

AGENDA



MISSISSAUGA PUBLIC LIBRARY BOARD MEETING

Wednesday, June 19, 2013 – 5:00 to 7:00 p.m.

[Malton Library](#), 3540 Morning Star Drive, Mississauga, ON, L4T 1Y2, 905-615-4640

Members

Morris Beckford
Darrel Carvalho
Raj Chopra
Councillor Bonnie Crombie
Peter Ferreira
Harry Hastilow (Vice Chair)
Brad Hutchinson (Chair)
Councillor Katie Mahoney
Antonio Maraschiello
Mary McPherson
Val Otori

Secretary/Treasurer/CEO

Rose Vespa

Leadership Team

Anne Murphy, Area Manager One
Betty Mansfield, Area Manager Two
Sue Coles, Area Manager Three
Debbie MacDonald, Manager of Shared Services



AGENDA

Malton Library Tour after the meeting

CALL TO ORDER

EXCUSED ABSENCES

DECLARATION OF CONFLICT OF INTEREST

APPROVAL OF MINUTES

CORRESPONDENCE

DELEGATIONS

- (a) Sue Coles – Update on New Woodlands Library [15 minutes]
- (b)

MATTERS TO BE CONSIDERED

1. Executive Limitations:
 - (a) Policy A1 – Monthly Communication and Counsel Report
 - (b) Mid-Year Report on School Contacts

2. Governance Process:
 - (a) Election of Chair and Vice-Chair
 - (b) Report on Business Plan
 - (c) Approval of 2012 Audited Financial Statements

3. Linkages:
 - (a)

4. Ends:
 - (a)

5. Other Business:
 - (a)

SELF EVALUATION

An evaluation of the meeting - Leader: Harry Hastilow

Prepared for the meeting...time spent appropriately on reports...full participation...courteous treatment of others...adherence to Rules of Order...emphasis on the future.

NEXT MEETING: September 18, 2013 at Churchill Meadows Library

ADJOURNMENT:



MISSISSAUGA PUBLIC LIBRARY BOARD MINUTES

Wednesday, April 17, 2013 at 5:00 p.m.
Mississauga Valley Library

PRESENT: Morris Beckford
Councillor Bonnie Crombie
Harry Hastilow (Vice-Chair)
Peter Ferreira
Brad Hutchinson (Chair)
Antonio Maraschiello
Val Otori

MEMBERS EXCUSED: Darrel Carvalho
Raj Chopra
Councillor Katie Mahoney
Mary McPherson

STAFF PRESENT: Paul Mitcham, Commissioner, Community Services
Betty Mansfield, Acting Director
Anne Murphy, Area Manager 1
Sue Coles, Area Manager 3
Debbie MacDonald, Manager, Shared Services

MINUTES RECORDED: Anne Marie Solleza

CALL TO ORDER

The Chair called the meeting to order.

EXCUSED ABSENCES

15:13 On motion by Councillor B. Crombie, seconded by A. Maraschiello, that D. Carvalho, R. Chopra, M. McPherson and Councillor K. Mahoney be excused from the meeting.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

APPROVAL OF MINUTES

16:13 On motion by A. Maraschiello, seconded by P. Ferreira, that the minutes of the meeting held on March 20, 2013 be approved with amendments.

CARRIED

Mississauga Public Library Board Meeting
Wednesday, April 17, 2013

CORRESPONDENCE

Several articles on library trends as well as a hand-written letter from a lapsed member who re-discovered Lakeview Library were circulated to the Board members for their information.

DELEGATIONS

(a) Mobile Aboriginal Education Unit Presentation

Eddy Robinson began his presentation with a song as is customary among the Indigenous First Nations people to ensure positive feelings. He drew the Board's attention to a table display of educational materials including books that might be of interest to the library for inclusion in its collection. He reiterated the importance of the indigenous First Nations people having more of a presence in the community and offered his assistance in engaging the urban aboriginal community.

The Acting Director expressed interest in purchasing some of the recommended titles as well as programming possibilities geared toward the Aboriginal community. The Library could also help create awareness through displays at certain times during the year, such as Heritage Month in November.

The Chair thanked E. Robinson for his open and honest presentation and lauded him for his efforts in helping bring forward the First Nations culture of spirituality, peace-building and balance.

(b) CUPE Local 966

Hayley Thomas, CUPE Vice President for the Library, expressed her appreciation for the Mississauga Library System's continued support of their literacy initiative called Project Uplift. First Book Canada provides CUPE with brand new books for free and the book bags are provided by the Friends of the Library.

The Chair thanked H. Thomas for her update.

(c) Proposed Code of Conduct for Citizen Members of Local Board & Committees

Integrity Commissioner, City of Mississauga, Robert J. Swayze started his presentation by explaining the purpose of the proposed code which is to ensure accountability and transparency among members of local boards and committees. He emphasized that the document is a draft and he is seeking feedback and would welcome comments from the Board members. The Commissioner provided a brief explanation of Rules 1 to 17 of the code and also informed the Board that they may seek his advice on matters of conflict of interest and that whatever advice he gives is binding for him.

The Commissioner thanked the Board for the opportunity to present the proposed code and assured them that any changes to the report will be communicated to the Board through the Director.

Mississauga Public Library Board Meeting
Wednesday, April 17, 2013

MATTERS TO BE CONSIDERED

1. Monitoring Reports:

(a) **Policy A1 – Communication and Counsel to the Board:**

Each Area Manager reviewed key events of the past month.

A. Maraschiello was happy to note the increase in the library's followers both on Twitter and Facebook. He was interested to know what kind of topics garner the most interest among the library's social media followers. D. MacDonald advised that revisions to the Social Metrics report for the board will take effect at the next Board meeting and this will include a sampling of the tweets and comments from library followers.

M. Beckford commented on the Living Green pillar and encouraged the Board to be more "green". He suggested utilizing the projector more at board meetings instead of printing multiple copies of the agenda.

P. Ferreira informed the Board that he had attended the Haroon Siddiqui event at the Central Library and was very pleased with the success of the event.

Councillor B. Crombie expressed her appreciation for all the wonderful work done by library staff and is continually amazed at the level of activity happening in all the branches.

The Acting Director expressed the library's appreciation for the financial support received from the Friends of the Library for programs and initiatives worth \$59,000.

The monthly compliance report on Policy A1 – Communication and Counsel to the Board from the Director dated April 10, 2013, was received.

