



*Northern Lights Library System*

**Executive Committee Agenda**

**June 13, 2015**

**10:00 am**

1. Call to Order
2. Agenda
3. Minutes from the **May 25, 2015** Executive Committee Meeting, Board Meeting, Board Briefs
4. Process for hiring the Director Position
  - a. Appointment of a FOIP Coordinator
  - b. Personnel access to Simply Accounting
  - c. Business Consent for CCRA (Record of employment)
5. 2016 Budget
6. Financial Report
7. S.V of West Baptiste (motion has been made to join the system... next steps)
8. ALTA representative and alternate
9. LMAC report
10. Chairman's Report
11. Adjournment

**Next meeting will be held:**

**August 17, 2015 at 5:00 pm**

**Executive Committee Meeting  
June 13, 2015  
Meeting Minutes**

Minutes taken by Stephen Dafoe

Present: Arnold Hanson, Stephen Dafoe, Dallas Degenhardt, Vicky Lefebvre (teleconference), Dianne Ross, Wayne Bokenfohr, Pat Gordeyko, Steven Schafer

Regrets: Laurent Amyotte, Greg Barr

1. Call to order at 10:08 am
2. Agenda
  - a. Add discussion for book allotment – added to board briefs,
  - b. Briefing for board meeting
  - c. Extension process
  - d. Parrish Letter

**Motion to approve the agenda as amended – Moved by Wayne Bokenfohr - carried**
3. Minutes of May 25, 2015
  - a. Change executive summary from LAA to ALTA
  - b. Proceed not process
  - c. New gov't not program (scratch)
  - d. ALLB should be Lac La Biche County Libraries – both branches
  - e. June 13 not 15 for the Exec meeting

**Motion to approve the minutes and executive summary as amended moved by Stephen Schafer - carried**

**Motion to go into camera at 10:30 am moved by Stephen Dafoe – carried**

**Motion to come out of camera at 10:57 am moved by Stephen Dafoe - carried**
4. Process for hiring the Director Position – **Motion to recommend to the Board to approve the Executives recommendation to contract a recruiting firm to find suitable candidates for the position of Executive Director. The fee is not to exceed 25% for the Executive Directors Salary. Moved by Pat Gordeyko –carried.**
  - a. Interm FOIP Coordinator – **Motion to appoint Julie Walker as an interim FOIP Coordinator. Moved by Dallas Degenhardt – carried. Motion that the Executive have IT to instruct staff how to use blind carbon copy on all group and mass emails to provide best practise with respect to FOIP legislation. Moved by Stephen Dafoe – carried.**
  - b. Personnel access to simply accounting – tabled until the August 17 Exec meeting
  - c. Business Consent for CCRA (Record of Employment)- **Motion to appoint Patricia Mathiot as an interim Financial Officer for Northern Lights Library System moved by Wayne Bokenfohr – carried.**
5. 2016 budget – **Motion to have departments begin budget process by looking at upcoming needs and potential efficiencies in preparation for both budget process and organizational review. Moved by Stephen Dafoe –carried.**
  - a. **Motion that all department heads attend all Executive Committee meetings from this point on. Moved by Dianne Ross – carried.**

6. Financial Report – **motion to approve the financial report as presented moved by Dallas Degenhardt – carried.**
7. SV of West Baptise – Consult with PLSB to get process for new members and send one Executive Committee member and one Staff member moved by Stephen Dafoe – carried. **Motion to appoint Julie Walker as interim Executive Director effective June 13, 2015 moved by Steven Schafer – carried.**
8. ALTA Representative and alternate – refer to the NLLS board
9. LMAC report – **Motion to accept the LMAC report as information moved by Dallas Degenhardt - carried**
10. Chairman’s report – **Motion to accept the Chairman’s report for information moved by Dallas Degenhardt – carried**
11. Adjournment – motion to adjourn at 12:40 pm moved by Dallas Degenhardt – carried

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

June 1, 2015



Mr. Arnold Hanson, Chair  
Northern Lights Library Board  
PO Bag 8, 5615 48 Street  
Elk Point, AB T0A 1A0

Dear Mr. Hanson: *Arnold*

The amount of \$817,926 (Eight Hundred Seventeen Thousand Nine Hundred Twenty-Six Dollars) has been direct deposited into your bank account. This is the first installment of your annual Library Operating Grant for 2015.

The Government of Alberta recognizes that public library boards rely on provincial funding for operations. To that end, your annual public library operating grant will be paid out in two installments. This installment is 75% of the amount in the proposed provincial budget. We expect to pay the remainder once the 2015/16 Budget is passed by the legislature.

The proposed provincial budget has allocated an increase in library grants. A listing of the proposed grant amounts can be found at <http://www.albertalibraries.ca> under the Funding and Grants link.

The Government of Alberta is pleased to contribute these funds for the operation of your library.

Sincerely,

A handwritten signature in blue ink that reads "Bonnie Gray".

Bonnie Gray  
Assistant Director

The word "Alberta" in a stylized, cursive font, followed by a small square icon containing a stylized 'A'.

Freedom To Create. Spirit To Achieve.



