

ASSETS

CURRENT ASSETS

IC Account	0.00
IT Recoverable	2,968.59
Building Fund	27,706.79
Furn. & Shelving Reserve	0.00
Cash On Hand/Float	50.00
Cash In Bank	55,451.85
Accounts Receivable	236.59
TOTAL CURRENT ASSETS	<u>86,413.82</u>

TOTAL ASSETS

86,413.82

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	1,722.88
MNP Accrual	1,500.00
GST Charged on Sales	0.00
GST Paid on Purchases	-2,801.03
GST Paid on Books	0.00
New Account	0.00
Accounts Payable	0.00
Vacation Payable	0.00
EI Payable	0.00
CPP Payable	0.00
Income Tax Payable	0.00
L.A.P.P.	0.00
AUMA Extended Health	0.03
AB Health Payable	79.20
W.C.B. Payable	0.00
Miscellaneous	0.00
TOTAL CURRENT LIABILITIES	<u>501.08</u>

TOTAL LIABILITIES

501.08

EQUITY

EARNINGS

Building Fund Reserves	28,314.20
Externally restricted	200.00
Retained Earnings	20,705.03
Current Earnings	36,693.51
CURRENT EARNINGS	<u>85,912.74</u>

TOTAL EQUITY

85,912.74

LIABILITIES AND EQUITY

86,413.82

Brooks Public Library
Income Statement 09/01/2006 to 09/30/2006

REVENUE

REVENUE	
Town of Brooks	34,453.25
DC - Summer Student	0.00
Province of Alberta	0.00
Industry Canada - CAP 3	0.00
Industry Canada - CAP YI	0.00
County of Newell Library Board	0.00
Resident Cardholder Fees	1,626.00
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	1,449.24
Non-resident Cardholder Fees	120.00
Charitable Receipt Donations	100.00
Fundraisers	0.00
Adopt-a-magazine	900.00
Medieval Faire	0.00
GST Recovery	0.00
TOTAL REVENUE	<u>38,648.49</u>
TOTAL REVENUE	<u>38,648.49</u>

EXPENSE

EXPENSES	
SLS Expense (Materials)	22,802.00
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	0.00
Books and Materials	100.63
New Library Furnishings	290.15
Library Equipment	0.00
Payroll Expense	60.00
Library Supplies	372.46
Administration & Travel	97.07
Recruitment Expense	0.00
Program Expense	91.91
Medieval Faire	0.00
Repair & Maintenance	2,164.12
Rebinding, Microfilming, Laminating	0.00
Staff Training	185.00
Telephone and Fax Expense	264.82
Copier & Computer Costs	186.69
Security Monitoring	25.00
Computer Main. Contracts	0.00
GST Expense	1.50
Freight and Postage	62.40
Professional Memberships	0.00
Publicity and Advertising	81.50
Audit and Insurance	0.00
Bank Charges	5.00
Miscellaneous	120.00
Wages	10,551.55
Wage Reimbursement	0.00
EI Expense	276.24
CPP Expense	406.05
WCB Expense	0.00
AUMA Extended Health	1,212.34
L.A.P.P. Expense	313.21
AB Health Expense	-15.40
TOTAL EXPENSES	<u>39,654.24</u>
TOTAL EXPENSE	<u>39,654.24</u>
NET INCOME	<u>-1,005.75</u>

Brooks Public Library
Income Statement 01/01/2006 to 09/30/2006

REVENUE

REVENUE	
Town of Brooks	137,813.00
DC - Summer Student	0.00
Province of Alberta	69,624.00
Industry Canada - CAP 3	554.00
Industry Canada - CAP YI	0.00
County of Newell Library Board	3,686.76
Resident Cardholder Fees	12,600.18
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	13,784.11
Non-resident Cardholder Fees	1,400.00
Charitable Receipt Donations	17,017.12
Fundraisers	0.00
Adopt-a-magazine	2,300.00
Medieval Faire	1,150.00
GST Recovery	2,698.59
TOTAL REVENUE	<u>262,627.76</u>

TOTAL REVENUE 262,627.76

EXPENSE

EXPENSES	
SLS Expense (Materials)	45,677.92
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	2,271.73
Books and Materials	1,653.30
New Library Furnishings	13,999.37
Library Equipment	0.00
Payroll Expense	543.50
Library Supplies	3,714.33
Administration & Travel	2,667.04
Recruitment Expense	0.00
Program Expense	1,205.88
Medieval Faire	1,212.60
Repair & Maintenance	2,409.14
Rebinding, Microfilming, Laminating	475.16
Staff Training	1,322.50
Telephone and Fax Expense	2,400.87
Copier & Computer Costs	1,099.56
Security Monitoring	325.00
Computer Main. Contracts	759.95
GST Expense	15.00
Freight and Postage	536.43
Professional Memberships	149.18
Publicity and Advertising	467.18
Audit and Insurance	8,190.00
Bank Charges	112.21
Miscellaneous	141.93
Wages	117,940.85
Wage Reimbursement	0.00
EI Expense	3,161.27
CPP Expense	4,705.66
WCB Expense	173.68
AUMA Extended Health	2,074.57
L.A.P.P. Expense	5,780.00
AB Health Expense	748.44
TOTAL EXPENSES	<u>225,934.25</u>

TOTAL EXPENSE 225,934.25

NET INCOME 36,693.51

Brooks Public Library
Reconciliation Transactions Detail Report 09/01/2006 to 09/30/2006

 Account: 1080 Cash In Bank Deposit No.: *** all ***
 Cleared: Y, Deposit error: Y, Payment error: Y, NSF: Y, Reversed: Y, Void: Y, Adjustment: Y, Outstanding: Y

Date	Tran. No.	Comment	Source	Deposits	Withdrawals	Deposit No.	C	Status
09/02/2006	J410	Sept 2006, City of Brooks	2322	-	1,477.80		Y	Cleared
09/01/2006	J426	Fines	Deposit	344.80	-		Y	Cleared
09/01/2006	J427	Resident Cardholder	Deposit	414.00	-		Y	Cleared
09/01/2006	J428	Adopt-a-Magazine	Deposit	400.00	-		Y	Cleared
09/01/2006	J429	Shortgrass Library System	Deposit	2,515.02	-		Y	Cleared
09/08/2006	J430	Fines	Deposit	234.06	-		Y	Cleared
09/08/2006	J431	Resident Cardholder	Deposit	192.00	-		Y	Cleared
09/08/2006	J432	Adopt-a-Magazine	Deposit	200.00	-		Y	Cleared
09/14/2006	J440	Sept 06, Grand and Toy	2323	-	238.48		Y	Cleared
09/14/2006	J441	Sept 2006, 3M Canada Company	2324	-	550.56		Y	Cleared
09/14/2006	J442	Sept 06, Xerox Canada Ltd.	2325	-	123.74		Y	Cleared
09/14/2006	J443	Sept 06, RBC Royal Bank VISA	2326	-	355.63		Y	Cleared
09/14/2006	J444	September 06, RBC Royal Bank V...	2327	-	51.06		Y	Cleared
09/14/2006	J445	Sept 06, Carr McLean	2328	-	109.25		Y	Cleared
09/14/2006	J446	Sept 06, Maxine Meldrum	2329	-	22.10		Y	Cleared
09/14/2006	J447	Sept 2006, Shannon Christoffersen	2330	-	25.01		Y	Cleared
09/15/2006	J448	Sept 06, Telus Communications	2331	-	280.71		Y	Cleared
09/21/2006	J449	Sept 2006, Brooks and County Ch...	2332	-	59.36		Y	Cleared
09/21/2006	J450	Sept 2006, Brodart	2333	-	86.63		Y	Cleared
09/21/2006	J451	Sept 2006, Shortgrass Library Sys...	2334	-	106.67		N	Outstanding
09/21/2006	J452	Sept 2006, Brooks Bulletin	2335	-	27.03		Y	Cleared
09/29/2006	J453	September 06, Shannon Christoffe...	2336	-	2,651.85		N	Outstanding
09/29/2006	J454	September 06, Ronnie Adams	2337	-	1,344.34		N	Outstanding
09/29/2006	J455	September 06, Allan Gragasin	2338	-	66.08		N	Outstanding
09/29/2006	J456	September 06, Bessie Jacowishen	2339	-	1,533.63		Y	Cleared
09/29/2006	J457	September 06, Cathryn Krochak	2340	-	789.23		N	Outstanding
09/29/2006	J458	September 06, Maxine Meldrum	2341	-	1,649.71		N	Outstanding
09/29/2006	J459	September 06, Patricia Neufeld	2342	-	206.66		N	Outstanding
09/29/2006	J460	September 06, Tamara Van Horne	2343	-	1,245.50		Y	Cleared
09/29/2006	J461	September 06, Sharon Wilson	2344	-	457.85		N	Outstanding
09/29/2006	J462	September 06, Canada Customs a...	2345	-	3,062.89		N	Outstanding
09/29/2006	J463	September 06, Local Authorities P...	2346	-	897.85		N	Outstanding
09/29/2006	J464	September 06, Shortgrass Library ...	2347	-	22,802.00		N	Outstanding
09/29/2006	J465	September 06, Brooks Bulletin	2348	-	82.68		N	Outstanding
09/29/2006	J466	September 06, Brooks Computer ...	2349	-	63.60		N	Outstanding
09/29/2006	J467	September 06, Sheila Tieg	2350	-	55.10		N	Outstanding
09/29/2006	J468	September 06, Water Pure & Simple	2351	-	11.00		N	Outstanding
09/29/2006	J469	September 06, Brodart	2352	-	237.51		N	Outstanding
09/29/2006	J470	September 06, City of Brooks	2353	-	292.54		N	Outstanding
09/29/2006	J471	Sept 2006, Brooks Stationers	2354	-	7.40		N	Outstanding
09/29/2006	J472	September 06, Brooks Stationers	2355	-	74.15		N	Outstanding
09/29/2006	J473	September 06, Docucom Limited ...	2356	-	1,743.40		N	Outstanding
09/15/2006	J474	Fines	Deposit	335.42	-		Y	Cleared
09/15/2006	J475	Resident Cardholders	Deposit	438.00	-		Y	Cleared
09/15/2006	J476	Non-Resident Cardholders	Deposit	120.00	-		Y	Cleared
09/15/2006	J477	Adopt-A-Magazine	Deposit	100.00	-		Y	Cleared
09/22/2006	J478	Fines	Deposit	273.55	-		Y	Cleared
09/22/2006	J479	Resident Cardholder	Deposit	258.00	-		Y	Cleared
09/22/2006	J480	Town of Brooks	Deposit	34,453.25	-		Y	Cleared
09/22/2006	J481	Donation	Deposit	100.00	-		Y	Cleared
09/22/2006	J482	Adopt-A-Magazine	Deposit	200.00	-		Y	Cleared
09/29/2006	J483	Fines	Deposit	261.41	-		Y	Cleared
09/29/2006	J484	Resident Cardholder	Deposit	324.00	-		Y	Cleared
09/30/2006	J488	Securtek	Debit	-	26.50		Y	Cleared
09/30/2006	J489	AB Health	Debit	-	44.00		Y	Cleared
09/30/2006	J490	Destination Fee	Debit	-	5.00		Y	Cleared
09/30/2006	J491	Reversing J489. Correction is J491.	ADJDebit	44.00	-		Y	Adjustment
				41,207.51	42,864.50			

