

A G E N D A

Library Committee

COUNCIL CHAMBERS

**Tuesday
19TH August 2008**

4.00pm



LIBRARY COMMITTEE

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE LIBRARY COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON TUESDAY 19th AUGUST 2008 COMMENCING AT 4.00 PM

1. MEMBERS PRESENT & APOLOGIES

2. CONFIRMATION OF MINUTES

2.1. Library Committee Meeting – 3rd June 2008

3. MATTERS ARISING FROM MINUTES

4. GENERAL BUSINESS

4.1 Request from Council

Council requested the Library Committee to investigate the proposal and come back with a recommendation, including accurate costings to the 21 August Council Meeting.

5. REPORTS

5.1. Financial Report

LIBRARY COMMITTEE

MINUTES OF THE MEETING OF THE LIBRARY COMMITTEE HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON TUESDAY 3 JUNE 2008 COMMENCING AT 4.00 PM

1. PRESENT

Her Worship the Mayor M.H. Pugh (4.10 pm)
Councillor I.W. Hustwick (Chairman)
Councillor K.R. Scott
J. Potter, F. Glass, B. White, C. Landis (left 5.00 pm)

APOLOGIES

Nil

ALSO IN ATTENDANCE

S. Thompson (Librarian)
V. McDermott (Community Liaison Officer) (left 5.30 pm)

2. CONFIRMATION OF MINUTES

2.1 Library Committee Meeting – 18 February 2008.

Moved Councillor Scott, seconded and **Resolved** that the Minutes of the Library Committee Meeting held on 28 November 2007 be confirmed as a true and correct record.

3. MATTERS ARISING FROM MINUTES

Nil

4. GENERAL BUSINESS

4.1 Proposed Allocation of the Library

Nicki Moen, Independent Consultant from Christchurch presented to the Committee a brief on the proposed library layout suitable for the Westland District Library if it is to be relocated to the new building in

Sewell Street. After a lengthy discussion the Committee unanimously endorsed this proposal.

A consultation meeting is intended to be called at the end of June and community groups and members from the general public will be invited to attend.

4.2 Haast Community Library

The Committee discussed a letter received from Doreen Lyon and approved the vision of extending the present Library to allow for more shelving and access space.

MEETING CONCLUDED AT 5.45 P.M.

Confirmed :

Councillor Ian Hustwick
Chairperson

Date

Financial Report - sarah

Links Index

Library

[Click here to load to Excel \(.csv\)](#)

Runtime settings

This report was generated at 8.31 on 12/08/08 by sarah
 Financial Month is set to 06/08 and Budget ABI is in use.
 Skip zero accounts = Y and Rounding = Y

Library

Statement of Operations

Income

Account	Detail	Year to date Actual	Full Year Budget	Full % Var
5100 116	LIBRAR - Donations	(323)	(300)	108
5100 120	LIBRAR - Fines	(3723)	(3000)	124
5100 130	LIBRAR - Photocopying Revenue	(749)	(800)	94
5100 134	LIBRAR - Rental	(14030)	(10579)	133
5100 139	LIBRAR - Sundry Income	(1835)	(3000)	61
5100 140	LIBRAR - Friends of the Library	(929)	(1000)	93
5100 142	LIBRAR - Visitors Subscription	(48)		
5100 153	LIBRAR - Recoveries	(36)		
5100 154	LIBRAR - Interloans	(1019)		
	Total Income	(22692)	(18679)	121

Expenditure

Account	Detail	Year to date Actual	Full Year Budget	Full % Var
5100 201	LIBRAR - Hardware Maintenance	484	500	97
5100 202	LIBRAR - Computer Operating	3492	4000	87
5100 203	LIBRAR - Computer Support Fees	5681	16000	36
5100 221	LIBRAR - Accommodation & Meals	507	500	101
5100 222	LIBRAR - Course & Conference F	3602	4500	80
5100 223	LIBRAR - Travel	394		
5100 224	LIBRAR - Vehicle Expenses	254		
5100 263	LIBRAR - Fox Glacier Community	280	300	93
5100 264	LIBRAR - Kumara Community	200	200	100
5100 265	LIBRAR - Ross School Comm..	250	750	33
5100 266	LIBRAR - Sth Westland School	1000	1000	100
5100 267	LIBRAR - Whararua Dist School	750	750	100
5100 268	LIBRAR - Franz Josef School		500	
5100 269	LIBRAR - Jacobs River		300	
5100 270	LIBRAR - Haast Community	1000	1000	100
5100 271	LIBRAR - Okarito Community	405	300	135
5100 292	LIBRAR - Renewals Maintenance	2287	2580	89
5100 342	LIBRAR - Contractors	1276	1000	128
5100 347	LIBRAR - Materials & Maintenan	48		
5100 348	LIBRAR - Office Equipment Main	1168	1200	97
5100 350	LIBRAR - Interloans	1735	1000	174
5100 361	LIBRAR - Advertising	2015	800	252
5100 366	LIBRAR - Facsimiles	1		
5100 367	LIBRAR - Hospitality	125	150	83
5100 371	LIBRAR - Newspapers & Magazine	3101	4000	78
5100 372	LIBRAR - Overheads	20257	20257	100
5100 373	LIBRAR - Postage & Couriers	1994	2000	100
5100 374	LIBRAR - Printing & Stationery	3192	2500	128
5100 378	LIBRAR - Subscriptions	1378	1200	115
5100 379	LIBRAR - Telephones & Tolls	324	1000	32
5100 383	LIBRAR - Retail Items	111	100	111
5100 384	LIBRAR - Printer Consumables	489	400	122
5100 386	LIBRAR - Photocopying	2626	350	750
5100 390	LIBRAR - Holiday Programme	523	500	105
5100 392	LIBRAR - Rental	31674	32780	97
5100 393	LIBRAR - Sundry	368	336	110
5100 400	LIBRAR - Friends of the Library	914	1000	91
5100 401	LIBRAR - Consultants Fees	5418		
5100 424	LIBRAR - Write-offs	(4)		
5100 441	LIBRAR - ACC Levy	793	1400	57
5100 443	LIBRAR - Medical Insurance	67		
5100 444	LIBRAR - Salaries & Wages	148813	150000	99
5100 445	LIBRAR - Superannuation	3532	4000	88
5100 446	LIBRAR - Uniforms & Clothing	170	1000	17
5100 447	LIBRAR - Tea Coffee Meals etc.	16		
5100 448	LIBRAR - Sport Subscriptions		300	
5100 541	LIBRAR - Depa Expencc	32355	41280	78
5100 581	LIBRAR - Capital Expenditure	24451	23582	104
5100 584	LIBRAR - Audio/Visual Resource	2114	2080	102

5100.585	LIBRAR - Free Adult Books	4674	3500	134
5100.586	LIBRAR - Adult Non-Fiction	13492	16000	84
5100.587	LIBRAR - Junior Publications	10131	10000	101
5100.588	LIBRAR - Large Print Books	2930	3200	92
5100.589	LIBRAR - Rental Book Purchases	6860	6500	106
5100.599	LIBRAR - Capital Expenditure A	(44560)	(64862)	69
	Total Expenditure	305157	301733	101
	Net Cost of service	282465	283054	100