**MLA Hanson**  
**Lac La Biche, St. Paul, Two Hills**

JUNE 23<sup>RD</sup>, 2015

Northern Lights Library System  
Postal Bag 8  
5615 - 48 Street  
Elk Point, Alberta  
T0A 1A0

Arnold Hanson,

I would like to thank you for your letter and kind words. My office and I look forward to building a positive and ongoing relationship with the Northern Lights Library System. If I can be of any assistance please contact my office by email at [laclabiche.stpaul.twohills@assembly.ab.ca](mailto:laclabiche.stpaul.twohills@assembly.ab.ca) or by phone at (780) 645 6999.

Warm regards,

A handwritten signature in blue ink that reads "David Hanson".

David Hanson

# Northern Lights Library System

Balance Sheet As at 05/31/2015

## ASSET

### CURRENT ASSETS

Petty Cash	400.00	
Chequing Account	1,396,360.97	
USD Account	18,097.05	
USD Exchange Acct	4,484.79	
CU Equity	23,491.93	
CASH TOTAL		1,442,834.74
A/R - General	48,012.62	
A/R - Yearend	939.33	
AR Total		48,951.95
Total Current Assets		<u>1,491,786.69</u>

### FIXED ASSETS:

Vehicles	117,662.38	
Computer Equipment	74,052.51	
Furniture & Equipment	32,073.10	
Parking Lot	81,000.00	
Building	2,894,640.88	
Land	50,000.00	
Accumulated Amortization	-620,041.00	
Total Fixed Assets		2,629,387.87
Total Fixed Assets		<u>2,629,387.87</u>

**TOTAL ASSET** 4,121,174.56

## LIABILITY

### Current Liabilities

Accounts Payable		23,009.99
Vacation Payable		81,042.97
R.R.S.P. Payable	33.68	
Extended Health	-528.82	
Dental	-456.04	
LTD	-763.71	
STD	-585.35	
Other Deductions Payable	-466.12	
Deduction Payables Total		-2,766.36
WCB Payable		6.38
GST Charged On Operating Sales	2,826.68	
GST Paid On Operating Purchases	-14,153.09	
GST Paid - Exempt Purchases	-7,626.34	
GST Payable (Refund)		-18,952.75

AELK-Funds	5,351.83	
AELK- Purchases	-3,070.11	
AIRC- Funds	533.07	
AATH-Funds	4,690.81	
AATH-Purchases	-1,907.51	
ATOF- Funds	65.70	
ALLB-Funds	276.34	
AHOM-Funds	24.32	
AVIK-Funds	622.91	
AVIK-Purchases	-90.76	
AGCM-AME-Funds	2,289.01	
AGCM-AME-Purchases	-1,173.25	
ACLM-Funds	665.27	
ACLM-Purchase	-13.77	
ATHI-Funds	2.09	
ABRUM- Funds	5,717.48	
ABRUM-Purchases	-2,000.00	
AMAN-Funds	1,910.28	
AMAN-Purchases	-30.89	
APV-Funds	33.19	
ANE-Funds	21.03	
ASL-Funds	29.95	
AWAS-Funds	1,225.50	
AWAIC- Funds	658.49	
ABOY-Funds	915.00	
AMD-Funds	-2.77	
AVER- Funds	435.36	
AVE-Funds	994.87	
ABOA-Funds	43.56	
AIP- Funds	186.79	
AVI-Funds	144.78	
AGRAS-Funds	<u>362.00</u>	
Library Acquisition Accounts		18,910.57
Deferred Grant Contributions		3,551.34
Deferred Contributions		<u>1,399,834.20</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>1,504,636.34</b></u>

**Libraries Collection Development**

Cold Lake - Allocations	65,529.47
Cold Lake - Purchases	-18,525.32
Vina - Allocation	2,112.18
Vina - Purchases	-1,996.26
Bruderheim - Allocations	9,307.51
Bruderheim - Purchases	-1,009.75
Kitscoty- Allocation	9,634.73
Kitscoty-Purchases	-2,321.44
Gibbons- Allocations	15,440.69
Gibbons- Purchases	-5,527.24
Ashmont- Allocations	7,038.56
Ashmont- Purchases	-2,106.22
Edgerton - Allocations	3,140.72
Edgerton - Purchases	-509.79
Elk Point - Allocations	3,482.80
Elk Point - Purchases	-2,326.20
Bonnyville- Allocations	37,208.68
Bonnyville- Purchases	-10,139.92
Holden- Allocations	2,825.02
Holden-Purchases	-919.01
Edmonton Garrison - Allocation	10,109.76
Edmonton Garrison- Purchases	-2,944.39
Mallaig - Allocations	8,385.23
Mallaig - Purchases	-3,225.06
Mannville - Allocations	4,076.08
Mannville - Purchases	-1,682.12
Myram - Allocation	3,178.55
Myram - Purchases	-1,609.31
Marwayne - Allocation	6,932.99
Marwayne - Purchases	-2,039.36
Paradise Valley - Allocation	3,884.51
Paradise Valley - Purchases	-1,785.64
Ryley - Allocation	4,913.27
Ryley - Purchase	-1,214.73
Smoky Lake - Allocations	5,377.21
Smoky Lake - Purchases	-1,958.05
Radway - Allocations	2,439.37
Radway - Purchases	-1,156.30
St. Paul - Allocation	13,440.68
St. Paul - Purchases	-7,550.58
Thorhild - Allocations	3,269.73
Thorhild - Purchases	-548.28
Two Hills - Allocation	6,770.56
Two Hills - Purchases	-4,159.58
Tofield - Allocation	13,324.06
Tofield - Purchases	-1,699.94
Vegreville - Allocations	24,793.78
Vegreville - Purchases	-5,421.33
Vermilion - Allocations	17,290.85
Vermilion - Purchases	-5,378.66
Viking - Allocations	6,300.27
Viking - Purchases	-1,834.72
Wainwright - Allocations	22,150.61



