



Sri Lanka Library Association

*Report of the Council
Annual Accounts and Auditors' report
1997/98*

June 1998

Professional Centre
275/75, Baudhaloka Mawatha
Colombo 7

SRI LANKA LIBRARY ASSOCIATION

COUNCIL MEMBERS

1997/98



Seated - (L to R)

Mr. P. Vidanapathirana, Mrs. Sharmini Tennakoon, Mr. Anton D. Nallathamby,
Mrs. Sumana Jayasuriya, Mr. Harrison Perera (President), Mrs. Daya Ratnayake,
Mr. Wilfred Ranasinghe, Mrs. Swarna Jayatillake, Mr. H.M. Guneratne Banda,
Mrs. Deepali Talagala.

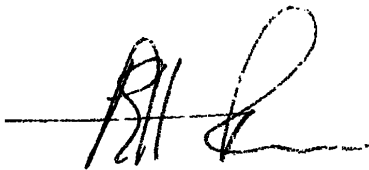
Standing - (L to R)

Mr. M.B.M. Fairouz, Miss Janaki Fernando, Mrs. Dharma Diyasena, Mrs. Sriyani Caldera,
Mrs. Geetha Yapa, Mr. N.U. Yapa, Mr. J. Ratnayake, Mrs. Nanda P. Wanasundera,
Mrs. Ira Mudannayake, Mrs. Niroma Jayasuriya, Prof. Jayasiri Lankage.

President's Message

We set vision and value as our corporate objectives of the 1997/98 Corporate Plan. A vision expresses our perception of the world we prefer to perceive in the future and our role in helping to actualise it. Quality and satisfaction of our user universe was meant by value. It became a hectic and challenging year for the Council to fulfil the objectives and the targets by June 1998. I am delighted that our team work paid off and most of the objectives were achieved by the deadline.

The Council's 1997/98 Corporate Plan is a water droplet into the pool of our future aspirations. We hope that the ripples made by the water droplet this year will eventually create waves in the future.

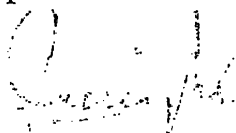


Harrison Perera
President
June 1998

General Secretary's Message

It requires a pragmatic approach to break away from traditions and routine in order to aim at wider horizons and better productivity. Such an approach also calls for dedication, hard work and team effort. The 1997/98 Corporate Plan adopted by the Council was a case in point which enabled us to achieve tangible results in many areas.

I am happy to have been associated with these efforts and hope with all sincerity that the Council would pursue this laudable approach in the years to come.



Wilfred Ranasinghe
General Secretary
June 1998

ANNUAL REPORT OF THE COUNCIL FOR 1997/98

Introduction

In terms of a resolution adopted at the 37th Annual General Meeting of the Sri Lanka Library Association (SLLA), held on 27 March 1997, the financial year of the Association will henceforth cover the period from April of one year to March of the succeeding year. As a measure of adjustment, the present Annual Report covers a period of fifteen months commencing from January 1997 and ending in March 1998. This position is applicable to the accounts of the Association as well. However, beginning from April 1998, the period of operation will cover a period of only twelve months.

Highlights During 1997/98

- ❁ **At the first meeting of the Council a Corporate Plan was adopted as the basis for the Council's objectives and targets during 1997/98.**
- ❁ **Our proposal for a Regional Conference on LIS has been accepted by UNESCO Commission for Sri Lanka as a top priority project for 1998/99.**
- ❁ **A Corporate budget scheme was introduced and close monitoring of expenses and income was carried throughout.**
- ❁ **Six lakhs of rupees were paid for additional office space in the new OPA building complex.**
- ❁ **The SLLA office was reorganised and refurbished in order to develop an image of a professional office environment.**
- ❁ **The salary structure of the SLLA office staff was reviewed and structured in par with Government/Non-Government Organizations.**
- ❁ **The new SLLA curriculum was finalised.**
- ❁ **Funding was obtained from the British Council for the second phase of the Distance Education Programme in the Maldives (ADEPLIS).**
- ❁ **Criteria and regulations for the award of Fellowship on the basis of professional achievements were formulated.**
- ❁ **Five workshops were organised and four colloquia were conducted.**
- ❁ **A Public Librarian was nominated to attend an IFLA-sponsored Regional Conference held in Malaysia.**
- ❁ **Three issues each of the SLLA Newsletter and the SLLA Library Review were published and circulated.**