Brooks Public Library

All Journal Entries 09/01/2006 to 09/30/2006

			Debits	Credits
09/02/2006	J410	2322, Sept 2006, City of Brooks		
		2420 AUMA Extended Health	443.32	-
		5340 AUMA Extended Health	1,034.48	-
		1080 Cash In Bank	-	1,477.80
09/01/2006	J426	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	344.80
		1080 Cash In Bank	344.80	-
09/01/2006	J427	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	414.00
		1080 Cash In Bank	414.00	-
09/01/2006	J428	Deposit, Adopt-a-Magazine		
		4185 Adopt-a-magazine	-	400.00
		1080 Cash In Bank	400.00	-
09/01/2006	J429	Deposit, Shortgrass Library System		
		5300 Wages	-	2,150.50
		5350 L.A.P.P. Expense	-	166.67
		5340 AUMA Extended Health	-	26.92
		5360 AB Health Expense	-	15.40
		5310 EI Expense	-	56.30
		5320 CPP Expense	-	99.23
		1080 Cash In Bank	2,515.02	-
09/08/2006	J430	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	234.06
		1080 Cash In Bank	234.06	-
09/08/2006	J431	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	192.00
		1080 Cash In Bank	192.00	-
09/08/2006	J432	Deposit, Adopt-a-Magazine		
		4185 Adopt-a-magazine	-	200.00
		1080 Cash In Bank	200.00	-
09/14/2006	J440	2323, Sept 06, Grand and Toy		
		2100 GST Paid on Purchases	13.50	-
		5070 Library Supplies	224.98	-
		1080 Cash In Bank	-	238.48
09/14/2006	J441	2324, Sept 2006, 3M Canada Company		
		2100 GST Paid on Purchases	31.16	-
		5100 Repair & Maintenance	519.40	-
		1080 Cash In Bank	-	550.56
09/14/2006	J442	2325, Sept 06, Xerox Canada Ltd.		
		2100 GST Paid on Purchases	7.00	-
		5160 Copier & Computer Costs	116.74	-
		1080 Cash In Bank	-	123.74
09/14/2006	J443	2326, Sept 06, RBC Royal Bank VISA		
		2100 GST Paid on Purchases	20.13	-
		5080 Administration & Travel	30.50	-
		5130 Staff Training	185.00	-
		5260 Miscellaneous	120.00	-
		1080 Cash In Bank	-	355.63
09/14/2006	J444	2327, September 06, RBC Royal Bank VISA		
		5090 Program Expense	51.06	-
		1080 Cash In Bank	-	51.06
09/14/2006	J445	2328, Sept 06, Carr McLean		
		5050 New Library Furnishings	92.15	-
		5200 Freight and Postage	17.10	-
		1080 Cash In Bank	-	109.25

Brooks Public Library
All Journal Entries 09/01/2006 to 09/30/2006

			Debits	Credits
09/14/2006	J446	2329, Sept 06, Maxine Meldrum		
		2100 GST Paid on Purchases	1.25	-
		5090 Program Expense	20.85	-
		1080 Cash In Bank	-	22.10
09/14/2006	J447	2330, Sept 2006, Shannon Christoffersen		
		2100 GST Paid on Purchases	1.42	-
		5080 Administration & Travel	3.59	-
		5090 Program Expense	20.00	-
		1080 Cash In Bank	-	25.01
09/15/2006	J448	2331, Sept 06, Telus Communications		
		2100 GST Paid on Purchases	15.89	-
		5140 Telephone and Fax Expense	264.82	-
		1080 Cash In Bank	-	280.71
09/21/2006	J449	2332, Sept 2006, Brooks and County Chronicle		
		2100 GST Paid on Purchases	3.36	-
		5220 Publicity and Advertising	56.00	-
		1080 Cash In Bank	-	59.36
09/21/2006	J450	2333, Sept 2006, Brodart		
		2100 GST Paid on Purchases	4.90	-
		5070 Library Supplies	62.50	-
		5200 Freight and Postage	19.23	-
		1080 Cash In Bank	-	86.63
09/21/2006	J451	2334, Sept 2006, Shortgrass Library System		
		2100 GST Paid on Purchases	6.04	-
		5030 Books and Materials	100.63	-
		1080 Cash In Bank	-	106.67
09/21/2006	J452	2335, Sept 2006, Brooks Bulletin		
		2100 GST Paid on Purchases	1.53	-
		5220 Publicity and Advertising	25.50	-
		1080 Cash In Bank	-	27.03
09/29/2006	J453	2336, September 06, Shannon Christoffersen		
		5300 Wages	3,500.00	-
		1080 Cash In Bank	-	2,651.85
		2310 EI Payable	-	65.45
		2320 CPP Payable	-	158.81
		2330 Income Tax Payable	-	623.89
09/29/2006	J454	2337, September 06, Ronnie Adams		
		5300 Wages	1,848.83	-
		1080 Cash In Bank	-	1,344.34
		2310 EI Payable	-	34.57
		2320 CPP Payable	-	77.08
		2330 Income Tax Payable	-	199.94
		2400 L.A.P.P.	-	124.80
		2420 AUMA Extended Health	-	41.70
		2440 AB Health Payable	-	26.40
09/29/2006	J455	2338, September 06, Allan Gragasin		
		5300 Wages	67.34	-
		1080 Cash In Bank	-	66.08
		2310 EI Payable	-	1.26
09/29/2006	J456	2339, September 06, Bessie Jacowishen		
		5300 Wages	2,109.75	-
		1080 Cash In Bank	-	1,533.63
		2310 EI Payable	-	39.45
		2320 CPP Payable	-	90.00
		2330 Income Tax Payable	-	261.94
		2400 L.A.P.P.	-	142.41
		2420 AUMA Extended Health	-	42.32

			Debits	Credits
09/29/2006	J457	2340, September 06, Cathryn Krochak		
		5300 Wages	836.94	-
		1080 Cash In Bank	-	789.23
		2310 EI Payable	-	15.65
		2320 CPP Payable	-	26.99
		2330 Income Tax Payable	-	5.07
09/29/2006	J458	2341, September 06, Maxine Meldrum		
		5300 Wages	2,233.43	-
		1080 Cash In Bank	-	1,649.71
		2310 EI Payable	-	41.77
		2320 CPP Payable	-	96.12
		2330 Income Tax Payable	-	291.33
		2400 L.A.P.P.	-	150.76
		2420 AUMA Extended Health	-	3.74
09/29/2006	J459	2342, September 06, Patricia Neufeld		
		5300 Wages	210.60	-
		1080 Cash In Bank	-	206.66
		2310 EI Payable	-	3.94
09/29/2006	J460	2343, September 06, Tamara Van Horne		
		5300 Wages	1,428.58	-
		1080 Cash In Bank	-	1,245.50
		2310 EI Payable	-	26.71
		2320 CPP Payable	-	56.28
		2330 Income Tax Payable	-	100.09
09/29/2006	J461	2344, September 06, Sharon Wilson		
		5300 Wages	466.58	-
		1080 Cash In Bank	-	457.85
		2310 EI Payable	-	8.73
09/29/2006	J462	2345, September 06, Canada Customs and Revenue		
		2310 EI Payable	237.53	-
		2320 CPP Payable	505.28	-
		2330 Income Tax Payable	1,482.26	-
		5310 EI Expense	332.54	-
		5320 CPP Expense	505.28	-
		1080 Cash In Bank	-	3,062.89
09/29/2006	J463	2346, September 06, Local Authorities Pension		
		2400 L.A.P.P.	417.97	-
		5350 L.A.P.P. Expense	479.88	-
		1080 Cash In Bank	-	897.85
09/29/2006	J464	2347, September 06, Shortgrass Library System		
		5020 SLS Expense (Materials)	22,802.00	-
		1080 Cash In Bank	-	22,802.00
09/29/2006	J465	2348, September 06, Brooks Bulletin		
		2100 GST Paid on Purchases	4.68	-
		5070 Library Supplies	78.00	-
		1080 Cash In Bank	-	82.68
09/29/2006	J466	2349, September 06, Brooks Computer Services		
		2100 GST Paid on Purchases	3.60	-
		5060 Payroll Expense	60.00	-
		1080 Cash In Bank	-	63.60
09/29/2006	J467	2350, September 06, Sheila Tiegs		
		2100 GST Paid on Purchases	3.12	-
		5080 Administration & Travel	51.98	-
		1080 Cash In Bank	-	55.10
09/29/2006	J468	2351, September 06, Water Pure & Simple		
		5080 Administration & Travel	11.00	-
		1080 Cash In Bank	-	11.00