17:13 On motion by Councillor B. Crombie, seconded by H. Hastilow that the Board move into committee. CARRIED

2. Governance Process:

(a) **Review of Governance Policies**

The Acting Director presented the report and took questions from the members.

M. Beckford suggested that in light of the hiring of a new Director, further review and discussion of the governance policies may be beneficial.

The Chair thanked the Acting Director for the report.

19:13 On motion by A. Maraschiello, seconded by H. Hastilow, that the review of the Governance Policies B1 to B13, dated April 10, 2013 be approved as presented. CARRIED

Mississauga Public Library Board Meeting
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(b) 1st Quarter Financial Report

D. Macdonald, Manager, Shared Services, reviewed the expenditures for the 1st quarter. The Library's financial performance to-date indicates no major issues or identified risks and the level of financial activity is consistent with the same period in 2012 and prior years.

The 1st Quarter Financial Report dated April 10, 2013 was received for information.

3. Linkages:
There were no reports on linkages.

4. Ends:
(a) Quarterly Report on Ends

The Acting Director presented the 1st quarter Ends report on the Library's 2013 Key Objectives . She advised that as expected most of the work is underway but completion is not anticipated until later in the year.

The 1st quarter report on Ends dated April 10, 2013 was received.

5. Other Business
There was no other business discussed.

SELF EVALUATION

Councillor B. Crombie led the self-evaluation. She expressed concern over the problem of meeting quorum and hoped that this would not be a continuing issue. She affirmed that members were on time, well prepared and participated fully in a courteous manner with adherence to the Rules of Order. She stated that there was meaningful discussion on the various items on the agenda and great enthusiasm for the year ahead.

NEXT MEETING

The next meeting of the Library Board will be held on May 1, 2013 at Mississauga Central Library.

ADJOURNMENT

There being no further business, the regular meeting adjourned at 7:00 p.m.

Secretary/Treasurer

Chair

DATE: June 12, 2013

TO: Mississauga Public Library Board

FROM: Rose Vespa, Director of Library Services

SUBJECT: **Monthly Compliance Report on Executive Limitations Policy A1 – Communication and Counsel to the Board**

RECOMMENDATION: That the report on Executive Limitations Policy A1 – Communication and Counsel to the Board from the Director dated April 10, 2013, be received.

REPORT HIGHLIGHTS: The regular report on Communication and Counsel to the Board is the process to ensure compliance with the Executive Limitations Policy A1 intended to keep the Board informed of all important aspects of the Library’s operations. It also affords the Library staff a regular opportunity to note items and issues of importance for the Board’s attention.

BACKGROUND:

The Policy States:

The CEO shall not permit the Board to be uninformed, unsupported in its work, or non-compliant with legal or fiscal obligations. Accordingly, he or she shall not:

- 1. Neglect to submit monitoring data required by the Board (see policy on Monitoring Executive Performance) in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored.*
- 2. Fail to inform the Board of relevant trends, significant changes in provincial or municipal policies, anticipated adverse media coverage, material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.*
- 3. Fail to advise the Board if the Board is not in compliance with its own policies on Governance Process and Board-Staff Relationship, particularly in the case of Board behaviour that is detrimental to the work relationship between the Board and the CEO.*

Key Pillars:

- Move** – *developing a transit-oriented city*
- Belong** – *ensuring youth, older adults and new immigrants thrive*
- Connect** – *completing our neighbourhoods*
- Prosper** – *cultivating creative and innovative businesses*
- Green** – *living green*

Over 2011-2014 the Library will focus on reaching out to the following key markets:


- Families and caregivers
- Youth
- Older adults
- New Canadians
- Small businesses

The following report identifies key activities in the last month. For detailed activities, check out the Library’s website at:

<http://www.mississauga.ca/portal/residents/monthlyactivityreports>.

COMMENTS:

ENSURING YOUTH, OLDER ADULTS AND NEW CANADIAN THRIVE	
1. Families and Caregivers	
Area 1	<p>1. At the end of all preschool programming sessions, staff ask for feedback from the participants and an indication as to whether the program has enhanced the parent’s or caregiver’s knowledge of early literacy activities and whether the practice of these activities has been encouraged through the programme. Many glowing testimonials are received. Of which this is one:</p> <p><i>An awesome event took place every Monday morning in the Children’s Storytime room at the Mississauga Central library called We’re ONEderful for children 12-23 months. No television or live theatre could compare to this inspired 45 minute escape. It is, without a doubt, the best interactive children’s entertainment we’ve experienced in a learning environment. Little ones and their caregivers are taken on a mini vacation to a magical place similar to one you would enjoy in a Disney setting but with more personal involvement. Through stories, rhymes, songs, music, dance and other activities, this real life animated adventure captured the imagination of everyone in the room. Daria and Fareh created a welcoming, cheerful and lively atmosphere in the vibrant surroundings of the Storytime room... Together they illuminated every class with their love of children and the library.</i></p> <p>2. The Central Library Children’s staff offered training for 60 library system staff on the TD Summer Reading Club Go! including registration and statistics keeping, school outreach suggestions, display ideas and weekly themed program outlines.</p>
Area 2	<p>1. St. Luke’s Elementary School kindergarten classes visited Lorne Park Library on April 12, 2013. Eighty five students had a tour of the library and enjoyed listening to stories about a variety of subjects. They also had the opportunity to sign out a library book to take home.</p> <p>2. Thanks to the generosity of the Friends of the Library, Book and Play Kits were purchased for each of the Priority Neighbourhood libraries. There are 8 different kits that customers can use in the library, featuring themed books, puzzles, and games. Customers are loving the kits and they have already become a staple.</p>