Wainwright - Purchases	-7,020.79
Waskatenau - Allocations	7,736.67
Wasatenau - Purchases	-329.93
Newbrook - Allocations	4,902.29
Newbrook - Purchases	-1,520.44
Mundare - Allocations	7,418.66
Mundare- Purchases	-1,963.58
Irma - Allocation	2,872.33
Irma - Purchases	-1,859.12
Chauvin- Allocations	2,924.12
Chauvin- Purchases	-327.98
Lamont-Allocations	6,390.51
Athabasca - Allocations	22,890.09
Athabasca - Purchases	-7,057.29
Boyle - Allocations	6,560.79
Boyle - Purchases	-2,327.45
Innisfree - Allocations	1,180.54
Innisfree - Purchases	-697.70
Grassland - Allocations	5,743.55
Grassland - Purchases	-347.40
Rochester - Allocations	2,422.21
Rochester - Purchasea	-296.30
Wandering River - Allocations	2,073.61
Wandering River - Purchases	-789.51
Bon Accord - Allocations	11,223.57
Bon Accord - Purchases	-4,972.82
Lac La Biche - Allocations	17,458.05
Lac La Biche - Purchases	-8,020.27
Morinville - Allocations	40,979.48
Morinville - Purchases	-14,885.60
Redwater - Allocations	12,684.36
Redwater- Purchases	-2,242.76
Piawmondon- Allocations	2,592.67
Piawmondon - Purchases	-2,265.66
Floating Romance Coll - Allocation	2,821.29
Floating Romance Coll- Purchases	-654.24
Collection Development	326,064.62
<b>TOTAL - UNUSED COLLECTION DEVELOPME</b>	<b>326,064.62</b>
<b>TOTAL LIABILITY</b>	<b>1,830,700.96</b>
<b>EQUITY</b>	
<b>Retained Earnings</b>	
Current Earnings	-297,954.35
Opening Retained Earnings	843,371.17
Capital surplus	1,227,339.66
Internally Restricted Funds	458,795.20
Internally Restricted Funds Special	58,921.92
<b>Total Retained Earnings</b>	<b>2,290,473.60</b>
<b>TOTAL EQUITY</b>	<b>2,290,473.60</b>
<b>LIABILITIES AND EQUITY</b>	<b>4,121,174.56</b>

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# Northern Lights Library System

Income Statement 01/01/2015 to 05/31/2015

## REVENUE

### Revenue

Levies - Municipalities	1,061,678.28
Levies - Library Boards	0.00
Prov. Operating Grant	7,654.40
Prov. Rural Services Grant	0.00
Prov. Establishment Grant	17,188.60
Deferred Allotment	-200,584.62
Travel Grants	1,198.51
Wage Subsidies	0.00
Non Resident Fees	3,300.00
C.I.P. Grant	0.00
Library Enhancement Program	0.00
Sales - Misc.	3,641.66
Sales Office Supplies	63,500.34
Service Administrative	0.00
Sales-SRP	1,704.43
SRP Provincial Sales	0.00
Library Programming	0.00
Annual Conference	4,950.00
Sales Office Services Rent	0.00
Interest earned	6,447.67
Myram Revenue	0.00
Garrison Revenue	0.00
Amort. of Deferred Contribution	0.00
<b>Revenue Total</b>	<u><b>970,679.27</b></u>

## TOTAL REVENUE

970,679.27

## EXPENSE

### Expense

Bank Charges	<u>-7.00</u>	
Bank Expense		<u>-7.00</u>
<b>Total</b>		<u><b>-7.00</b></u>

<b>Staff Expenses</b>	
Staff Salaries	684,632.30
EI Expense	11,583.35
C.P.P. Expense	21,289.98
Group Life	0.00
Extended Health Expense	10,211.43
Dental Expense	7,818.55
W.C.B. Expense	239.35
Salaries	<u>735,774.96</u>
<b>TOTAL - GENERAL PAYROLL EXPENSES</b>	<u><b>735,774.96</b></u>

<b>Other Staff Costs</b>	
Coll. Dev. Training/Conference	2,337.66
Coll. Dev. Travel	2,850.52
Tech/Public Training/Conference	630.00
Tech/Public Travel	2,143.14
Support Training/Conference	1,090.00
Support Travel	7,703.63
Staff Recruitment	55.00
Contract Fees	0.00
Human Resource Tools	1,098.00
Resource Trans. Training/Conference	155.00
Resource Trans. Travel	184.17
Other Staff Costs	<u>18,247.12</u>
<b>Total Other Staff Costs</b>	<u><b>18,247.12</b></u>