- ❁ **The Membership Directory was updated and a Directory of the SLLA Teaching Faculty compiled.**
- ❁ **A new brochure on the SLLA was produced.**
- ❁ **Membership cards have been finalised.**
- ❁ **A Felicitation Ceremony was organised in collaboration with the Sri Lanka National Library Services Board in honour of Mr. M. J. Perera.**
- ❁ **At the request of the Sri Lanka National Library Services Board ground work was initiated for a Distance Education Programme in Uva and North Central Provinces.**
- ❁ **A Tamil medium course at First Year level was commenced in Kandy.**
- ❁ **An initiative was taken to develop professional links with the University of Technology in Sydney (UTS), Australia.**
- ❁ **Refocussed the OPA Library into an IT-oriented Information Centre.**

Corporate Plan 1997/98

Most of the activities of the SLLA during the period 1997/98 were carried out on the basis of a Corporate Plan. This Corporate Plan was presented by the President at the first meeting of the present Council held on 10 April 1997. The Council accepted it unanimously.

❁ Objective 1

Represent and act as the professional body for persons working in or interested in the field of Library and Information Services.

Targets

- ❁ **Meet and discuss current major issues which affect and relate to LIS professionals with the relevant organizations e.g. Ministries of Education, Cultural Affairs, Information, Provincial Councils and Public Administration, Sri Lanka National Library Services Board, Book Development Council, Booksellers/Publishers' Association, NARESA (NSF), UNESCO National Commission etc. (June 1997).**
- ❁ **Initiate, develop and prepare a proposal for a National Information Policy in collaboration with appropriate organizations (December 1997).**
- ❁ **Investigate and explore the possibility of organizing a Regional LIS Conference during the 50th Celebration of Sri Lankan Independence (October 1997).**
- ❁ **Review, finalize and publish the Code of Ethics and Library Standards adopted by the SLLA (July 1997).**

❖ Objective 2

- ❖ Set policies and planning procedures to achieve efficient and responsible management of Association's finances.

Targets

- ❖ All officers who are responsible for educational, promotional and social projects to submit respective budget proposals to the Finance Committee (April 1997).
- ❖ Finalize the corporate budget for 1997/98 and obtain Council approval (May 1997).
- ❖ Finance Committee to monitor all expenditure based on the approved budget (NTB).

❖ Objective 3

Reorganize and refurbish the SLLA office to create an attractive, comfortable, welcoming atmosphere for up-marketing and review procedures to develop standard professional office practice.

Targets

- ❖ Sub-Committee to be appointed at the first Council Meeting to study and report on the necessary physical and administrative changes to the Council (May/June 1997).
- ❖ Finance Committee to study and approve plans of the Sub Committee (June 1997).
- ❖ Complete the approved refurbishment (August 1997).

❖ Objective 4

Study and review the current education programme with reference to LIS requirements in the year 2000 and beyond.

Targets

- ❖ Critically review the total education programme in the light of its practical achievements, cost effectiveness and idealism.
- ❖ Plan and develop a new education policy on the recommendations of the Curriculum Development Committee and in collaboration with the organizations involved in LIS educational activities.
- ❖ Finalise a strategy (e.g. selection, orientation, training of teachers etc.) to implement the new policy with minimum disruptions.

❖ Objective 5

Initiate continuing Professional Training Updating Programmes and develop the professional image of the SLLA.