Brooks Public Library
All Journal Entries 09/01/2006 to 09/30/2006

			Debits	Credits
09/29/2006	J469	2352, September 06, Brodart		
		2100 GST Paid on Purchases	13.44	-
		5050 New Library Furnishings	198.00	-
		5200 Freight and Postage	26.07	-
		1080 Cash In Bank	-	237.51
09/29/2006	J470	2353, September 06, City of Brooks		
		2420 AUMA Extended Health	87.76	-
		5340 AUMA Extended Health	204.78	-
		1080 Cash In Bank	-	292.54
09/29/2006	J471	2354, Sept 2006, Brooks Stationers		
		2100 GST Paid on Purchases	0.42	-
		5070 Library Supplies	6.98	-
		1080 Cash In Bank	-	7.40
09/29/2006	J472	2355, September 06, Brooks Stationers		
		2100 GST Paid on Purchases	4.20	-
		5160 Copier & Computer Costs	69.95	-
		1080 Cash In Bank	-	74.15
09/29/2006	J473	2356, September 06, Docucom Limited Partnersh		
		2100 GST Paid on Purchases	98.68	-
		5100 Repair & Maintenance	1,644.72	-
		1080 Cash In Bank	-	1,743.40
09/15/2006	J474	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	335.42
		1080 Cash In Bank	335.42	-
09/15/2006	J475	Deposit, Resident Cardholders		
		4090 Resident Cardholder Fees	-	438.00
		1080 Cash In Bank	438.00	-
09/15/2006	J476	Deposit, Non-Resident Cardholders		
		4140 Non-resident Cardholder Fees	-	120.00
		1080 Cash In Bank	120.00	-
09/15/2006	J477	Deposit, Adopt-A-Magazine		
		4185 Adopt-a-magazine	-	100.00
		1080 Cash In Bank	100.00	-
09/22/2006	J478	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	273.55
		1080 Cash In Bank	273.55	-
09/22/2006	J479	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	258.00
		1080 Cash In Bank	258.00	-
09/22/2006	J480	Deposit, Town of Brooks		
		4020 Town of Brooks	-	34,453.25
		1080 Cash In Bank	34,453.25	-
09/22/2006	J481	Deposit, Donation		
		4170 Charitable Receipt Donations	-	100.00
		1080 Cash In Bank	100.00	-
09/22/2006	J482	Deposit, Adopt-A-Magazine		
		4185 Adopt-a-magazine	-	200.00
		1080 Cash In Bank	200.00	-
09/29/2006	J483	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	261.41
		1080 Cash In Bank	261.41	-
09/29/2006	J484	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	324.00
		1080 Cash In Bank	324.00	-

Brooks Public Library
All Journal Entries 09/01/2006 to 09/30/2006

			<u>Debits</u>	<u>Credits</u>
09/30/2006	J488	Debit, Securtek		
		5170 Security Monitoring	25.00	-
		5180 GST Expense	1.50	-
		1080 Cash In Bank	-	26.50
09/30/2006	J490	Debit, Destination Fee		
		5250 Bank Charges	5.00	-
		1080 Cash In Bank	-	5.00
			<u>86,741.21</u>	<u>86,741.21</u>

MINUTES OF REGULAR MEETING OF BROOKS PUBLIC LIBRARY BOARD
November 23, 2006
HELD IN BROOKS PUBLIC LIBRARY

PRESENT: Cathleen Patterson, Sheila Tiegs, Joyce Aasen, Michael Macdonald, Martin Shields, Shannon Vossepoel (Head Librarian), Karen Nelson, Gloria Evans, Tilly Gamble-Altwasser (Vice Chair)

REGRETS: Elsie Strach, Dino Champlone

VISION STATEMENT

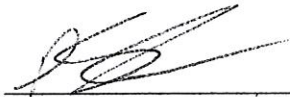
Brooks Public Library: A vibrant and inspiring resource connecting our diverse community to the world.

MISSION STATEMENT

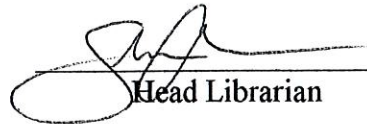
Brooks Public Library provides lifelong learning and enrichment opportunities with equitable access to high quality service, collections and facilities.

1. Call to Order: The meeting was called to order at 5:40.
2. Approval of Agenda: **Motion by Michael/Sheila. Carried.**
3. Consent Agenda: **Motion to approve October 2006 Board meeting minutes, October Finance report and librarian's report: Martin/Cathleen. Carried.**
4. Correspondence:
 - a. Letter from MP Solberg praising our Training Coordinator program, developed with funds from a one time provincial grant, and congratulating Tamara Van Horne on her new position in that capacity
 - b. County of Newell funding approved
 - c. Patron suggestions: Discussion of three suggestions received—computer games, scanner and Halloween events for children
5. Shortgrass Library System Report: Martin reported some items brought up at the Nov. Shortgrass Board meeting which was held in Brooks. Sheila and Gloria added to the report as they attended the meeting as well.
6. Business Arising from September 2006 Board meeting minutes
 - a. Audit: Shannon reported the results of her discussion with Cliff McDonald, the City of Brooks auditor, regarding review engagements and audits. Shannon will contact Cliff McDonald further re having an audit done this year and a review engagement next year. She will also speak to Gordon, Mactavish and Company regarding what they would actually do for the \$4000 amount they suggested as a fee.
 - b. Insurance Coverage: The City will cover the insurance fee and we will pay the \$105 annual membership fee to AMSC. Shannon will send a thank-you note to the City.
 - c. Letter to Kathy Ramer: Shannon sent a letter to K. Ramer regarding our support of her endeavor to have the EID engineer's house designated as a historical house.

- d. Signage: We have had no word yet from Terry Welsh regarding the cost of a sign. Michael suggested we might develop a design, decide on a location for the sign, and get a funding quote and take the ideas to City council. Shannon will speak to Terry and find out what has happened so far.
7. New Business
- a. Staff Holiday Bonus: Shannon reminded us of our past bonus gifts to staff. In Camera discussion with Shannon out of the room followed. **Motion to give \$25 gift certificates to part time staff, \$50 gift certificates to full time staff and \$150 gift certificate to head librarian with all gift certificates being from local businesses of each staff member's choice: Martin/Sheila. Carried.** Out of camera meeting continued. Shannon will take care of the gift certificates.
- b. Committee Meetings: Each committee should meet prior to the Board's January 2007 meeting. Shannon will email board members regarding committee meeting dates.
8. City of Brooks Lease Agreement: Shannon reported we do need a lease agreement with the City. The agreement sent to us by the town needs some changes to fit what is done at the library. We need to discuss this further. **Motion to table the discussion until the Jan. 2007 Board meeting: Joyce/Martin. Carried.**
9. Adjournment: **Motion to adjourn at 6:45 pm: Sheila. Carried.**
10. Next Board Meeting: Thursday, January 25, 2007 at 6:30 pm.
11. Reminder of the City Christmas Party to which we are invited. Let Shannon know if you are attending as well as calling the City. Those attending will sit together as much as possible.



Chair



Head Librarian

**Brooks Library Board
Finance Standing Committee Meeting
8:00 am November 20, 2006**

Present: Dino Champlone, Elsie Strach, and Shannon Vossepoel

- 1) Meeting was called to order at 8:00 am.
- 2) Receipts and Expenditures for the month of October were discussed in detail and reviewed by the Committee. Items of Note:

Receipts:

- Received annual funding from County of Newell
- One magazine adopted this month, bringing total to twenty-four
- Received \$1200.00 donation from the Rotary Club toward the purchase of a new computer
- Received \$250.00 donation from the Brooks Bulletin toward microfilming costs

Expenditures:

- Books and Materials: Books purchased with donated funds from the Lois Hole Legacy program
 - Furnishings and Equipment: Purchased two new chairs for front desk
 - Administration and Travel: Two criminal record checks; gift for retiring employee; sent flowers to board member upon death of father; paid for four board members to attend Board Trustee Development Day
 - Program Expense: Paid for author Ruth Lee-Knight to do a reading during library month
 - Staff Training: Mileage paid to Shannon Vossepoel for Netspeed conference
 - Copier and Computer Costs: purchased printer cartridges
 - Professional Memberships: Paid for annual CLA membership
- 3) Meeting was adjourned at 8:30 am.

Finance Meeting Notes: December 2006

Receipts for December:

- Multiple charitable receipt donations in December in memory of Wanda White, former Library Board member, Shortgrass Board member, and Foundation member, in the amount of \$1030.00 for large print, audiobooks, and a new CD Rack.
- Charitable receipt donation from Royal Canadian Legion Ladies Auxilliary in the amount of \$300.00 for large print and audiobooks.
- Charitable receipt donation in the amount of \$715.00 from MidWest – used to help fund the purchase of a new circ desk computer.