<b>Book Allotment</b>	
Coll. Dev. Cold Lake	18,525.32
Coll. Dev. Mundare	1,963.58
Coll. Dev. Gibbons	5,527.24
Coll. Dev. Chauvin	327.98
Coll. Dev. Bonnyville	10,139.92
Coll. Dev. Kitscoty	2,321.44
Coll. Dev. Bruderheim	1,009.75
Coll. Dev. Floating Romance	654.24
Coll. Dev. Morinville	14,885.60
Coll. Dev. Innisfree	697.70
Coll. Dev. Bon Accord	4,972.82
Coll. Dev. Lamont	0.00
Coll. Dev. Plamondon	2,265.66
Coll. Dev. Radway	1,156.30
Coll. Dev. Edgerton	509.79
Coll. Dev. Elk Point	2,326.20
Coll. Dev. Holden	919.01
Coll. Dev. Edmonton Garrison	2,944.39
Coll. Dev. Mannville	1,682.12
Coll. Dev. Myram	1,609.31
Coll. Dev. Marwayne	2,039.36
Coll. Dev. Paradis Valley	1,785.64
Coll. Dev. Smoky Lake	1,958.05
Coll. Dev. St. Paul	7,550.58

Coll. Dev. Two Hills	4,159.58	
Coll. Dev. Tofield	1,699.94	
Coll. Dev. Ryley	1,214.73	
Coll. Dev. Vermilion	5,378.66	
Coll. Dev. Viking	1,834.72	
Coll. Dev. Vlna	1,996.26	
Coll. Dev. Waskatenau	329.93	
Coll. Dev. Wainwright	7,020.79	
Coll. Dev. Thorhild	548.28	
Coll. Dev. Newbrook	1,520.44	
Coll. Dev. Vegreville	5,421.33	
Coll. Dev. Athabasca	7,057.29	
Coll. Dev. Wandering River	789.51	
Coll. Dev. Grassland	347.40	
Coll. Dev. Irma	1,859.12	
Coll. Dev. Lac La Biche	8,020.27	
Coll. Dev. Mallaig	3,225.06	
Coll. Dev. Boyle	2,327.45	
Coll. Dev. Rochester	296.30	
Coll. Dev. Ashmont	2,106.22	
Coll. Dev. Redwater	<u>2,242.76</u>	
Coll. Development		<u>147,168.04</u>
<b>Total Collection Development</b>		<u><b>147,168.04</b></u>

**Library Services**

HQ- Theme Collection	2,311.86
HQ- Large Print	-275.03
HQ- Professional Collection	-1,181.96
HQ-Selection Tools	0.00
Programming Kits	0.00
Audio Books	0.00
International Collection	0.00
Service Supplies	6,699.78
Cataloguing Tools	0.00
Shipping & Freight	91.97
Catalog/Process-Forms/Supplies	356.02
Assistive Technologies	4,506.82
Computer Replacement Program	0.00
ACSI Managed Services	33,300.00
TRAC	78,235.00
TRAC Online Fees	5,040.00
e Resources Books on Line	10,000.00
ILL Canvas Bags	1,609.00
Establishment Expense	4,493.95
NLLS Annual Conference	4,050.05
Library Staff Training	418.51
Librarians Council and Workshops	4,037.71
Summer Reading Program	4,958.79
Summer Reading Program Provincial	0.00
Library Programming	0.00
CED Hardware Program	0.00

Postage/Courier	1,145.73	
Coll. Dev. Shipping/ILL	185.52	
Vehicle Expense	10,271.90	
Online Database	36,385.70	
Board of Record Payments	0.00	
Myram-Operating expenses	3.75	
Garrison- Operating Expenses	0.00	
Board Travel	3,859.81	
Board Food and Beverages	961.59	
Board Conference/Education	7,084.66	
Board Special Events	525.00	
Board Committee Meetings	7,603.67	
Board No Budgeted	0.00	
Hospitality General	226.78	
Office Equipment	884.51	
Photocopy Meter Charges	3,646.39	
Brokerage Fees	0.00	
Legal Fees	6,713.72	
Marketing	3,074.85	
Audit Costs	480.00	
Bad Debts	-52.73	
Bank Charges	50.00	
Charges Card Interest Expenses	0.00	
Insurance	9,006.51	
Subscriptions	427.84	
Memberships	9,396.06	
Office Supplies Resale	67,596.25	
Office Supplies	1,907.14	
Telecommunications	9,818.54	
General Maintenance/Contracts	0.00	
Building Maintenance	1,801.00	
Janitorial Services	12,995.00	
Janitorial Supplies	621.46	
Utilities	12,177.38	
Amortization	0.00	
Total Expenses		<u>367,450.50</u>
<b>Total Expenses</b>		<u><b>367,450.50</b></u>
<b>Capital Reserves</b>		
Transfer to Reserve	0.00	
Gain/Loss on Sale	0.00	
Total Reserves		<u>0.00</u>
<b>Total Reserves</b>		<u><b>0.00</b></u>
<b>TOTAL EXPENSE</b>		<u><b>1,268,633.62</b></u>
<b>NET INCOME</b>		<u><b>-297,954.35</b></u>

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# Northern Lights Library System