Targets

- ❖ Organize relevant Seminars/Workshops in Western, Central and Southern Provinces and for Special and School Library Groups with the assistance of the Representatives (March 1998).

- ❁ **Publish four issues of SLLA Newsletter and two issues of SLLA Review (March 1998).**
- ❁ **Prepare a directory of SLLA members indicating academic, professional qualifications and special skills (December 1997).**

❖ **Objective 6**

Create a strategy to develop professionalism in the field of LIS.

Targets

- ❁ **Produce a brochure listing professional activities and services provided by the SLLA (June 1997).**
- ❁ **Prepare and issue a professional membership card to all active members (August 1997).**
- ❁ **Obtain discounts from relevant suppliers, publishers, manufacturers (e.g. British and Sri Lanka Booksellers Associations) for members (December 1997).**
- ❁ **Request and arrange concessionary membership for members at leading libraries and information resource centres (December 1997).**
- ❁ **Implement Codes of Conduct and Ethics (September 1997).**

Regional Conference

To coincide with Sri Lanka's 50th Anniversary of Independence, the SLLA decided to explore the possibility of organising a Regional Conference of Information Professionals from SAARC countries on the theme "Information for National Development". Funding was sought from SLNLSB, National Science Foundation (NARESA), Asia Foundation, and IFLA. We are pleased to announce that UNESCO Commission for Sri Lanka has accepted our project proposal to be considered for funding in 1998/99.

Code of Conduct and Ethics and Library Standards for Sri Lanka

A Committee was appointed to study and recommend revision, if any, on the Code of Conduct and Ethics and Library Standards for Sri Lanka. At a Special General Meeting held on 06 December 1997, the revisions made by the Committee and the general membership were incorporated. The SLNLSB provided a generous grant to print the documents.

Corporate Budget

All office bearers with budget requirements were requested to submit budget proposals which were reviewed and incorporated into a Corporate budget which was monitored throughout the year.

Additional Office Space

The 1996/97 Council had recorded our interest to the OPA to acquire additional office space for SLLA operations. Out of Rs.1,000,000/- payable for this purpose, we are pleased to announce that already we have paid six lakhs of rupees to own additional office space by October 1998. There is no doubt that sensible financial management led us into this acquisition of capital property.

Reorganisation and Refurbishment of SLLA Office

The importance of possessing office premises which portray a quality image cannot be over-emphasized. Careful professional planning and design has made our office into an attractive up- marketing office with an area for conferences.

Restructuring Staff Salaries

Staff satisfaction leads to high efficiency. After studying the respective salary structures of Government and Non-Government organisations, our Finance Committee obtained Council approval for a salary structure which is now on par with most of the organisations within the OPA.

New Curriculum

After years of deliberations, the Curriculum Development Committee submitted its final report which was accepted by the Council.

ADEPLIS

The British Council agreed to fund the second phase of ADEPLIS Project in the Republic of Maldives. A Committee was appointed to plan and implement the project and a part of the funds were utilized to acquire a photocopier to copy lessons for the students.

Continuing Professional Training and Updating

Three workshops on Quality Management were conducted for SLLA members and non-members. The first of these workshops was fully sponsored by the SLNLSB.

The North Central Provincial Council requested the SLLA to assist in training approximately 50 Public Librarians in a two-day Workshop on Current Trends on LIS.

Prof. Russell Bowden was instrumental in conducting a half-day Workshop on Professionalism. Visiting experts namely Dr. Mike Freeman, Prof. Hillary Yerbury of the University of Technology, Sydney, Australia and Dr. Steven Kerchoff of the Library of Congress shared their views during three colloquia. Prof. Russell Bowden was the facilitator in the fourth colloquium in which Mrs. Geetha Yapa, Senior Assistant

Librarian of University of Colombo and Mr. H. M. Gunaratne Banda, Director/Information, National Institute of Education shared their experiences in attending the last IFLA Conference.