	<p>3. Lakeview Library launched a new borrowing initiative for customers: “Storytime in a Bundle.” These kits are designed to allow parents to further their storytime experience by bringing the programs home with them. Kits include books, DVDs, CDs, song and rhyme sheets, as well as early literacy information packages. Each kit focuses on a different theme, including: Bears, Farm Animals, and Counting. Expansion of this initiative will be considered following a trial period.</p>	
<p>Area 3</p>	<ol style="list-style-type: none"> 1. From a customer comment form at Clarkson Library: “Despite living in Clarkson for 3 ½ years, and coming to the building several times, this was the first time I explored the library with my 2 ½ and 5 year-old. It was fantastic! I was extremely pleased with the variety of all types of media: books, media and a game for the kids too!” 2. Erin Meadows Library hosted a visit by Martin Springett, Blue Spruce nominated author of “<i>Kate and Pippin</i>”. Classes from local schools and members of the public were treated to pictures and stories about the friendship between the fawn and dog. The author explained how the book came to be, played the guitar, and shared original music with the students. Many students were familiar with the story and brought their own copy of the book to be autographed. 3. Mississauga Valley Library staff visit the Tomken Early Years Centre bi-weekly to deliver stories, rhymes, songs, and library news. 	
<p>2. Youth</p>		
<p>Area 1</p>	<ol style="list-style-type: none"> 1. The Central Library Teen Advisory Group organized the REBEL Talent Show. Over 200 people came to watch youth singers, dancers and magicians perform. In collaboration with the Mississauga Arts Council, Culture Division and Youth Movement staff, the event was held to celebrate Youth Arts Week. 2. As part of National Youth Arts Week and Rebel 2013, Readers’ Den staff helped plan and execute <i>Hip Hop Evolution</i> at Erin Meadows Library on May 3, 2013. A live DJ, multiple b-boys, and a Master of Ceremonies showed over 70 teens the basics of hip-hop and presented a positive message of creativity and expression. 3. Sciences and Business staff have been overseeing a series of 6 tests for a Grade 4 student for the Caribou Mathematics Competition. The student scored 13th out of over 2,300 students and staff received a heartfelt note from the student’s parent for all the assistance that went into the arrangements for overseeing these tests. 	
<p>Area 2</p>	<ol style="list-style-type: none"> 1. The Malton Library Teen Advisory Group (TAG) hosted an “Angry Birds” Craft Program. Twenty Malton youth created their own Angry Birds from wool pompom. The program was such a hit that the Library repeated the program on May 15, 2013 to accommodate the many requests from customers. 2. A Port Credit Library TAG volunteer took the lead in organizing a “Blind Date with a 	

	<p>Book” display, whereby customers were encouraged to embark on a blind date with a mystery novel. Select library books were wrapped up in colourful paper with descriptive words placed on the cover, providing hints as to the novel’s plot line. Only when customers arrived home did they discover the contents of the wrapping. A “Rate Your Date” sheet was also included as a way of soliciting feedback from readers regarding their blind date book selection.</p> <p>3. Burnhamthorpe Library, Burnhamthorpe Community Centre and Dixie Bloor Neighbourhood Centre co-hosted “Empower Me”, a special event for youth on May 17, 2013. Over 100 teens attended the festivities held at the Burnhamthorpe Community Centre where MPP Dipaka Dameria was a guest speaker. Food, a groove dance performance and a DJ dance were enjoyed by all who attended.</p>
Area 3	<p>1. Youth Fiction author and Forest of Reading winner Megan Crewe visited Courteneypark Library to meet with St. Marcellinus’ creative writing students and discuss fiction writing. Drawing upon her own experiences, Megan discussed her writing process, her publishing efforts, and answered many questions about her writing career.</p> <p>2. Woodlands Library’s enthusiastic Teen Advisory Group invited participants to a debate. The topic: E-books Versus Print. It was a lively discussion with no clear winner though lots of animated conversation.</p> <p>3. Libraries partnered with Recreation, Mississauga Transit, and Fire and Emergency Services to host various events at part of REBEL 13, a celebration of National Youth Arts Week and National Youth Week. Events included:</p> <ul style="list-style-type: none"> • Hip-Hop Evolution at Erin Meadows Library which drew a large crowd who were wowed by the dancers and a talk about the history, culture and evolution of Hip Hop. Creative teens also dropped in earlier in the week to take part in a T-shirt painting event. Artwork and schoolwork from students of St. Aloysius Gonzaga was on display in the library throughout the month; • Author Dalton Higgins, who wrote the biography of famous Hip Hop Artist Drake, spoke at the Meadowvale Library; • Sheridan Library hosting the closing ceremony for the REBEL Challenge Race 2013. Fifty youth participated from across the City in teams of 5 members to visit various locations including South Common Community Centre, Playdium, and Upstairs Loblaws. Challenges were completed and points awarded for activities that taught the youth about services available for them in Mississauga. Volunteers included Teen Advisory Group members from the Sheridan Library and Churchill Meadows Library.
3. Older Adults	
Area 1	<p>1. Readers’ Den staff visited Chartwell Retirement residence to promote Homebound and Books to Go services. Staff have developed an ongoing relationship with this local residence.</p> <p>2. Sciences and Business staff conducted 8 computer workshops focusing on Mouse Skills, Internet Skills (Basic and Intermediate), Email, and Facebook. Twenty six people attended the popular Saturday morning sessions, and 18 are on the waitlist.</p> <p>3. As part of the Central Library programming for Older Adults in June, Sciences and Business staff prepared two bookmarks to highlight about 20 recently acquired titles on topics of particular interest to those in the “50+” group.</p>

Area 2	<ol style="list-style-type: none"> 1. On April 26, 2013 Malton Library hosted a St. John's Ambulance Therapy Dog Visit. Carol, and her dog Chance, visited Older Adults and Youth with special needs from Lincoln Alexander Secondary School. Everyone had a wonderful time. A number of the students were initially wary but Chance was able to charm them to the point where they were first in line to pet him. The program was such a success with both groups that Malton Library is planning on setting up another visit in October 2013. 2. Tyndale Estates Retirement Home, an older adult partner in the community, gratefully accepted a donation of well-used large print books from the Frank McKechnie Library. 3. Malton Library staff presented the history of Streetsville to a group of 25 older adults at the Malton Village Long Term Care Facility. Library staff used information and pictures from Kathleen Hicks book "<i>Streetsville: From Timothy to Hazel</i>" to illustrate historical facts about places, people, and events in Streetsville's history.
Area 3	<ol style="list-style-type: none"> 1. Cooksville Library staff visited Heritage House seniors' residence. Staff informed residents of library programs and services and invited residents to visit the library. 2. Sheridan Library's Zoomers group met for their monthly "Seniors Café". Following socializing and refreshments, the group hosted a presentation by Service Canada regarding government benefits for seniors. This monthly meeting has proven so successful that this dynamic and active group has asked to have it expanded to weekly meetings. 3. Streetsville Library conducted an Intergenerational Storytime at Specialty Care Nursing Home which was enjoyed by residents and junior kindergarten students and teachers from Philopateer Christian Academy.
4. New Canadians	
Area 1	<ol style="list-style-type: none"> 1. Sciences and Business staff coordinated 6 Career Tours for the following community agencies: Newcomer Centre of Peel, Brian J. Fleming Catholic Adult Learning Centre, and St. Gabriel Catholic Adult Learning Centre. One hundred and thirty-one attendees left with the ability to navigate the Library's Career Centre and various job-searching databases. Twenty attendees returned for a Career Research Day to expand their knowledge of resume writing and interview skills. 2. In partnership with the Newcomer Information Centre, the Sciences and Business Department presented a session called Know Your Rights at Work. Eleven participants learned about minimum wage, vacation, overtime, and other aspects of legislation at work.
Area 2	<ol style="list-style-type: none"> 1. Twenty-two LINC students from Malton Neighbourhood Services were given a tour of Malton Library on April 25, 2013. They were a very engaged group and asked a lot of good questions. The teacher had students complete a quiz about what they had learned about the Library and encouraged them to ask questions as a way to practice the communication skills they learned in class. 2. Burnhamthorpe Library in partnership with Dixie Bloor Neighbourhood Centre continued the 7 week drop-in resume review program. Customers of all ages were welcome to attend. They were encouraged to bring in a copy of their current resume and samples of cover letters so they could be discussed one-on-one with an employment counsellor. The program was offered free of charge. 3. Churchill Meadows Library celebrated Asian Heritage Month with displays, decorations,