Aged Overdue Payables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Arnold Hanson</b>									
25052015	Invoice	05/27/2015	05/27/2015	1,286.60	-	1,286.60	1,286.60	-	-
telus-04252015	Invoice	05/27/2015	05/27/2015	361.82	-	361.82	361.82	-	-
<b>Total outstanding:</b>				1,648.42	-	1,648.42	1,648.42	-	-
<b>BCH Enterprises</b>									
#42415CN	Invoice	04/23/2015	04/23/2015	-37.80	-	-37.80	-	-37.80	-
<b>Grand &amp; Toy</b>									
H498584	Invoice	05/29/2015	05/29/2015	21.33	-	21.33	21.33	-	-
<b>Greg Barr</b>									
25052015	Invoice	05/27/2015	05/27/2015	160.16	-	160.16	160.16	-	-
<b>Laurent Amyotte</b>									
25052015	Invoice	05/27/2015	05/27/2015	170.50	-	170.50	170.50	-	-
<b>Magic Pizza</b>									
23-25052015	Invoice	05/29/2015	05/29/2015	66.15	-	66.15	66.15	-	-
<b>Overdrive</b>									
04/17/2015	Invoice	04/17/2015	04/17/2015	2,000.00	-	2,000.00	-	2,000.00	-
03/25/2015 AWAIC	Invoice	04/20/2015	04/20/2015	300.00	-	300.00	-	300.00	-
04/20/2015 ASTP	Invoice	04/20/2015	04/20/2015	500.00	-	500.00	-	500.00	-
04/20/2015 AMAL	Invoice	04/20/2015	04/20/2015	200.00	-	200.00	-	200.00	-
03/25/2012 AIRC	Invoice	04/20/2015	04/20/2015	300.00	-	300.00	-	300.00	-
03/26/2015 ARAD	Invoice	04/20/2015	04/20/2015	100.00	-	100.00	-	100.00	-
04/10/2015 ATHI	Invoice	04/20/2015	04/20/2015	250.00	-	250.00	-	250.00	-
04/09/2015 ATH...	Invoice	04/20/2015	04/20/2015	100.00	-	100.00	-	100.00	-
AK 2015	Invoice	04/27/2015	04/27/2015	500.00	-	500.00	-	500.00	-
AMAR 2015	Invoice	04/27/2015	04/27/2015	100.00	-	100.00	-	100.00	-
AMO 2015	Invoice	04/27/2015	04/27/2015	2,000.00	-	2,000.00	-	2,000.00	-
AATH 2015	Invoice	04/29/2015	04/29/2015	1,000.00	-	1,000.00	-	1,000.00	-
ACHM 2015	Invoice	04/30/2015	04/30/2015	150.00	-	150.00	-	150.00	-
AVER2015	Invoice	05/21/2015	05/21/2015	500.00	-	500.00	500.00	-	-
APV2015	Invoice	05/21/2015	05/21/2015	200.00	-	200.00	200.00	-	-

# Northern Lights Library System

Aged Overdue Payables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
AMAN 2015	Invoice	05/21/2015	05/21/2015	1,000.00	-	1,000.00	1,000.00	-	-
<b>Total outstanding:</b>									
				9,200.00	-	9,200.00	1,700.00	7,500.00	-
<b>Servus Credit Union Ltd.</b>									
Yaychi's 000035	Invoice	03/06/2015	03/06/2015	34.35	-	34.35	-	-	34.35
AALT DM 80639...	Invoice	04/15/2015	04/15/2015	375.00	-	375.00	-	375.00	-
AmazonDVRM51...	Invoice	05/05/2015	05/05/2015	51.88	-	51.88	51.88	-	-
Parks Canada45...	Invoice	05/07/2015	05/07/2015	572.70	-	572.70	572.70	-	-
Rickys-930040	Invoice	05/07/2015	05/07/2015	450.32	-	450.32	450.32	-	-
798741	Invoice	05/07/2015	05/07/2015	569.94	-	569.94	569.94	-	-
Amazon-Dn9t5hn...	Invoice	05/07/2015	05/07/2015	72.64	-	72.64	72.64	-	-
Amazon-701-841...	Invoice	05/07/2015	05/07/2015	216.18	-	216.18	216.18	-	-
Julie-McDonalds	Invoice	05/07/2015	05/07/2015	18.43	-	18.43	18.43	-	-
Chapters-553680...	Invoice	05/12/2015	05/12/2015	111.53	-	111.53	111.53	-	-
Amazon-DJFZTn...	Invoice	05/12/2015	05/12/2015	54.46	-	54.46	54.46	-	-
Amazon-D3Zzjkn...	Invoice	05/12/2015	05/12/2015	19.84	-	19.84	19.84	-	-
Amazon-Dg4yZm...	Invoice	05/12/2015	05/12/2015	19.74	-	19.74	19.74	-	-
amazon-DcP7Rg...	Invoice	05/12/2015	05/12/2015	27.81	-	27.81	27.81	-	-
amazon-DG37fn8N	Invoice	05/12/2015	05/12/2015	67.73	-	67.73	67.73	-	-
Amazon-DV4ZZs...	Invoice	05/12/2015	05/12/2015	12.19	-	12.19	12.19	-	-
Amazon-D3ZzjknR	Invoice	05/12/2015	05/12/2015	38.70	-	38.70	38.70	-	-
Chapters-OR553...	Invoice	05/12/2015	05/12/2015	14.78	-	14.78	14.78	-	-
Amazon-DC9L5D...	Invoice	05/12/2015	05/12/2015	292.74	-	292.74	292.74	-	-
Amazon-DV4ZZs...	Invoice	05/12/2015	05/12/2015	11.52	-	11.52	11.52	-	-
Chapters-or5536...	Invoice	05/12/2015	05/12/2015	16.75	-	16.75	16.75	-	-
Amazon-D3Zzjkn...	Invoice	05/12/2015	05/12/2015	14.96	-	14.96	14.96	-	-
Chapters-553348...	Invoice	05/15/2015	05/15/2015	170.66	-	170.66	170.66	-	-
amazon-59490301	Invoice	05/15/2015	05/15/2015	10.74	-	10.74	10.74	-	-
55368986	Invoice	05/15/2015	05/15/2015	104.63	-	104.63	104.63	-	-
Chapters-553627...	Invoice	05/15/2015	05/15/2015	273.52	-	273.52	273.52	-	-
amazon-5949030	Invoice	05/15/2015	05/15/2015	11.16	-	11.16	11.16	-	-
Chapters55367490	Invoice	05/15/2015	05/15/2015	20.08	-	20.08	20.08	-	-
Amazon-3262665	Invoice	05/15/2015	05/15/2015	60.04	-	60.04	60.04	-	-
Chapters-OR554...	Invoice	05/19/2015	05/19/2015	15.38	-	15.38	15.38	-	-
Chapters-OR554...	Invoice	05/19/2015	05/19/2015	8.97	-	8.97	8.97	-	-
Party City -22052...	Invoice	05/28/2015	05/28/2015	74.18	-	74.18	74.18	-	-