Expenditures for December:

- Non-Resident Fees paid out to Shortgrass (half of all non-resident fees collected as per our agreement).
- Books purchased with donated funds.
- Furnishings and Equipment: purchased a new computer for the circ desk, a magazine rack for the children's section, some new pamphlet holders, and some visual-based signage.
- Library Supplies: purchased new audiobook binders and sleeves (with donated funds), new magazine binders, tape, and other sundries.
- Administration and Travel: water for staff, staff holiday bonuses.
- Staff Training: First Aid for Ronnie and Maxine.
- Miscellaneous: Error with Julia Reinhart cheque from The Alberta Library.

Notes on Overall Budget for 2006

Receipts:

- HRDC Grant → On the rise, reflected in 2007 budget expectations
- Province of Alberta and County of Newell → includes \$19,843.00 and \$3,687.00 one-time provincial grant for 2006, will be provided again in 2007 and has been separated out for 2007 budget.
- Industry Canada Grants → expected to be cut, funding not included in 2007 budget
- Resident Cardholder Fees → On the rise, budget line increased for 2007
- Fines, Books and Services → On the decline, budget line decreased for 2007
- **Non-Resident Fees → On the decline, but budget line the same. May want to revise for 2007.**
- Donations → On the rise this year. Budget line still decreased for next year, since donations cannot be predicted. 2006 budget for donations included donations that were previously secured for 2006.

- Adopt-a-Magazine → Increased this year, budget line remains the same for next year since donations are unpredictable.
- GST Recovery: On the rise this year. Budget line increased for 2007.

Expenditures:

- SLS Expense (Materials) → On target, remains the same for next year's budget.
- **SLS Expense (Non-resident Fees) → On the decline, but budget line the same. May want to revise for 2007.**
- Dynix and Telecom → On the decline, reflected in budget line for 2007.
- Furnishings and Equipment → Swollen this year due to several charitable donations, reduced accordingly for next year, especially since we are not as likely to need as many new furnishings now.
- Library Supplies → Swollen this year due to charitable donations, but budget line also increased for 2007 as charitable donations do not entirely cover overdraft.
- Admin and Travel → High expenses partly due to accidentally attributing some "staff training" items to admin and travel expenses. Remains the same for next year.
- Program Expense → On the decline due to staff ability to find sponsors. Budget line decreased for 2007.
- Repair and Maintenance → Extra expenses this year due to unexpected major maintenance problem with front door. Budget line remains the same for next year.
- Staff Training → Underused amount this year as Horizon was expected to increase costs. Horizon was delayed and is expected in 2007, therefore budget line remains the same since the cost is expected to increase next year with Horizon.
- Professional Memberships → On the rise. Increased expense this year due to covering both Julia and Shannon for LAA/CLA. Budget line increased for next year to cover rising costs as well.
- Publicity and Advertising → On the decline due to sponsorship of local newspapers. Budget line decreased for 2007.
- Audit and Insurance → Cost ballooned this year due to increased auditor expenses. Switched auditor for 2007 and budget line will remain the same.
- Miscellaneous → Appears on rise due to accounting error. Budget line remains the same for next year.
- Wages and related expenses → On the rise due to wage increases and new staff member. Reflected in 2007 budget lines.

Brooks Library Board Budget
October 2006

Receipts	Annual Budget	Current Month	Total to Date
City of Brooks	137,813.00	0.00	137,813.00
HRDC – Summer Student	1,446.00	0.00	0.00
Province of Alberta	49,781.00	0.00	69,624.00*
Industry Canada - CAP V Grant	1,975.00	0.00	554.00
County of Newell Library Board	20,475.00	20,474.64	24,161.40**
Resident Cardholder Fees	16,000.00	1,614.00	14,214.18
Interest Income	0.00	0.00	0.00
Miscellaneous	200.00	0.00	0.00
Fines, books and services	20,500.00	1,652.74	15,436.85
Non-resident Cardholder Fees	3,000.00	240.00	1,640.00
Donations	14,000.00	1,575.08	18,592.20
Fundraisers	300.00	0.00	0.00
Adopt-a-magazine	2,200.00	100.00	2,400.00
Medieval Faire	0.00	0.00	1,150.00
GST Recovery	2,000.00	0.00	2,698.59
Total Revenue	269,690.00	25,656.46	288,284.22
Expenditures			
SLS Expense (Materials Allot.)	45,604.00	0.00	45,677.92
Shortgrass – Non-resident Fees	1,500.00	0.00	0.00
Dynix and Telecom (SLS)	3,500.00	0.00	2,271.73
Books & Materials	0.00	100.76	1,754.06
Furnishings and Equipment	12,000.00	191.86	14,191.23
Payroll Expense	800.00	50.00	593.50
Library Supplies	4,000.00	43.20	3,757.53
Administration & Travel	3,000.00	262.12	2,929.16
Program Expense	2,500.00	425.80	1,631.68
Medieval Faire	0.00	0.00	1,212.60
Repair & Maintenance	2,000.00	0.00	2,409.14
Rebinding	500.00	0.00	475.16
Staff Training	4,000.00	294.20	1,616.70
Telephone & Fax Expense	3,500.00	265.42	2,666.29
Copier & Computer Costs	2,000.00	138.89	1,238.45
Security Monitoring	600.00	25.00	350.00
Computer Main. Contracts	1,000.00	0.00	759.95
GST Expense	0.00	1.50	16.50
Freight & Postage	1,000.00	0.00	536.43
Professional Memberships	400.00	230.00	379.18
Publicity and Advertising	2,000.00	0.00	467.18

Audit and Insurance	6,500.00	0.00	8,190.00
Bank Charges	200.00	5.00	117.21
Miscellaneous	200.00	0.00	141.93
Wages (includes temp. staff)	149,286.00	12,034.87	129,975.72
EI Expense	4,000.00	315.06	3,476.33
CPP Expense	5,500.00	478.19	5,183.85
WCB Expense	600.00	0.00	173.68
AUMA Expense	4,000.00	-26.92	2047.65
LAPP Expense	8,500.00	303.64	6,083.64
AB Health Expense	1,000.00	-15.40	733.04
Total Expenses	269,690.00	15,123.19	241,057.44

*Additional funding from the Province of Alberta in the amount of \$19,843.00 was part of a special one-time grant available to Public Libraries from the Province of Alberta for 2006-2007. This additional funding will be used to fund the new position of Training Coordinator as well as new equipment purchases and programming expenses.

**Additional funding from County of Newell Library Board in the amount of \$3,686.76 was part of special one-time grant available to Public Libraries from the Province of Alberta for 2006-2007.

ASSETS

CURRENT ASSETS

GIC Account	0.00
GST Recoverable	2,968.59
Building Fund	27,706.79
Furn. & Shelving Reserve	0.00
Cash On Hand/Float	50.00
Cash In Bank	66,090.24
Accounts Receivable	236.59
TOTAL CURRENT ASSETS	<u>97,052.21</u>

TOTAL ASSETS

97,052.21

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	1,722.88
MNP Accrual	1,500.00
GST Charged on Sales	0.00
GST Paid on Purchases	-2,842.36
GST Paid on Books	0.00
New Account	0.00
Accounts Payable	0.00
Vacation Payable	0.00
EI Payable	0.00
CPP Payable	0.00
Income Tax Payable	0.00
L.A.P.P.	0.00
AUMA Extended Health	106.88
AB Health Payable	118.80
W.C.B. Payable	0.00
Miscellaneous	0.00
TOTAL CURRENT LIABILITIES	<u>606.20</u>

TOTAL LIABILITIES

606.20

EQUITY

EARNINGS

Building Fund Reserves	28,314.20
Externally restricted	200.00
Retained Earnings	20,705.03
Current Earnings	47,226.78
CURRENT EARNINGS	<u>96,446.01</u>

TOTAL EQUITY

96,446.01

LIABILITIES AND EQUITY

97,052.21

Brooks Public Library
Income Statement 10/01/2006 to 10/31/2006

REVENUE

REVENUE	
Town of Brooks	0.00
HRDC - Summer Student	0.00
Province of Alberta	0.00
Industry Canada - CAP 3	0.00
Industry Canada - CAP Y1	0.00
County of Newell Library Board	20,474.64
Resident Cardholder Fees	1,614.00
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	1,652.74
Non-resident Cardholder Fees	240.00
Charitable Receipt Donations	1,575.08
Fundraisers	0.00
Adopt-a-magazine	100.00
Medieval Faire	0.00
GST Recovery	0.00
TOTAL REVENUE	<u>25,656.46</u>

TOTAL REVENUE 25,656.46

EXPENSE

EXPENSES	
SLS Expense (Materials)	0.00
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	0.00
Books and Materials	100.76
New Library Furnishings	191.86
Library Equipment	0.00
Payroll Expense	50.00
Library Supplies	43.20
Administration & Travel	262.12
Recruitment Expense	0.00
Program Expense	425.80
Medieval Faire	0.00
Repair & Maintenance	0.00
Rebinding, Microfilming, Laminating	0.00
Staff Training	294.20
Telephone and Fax Expense	265.42
Copier & Computer Costs	138.89
Security Monitoring	25.00
Computer Main. Contracts	0.00
GST Expense	1.50
Freight and Postage	0.00
Professional Memberships	230.00
Publicity and Advertising	0.00
Audit and Insurance	0.00
Bank Charges	5.00
Miscellaneous	0.00
Wages	12,034.87
Wage Reimbursement	0.00
EI Expense	315.06
CPP Expense	478.19
WCB Expense	0.00
AUMA Extended Health	-26.92
L.A.P.P. Expense	303.64
AB Health Expense	-15.40
TOTAL EXPENSES	<u>15,123.19</u>