Publications

Three issues of the SLIA Newsletter and the Library Review were published. A brochure to market SLIA activities was also produced. The Membership Directory was updated and a Directory of Teaching Faculty was completed. Arrangements have also been made to issue annual membership cards.

Felicitation to Mr. M. J. Perera

In collaboration with the SLNLSB, the Association organized a Felicitation Ceremony in honour of Mr. M. J. Perera who had extended considerable support towards the formation of the SLIA.

Distance Education Programme

At the request of the SLNLSB, a Working Party studied a project to introduce a Distance Education Programme at First Year level to working librarians in the Uva and North Central Provinces.

Professional Links with Australia

Prof. Hillary Yerbury of the University of Technology, Sydney (UTS) who made a two-week visit to Sri Lanka has proposed the following professional collaboration with the SLIA:-

- a) to collaborate in initiating a LIS Summer School Programme similar to the University of Wales**
- b) to obtain an ACU Fellowship for a senior female professional member and**
- c) to investigate project partnership in the area of information technology.**

Refocusing the OPA Library

The top management of the OPA expressed their desire to study and review the library facilities managed by the SLIA. The library which has been unfocussed for a number of years will eventually convert itself into an Information Centre with high tech facilities providing reference and referral services. Miss C. L. M. Nethsingha completed a report on the current status of the library, its resources, services and staff. The Council approved this report to be used for the purpose of reorganising the facilities and services. The Library Assistant has been given the opportunity to follow the COLA Course in order to update her skills as part of human resource development. The

British Council presented approximately 50 publications including a DDC set (20th edition) and some reference tools. The Sri Lanka National Library Services Board has been approached to obtain copies of their publications.

Opening Doors for Members

Miss L. P. Karunawathie, Librarian of the Negombo Public Library was the SLLA nominee for the IFLA-sponsored Regional Conference on Public Libraries held in Kuala Lumpur from 10-12 November 1997.

SLLA 37th Annual Sessions

The 37th Annual Sessions of the SLLA were held on 27 March 1997, at the BMICH (Cinema Hall), commencing at 9.30 a.m., followed by the 37th Annual General Meeting held at 1.30 p.m. The Hon. Minister of Science, Technology and Human Resources Development, Mr. Bernard Soysa was the Chief Guest while the Ambassador for Australia in Sri Lanka was the Guest of Honour at these Annual Sessions, the theme of which was "Role of Libraries in the Information Age". It is certainly worth recording that this was the first time in the annals of the SLLA when its Annual Sessions and the AGM were held at the BMICH.

Special General Meeting

- ☛ A Special General Meeting was held on 06 December 1997, at the British Council Hall for the purpose of :
- ☛ Adopting the Criteria and Regulations relating to the award of Fellowship;
- ☛ Change of Rule 3(b) governing the award of Fellowship, and
- ☛ Revised Code of Professional Conduct and Ethics, and Library Standards for Sri Lanka.

Membership

The total membership of the Association stood at 302 as at 31 March 1998 made up as follows:-

Life Members	105
Others	197

A break-down of this figure is given below:-

Fellows	04
Associates	198
Personal members	100
<u>Total</u>	<u>302</u>

[Personal members are those who have obtained membership based on professional qualifications other than the Fellowship or the Associateship of the SLIA].

The category of personal members shown above includes 07 Honorary Fellows out of whom four are Life Members. (One Honorary Fellow who is now deceased is not included here). In addition, there are 05 Honorary Life Members, of whom one is an Honorary Associate as well living abroad, and one Institutional Member.

As much as 22 new members were enrolled during the period under review and the number of Life Members too increased. Defaulting of membership fees has unfortunately been a recurring feature and if not for this reason, the size of our membership would be much bigger.

