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# Community Services Manager's Report – July 2006

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## Information Centre

### Potential Residents Packs

Total packs distributed for May/June - 17

### New Residents Packs

Total packs distributed for May/June - 14

### Souvenirs

The end of financial year souvenir stock take is complete. The total souvenir sales for the year has increased.

### Newsletter

Content for the final joint Central South Island/Waimate tourism newsletter has been written and sent to the author for inclusion. Due for publication end July.

### Bus Bookings

Bus bookings have increased since placing a notice board on the footpath advertising the options available from the Information Centre. Commission paid on bookings is 10%.

### Volunteer Thanks

As in previous years a thank you was given to our volunteers with a choice of a meal voucher or a ticket to "Fiddler on the Roof". During the winter season our volunteers ensure the Information Centre is open Saturdays and occasionally fill in during the week for staff on leave or who need to leave the centre for other work, for example during the civil defence emergency.

## Meetings

- 1) Waimate High School PTA re managing events
- 2) Project Waimate meeting
- 3) Nick Taylor – re Council environmental focus group meeting to include impacts on North Bank Tunnel concept
- 4) Civil Defence debrief meetings at Waihao Forks and St Andrews

## Upcoming training

Phillipa Anderson and Donette Fargher will be attending the Ashburton Famil tour 1 – 3 August  
Tourism Industry conference 22 – 24 August – no bookings made at this point  
VIN conference 17 – 19 September will be attended by Donette Fargher

## Library

### Visit by Sue Sutherland

Sue Sutherland, National Library's Director of Policy and Information Democracy kindly accepted an invitation to spend a short time observing our library facility and services, then speaking to the people who attended the evening Cultural Focus Group meeting. Sue has written a report which is included in CEO John Maxwell's report.

### Casual Library Staff Pool

Four people in their new role as casual library assistants have commenced duties and been given in-house training. People from the pool are called in to cover staff on leave. We welcome Julie Storr, Linda Halkett, Robin Owen and Karen Beker to our team.

### Displays & Visits

- Recycling display – 2 weeks in May
- St Patrick's School visited 26 May
- Waihaorunga School visited 19 June

**Carolyn Johns**  
**Community Services Manager**

**10 July 2006**