TOTAL EXPENSE 15,123.19

NET INCOME 10,533.27

Brooks Public Library
Income Statement 01/01/2006 to 10/31/2006

REVENUE

REVENUE	
Town of Brooks	137,813.00
HRDC - Summer Student	0.00
Province of Alberta	69,624.00
Industry Canada - CAP 3	554.00
Industry Canada - CAP Y1	0.00
County of Newell Library Board	24,161.40
Resident Cardholder Fees	14,214.18
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	15,436.85
Non-resident Cardholder Fees	1,640.00
Charitable Receipt Donations	18,592.20
Fundraisers	0.00
Adopt-a-magazine	2,400.00
Medieval Faire	1,150.00
GST Recovery	2,698.59
TOTAL REVENUE	<u>288,284.22</u>

TOTAL REVENUE 288,284.22

EXPENSE

EXPENSES	
SLS Expense (Materials)	45,677.92
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	2,271.73
Books and Materials	1,764.06
New Library Furnishings	14,191.23
Library Equipment	0.00
Payroll Expense	593.50
Library Supplies	3,757.53
Administration & Travel	2,929.16
Recruitment Expense	0.00
Program Expense	1,631.68
Medieval Faire	1,212.60
Repair & Maintenance	2,409.14
Rebinding, Microfilming, Laminating	475.16
Staff Training	1,616.70
Telephone and Fax Expense	2,666.29
Copier & Computer Costs	1,238.45
Security Monitoring	350.00
Computer Main. Contracts	759.95
GST Expense	16.50
Freight and Postage	536.43
Professional Memberships	379.18
Publicity and Advertising	467.18
Audit and Insurance	8,190.00
Bank Charges	117.21
Miscellaneous	141.93
Wages	129,975.72
Wage Reimbursement	0.00
EI Expense	3,476.33
CPP Expense	5,183.85
WCB Expense	173.68
AUMA Extended Health	2,047.65
L.A.P.P. Expense	6,083.64
AB Health Expense	733.04
TOTAL EXPENSES	<u>241,057.44</u>

TOTAL EXPENSE 241,057.44

NET INCOME 47,226.78

Brooks Public Library
Reconciliation Transactions Detail Report 10/01/2006 to 10/31/2006

Account: 1080 Cash In Bank

Deposit No.: *** all ***

Cleared: Y, Deposit error: Y, Payment error: Y, NSF: Y, Reversed: Y, Void: Y, Adjustment: Y, Outstanding: Y

Date	Tran. No.	Comment	Source	Deposits	Withdrawals	Deposit No.	C	Status
10/01/2006	J485	Oct 2006, Tamara Van Horne	2357	-	316.03		Y	Cleared
10/01/2006	J486	Oct 2006, City of Brooks	2358	-	21.20		N	Outstanding
10/01/2006	J487	October 06, City of Brooks	2359	-	21.20		N	Outstanding
10/16/2006	J492	Oct 2006, Royal Bank Visa	2360	-	285.65		Y	Cleared
10/16/2006	J493	Oct 2006, Brooks Stationers	2361	-	62.49		Y	Cleared
10/16/2006	J494	Oct 2006, Shortgrass Library Syst...	2362	-	43.20		Y	Cleared
10/16/2006	J495	October 06, Shortgrass Library Sy...	2363	-	80.76		Y	Cleared
10/16/2006	J496	Oct 06, Brooks Stationers	2364	-	63.55		Y	Cleared
10/16/2006	J497	October 06, Telus Communications	2365	-	281.34		Y	Cleared
10/16/2006	J498	October 06, Canadian Library Ass...	2366	-	230.00		Y	Cleared
10/06/2006	J499	Fines	Deposit	148.38	-		Y	Cleared
10/06/2006	J500	Resident Cardholder	Deposit	336.00	-		Y	Cleared
10/06/2006	J501	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
10/06/2006	J502	Adopt-a-Magazine	Deposit	100.00	-		Y	Cleared
10/06/2006	J503	Donation	Deposit	100.00	-		Y	Cleared
10/06/2006	J504	Shortgrass Library System	Deposit	2,515.02	-		Y	Cleared
10/06/2006	J505	County of Newell	Deposit	20,474.64	-		Y	Cleared
10/13/2006	J506	Resident Cardholder	Deposit	348.00	-		Y	Cleared
10/13/2006	J507	Fines	Deposit	343.11	-		Y	Cleared
10/13/2006	J508	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
10/13/2006	J509	Donation	Deposit	250.00	-		Y	Cleared
10/20/2006	J510	Fines	Deposit	365.99	-		Y	Cleared
10/20/2006	J511	Resident Cardholder	Deposit	480.00	-		Y	Cleared
10/20/2006	J512	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
10/23/2006	J513	October 2006, Ruth Lee-Knight	2367	-	425.80		Y	Cleared
10/23/2006	J514	Oct 06, Ruth Lee-Knight	2368	-	20.00		Y	Cleared
10/23/2006	J515	Reversing J513. Correction is J516.	ADJ2367	425.80	-		Y	Adjustment
10/23/2006	J516	October 2006, Ruth Lee-Knight	2367	-	425.80		Y	Cleared
10/23/2006	J517	October 2006, Shannon Christoffe...	2369	-	294.20		Y	Cleared
10/23/2006	J518	October 2006, Memory Lane Com...	2370	-	21.19		Y	Cleared
10/27/2006	J519	October 2006, Alberta Library Trus...	2371	-	140.00		N	Outstanding
10/31/2006	J520	Oct 2006, Ronnie Adams	2372	-	1,262.41		N	Outstanding
10/31/2006	J521	Oct 2006, Shannon Christoffersen	2373	-	2,651.85		Y	Cleared
10/31/2006	J522	Oct 2006, Bessie Jacowishen	2374	-	1,606.57		Y	Cleared
10/31/2006	J523	Oct 2006, Hope Keeping	2375	-	543.31		Y	Cleared
10/31/2006	J524	Oct 2006, Cathryn Krochak	2376	-	917.99		Y	Cleared
10/31/2006	J525	Oct 2006, Migs Lovlin	2377	-	444.71		N	Outstanding
10/31/2006	J526	Oct 2006, Maxine Meldrum	2378	-	1,581.33		N	Outstanding
10/31/2006	J527	Oct 2006, Patricia Neufeld	2379	-	183.70		N	Outstanding
10/31/2006	J528	October 2006, Tamara Van Horne	2380	-	1,584.93		Y	Cleared
10/31/2006	J529	Oct 2006, Canada Customs and R...	2381	-	3,485.24		N	Outstanding
10/31/2006	J530	Oct 2006, Local Authorities Pensio...	2382	-	879.94		N	Outstanding
10/31/2006	J531	Oct 06, Brooks Computer Services...	2383	-	53.00		N	Outstanding
10/27/2006	J532	Resident Cardholder	Deposit	450.00	-		Y	Cleared
10/27/2006	J533	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
10/27/2006	J534	Fines	Deposit	283.04	-		Y	Cleared
10/27/2006	J535	Med Hat Pub-Ruth Lee-Knight	Deposit	37.08	-		Y	Cleared
10/27/2006	J536	Credit Adjustment- Rotary Club of ...	Deposit	1,188.00	-		Y	Cleared
10/31/2006	J540	Securtek	Debit	-	26.50		Y	Cleared
10/31/2006	J541	Destination Fee	Debit	-	5.00		Y	Cleared
10/06/2006	J542	Fines	Deposit	330.30	-		Y	Cleared
10/06/2006	J543	Reversing J499. Correction is J544.	ADJDeposit	-	148.38		Y	Adjustment
10/06/2006	J544	Fines	Deposit	330.30	-		Y	Cleared
10/06/2006	J545	Reversing J544. Correction is J546.	ADJDeposit	-	330.30		Y	Adjustment
10/06/2006	J546	Fines	Deposit	330.30	-		N	Outstanding

29,075.96 18,437.57

			Debits	Credits
10/01/2006	J485	2357, Oct 2006, Tamara Van Horne		
		5300 Wages	420.25	-
		1080 Cash In Bank	-	316.03
		2310 EI Payable	-	7.86
		2320 CPP Payable	-	6.36
		2330 Income Tax Payable	-	90.00
10/01/2006	J486	2358, Oct 2006, City of Brooks		
		5080 Administration & Travel	21.20	-
		1080 Cash In Bank	-	21.20
10/01/2006	J487	2359, October 06, City of Brooks		
		5080 Administration & Travel	21.20	-
		1080 Cash In Bank	-	21.20
10/16/2006	J492	2360, Oct 2006, Royal Bank Visa		
		2100 GST Paid on Purchases	14.07	-
		5050 New Library Furnishings	191.86	-
		5080 Administration & Travel	79.72	-
		1080 Cash In Bank	-	285.65
10/16/2006	J493	2361, Oct 2006, Brooks Stationers		
		2100 GST Paid on Purchases	3.54	-
		5160 Copier & Computer Costs	58.95	-
		1080 Cash In Bank	-	62.49
10/16/2006	J494	2362, Oct 2006, Shortgrass Library System		
		5070 Library Supplies	43.20	-
		1080 Cash In Bank	-	43.20
10/16/2006	J495	2363, October 06, Shortgrass Library System		
		5030 Books and Materials	80.76	-
		1080 Cash In Bank	-	80.76
10/16/2006	J496	2364, Oct 06, Brooks Stationers		
		2100 GST Paid on Purchases	3.60	-
		5160 Copier & Computer Costs	59.95	-
		1080 Cash In Bank	-	63.55
10/16/2006	J497	2365, October 06, Telus Communications		
		2100 GST Paid on Purchases	15.92	-
		5140 Telephone and Fax Expense	265.42	-
		1080 Cash In Bank	-	281.34
10/16/2006	J498	2366, October 06, Canadian Library Associatio		
		5210 Professional Memberships	230.00	-
		1080 Cash In Bank	-	230.00
10/06/2006	J500	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	336.00
		1080 Cash In Bank	336.00	-
10/06/2006	J501	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
10/06/2006	J502	Deposit, Adopt-a-Magazine		
		4185 Adopt-a-magazine	-	100.00
		1080 Cash In Bank	100.00	-
10/06/2006	J503	Deposit, Donation		
		4170 Charitable Receipt Donations	-	100.00
		1080 Cash In Bank	100.00	-
10/06/2006	J504	Deposit, Shortgrass Library System		
		5300 Wages	-	2,150.50
		5350 L.A.P.P. Expense	-	166.67
		5340 AUMA Extended Health	-	26.92
		5360 AB Health Expense	-	15.40
		5310 EI Expense	-	56.30