↔ Membership Fees

In view of escalating expenses of the SLIA, the present Council at its first meeting decided to increase the annual membership fee from Rs.100/- to Rs.200/- to be effective from 1997. This decision did not, however, affect those members who had renewed their membership fees by 31 January 1997. The Life Membership fee was also increased to Rs.3000/=.

↔ Membership Cards

Arrangements have been made to issue new membership cards to all current members.

Office Bearers

All Office bearers elected at the 37th Annual General Meeting, as listed below, functioned throughout the year:-

President	Mr. Harrison Perera
Vice Presidents	Mrs. Sumana Jayasuriya
	Mrs. Daya Ratnayake
General Secretary	Mr. Wilfred Ranasinghe
Assistant Secretary	Mrs. Deepali Talagala
Education Officer	Mr. H. M. Gunaratne Banda
Asst. Education Officer	Mr. J. Ratnayake
Treasurer	Mr. Anton D. Nallathamby
Publication Officer	Mrs. Swarna Jayatilleke
Librarian	Mr. M. B. M. Fairouz

↔ Council

Apart from the Office bearers elected at the last AGM, the undermentioned representatives and members comprised the Council:

**Immediate Past President
Representing the Western Region
Representing the Central Region
Representing Academic Libraries
Representing Public Libraries
Representing Special Libraries
Representing School Libraries
Representing Govt Dept Libraries
Appointed by the Council**

**Mr. P. Vidanapathirana
Mrs. Nanda Wanasundera
Mrs. Ira Mudannayake
Mrs. Geetha Yapa
Mrs. Niroma Jayasuriya
Mrs. Sharmini Tennakoon
Mrs. Dharma Diyasena
Mrs. Sriyani Caldera
Mr. N. U. Yapa
Dr. Jayasiri Lankage**

At its first meeting of the present Council, a decision was taken for the first time in the history of the SLLA, to invite representatives from the undermentioned organizations to attend meetings, as observers, of the Council, Executive Committee, Education Committee and the Committee on Information Technology:

- ❖ **SLNLSB**
- ❖ **Ministries of Provincial Education**
- ❖ **Ministry of Provincial Councils**
- ❖ **Ministry of Education and Higher Education**
- ❖ **Ministry of Cultural Affairs**
- ❖ **UNESCO National Commission**

Unfortunately, only a representative of the SLNLSB attended a few meetings of the Council and the Executive Committee.

⇒ Executive Committee

In addition to the Office bearers, Mr. P. Vidanapathirana as the immediate Past President and Mr. N. U. Yapa and Dr. Jayasiri Lankage appointed by the Council comprised the Executive Committee.

During the period under review, all meetings of the Council and of the Executive Committee were held according to a schedule agreed upon, except for the meetings held within the period January-March 1997 (by the previous Council). No meetings of either the Council or of the Executive Committee had to be abandoned for want of a quorum.

⇒ Other Committees

Names of the members who comprised other committees are given below:-

⊗ Education Committee

- | | |
|--|---------------------------------|
| ❖ Mr. Harrison Perera (President) | ❖ Prof. Russell Bowden |
| ❖ Mr. H. M. Gunaratne Banda
(Education Officer) | ❖ Mr. N. U. Yapa |
| ❖ Mr. J. Ratnayake (Asst. Education
Officer) | ❖ Mrs. Nanda Wanasundera |
| ❖ Mr. S. M. Kamaldeen | ❖ Mrs. Sumana Jayasuriya |
| | ❖ Mrs. Daya Ratnayake |
| | ❖ Mr. Kapila Sirisena |

In addition to these members, one observer each from the SLNLSB, Vocational Training

Authority and the University of Kelaniya was invited to attend meetings of the Education Committee.