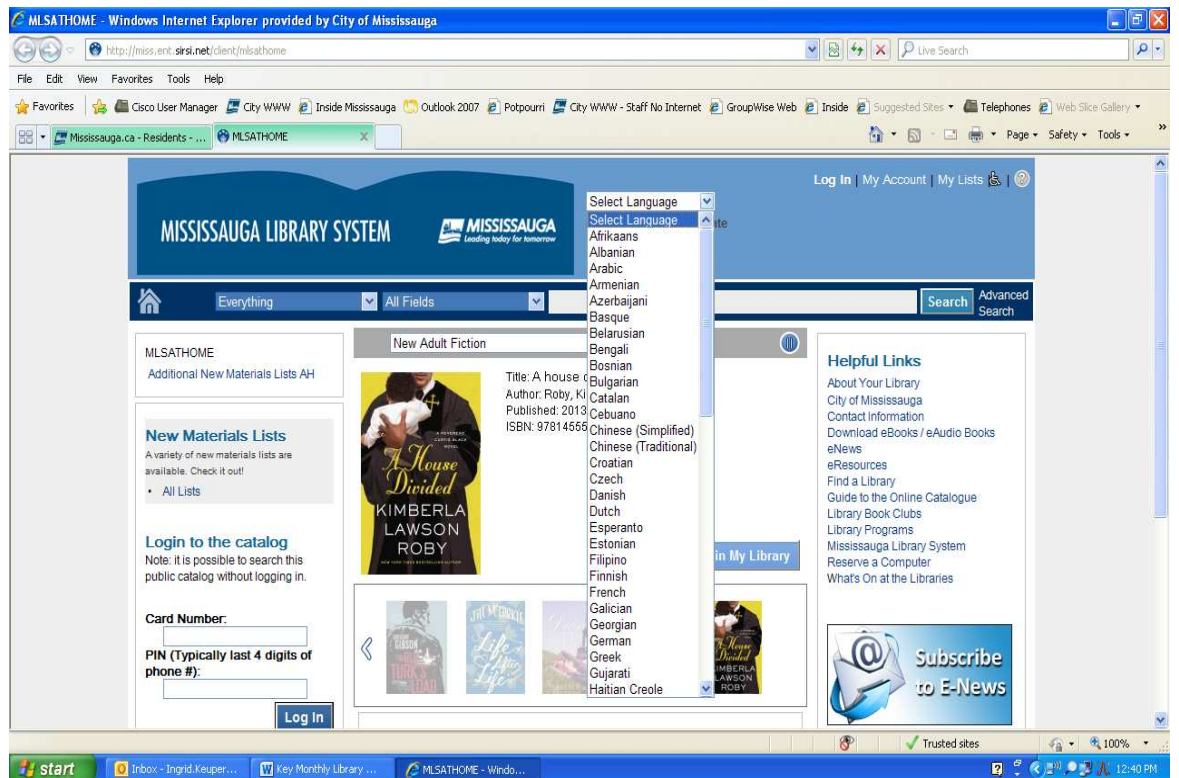
and a week of story times in non-English languages, including Gujarati, Punjabi, and Urdu. Thanks to staff from other locations, who graciously provided their World Language storytime skills for the month-long event.

Area 3

1. Cooksville Library staff spent some time with a newcomer and his son answering questions regarding library services. As a result, the customer joined the Cooksville Library English Conversation Circle on Wednesdays and brought two more people to join as well. The personalized services provided at Cooksville are much appreciated by all of their customers.
2. The Conversation Circle at the Mississauga Valley Library continues to grow. Staff are actively promoting the program through word of mouth and print publicity to ensure that the community is aware of this opportunity.
3. Mississauga Valley Library staff visited local LINC centres and spoke to staff about library programs, services and collections of interest to Newcomers. An invitation to visit the library was extended to LINC classes.

Shared Services

1. All About Your Library was translated and printed in 10 languages. The ScotiaBank Start Right program sponsored this initiative.
<http://www.mississauga.ca/portal/residents/newcomers>
2. The Google translate feature that was added to the library online catalogue was promoted this month.



COMPLETING OUR NEIGHBOURHOODS

Area 1

1. The Arts and History Department in partnership with the Canadian Polish Congress and the Institute of National Remembrance Poland hosted an international travelling