Brooks Public Library
All Journal Entries 10/01/2006 to 10/31/2006

			Debits	Credits
		5320 CPP Expense	-	99.23
		1080 Cash In Bank	2,515.02	-
10/06/2006	J505	Deposit, County of Newell		
		4060 County of Newell Library Board	-	20,474.64
		1080 Cash In Bank	20,474.64	-
10/13/2006	J506	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	348.00
		1080 Cash In Bank	348.00	-
10/13/2006	J507	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	343.11
		1080 Cash In Bank	343.11	-
10/13/2006	J508	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
10/13/2006	J509	Deposit, Donation		
		4170 Charitable Receipt Donations	-	250.00
		1080 Cash In Bank	250.00	-
10/20/2006	J510	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	365.99
		1080 Cash In Bank	365.99	-
10/20/2006	J511	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	480.00
		1080 Cash In Bank	480.00	-
10/20/2006	J512	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
10/23/2006	J514	2368, Oct 06, Ruth Lee-Knight		
		5030 Books and Materials	20.00	-
		1080 Cash In Bank	-	20.00
10/23/2006	J516	2367, October 2006, Ruth Lee-Knight		
		5090 Program Expense	425.80	-
		1080 Cash In Bank	-	425.80
10/23/2006	J517	2369, October 2006, Shannon Christoffersen		
		5130 Staff Training	294.20	-
		1080 Cash In Bank	-	294.20
10/23/2006	J518	2370, October 2006, Memory Lane Computers		
		2100 GST Paid on Purchases	1.20	-
		5160 Copier & Computer Costs	19.99	-
		1080 Cash In Bank	-	21.19
10/27/2006	J519	2371, October 2006, Alberta Library Trustees		
		5080 Administration & Travel	140.00	-
		1080 Cash In Bank	-	140.00
10/31/2006	J520	2372, Oct 2006, Ronnie Adams		
		5300 Wages	1,718.10	-
		1080 Cash In Bank	-	1,262.41
		2310 EI Payable	-	32.13
		2320 CPP Payable	-	70.61
		2330 Income Tax Payable	-	168.88
		2400 L.A.P.P.	-	115.97
		2420 AUMA Extended Health	-	41.70
		2440 AB Health Payable	-	26.40
10/31/2006	J521	2373, Oct 2006, Shannon Christoffersen		
		5300 Wages	3,500.00	-
		1080 Cash In Bank	-	2,651.85
		2310 EI Payable	-	65.45

Brooks Public Library
All Journal Entries 10/01/2006 to 10/31/2006

			Debits	Credits
		2320 CPP Payable	-	158.81
		2330 Income Tax Payable	-	623.89
10/31/2006	J522	2374, Oct 2006, Bessie Jacowishen		
		5300 Wages	2,226.15	-
		1080 Cash In Bank	-	1,606.57
		2310 EI Payable	-	41.63
		2320 CPP Payable	-	95.76
		2330 Income Tax Payable	-	289.60
		2400 L.A.P.P.	-	150.27
		2420 AUMA Extended Health	-	42.32
10/31/2006	J523	2375, Oct 2006, Hope Keeping		
		5300 Wages	567.58	-
		1080 Cash In Bank	-	543.31
		2310 EI Payable	-	10.61
		2320 CPP Payable	-	13.66
10/31/2006	J524	2376, Oct 2006, Cathryn Krochak		
		5300 Wages	1,000.48	-
		1080 Cash In Bank	-	917.99
		2310 EI Payable	-	18.71
		2320 CPP Payable	-	35.09
		2330 Income Tax Payable	-	28.69
10/31/2006	J525	2377, Oct 2006, Migs Lovlin		
		5300 Wages	461.76	-
		1080 Cash In Bank	-	444.71
		2310 EI Payable	-	8.63
		2320 CPP Payable	-	8.42
10/31/2006	J526	2378, Oct 2006, Maxine Meldrum		
		5300 Wages	2,124.30	-
		1080 Cash In Bank	-	1,581.33
		2310 EI Payable	-	39.72
		2320 CPP Payable	-	90.72
		2330 Income Tax Payable	-	265.40
		2400 L.A.P.P.	-	143.39
		2420 AUMA Extended Health	-	3.74
10/31/2006	J527	2379, Oct 2006, Patricia Neufeld		
		5300 Wages	187.20	-
		1080 Cash In Bank	-	183.70
		2310 EI Payable	-	3.50
10/31/2006	J528	2380, October 2006, Tamara Van Horne		
		5300 Wages	1,979.55	-
		1080 Cash In Bank	-	1,584.93
		2310 EI Payable	-	37.02
		2320 CPP Payable	-	97.99
		2330 Income Tax Payable	-	227.32
		2420 AUMA Extended Health	-	19.09
		2440 AB Health Payable	-	13.20
10/31/2006	J529	2381, Oct 2006, Canada Customs and Revenue Ag		
		2310 EI Payable	265.26	-
		2320 CPP Payable	577.42	-
		2330 Income Tax Payable	1,693.78	-
		5310 EI Expense	371.36	-
		5320 CPP Expense	577.42	-
		1080 Cash In Bank	-	3,485.24
10/31/2006	J530	2382, Oct 2006, Local Authorities Pension Pla		
		2400 L.A.P.P.	409.63	-
		5350 L.A.P.P. Expense	470.31	-
		1080 Cash In Bank	-	879.94
10/31/2006	J531	2383, Oct 06, Brooks Computer Services Ltd.		
		2100 GST Paid on Purchases	3.00	-
		5060 Payroll Expense	50.00	-

			Debits	Credits
		1080 Cash In Bank	-	53.00
10/27/2006	J532	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	450.00
		1080 Cash In Bank	450.00	-
10/27/2006	J533	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
10/27/2006	J534	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	283.04
		1080 Cash In Bank	283.04	-
10/27/2006	J535	Deposit, Med Hat Pub-Ruth Lee-Knight		
		4170 Charitable Recelpt Donations	-	37.08
		1080 Cash In Bank	37.08	-
10/27/2006	J536	Deposit, Credit Adjustment- Rotary Club of Brook		
		4170 Charitable Receipt Donations	-	1,188.00
		1080 Cash In Bank	1,188.00	-
10/31/2006	J540	Debit, Securtek		
		5170 Security Monitoring	25.00	-
		5180 GST Expense	1.50	-
		1080 Cash In Bank	-	26.50
10/31/2006	J541	Debit, Destination Fee		
		5250 Bank Charges	5.00	-
		1080 Cash In Bank	-	5.00
10/06/2006	J542	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	330.30
		1080 Cash In Bank	330.30	-
10/06/2006	J546	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	330.30
		1080 Cash In Bank	330.30	-
			48,797.11	48,797.11

Brooks Library Board
Finance Standing Committee Meeting
8:00 am December 18, 2006

Present: Dino Champlone, Elsie Strach, and Shannon Vossepoel

- 1) Meeting was called to order at 8:05 am.
- 2) Receipts and Expenditures for the month of November were discussed in detail and reviewed by the Committee. Items of Note:

Receipts:

- Received HRDC grant for summer student
- Received \$100 for Lois Hole Legacy Program (donation)

Expenditures:

- Library Supplies: diskettes, post it notes, dymo tape, paper fasteners
 - Administration and Travel: hotel costs for Netspeed conference, nametags for Hope and Migs, water for office
 - Program Expense: Pizza and pop for Teen Advisory Board launch party, candy and supplies for Halloween event
- 3) Meeting was adjourned at 8:30 am.

