEFERRED REVENUE

Deferred revenue includes the following:

	2018	2017
Saskatchewan Lotteries Trust, annual grant	\$ 88,000	\$ 86,000
2018 Conference revenues	11,217	12,463
	<u>\$ 99,217</u>	<u>\$ 98,463</u>

5. INTERFUND TRANSFERS

The Board allocated 10% of current year conference excess of revenues (expenses) to each of the following restricted funds: \$1,082 (2017 – \$1,044) to Mary Donaldson Award Fund and \$1,082 (2017 - \$1,044) to the Maureen Woods Education Bursary. A further \$1,082 (2017 – \$1,044) was allocated to deferred revenue for the 2018 Conference Mary Donaldson Lecture (unrestricted fund).

The unrestricted fund transferred \$7,000 (2017 - \$NIL) to the Continuing Education Grant Fund.

6. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments and management and the board are responsible to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration as of January 31, 2018.

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. Receivables relate to event sponsorships, government rebates and interest accruals and represent no significant risk of collection.

(continues)

SASKATCHEWAN LIBRARY ASSOCIATION
Notes to Financial Statements
Year ended January 31, 2018

6. FINANCIAL INSTRUMENTS (continued)

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association has sufficient resources and equity at the yearend to manage its affairs for a reasonable period so this risk is considered to be low.

Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Interest rate risk is considered to be low since the Association has no debt or credit facilities nor does it rely on the interest income to support operations. The restricted funds offer support to their respective programs in relation to equity and investment earnings so some decisions may be affected by unusually low interest/investment revenues.

7. LEASE COMMITMENTS

The Association has lease commitments pertaining to an office rental and storage that is payable in monthly payments of \$578 expiring January 31, 2018.

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tâkahki-kîkwaya
LIBRARIES MATTER

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