	<p>exhibition of numerous posters and photographs from May 17 to May 22, 2013 to remember the Katyn Forest Massacre in which 22,000 Polish nationals were executed during April and May in 1940. The exhibit was accompanied by two lectures on this period of Polish history and an opening reception attended by dignitaries of the provincial and municipal government including City Councillors Bonnie Crombie and Ron Starr.</p> <ol style="list-style-type: none"> 2. Sciences and Business staff provided a building-wide library tour for a group of twenty Teacher-Librarians from York University, highlighting electronic resources that would be of interest to their students. 3. Central Sciences and Business staff continue to monitor the Mississauga Library's Facebook and Twitter accounts. In May, Facebook fans increased by 15%, to 1,583, and Twitter followers increased to 1,835.
Area 2	<ol style="list-style-type: none"> 1. In partnership with the Pure Balance Wellness Centre, Port Credit Library offered a session entitled "My Cancer Care: What Natural Medicine Can Do For You". The free workshop provided the 27 attendees with insight into effective mind-body techniques for beating cancer, suggestions for developing an anti-cancer diet, as well as evidence-based research around the safety of using natural therapies alongside conventional treatments. A board-certified Naturopathic doctor, with a speciality in cancer care, conducted the session and facilitated the question/answer period at the end. 2. The South Common Library Knitting Club has embarked on a new group project – creating a blanket for charity! Each member will knit a coloured square. Squares will be joined together into a blanket and donated through the Angels and Hugs charity. 3. Lorne Park Library hosted Clarkson artist Albert Spavins' exhibit, "Celebrating Classic Prose and Treasures From the Sea" during the month of May. This fascinating exhibit combined calligraphic artistry with age-old Gulf coast seashells.
Area 3	<ol style="list-style-type: none"> 1. Courtneypark Library staff proctored three exams for adult students. 2. The Art Gallery of Mississauga has partnered with the Meadowvale Library. The Roots and Branches project connects diverse groups together through art and literature as a shared experience to enrich community building. Artists created a dynamic and changing display about youth unemployment at the Meadowvale Library. 3. Woodlands Library offered The Secrets to Health and Vitality with 2 guest speakers Larysa Osmak, RHN, BIE Practitioner and Irina Kazakevic, Med, CYT, YogaEd. Instructors provided practical tips in nutrition and stress relief. It was a good start to evening adult programming at the library and many expressed interest in the event even though they were unable to attend this time.
Shared Services	<ol style="list-style-type: none"> 1. Shared Services supported 30 community groups over the past month with their marketing efforts through the distribution of flyers. Among these groups were Walk for Arthritis, Master Gardeners to Cloverleaf Garden Club, YMCA, Welcome Wagon, Rotary Club, University of Toronto-Mississauga, Soccer Club of Mississauga, Streetsville Business Improvement Association(BIA), Healing Cycle and Random House Book Clubs.
PROMOTING TRANSIT	
Area 2	<ol style="list-style-type: none"> 1. On April 3, 2013, Churchill Meadows Library hosted 20 participants at the Drop-in

Family Pyjama Storytime. The “Things That Go!” theme allowed staff to showcase public transportation as the main subject.

LIVING GREEN

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| Area 2 | <ol style="list-style-type: none"> 1. In celebration of Earth Day, Lakeview Library presented a special storytime and craft program. A dozen participants learned how they could live a more environmentally-friendly lifestyle, and took home their special creations. Children created two eco-crafts: water bottle snow globes and paper butterflies. Participants also shared what they do at home to contribute to a cleaner Mississauga. 2. On April 13, 2013, the Port Credit Library held its inaugural “Spring Cleaning” Women’s Clothing Swap. Participants of the program donated gently used, laundered clothing and accessories, which were fashionably displayed in the library’s program room. The 15 attendees were provided with a token credit for every item donated, which in turn, could be used to select another item of interest to them. Unclaimed materials were donated to local charities. 3. Credit Valley Conservation offered a week of highly interesting and interactive programs at the Frank McKechnie Library focusing on water conservation. Over 120 people were informed and entertained by the lively presentations. |
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| Area 3 | <ol style="list-style-type: none"> 1. Erin Meadows Library borrowed display material from the Parks and Forestry Department to promote the One Million Trees Mississauga program. The goal of this program is to plant one million trees in Mississauga over the next 20 years. A huge leafy green tree is now in the library along with posters, pamphlets and a calendar of tree planting events all of which are helping to spread the word about the program. 2. In partnership with EcoSource, Sheridan Library’s Zoomer Club and other older adults in the community participated in a free Balcony Gardening Program, planting seeds of onions, radishes, and other herbs. 3. Staff from various locations participated in the 20-minute Makeover, cleaning up spaces around the libraries. |
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CULTIVATING CREATIVE & INNOVATIVE BUSINESSES

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| Area 1 | <ol style="list-style-type: none"> 1. Mississauga Central Library celebrated Canada Book Day with the Spring Literary Festival on Saturday, April 27, 2013. Twenty local authors displayed and sold their books in the atrium on a very busy Saturday afternoon. A networking afternoon break was sponsored by the Friends of the Library which was also much appreciated by the authors. 2. The Arts and History Department hosted an art show by mandala artist Aloha Yvetta which featured beautifully intricate works in string, beads, and paint. |
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| Area 2 | <ol style="list-style-type: none"> 1. Port Credit Library hosted two classical music concerts in April. The first, entitled “Vivaldi’s Venice Today”, was performed by the Chamber Music Society and consisted of classical music along with projected images from Venice. The Mississauga Chamber Festival Choir performed a ‘seasons’ themed concert which contained samples of their upcoming concert, including music by Palestrina, Brahms, Whitacre and Halley, under the direction of Artistic Director David Ambrose. Collectively, both concerts attracted |
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	<p>an audience of over 100.</p> <p>2. Burnhamthorpe Library and Port Credit Library were pleased to welcome the Chamber Music Society of Mississauga. The concerts were held right inside the libraries. The program entitled, “Vivaldi's Venice Today: Violin sonatas by Vivaldi” with projected images of Venice featured both violin and piano performances. The recital was enjoyed by all in attendance.</p> <p>3. Port Credit Library hosted a presentation by local author Thelma Wheatley, who spoke about her new book entitled “<i>And Neither Have I Wings to Fly: Labelled and Locked Up in Canada’s Oldest Institution</i>”. The program attracted a full house of 57 attendees who were captivated by the author’s findings and discussion, many of which learned about the event via an eye-catching display set up at the branch two weeks prior to the session. Rogers Cable was also in attendance and recorded the event.</p>
Area 3	<p>1. Courtnepark Library hosted a Poetry Event in celebration of National Poetry Month. Local authors and musicians were able to share their work in a public forum, with over 50 people in attendance.</p>
Shared Services	<p>1. Shared Services registered a partnership with Receipt Media allowing advertising on receipt printer paper rolls. When fully implemented, this will generate a savings of \$12,000.</p>