Brooks Library Board Budget
November 2006

Receipts	Annual Budget	Current Month	Total to Date
City of Brooks	137,813.00	0.00	137,813.00
HRDC – Summer Student	1,446.00	1,687.00	1,687.00
Province of Alberta	49,781.00	0.00	69,624.00*
Industry Canada - CAP V Grant	1,975.00	0.00	554.00
County of Newell Library Board	20,475.00	0.00	24,161.40**
Resident Cardholder Fees	16,000.00	1,114.00	15,328.18
Interest Income	0.00	0.00	0.00
Miscellaneous	200.00	0.00	0.00
Fines, books and services	20,500.00	1,064.94	16,501.79
Non-resident Cardholder Fees	3,000.00	260.00	1,900.00
Donations	14,000.00	100.00	18,692.20
Fundraisers	300.00	0.00	0.00
Adopt-a-magazine	2,200.00	0.00	2,400.00
Medieval Faire	0.00	0.00	1,150.00
GST Recovery	2,000.00	0.00	2,698.59
Total Revenue	269,690.00	4,225.94	292,510.16
Expenditures			
SLS Expense (Materials Allot.)	45,604.00	0.00	45,677.92
Shortgrass – Non-resident Fees	1,500.00	0.00	0.00
Dynix and Telecom (SLS)	3,500.00	0.00	2,271.73
Books & Materials	0.00	0.00	1,754.06
Furnishings and Equipment	12,000.00	0.00	14,191.23
Payroll Expense	800.00	0.00	593.50
Library Supplies	4,000.00	102.36	3,859.89
Administration & Travel	3,000.00	270.42	3,199.58
Program Expense	2,500.00	60.64	1,692.32
Medieval Faire	0.00	0.00	1,212.60
Repair & Maintenance	2,000.00	0.00	2,409.14
Rebinding	500.00	0.00	475.16
Staff Training	4,000.00	0.00	1,616.70
Telephone & Fax Expense	3,500.00	280.94	2,947.23
Copier & Computer Costs	2,000.00	59.95	1,298.40
Security Monitoring	600.00	25.00	375.00
Computer Main. Contracts	1,000.00	0.00	759.95
GST Expense	0.00	1.50	18.00
Freight & Postage	1,000.00	0.00	536.43
Professional Memberships	400.00	0.00	379.18
Publicity and Advertising	2,000.00	0.00	467.18

Audit and Insurance	6,500.00	0.00	8,190.00
Bank Charges	200.00	5.00	122.21
Miscellaneous	200.00	0.00	141.93
Wages (includes temp. staff)	149,286.00	14,035.53	144,011.25
EI Expense	4,000.00	367.45	3,843.78
CPP Expense	5,500.00	564.98	5,748.83
WCB Expense	600.00	125.80	299.48
AUMA Expense	4,000.00	0.00	2047.65
LAPP Expense	8,500.00	594.41	6,678.05
AB Health Expense	1,000.00	184.80	917.84
Total Expenses	269,690.00	16,678.78	257,736.22

*Additional funding from the Province of Alberta in the amount of \$19,843.00 was part of a special one-time grant available to Public Libraries from the Province of Alberta for 2006-2007. This additional funding will be used to fund the new position of Training Coordinator as well as new equipment purchases and programming expenses.

**Additional funding from County of Newell Library Board in the amount of \$3,686.76 was part of special one-time grant available to Public Libraries from the Province of Alberta for 2006-2007.

ASSETS

CURRENT ASSETS

GIC Account	0.00
GST Recoverable	2,968.59
Building Fund	27,706.79
Furn. & Shelving Reserve	0.00
Cash On Hand/Float	50.00
Cash In Bank	53,694.11
Accounts Receivable	236.59
TOTAL CURRENT ASSETS	<u>84,656.08</u>

TOTAL ASSETS

84,656.08

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	1,722.88
MNP Accrual	1,500.00
GST Charged on Sales	0.00
GST Paid on Purchases	-2,852.90
GST Paid on Books	0.00
New Account	0.00
Accounts Payable	0.00
Vacation Payable	0.00
EI Payable	0.00
CPP Payable	0.00
Income Tax Payable	183.18
L.A.P.P.	-183.18
AUMA Extended Health	213.73
AB Health Payable	79.20
W.C.B. Payable	0.00
Miscellaneous	0.00
TOTAL CURRENT LIABILITIES	<u>662.91</u>

TOTAL LIABILITIES

662.91

EQUITY

EARNINGS

Building Fund Reserves	28,314.20
Externally restricted	200.00
Retained Earnings	20,705.03
Current Earnings	34,773.94
CURRENT EARNINGS	<u>83,993.17</u>

TOTAL EQUITY

83,993.17

LIABILITIES AND EQUITY

84,656.08

REVENUE

REVENUE	
Town of Brooks	0.00
HRDC - Summer Student	1,687.00
Province of Alberta	0.00
Industry Canada - CAP 3	0.00
Industry Canada - CAP Y1	0.00
County of Newell Library Board	0.00
Resident Cardholder Fees	1,114.00
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	1,064.94
Non-resident Cardholder Fees	260.00
Charitable Receipt Donations	100.00
Fundraisers	0.00
Adopt-a-magazine	0.00
Medieval Faire	0.00
GST Recovery	0.00
TOTAL REVENUE	<u>4,225.94</u>

TOTAL REVENUE 4,225.94

EXPENSE

EXPENSES	
SLS Expense (Materials)	0.00
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	0.00
Books and Materials	0.00
New Library Furnishings	0.00
Library Equipment	0.00
Payroll Expense	0.00
Library Supplies	102.36
Administration & Travel	270.42
Recruitment Expense	0.00
Program Expense	60.64
Medieval Faire	0.00
Repair & Maintenance	0.00
Rebinding, Microfilming, Laminating	0.00
Staff Training	0.00
Telephone and Fax Expense	280.94
Copier & Computer Costs	59.95
Security Monitoring	25.00
Computer Main. Contracts	0.00
GST Expense	1.50
Freight and Postage	0.00
Professional Memberships	0.00
Publicity and Advertising	0.00
Audit and Insurance	0.00
Bank Charges	5.00
Miscellaneous	0.00
Wages	14,035.53
Wage Reimbursement	0.00
EI Expense	367.45
CPP Expense	564.98
WCB Expense	125.80
AUMA Extended Health	0.00
L.A.P.P. Expense	594.41
AB Health Expense	184.80
TOTAL EXPENSES	<u>16,678.78</u>

TOTAL EXPENSE 16,678.78

NET INCOME -12,452.84

REVENUE

REVENUE

Town of Brooks	137,813.00
HRDC - Summer Student	1,687.00
Province of Alberta	69,624.00
Industry Canada - CAP 3	554.00
Industry Canada - CAP Y1	0.00
County of Newell Library Board	24,161.40
Resident Cardholder Fees	15,328.18
Interest Income	0.00
Miscellaneous	0.00
Fines, Book Sales and Services	16,501.79
Non-resident Cardholder Fees	1,900.00
Charitable Receipt Donations	18,692.20
Fundraisers	0.00
Adopt-a-magazine	2,400.00
Medieval Faire	1,150.00
GST Recovery	2,698.59
TOTAL REVENUE	<u>292,510.16</u>

TOTAL REVENUE 292,510.16

EXPENSE

EXPENSES

SLS Expense (Materials)	45,677.92
SLS - Non-resident fees	0.00
SLS - Dynix and Telecom	2,271.73
Books and Materials	1,754.06
New Library Furnishings	14,191.23
Library Equipment	0.00
Payroll Expense	593.50
Library Supplies	3,859.89
Administration & Travel	3,199.58
Recruitment Expense	0.00
Program Expense	1,692.32
Medieval Faire	1,212.60
Repair & Maintenance	2,409.14
Rebinding, Microfilming, Laminating	475.16
Staff Training	1,616.70
Telephone and Fax Expense	2,947.23
Copier & Computer Costs	1,298.40
Security Monitoring	375.00
Computer Main. Contracts	759.95
GST Expense	18.00
Freight and Postage	536.43
Professional Memberships	379.18
Publicity and Advertising	467.18
Audit and Insurance	8,190.00
Bank Charges	122.21
Miscellaneous	141.93
Wages	144,011.25
Wage Reimbursement	0.00
EI Expense	3,843.78
CPP Expense	5,748.83
WCB Expense	299.48
AUMA Extended Health	2,047.65
L.A.P.P. Expense	6,678.05
AB Health Expense	917.84
TOTAL EXPENSES	<u>257,736.22</u>

TOTAL EXPENSE 257,736.22

NET INCOME 34,773.94

Brooks Public Library
Reconciliation Transactions Detail Report 11/01/2006 to 11/30/2006

Account: 1080 Cash In Bank Deposit No.: *** all ***
 Cleared: Y, Deposit error: Y, Payment error: Y, NSF: Y, Reversed: Y, Void: Y, Adjustment: Y, Outstanding: Y