# Northern Lights Library System

Aged Overdue Payables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Total outstanding:</b>									
				3,813.55	-	3,813.55	3,404.20	375.00	34.35
<b>St. Paul and District Co-op</b>									
21052015	Invoice	05/21/2015	05/21/2015	38.90	-	38.90	38.90	-	-
22052015	Invoice	05/28/2015	05/28/2015	19.95	-	19.95	19.95	-	-
26052015-2	Invoice	05/28/2015	05/28/2015	31.46	-	31.46	31.46	-	-
26052015	Invoice	05/28/2015	05/28/2015	15.89	-	15.89	15.89	-	-
<b>Total outstanding:</b>									
				106.20	-	106.20	106.20	-	-
<b>Staples Advantage</b>									
38639779	Invoice	05/29/2015	05/29/2015	80.59	-	80.59	80.59	-	-
38590168	Invoice	05/29/2015	05/29/2015	49.54	-	49.54	49.54	-	-
<b>Total outstanding:</b>									
				130.13	-	130.13	130.13	-	-
<b>Stephen Dafoe</b>									
25052015	Invoice	05/27/2015	05/27/2015	384.72	-	384.72	384.72	-	-
<b>Steven Schafer</b>									
25052015	Invoice	05/27/2015	05/27/2015	720.40	-	720.40	720.40	-	-
<b>United Library Services</b>									
493348	Invoice	05/11/2015	06/11/2015	3,027.47	3,027.47	-	-	-	-
493653	Invoice	05/11/2015	06/11/2015	426.14	426.14	-	-	-	-
493182	Invoice	05/15/2015	06/15/2015	142.40	142.40	-	-	-	-
494386	Invoice	05/15/2015	06/15/2015	1,235.78	1,235.78	-	-	-	-
493873	Invoice	05/19/2015	06/19/2015	583.93	583.93	-	-	-	-
493874	Invoice	05/19/2015	06/19/2015	623.76	623.76	-	-	-	-
<b>Total outstanding:</b>									
				6,039.48	6,039.48	-	-	-	-
<b>Vicky Lefebvre</b>									
25052015	Invoice	05/27/2015	05/27/2015	197.76	-	197.76	197.76	-	-
<b>Wayne Bokenfohr</b>									



# Northern Lights Library System

Aged Overdue Payables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
25052015	Invoice	05/27/2015	05/27/2015	296.46	-	296.46	296.46	-	-
<b>Wei Xuan</b>									
28052015	Invoice	05/29/2015	05/29/2015	182.83	-	182.83	182.83	-	-
<b>Xerox</b>									
Credit Rebate	Invoice	04/23/2015	04/23/2015	-90.30	-	-90.30	-	-90.30	-
<b>Total outstanding:</b>				23,009.99	6,039.48	16,970.51	9,189.26	7,746.90	34.35

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Anne Chorney Public Library</b>									
4876	Invoice	02/03/2014	02/03/2014	12.00	-	12.00	-	-	12.00
5591	Invoice	12/31/2014	12/31/2014	36.38	-	36.38	-	-	36.38
<b>Total outstanding:</b>				48.38	-	48.38	-	-	48.38
<b>Bon Accord Public Library</b>									
5788	Invoice	04/16/2015	04/16/2015	7.96	-	7.96	-	7.96	-
<b>Boyle Municipal Library</b>									
5907	Invoice	05/19/2015	05/19/2015	1,282.29	-	1,282.29	1,282.29	-	-
<b>Chauvin Public Library</b>									
5483	Invoice	10/21/2014	10/21/2014	14.77	-	14.77	-	-	14.77
<b>Cold Lake Public Library</b>									
5597	Invoice	01/19/2015	01/19/2015	2,900.00	-	2,900.00	-	-	2,900.00
5902	Invoice	05/19/2015	05/19/2015	1,282.29	-	1,282.29	1,282.29	-	-
5903	Invoice	05/19/2015	05/19/2015	1,027.22	-	1,027.22	1,027.22	-	-
5900	Invoice	05/19/2015	05/19/2015	872.79	-	872.79	872.79	-	-
5901	Invoice	05/19/2015	05/19/2015	872.79	-	872.79	872.79	-	-
<b>Total outstanding:</b>				6,955.09	-	6,955.09	4,055.09	-	2,900.00
<b>County of Athabasca No. 12</b>									
5906	Invoice	05/19/2015	05/19/2015	872.79	-	872.79	872.79	-	-
5905	Invoice	05/19/2015	05/19/2015	1,282.29	-	1,282.29	1,282.29	-	-
<b>Total outstanding:</b>				2,155.08	-	2,155.08	2,155.08	-	-
<b>County of St. Paul Library Board</b>									
5878	Invoice	05/12/2015	05/12/2015	1,103.69	-	1,103.69	1,103.69	-	-
5879	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
5877	Invoice	05/12/2015	05/12/2015	1,204.97	-	1,204.97	1,204.97	-	-
5852	Invoice	05/12/2015	05/12/2015	53.97	-	53.97	53.97	-	-
5876	Invoice	05/12/2015	05/12/2015	1,097.11	-	1,097.11	1,097.11	-	-
5884	Invoice	05/13/2015	05/13/2015	1,104.74	-	1,104.74	1,104.74	-	-