OTHER SYSTEMWIDE ACTIVITIES

	<p>1. As part of the Friends of the Library Wish List programme, the Mississauga Library System received a large shipment of toys, games, and puzzles. South Common Library staff worked hard to organize and sort the items to be sent to other branches. They also created promotional and organizational materials to share with the rest of the system and answered any questions others may have. This large task was accomplished with a high degree of collaboration and team work.</p> <p>2. Library supported Friends of the Library special book sale in the atrium of the Central Library. These week-long sales are greeted with enthusiasm by our visitors and generate 3 times more revenue by virtue of their location. Friends of the Library have funded the purchase of author visits, bus trips, LeapPads, book sale shelving and Assistive Technology equipment already this year.</p> <p>3. Library locations across the City partnered with the City of Mississauga Emergency Management Office to talk, read and sing about Emergency Preparedness. Buzz the Bee, the city mascot of the program, was a very popular special guest at storytimes. Children received plush bees and colouring books and adults received mini first aid kits in this very successful and well-attended partnership programme. Everyone learned how to Bee Prepared!</p> <p>4. BLUE W is coming to Mississauga. Blue W is a non-profit network of shops, restaurants, businesses and community facilities where residents can refill their own reusable bottle with tap water for free. As a Blue W partner the Mississauga Library System will save people money, help clean up our neighbourhoods, keep bottles out of landfills and reduce our carbon footprint.</p>
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5. **Social Media Summary April – May 2013**

Twitter				
Month	Followers	Gained	# of Posts	Hot Topics
April	1835	9 (0.49%)	21	Apr 11 - AGMengage (Joint tweet session with AGM). Many questions and answers. Apr 23 - Canada Book Day
May	1988	153 (7.7%)	27	Announcement of new Library director, Rosemary Vespa
Facebook				
Month	Followers	Gained	# of Posts	Hot Topics
April	1583	247 (15.6%)	21	April 23 "Happy Canada Book Day!"
May	1616	280 (17.33%)	27	May 13 - Churchill Meadows Library celebrates South Asia Heritage Month

Notes –

- # of Posts refer to posts by the Library
- Hot Topics can be based on likes, discussions & comments, shares (Facebook); retweets, mentions or interactions (Twitter)

BOARD ACTIONS

1. Changes in Library Board meeting locations

November 20, 2013 meeting will be in South Common Library
December 11, 2013 meeting will be in Port Credit Library

ATTACHMENTS:

Appendix 1: Library Board Work Plan

Rose Vespa, Director of Library Services

**MISSISSAUGA PUBLIC LIBRARY BOARD
WORK PLAN 2013 (Revised)**

Month	Executive Limitations	Governance	Board – CEO Linkage	Ends	Consent Items
January	Communication and Counsel Report (CEO)(Monthly); Year-End School Contact ; Year-End Seniors Contact (AF); Review Executive Limitations Policies (CEO)			Year-End Report on Ends; Delegation (Monthly)	Review Count Week (BM); Adopt Budgets (DM) Approve Non-Union Salary/Benefits
February			Review Board-CEO Linkage Policies (CEO);	Annual Key Objectives (CEO)	Year-End Financial Report (DM);
March		Report to School Boards (CEO) Year-End Report to Council (CEO)			Report on Conferences/Trends (AM)
April		Review Governance Policies (CEO);		Quarterly Report on Ends (LLT)	Receive 1 st Quarter Financial Report (DM)
June	Mid-Year School Contacts; Staff Appreciation Event	Elections;			Approve Audit (DM); Business Plan (DM)
September	Review of Executive Limitations Policies (CEO)			Quarterly Report on Ends (LLT)	Review Mid-Year Financial Report (DM); Receive Bench- marking Report (SC); Report on Conferences/Trends (AM)
October	COMMUNITY FORUMS				
November		Report to Council; Annual Board Self-Evaluation (CEO)		Review Forum Output	
December		Review Work Plan (CEO)	Approve Year-End CEO Performance	Quarterly Report on Ends (LLT); Proposed Key Objectives (CEO); Staff Appreciation	Review 3 rd Quarter Financial Report (DM)

**LLT – Library Leadership Team; AM – Anne Murphy, Area One; BM – Betty Mansfield, Area Two; SC – Sue Coles, Area Three; DM – Debbie MacDonald, Shared Services

School Contacts Report – 2013 1st and 2nd Quarter

Library Location	Catchment Area Totals		Classes Visited in Library				Classes Visited in School				# of Contacts with the School			
	Schools	Classes	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Central Arts & History, Sciences & Business, and Readers Den*	53	1406	0	2			0	0			0	0		
Central Children's	18	324	5	1			2	1			114	114		
Burnhamthorpe	18	472	3	19			0	3			72	83		
Churchill Meadows	13	431	37	58			1	18			125	172		
Clarkson	9	144	3	1			0	0			72	29		
Cooksville	5	201	2	0			4	0			5	10		
Courtneypark	19	562	158	42			0	0			28	0		
Erin Meadows	13	438	0	6			0	4			30	44		
Lakeview	11	248	2	4			5	0			33	57		
Lorne Park	13	227	0	13			0	0			39	41		
Malton	13	309	3	10			28	13			27	19		
McKechnie	16	444	5	8			0	2			42	29		
Meadowvale	21	511	2	0			2	0			91	98		
Mississauga Valley	9	170	0	4			0	5			27	56		
Port Credit	6	119	4	6			4	0			55	75		
Sheridan	8	156	0	0			0	0			0	6		
South Common	17	419	4	0			0	0			34	0		
Streetsville	14	219	1	12			2	11			66	38		
Woodlands	13	276	0	5			2	3			117	103		
TOTAL	289	7076	229	191	0	0	50	60	0	0	977	974	0	0

TYPES OF CONTACT: Telephone, Email, E-Newsletters, Principal/Teacher visits to school, teacher/librarian meetings and visits, Library staff visits to schools, G4 Read to Succeed, Wall of Fame, Book exchanges, Reading Buddies, TAG and Teen e-newsletters.

* Citywide.

DATE: June 12, 2013
TO: Mississauga Public Library Board
FROM: Rose Vespa, Director of Library Services
SUBJECT: **Library Business Plan & Budget, 2014-2016**

RECOMMENDATION: That the report on the 2014-2016 Library Business Plan and Budget from the Director of Library Services dated June 12, 2013 be received for information.

BACKGROUND: The Library's Business Plan outlines the major areas of focus for service delivery over the next four years. The plan includes an overview of the library service and its vision, service delivery model, trends, pressures and opportunities and performance indicators.

The plan is aligned with and guided by the City's Strategic Plan, the Library's Future Directions Master Plan and the Library Board's Strategic Priorities.

This is the third Library business plan & budget since the City implemented this approach in 2009. By defining the business plan priorities, the associated budgets are then developed, including 2-year budget detail and an additional 2-year forecast.