❁ Curriculum Development Committee (CDC)

The undermentioned members who comprised the CDC earlier continued to function until the completion of the new curriculum:

- ❖ Mrs. Sumana Jayasuriya (Chairperson)
- ❖ Miss C. L. M. Nethsinghe
- ❖ Prof. Russell Bowden
- ❖ Mr. N. U. Yapa
- ❖ Mrs. Nanda Wanasundera

❁ Examination Board

- ❖ Mrs. Sumana Jayasuriya
- ❖ Mr. S. M. Kamaldeen
- ❖ Mr. H. M. Gunaratne Banda
- ❖ Mr. J. Ratnayake

❁ Fellowship Committee and Fellowship Board

- ❖ Miss C. L. M. Nethsinghe (Convenor)
- ❖ Mrs. Ishvari Corea
- ❖ Prof. Russell Bowden
- ❖ Mr. S. M. Kamaldeen
- ❖ Mr. Wilfred Ranasinghe (Secretary)

After several meetings, the Fellowship Committee formulated a set of criteria and regulations relating to the award of Fellowship based on professional achievements. These criteria and regulations were duly approved by the Council. Later they were adopted at a Special General Meeting held on 06 December 1997. Accordingly Rule 3(b) governing the award of Fellowship was also amended and approved at this meeting.

Subsequently the Council appointed Mr. W. B. Dorakumbura to serve on the Fellowship Board in addition to the other members of the Fellowship Committee. The reconstituted Fellowship Board made him its Chairman.

❁ Associateship Committee

- ❖ Mrs. Sumana Jayasuriya
- ❖ Mr. H. M. Gunaratne Banda
- ❖ Mr. Wilfred Ranasinghe

❁ Committee on Information Technology

- ❖ Mr. N. U. Yapa (Convenor)
- ❖ Mr. Upali Amarasiri
- ❖ Mrs. Deepali Talagala
- ❖ Mrs. Dilmani Warnasuriya
- ❖ Mrs. Wathmanel Seneciratne
- ❖ Mr. J. A. Amaraweera
- ❖ Mr. H. M. Gunaratne Banda
- ❖ Mr. J. Ratnayake

❁ Publication Committee

- ❖ Mrs. S Jayatilleke (Publication Officer)
- ❖ Mr. Wilfred Ranasinghe
- ❖ Mr. P. Vidanapathirana
- ❖ Mrs. Deepali Talagala
- ❖ Mrs. Sharmini Tennakoon
- ❖ Miss Janaki Fernando

❁ Finance Committee

- ❖ Mr. Harrison Perera
- ❖ Mr. Wilfred Ranasinghe

- ❖ Mr. Anton D. Nallathamby

❁ Professional Affairs Committee

- ❖ Mrs. Daya Ratnayake
- ❖ Mrs. Dharma Diyasena
- ❖ Mrs. Sharmini Tennakoon

- ❖ Mr. H. M. Gunaratne Banda
- ❖ Mrs. Sriyani Caldera

Meetings of these Committees were held as and when necessary.

❁ Committee on National Information Policy

- ❖ Mr. Harrison Perera (Convenor)
- ❖ Mr. N. U. Yapa
- ❖ Prof. Russell Bowden
- ❖ Miss C. L. M. Nethsinghe
- ❖ Mrs. Sumana Jayasuriya

- ❖ Mr. P. Vidanapathirana
- ❖ Mrs. Nanda Wanasundera
- ❖ Mrs. Daya Ratnayake
- ❖ Mr. H. M. Gunaratne Banda

In addition, one nominee each from the SLNLSB and the Ministry of Information was invited to attend as observers.

Due to certain technicalities and logistical difficulties, this Committee was unable to formulate a National Information Policy which was its mandate.

There were also other Ad Hoc Committees appointed from time to time in order to undertake certain specific tasks.

Prof. Russell Bowden was closely associated with the under-mentioned two aspects of professional activities.

❖ Working Group on Continuing Professional Development

The Code of Conduct and Ethics, approved at the Special General Meeting held on 06 December 1997, enjoins members to keep up-to-date with new knowledge and practices by undertaking continuing professional development and education. The Association therefore felt that it was incumbent on itself to examine the provision island-wide of such CPD activities. To do so it has established a Working Group which is currently considering the growth of practices outside the Island in order to identify those which the SLLA should consider adopting as yet another service to its members.