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Total outstanding:</b>									
Edgerton Municipal Library									
5789	Invoice	04/16/2015	04/16/2015	32.12	-	32.12	-	32.12	-
Edmonton Garrison Community Library									
5837	Invoice	04/28/2015	04/28/2015	3.77	-	3.77	-	3.77	-
5850	Invoice	04/29/2015	04/29/2015	30.24	-	30.24	-	30.24	-
5880	Invoice	05/12/2015	05/12/2015	229.38	-	229.38	229.38	-	-
<b>Total outstanding:</b>									
Elk Point Public Library									
5792	Invoice	04/16/2015	04/16/2015	5.59	-	5.59	-	5.59	-
5818	Invoice	04/23/2015	04/23/2015	139.60	-	139.60	-	139.60	-
5812	Invoice	04/23/2015	04/23/2015	230.79	-	230.79	-	230.79	-
5822	Invoice	04/27/2015	04/27/2015	93.56	-	93.56	-	93.56	-
<b>Total outstanding:</b>									
Friends of The Redwater Public Library Society									
5919	Invoice	05/29/2015	05/29/2015	227.63	-	227.63	227.63	-	-
Gibbons Municipal Library									
5888	Invoice	05/13/2015	05/13/2015	872.79	-	872.79	872.79	-	-
5887	Invoice	05/13/2015	05/13/2015	872.79	-	872.79	872.79	-	-
5886	Invoice	05/13/2015	05/13/2015	1,282.29	-	1,282.29	1,282.29	-	-
<b>Total outstanding:</b>									
Grassland Municipal Library									
5790	Invoice	04/16/2015	04/16/2015	66.78	-	66.78	-	66.78	-
iii Innovative									
5885	Invoice	05/13/2015	05/13/2015	2,463.94	-	2,463.94	2,463.94	-	-

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Innisfree Public Library</b>									
5898	Invoice	05/19/2015	05/19/2015	93.82	-	93.82	93.82	-	-
<b>Irma Municipal Library</b>									
5793	Invoice	04/16/2015	04/16/2015	29.48	-	29.48	-	29.48	-
<b>Kitscoty Hilltop Library</b>									
5803	invoice	04/17/2015	04/17/2015	3.65	-	3.65	-	3.65	-
<b>Lac La Biche County</b>									
5908	Invoice	05/19/2015	05/19/2015	1,102.64	-	1,102.64	1,102.64	-	-
<b>Lac La Biche County Library Board</b>									
5896	Invoice	05/13/2015	05/13/2015	213.83	-	213.83	213.83	-	-
5890	Invoice	05/13/2015	05/13/2015	872.79	-	872.79	872.79	-	-
5889	Invoice	05/13/2015	05/13/2015	1,709.54	-	1,709.54	1,709.54	-	-
<b>Total outstanding:</b>									
				2,796.16	-	2,796.16	2,796.16	-	-
<b>M.D. of Bonnyville Library Board</b>									
5892	Invoice	05/13/2015	05/13/2015	872.79	-	872.79	872.79	-	-
<b>M.D. of Bonnyville No. 87</b>									
5894	Invoice	05/13/2015	05/13/2015	1,282.29	-	1,282.29	1,282.29	-	-
5893	Invoice	05/13/2015	05/13/2015	1,272.75	-	1,272.75	1,272.75	-	-
<b>Total outstanding:</b>									
				2,555.04	-	2,555.04	2,555.04	-	-
<b>Marwayne Public Library</b>									
5838	Invoice	04/28/2015	04/28/2015	22.66	-	22.66	-	22.66	-
<b>Maureen Penn</b>									
5891	Invoice	05/13/2015	05/13/2015	23.51	-	23.51	23.51	-	-
<b>McPherson Municipal Library</b>									
5827	Invoice	04/28/2015	04/28/2015	3.76	-	3.76	-	3.76	-