City Council approves the Business Plans and both the associated operating and capital budgets, allocating funds for the library to use to meet the identified service levels and major initiatives included in the business plan.

COMMENTS: The 2014-2016 Business Plan and Budget is an interim "refresh" document to the full 2013-2016 plan approved by Council in early 2013. Earlier this year, the business planning refresh process was initiated. All City services including the Library have been reviewing their plans and major initiatives to identify any adjusted or new items required over the remaining term of the current business plan.

The economic climate and environment of restraint and sustainability continues to be a major factor in the development of plans and budgets. As in past years, the Library continues to look for and identify service efficiencies and build these into the Library's business plan.

The Library business plan refresh will also include continuation of previously-approved major capital initiatives such as the implementation of the remaining

functionalities associated with the new computer system, self-serve check-out and the redevelopment of Woodlands and Meadowvale libraries.

The City's Budget Committee will begin their review and deliberation of Business Plans and Budgets in the fall, with final approval anticipated late in 2013.

CONCLUSION:

The Library's 2014-2016 business plan and budget is under development, giving consideration to the Library Board's strategic priorities as well as the Library Future Directions Master Plan and City Strategic Plan.

No major changes or new initiatives are anticipated at this time. Further updates will be provided to the Library Board as and when needed.

ATTACHMENTS:

None

Rose Vespa
Director of Library Services

(Report prepared by Debbie MacDonald, Manager, Shared Services)

DATE: June 12, 2013
TO: Mississauga Public Library Board
FROM: Rose Vespa, Director of Library Services
SUBJECT: **2012 Year-End Audited Statement**

RECOMMENDATION: That the 2012 year-end statements as approved by City Council, be approved as presented.

REPORT HIGHLIGHTS: The annual auditor's statement is presented to the Board for approval.

BACKGROUND: The adoption of the annual financial statement of the Mississauga Library System is a responsibility of the Mississauga Public Library Board under the Public Libraries Act.

COMMENTS: The 2012 audited financial statement for the Library was approved by Council.

FINANCIAL IMPACT: None.

ATTACHMENTS: 2012 Auditor's Year-End Statement

Rose Vespa
Director of Library Services

Financial Statements of

City Of Mississauga

Public Library Board

Year Ended December 31, 2012



KPMG LLP
Chartered Accountants
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Toronto ON M2P 2H3
Canada

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Internet www.kpmg.ca

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of
The Corporation of the City of Mississauga

We have audited the accompanying financial statements of The Mississauga Public Library Board, which comprise the statement of financial position as at December 31, 2012, the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and notes, comprising 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 public sector accounting standards, 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

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we 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 our 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, we consider 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Mississauga Public Library Board as at December 31, 2012, and its results of operations and accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

KPMG LLP

Chartered Accountants, Licensed Public Accountants

April 17, 2013
Toronto, Canada

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City of Mississauga - Public Library Board

Statement of Financial Position

as at December 31, 2012 with comparatives for 2011

(All dollar amounts are in \$000)

	2012 \$	2011 \$
Financial Assets		
Due from the City of Mississauga (Note 2)	970	1,738
Total Financial Assets	970	1,738
Financial Liabilities		
Accounts payable and accrued liabilities	418	303
Employee benefits and other liabilities (Note 4)	2,088	2,134
Total Financial Liabilities	2,506	2,437
Net Debt	(1,536)	(699)
Non-financial Assets		
Tangible capital assets (Note 7)	79,696	80,569
Accumulated Surplus	78,160	79,870

The accompanying notes are an integral part of these financial statements.

City of Mississauga - Public Library Board Statement of Operations

for the year ended December 31, 2012 with comparatives for 2011
(All dollar amounts are in \$000)

	2012 Budget \$ Unaudited Note 1(d)	2012 Actual \$	2011 Actual \$
Revenues			
City of Mississauga	24,590	23,360	24,239
Province of Ontario grants	715	715	715
Contributed assets by the City of Mississauga	-	2,016	40,176
Fines, service charges and rents	1,746	1,494	1,389
Total Revenues	27,051	27,585	66,519
Expenses			
Salaries, wages and fringe benefits	21,104	20,622	19,546
Library materials	-	-	4
Equipment	86	73	98
Materials and supplies	265	331	230
Communication	10	6	7
Staff development	58	63	62
Transportation	54	54	48
Professional services	60	84	70
Advertising and promotions	44	44	41
Occupancy	2,142	1,997	1,843
Amortization	-	5,297	5,106
Administrative support charged by the City	759	724	905
Loss on disposal of assets	-	-	36
Total Expenses	24,582	29,295	27,996
Annual surplus/(deficit)		(1,710)	38,523
Accumulated surplus, beginning of year		79,870	41,347
Accumulated surplus, end of year		78,160	79,870

The accompanying notes are an integral part of these financial statements.

City of Mississauga - Public Library Board
Statement of Change in Net Debt

for the year ended December 31, 2012 with comparatives for 2011
 (All dollar amounts are in \$000)

	2012 Actual \$	2011 Actual \$
Annual surplus/(deficit)	(1,710)	38,523
Acquisition of tangible capital assets	(4,424)	(42,592)
Amortization of tangible capital assets	5,297	5,106
Loss on disposal of tangible capital assets	-	36
Change in net debt	(837)	1,073
Net debt, beginning of year	(699)	(1,772)
Net debt, end of year	(1,536)	(699)

City of Mississauga - Public Library Board
Statement of Cash Flows

for the year ended December 31, 2012 with comparatives for 2011
 (All dollar amounts are in \$000)

	2012 \$	2011 \$
Cash provided by (used in):		
Operating activities:		
Annual surplus/(deficit)	(1,710)	38,523
Items not involving cash:		
Amortization	5,297	5,106
Loss on disposal of tangible capital assets	-	36
Change in employee benefits and other liabilities	(46)	(2)
Change in non-cash working capital:		
Accounts receivable	-	-
Due from the City of Mississauga	768	(1,178)
Accounts payable and accrued liabilities	115	107
Net change in cash from operating activities	4,424	42,592
Capital Activities:		
Tangible capital asset additions	(4,424)	(42,592)
Net change in cash	-	-
Cash, beginning of year	-	-
Cash, end of year	-	-

The accompanying notes are an integral part of these financial statements.