Date	Tran. No.	Comment	Source	Deposits	Withdrawals	Deposit No.	C	Status
11/03/2006	J537	Fines	Deposit	292.10	-		Y	Cleared
11/03/2006	J538	Resident Cardholder	Deposit	280.00	-		Y	Cleared
11/03/2006	J539	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
11/21/2006	J547	November 06, Telus Communicati...	2384	-	280.94		Y	Cleared
11/28/2006	J548	Nov 2006, Maxine Meldrum	2385	-	57.57		N	Outstanding
11/28/2006	J549	Nov 2006, Workers' Compensatio...	2386	-	125.80		Y	Cleared
11/28/2006	J550	Nov 2006, RBC Royal Bank VISA	2387	-	310.02		N	Outstanding
11/28/2006	J551	Nov 2006, Engravables	2388	-	6.89		N	Outstanding
11/28/2006	J552	Nov 2006, Brooks Stationers	2389	-	4.22		N	Outstanding
11/28/2006	J553	Nov 2006, Water Pure & Simple	2390	-	16.50		Y	Cleared
11/28/2006	J554	November 06, Brooks Stationers	2391	-	108.71		N	Outstanding
11/30/2006	J555	Nov 2006, Ronnie Adams	2392	-	1,371.64		N	Outstanding
11/30/2006	J556	Nov 2006, Shannon Christoffersen	2393	-	2,651.85		Y	Cleared
11/30/2006	J557	Nov 06, Bessie Jacowishen	2394	-	1,588.35		Y	Cleared
11/30/2006	J558	Nov 2006, Hope Keeping	2395	-	444.71		Y	Cleared
11/30/2006	J559	Nov 2006, Cathryn Krochak	2396	-	883.92		N	Outstanding
11/30/2006	J560	Nov 2006, Migs Lovlin	2397	-	525.38		N	Outstanding
11/30/2006	J561	November 2006, Maxine Meldrum	2398	-	1,658.84		N	Outstanding
11/30/2006	J562	Nov 2006, Patricia Neufeld	2399	-	283.20		N	Outstanding
11/30/2006	J563	Nov 2006, Tamara Van Horne	2400	-	1,569.76		Y	Cleared
11/30/2006	J564	Nov 2006, Canada Customs and ...	2401	-	3,232.90		N	Outstanding
11/30/2006	J565	Nov 2006, Local Authorities Pensi...	2402	-	1,205.37		N	Outstanding
11/30/2006	J566	Nov 2006, Alberta Health Care Ins...	2403	-	264.00		N	Outstanding
11/10/2006	J573	Fines	Deposit	293.11	-		Y	Cleared
11/10/2006	J574	Resident Cardholder	Deposit	312.00	-		Y	Cleared
11/10/2006	J575	Non-Resident Cardholder	Deposit	80.00	-		Y	Cleared
11/17/2006	J576	Fines	Deposit	234.91	-		Y	Cleared
11/17/2006	J577	Resident Cardholder	Deposit	144.00	-		Y	Cleared
11/17/2006	J578	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
11/17/2006	J579	HRDC_Summer Student	Deposit	1,687.00	-		Y	Cleared
11/24/2006	J580	Resident Cardholder	Deposit	378.00	-		Y	Cleared
11/24/2006	J581	Fines	Deposit	244.82	-		Y	Cleared
11/24/2006	J582	Donations	Deposit	100.00	-		Y	Cleared
11/24/2006	J583	Non-Resident Cardholder	Deposit	60.00	-		Y	Cleared
11/30/2006	J593	Securtek	Debit	-	26.50		Y	Cleared
11/30/2006	J594	Destination Fee	Debit	-	5.00		Y	Cleared
				4,225.94	16,622.07			

Brooks Public Library
All Journal Entries 11/01/2006 to 11/30/2006

			Debits	Credits
11/03/2006	J537	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	292.10
		1080 Cash In Bank	292.10	-
11/03/2006	J538	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	280.00
		1080 Cash In Bank	280.00	-
11/03/2006	J539	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
11/21/2006	J547	2384, November 06, Telus Communications		
		5140 Telephone and Fax Expense	280.94	-
		1080 Cash In Bank	-	280.94
11/28/2006	J548	2385, Nov 2006, Maxine Meldrum		
		2100 GST Paid on Purchases	1.79	-
		5070 Library Supplies	55.78	-
		1080 Cash In Bank	-	57.57
11/28/2006	J549	2386, Nov 2006, Workers' Compensation Board A		
		5330 WCB Expense	125.80	-
		1080 Cash In Bank	-	125.80
11/28/2006	J550	2387, Nov 2006, RBC Royal Bank VISA		
		2100 GST Paid on Purchases	1.96	-
		5080 Administration & Travel	247.42	-
		5090 Program Expense	60.64	-
		1080 Cash In Bank	-	310.02
11/28/2006	J551	2388, Nov 2006, Engravables		
		2100 GST Paid on Purchases	0.39	-
		5080 Administration & Travel	6.50	-
		1080 Cash In Bank	-	6.89
11/28/2006	J552	2389, Nov 2006, Brooks Stationers		
		2100 GST Paid on Purchases	0.24	-
		5070 Library Supplies	3.98	-
		1080 Cash In Bank	-	4.22
11/28/2006	J553	2390, Nov 2006, Water Pure & Simple		
		5080 Administration & Travel	16.50	-
		1080 Cash In Bank	-	16.50
11/28/2006	J554	2391, November 06, Brooks Stationers		
		2100 GST Paid on Purchases	6.16	-
		5070 Library Supplies	42.60	-
		5160 Copier & Computer Costs	59.95	-
		1080 Cash In Bank	-	108.71
11/30/2006	J555	2392, Nov 2006, Ronnie Adams		
		5300 Wages	1,892.40	-
		1080 Cash In Bank	-	1,371.64
		2310 EI Payable	-	35.39
		2320 CPP Payable	-	79.24
		2330 Income Tax Payable	-	210.29
		2400 L.A.P.P.	-	127.74
		2420 AUMA Extended Health	-	41.70
		2440 AB Health Payable	-	26.40
11/30/2006	J556	2393, Nov 2006, Shannon Christoffersen		
		5300 Wages	3,500.00	-
		1080 Cash In Bank	-	2,651.85
		2310 EI Payable	-	65.45
		2320 CPP Payable	-	158.81
		2330 Income Tax Payable	-	623.89

Brooks Public Library
All Journal Entries 11/01/2006 to 11/30/2006

			Debits	Credits
11/30/2006	J557	2394, Nov 06, Bessie Jacowishen		
		5300 Wages	2,197.05	-
		1080 Cash In Bank	-	1,588.35
		2310 EI Payable	-	41.08
		2320 CPP Payable	-	94.32
		2330 Income Tax Payable	-	282.68
		2400 L.A.P.P.	-	148.30
		2420 AUMA Extended Health	-	42.32
11/30/2006	J558	2395, Nov 2006, Hope Keeping		
		5300 Wages	461.76	-
		1080 Cash In Bank	-	444.71
		2310 EI Payable	-	8.63
		2320 CPP Payable	-	8.42
11/30/2006	J559	2396, Nov 2006, Cathryn Krochak		
		5300 Wages	957.20	-
		1080 Cash In Bank	-	883.92
		2310 EI Payable	-	17.90
		2320 CPP Payable	-	32.94
		2330 Income Tax Payable	-	22.44
11/30/2006	J560	2397, Nov 2006, Migs Lovlin		
		5300 Wages	548.34	-
		1080 Cash In Bank	-	525.38
		2310 EI Payable	-	10.25
		2320 CPP Payable	-	12.71
11/30/2006	J561	2398, November 2006, Maxine Meldrum		
		5300 Wages	2,247.98	-
		1080 Cash In Bank	-	1,658.84
		2310 EI Payable	-	42.04
		2320 CPP Payable	-	96.84
		2330 Income Tax Payable	-	294.78
		2400 L.A.P.P.	-	151.74
		2420 AUMA Extended Health	-	3.74
11/30/2006	J562	2399, Nov 2006, Patricia Neufeld		
		5300 Wages	288.60	-
		1080 Cash In Bank	-	283.20
		2310 EI Payable	-	5.40
11/30/2006	J563	2400, Nov 2006, Tamara Van Horne		
		5300 Wages	1,942.20	-
		1080 Cash In Bank	-	1,569.76
		2310 EI Payable	-	36.32
		2320 CPP Payable	-	81.70
		2330 Income Tax Payable	-	222.13
		2420 AUMA Extended Health	-	19.09
		2440 AB Health Payable	-	13.20
11/30/2006	J564	2401, Nov 2006, Canada Customs and Revenue Ag		
		2310 EI Payable	262.46	-
		2320 CPP Payable	564.98	-
		2330 Income Tax Payable	1,473.03	-
		5310 EI Expense	367.45	-
		5320 CPP Expense	564.98	-
		1080 Cash In Bank	-	3,232.90
11/30/2006	J565	2402, Nov 2006, Local Authorities Pension Pla		
		2400 L.A.P.P.	610.96	-
		5350 L.A.P.P. Expense	594.41	-
		1080 Cash In Bank	-	1,205.37
11/30/2006	J566	2403, Nov 2006, Alberta Health Care Insurance		
		2440 AB Health Payable	79.20	-
		5360 AB Health Expense	184.80	-
		1080 Cash In Bank	-	264.00

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			Debits	Credits
11/10/2006	J573	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	293.11
		1080 Cash In Bank	293.11	-
11/10/2006	J574	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	312.00
		1080 Cash In Bank	312.00	-
11/10/2006	J575	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	80.00
		1080 Cash In Bank	80.00	-
11/17/2006	J576	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	234.91
		1080 Cash In Bank	234.91	-
11/17/2006	J577	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	144.00
		1080 Cash In Bank	144.00	-
11/17/2006	J578	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
11/17/2006	J579	Deposit, HRDC_Summer Student		
		4030 HRDC - Summer Student	-	1,687.00
		1080 Cash In Bank	1,687.00	-
11/24/2006	J580	Deposit, Resident Cardholder		
		4090 Resident Cardholder Fees	-	378.00
		1080 Cash In Bank	378.00	-
11/24/2006	J581	Deposit, Fines		
		4120 Fines, Book Sales and Services	-	244.82
		1080 Cash In Bank	244.82	-
11/24/2006	J582	Deposit, Donations		
		4170 Charitable Receipt Donations	-	100.00
		1080 Cash In Bank	100.00	-
11/24/2006	J583	Deposit, Non-Resident Cardholder		
		4140 Non-resident Cardholder Fees	-	60.00
		1080 Cash In Bank	60.00	-
11/30/2006	J593	Debit, Securtek		
		5170 Security Monitoring	25.00	-
		5180 GST Expense	1.50	-
		1080 Cash In Bank	-	26.50
11/30/2006	J594	Debit, Destination Fee		
		5250 Bank Charges	5.00	-
		1080 Cash In Bank	-	5.00
			23,905.89	23,905.89