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Metro Kalyln Community Library</b>									
5868	Invoice	05/12/2015	05/12/2015	2.72	-	2.72	2.72	-	-
5860	Invoice	05/12/2015	05/12/2015	1,740.71	-	1,740.71	1,740.71	-	-
5915	Invoice	05/28/2015	05/28/2015	7.00	-	7.00	7.00	-	-
<b>Total outstanding:</b>				1,750.43	-	1,750.43	1,750.43	-	-
<b>Morinville Municipal Library</b>									
5796	Invoice	04/17/2015	04/17/2015	3.49	-	3.49	-	3.49	-
5874	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
5875	Invoice	05/12/2015	05/12/2015	1,282.29	-	1,282.29	1,282.29	-	-
5873	Invoice	05/12/2015	05/12/2015	752.80	-	752.80	752.80	-	-
5871	Invoice	05/12/2015	05/12/2015	752.80	-	752.80	752.80	-	-
5872	Invoice	05/12/2015	05/12/2015	752.80	-	752.80	752.80	-	-
<b>Total outstanding:</b>				4,416.97	-	4,416.97	4,413.48	3.49	-
<b>Mundare Public Library</b>									
5496	Invoice	10/30/2014	10/30/2014	20.16	-	20.16	-	-	20.16
5692	Invoice	02/18/2015	02/18/2015	36.75	-	36.75	-	-	36.75
5795	Invoice	04/17/2015	04/17/2015	2.44	-	2.44	-	2.44	-
5866	Invoice	05/12/2015	05/12/2015	79.43	-	79.43	79.43	-	-
<b>Total outstanding:</b>				138.78	-	138.78	79.43	2.44	56.91
<b>Newbrook Public Library</b>									
5828	Invoice	04/28/2015	04/28/2015	17.11	-	17.11	-	17.11	-
5824	Invoice	04/28/2015	04/28/2015	76.29	-	76.29	-	76.29	-
<b>Total outstanding:</b>				93.40	-	93.40	-	93.40	-
<b>Rhonda Cusack</b>									
5693	Invoice	02/20/2015	02/20/2015	21.70	-	21.70	-	-	21.70
<b>Rochester Municipal Library</b>									
5787	Invoice	04/16/2015	04/16/2015	55.35	-	55.35	-	55.35	-

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Smoky Lake County</b>									
5904	Invoice	05/19/2015	05/19/2015	872.79	-	872.79	872.79	-	-
<b>Smoky Lake Municipal Library</b>									
5800	Invoice	04/17/2015	04/17/2015	3.80	-	3.80	-	3.80	-
5899	Invoice	05/19/2015	05/19/2015	7.88	-	7.88	7.88	-	-
<b>Total outstanding:</b>				11.68	-	11.68	7.88	3.80	-
<b>St. Paul Municipal Library</b>									
5861	Invoice	05/12/2015	05/12/2015	1,377.75	-	1,377.75	1,377.75	-	-
5869	Invoice	05/12/2015	05/12/2015	848.50	-	848.50	848.50	-	-
<b>Total outstanding:</b>				2,226.25	-	2,226.25	2,226.25	-	-
<b>Stuart McPherson Municipal Library</b>									
5843	Invoice	04/28/2015	04/28/2015	228.99	-	228.99	-	228.99	-
5897	Invoice	05/19/2015	05/19/2015	139.30	-	139.30	139.30	-	-
5918	Invoice	05/29/2015	05/29/2015	183.13	-	183.13	183.13	-	-
5916	Invoice	05/29/2015	05/29/2015	54.77	-	54.77	54.77	-	-
<b>Total outstanding:</b>				606.19	-	606.19	377.20	228.99	-
<b>Sturgeon County</b>									
5909	Invoice	05/19/2015	05/19/2015	872.79	-	872.79	872.79	-	-
<b>Thorhild Municipal Library</b>									
5832	Invoice	04/28/2015	04/28/2015	3.78	-	3.78	-	3.78	-
<b>Three Cities Public Library</b>									
5831	Invoice	04/28/2015	04/28/2015	3.71	-	3.71	-	3.71	-
<b>Tofield Municipal Library</b>									
5797	Invoice	04/17/2015	04/17/2015	3.75	-	3.75	-	3.75	-
<b>Town of Smoky Lake</b>									
5858	Invoice	05/12/2015	05/12/2015	1,107.33	-	1,107.33	1,107.33	-	-

# Northern Lights Library System

Aged Overdue Receivables Detail As at 05/31/2015

Source	Type	Date	Due Date	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
<b>Town of St. Paul</b>									
5863	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
5862	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
<b>Total outstanding:</b>				<b>1,745.58</b>	<b>-</b>	<b>1,745.58</b>	<b>1,745.58</b>	<b>-</b>	<b>-</b>
<b>Vegreville Centennial Library</b>									
5855	Invoice	05/12/2015	05/12/2015	1,282.29	-	1,282.29	1,282.29	-	-
5854	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
5853	Invoice	05/12/2015	05/12/2015	872.79	-	872.79	872.79	-	-
<b>Total outstanding:</b>				<b>3,027.87</b>	<b>-</b>	<b>3,027.87</b>	<b>3,027.87</b>	<b>-</b>	<b>-</b>
<b>Vermillion Public Library</b>									
5859	Invoice	05/12/2015	05/12/2015	1,098.65	-	1,098.65	1,098.65	-	-
<b>Total outstanding:</b>				<b>48,012.62</b>	<b>-</b>	<b>48,012.62</b>	<b>43,902.19</b>	<b>1,068.67</b>	<b>3,041.76</b>