City of Mississauga - Public Library Board

Notes to the Financial Statements

for the year ended December 31, 2012 with comparatives for 2011

(All dollar amounts are in \$000)

1. Significant accounting policies

The financial statements of the City of Mississauga Public Library Board (the "Board") are prepared by management in accordance with generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants ("CICA"). Significant aspects of the accounting policies adopted by the Board are as follows:

a) Basis of accounting

Sources of financing and expenses are reported on the accrual basis of accounting except for fines, service charges and rents which are reported on the cash basis. The accrual basis of accounting recognizes revenues as they become measurable; expenses are the cost of goods and services acquired in the period whether or not payment has been made on invoices received.

b) Government transfers

Government transfers are recognized in the financial statements in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. The Corporation of the City of Mississauga's (the "City") contribution consists of the current year's requisition as approved by Council.

c) Pensions and employee benefits

The Board accounts for its participation in the Ontario Municipal Employee Retirement System ("OMERS"), a multi-employer public sector pension fund, as a defined contribution plan.

Vacation entitlements are accrued for as entitlements are earned. Sick leave benefits are accrued where they are vested and subject to pay out when an employee leaves the Board's employment. Other post-employment benefits and compensated absences are accrued in accordance with the projected benefit method prorated on service and management's best estimate of salary escalation and retirement ages of employees. Actuarial valuations, where necessary for accounting purposes, are performed triennially. The discount rate used to determine the accrued benefit obligation was determined by reference to market interest rates at the measurement date on high-quality debt instruments with cash flows that match the timing and amount of expected benefit payments. Unamortized actuarial gains or losses are amortized on a straight line basis over the expected average remaining service life of the related employee groups. Unamortized gains / losses for event-triggered liabilities, such as those determined as claims related to the Workplace Safety Insurance Board ("WSIB") are amortized over the average expected period during which the benefits will be paid.

Costs related to prior period employee services arising out of plan amendments are recognized in the period in which the plan is amended. For the purposes of these financial statements, the plans are considered unfunded.

d) Budget figures

The budget figures included in the Statement of Operations are provided for information purposes and are unaudited.

e) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful lives as follows:

<u>Asset</u>	<u>Useful Life (Years)</u>
Land	Infinite
Land improvements	15 - 20
Buildings	40 - 50
Equipment, Books and Other	5 - 40
Vehicles	10 - 20

A full year of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair market value at the date of receipt and also are recorded as revenue.

(iii) Leased assets

Leases are classified as either operating or capital leases. Lease agreements which substantially transfer all the risks and rewards of ownership to the City are accounted for as a capital lease. All other leases are considered operating leases and the related payments are charged to operating expense as incurred.

(iv) Works of art and historical treasures

The Board does not own any notable works of art and historical treasures at their branches. Typically these assets are deemed worthy of preservation because of the social rather than financial benefits they provide to the community. The historic cost of art and treasures are not determinable or relevant to their significance hence a valuation is not assigned to these assets nor would they be disclosed of in the financial statements.

f) Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities and in performing actuarial valuations of employee future benefits.

In addition, the City's implementation of PSAB Section 3150 has required management to make estimates of historical cost and useful lives of tangible capital assets.

Actual amounts could differ from these estimates.

2. Due from the City of Mississauga

There are no specific terms of repayment and the amounts do not bear any interest due to/from the City.

3. Pension agreements

The Board makes contributions to OMERS, a multi-employer defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and

rates of pay on behalf of all permanent, full-time members of its staff. The plan is accounted for as a defined contribution plan. During the year, the Board contributed \$1,329 (2011 \$1,134) on behalf of these eligible employees and the employees contributed \$1,335 (2011 \$1,138).

4. Employee benefits and other liabilities

(i) Accumulated sick leave benefits accrue to certain employees of the Board and are paid out either on approved retirement, or upon termination or death. The accrued benefit obligation and the net periodic benefit cost were determined by a full actuarial study completed in December 2010, in accordance with the financial reporting guidelines established by PSAB. An actuarial update to December 31, 2012 was completed in December 2010.

(ii) Early retirement benefits are representative of the Board's share of the cost to provide certain employees with extended benefits upon early retirement. The accrued benefit obligation and the net periodic benefit cost were determined by an actuarial valuation completed in December 2010, in accordance with the financial reporting guidelines established by PSAB. An actuarial update to December 31, 2012 was completed in December 2010.

(iii) Post employment benefits are paid on behalf on any employee on long-term disability. The accrued benefit obligation and the net periodic cost were determined by an actuarial valuation completed in December 2010, in accordance with the financial reporting guidelines established by PSAB. An actuarial update to December 31, 2012 was completed in December 2010.

Information about the Board's defined benefit plans is as follows:

	2012				2011
	Sick Leave \$	Early Retirement \$	Post- Employment \$	Total \$	Total \$
Accrued benefit obligation, beginning of year	457	1,198	479	2,134	2,136
Service cost	9	30	74	113	109
Interest cost	13	34	25	72	71
Amortization of actuarial (gain)/loss	(18)	(66)	24	(60)	(60)
Benefit payments	(63)	(34)	(74)	(171)	(122)
Accrued benefit obligation, end of year	398	1,162	528	2,088	2,134
Unamortized actuarial (gain)/loss	(139)	(411)	145	(405)	(465)
Actuarial valuation update, end of year	259	751	673	1,683	1,669
Expected average remaining service life	12 years	13 years	8 yrs		

Notes to Consolidated Financial Statements
 (All dollar amounts are in \$000)

2012 Library Tangible Capital Assets

Cost	December 31, 2011 \$	Additions \$	Disposals \$	December 31, 2012 \$
Land	1,247	-	-	1,247
Land Improvements	404	-	-	404
Buildings	91,965	1,702	-	93,667
Equipment, Books and Other	41,075	2,722	-	43,797
Vehicles	145	-	-	145
Total	134,836	4,424	-	139,260

Accumulated amortization	December 31, 2011 \$	Amortization Expense \$	Disposals \$	December 31, 2012 \$
Land	-	-	-	-
Land Improvements	261	11	-	272
Buildings	26,438	2,396	-	28,834
Equipment, Books and Other	27,502	2,875	-	30,377
Vehicles	66	15	-	81
Total	54,267	5,297	-	59,564

Net Book Value	December 31, 2011 \$	December 31, 2012 \$
Land	1,247	1,247
Land Improvements	143	132
Buildings	65,527	64,833
Equipment, Books and Other	13,573	13,420
Vehicles	79	64
Total	80,569	79,696