❖ IFLA Pre-Conference Seminar 1999

The main IFLA Conference will be held in Bangkok in 1999. Sri Lanka made a bid to host a Pre-Conference Seminar with the Regional Standing Committee for Asia and Oceania (RSCAO) and the Section on Education and Training, the subjects proposed being curricula development, training the trainers and the exploitation of IT in LIS education and training. Probable funding will come from UNESCO's Participation Programme. However, Sri Lanka's bid now appears, because of the required lack of support, to have been relegated to second place below Malaysia's. Efforts will continue to secure the Seminar for Sri Lanka.

Networking has been the theme for more than two years of planning for an IFLA

Regional Seminar for South Asian participants which would not only address the information technology aspects of this topic, but also the human relationships required to foster improved cooperative library practices such as inter-lending, information-sharing, reader interchange and all other aspects of resource-sharing. The RSCAO has offered the organization and hosting to Sri Lanka with the majority of funding to be provided by IFLA's Advancement in the Third World Core Programme. The offer is under consideration.

SLLA Education Programme

❖ Courses of Study and Examinations

The SLLA courses were continued during the period under review while examinations at First, Intermediate and Final year levels were also held. All policy decisions relating to library education were taken by the Education Committee which met on ten occasions, while the examinations were handled by the Examination Board. The assessment of lecturers was also carried by a special committee appointed for the purpose.

❖ First Year Course

After the receipt of applications for the 1997/98 course, two aptitude tests were held in order to assess the English proficiency of the eligible candidates. An aptitude test was also held for the eligible candidates who had applied for the Tamil medium course commenced for the first time in Kandy.

Statistics relating to the First Year course are given below:

Centre	No. of Applicants	No. of eligible applicants	No. of Applicants sat the aptitude test	No. of Applicants selected	Percentage
Colombo Sinhala English Tamil	275	235	235	125	53
Kandy Sinhala Tamil	190	177	177	65	36.7
Galle	45	38	38	21	55.2
Total	510	450	450	211	46.8

❖ Intermediate Course

This course is being conducted in the Sinhala medium at the Colombo and Kandy centres. Although attempts were made to conduct the course in English and Tamil media, the number of applicants was not adequate. Therefore arrangements were made to conduct the course in English and allow the students to sit the examination in the medium of their choice.

•• Directory of the Teaching Faculty

Particulars relating to the academic and professional qualifications as well as the experience of the lecturers of the First, Intermediate and Final year courses have been computerized. The final result is the Directory of the Current Teaching Faculty. This course of action was followed in respect of the COLA as well.

•• Evaluation of Lecturers

A new questionnaire was designed for the evaluation of lecturers. The evaluation was carried out in Colombo, Kandy and Galle centres. The results of the evaluation have been made known to the lecturers. The aim of this exercise was to enhance the quality of their lectures.

•• Lecturers' Meeting

A meeting of the Lecturers was held on 26 April 1998. The new curriculum, entry requirements for the SLLA course and teaching methods were discussed at this meeting.

•• Intermediate Examination

The Intermediate examination was held only in Sinhala medium and the results are presented below:

Centre	No of candidates	Number passed	Percentage
Colombo	37	14	37.8

•• Final Year Course and the Examination

The course commenced in 1997 and arrangements have been made to hold the examination in May 1998.

•• Revision Seminars

Revision seminars were held at the end of each course. Students from Galle and Kandy also participated.

•• Competitive Examinations for Recruitment of Library Staff

Competitive examinations were conducted by the SLLA at the request of the following institutions

1. Central Bank of Sri Lanka,
2. Central Provincial Council, and
3. Attorney General's Department

•• Educational Tours/Visits for Students

Facilities were provided for students following the First Year course in Kandy and

Galle centres to visit the undermentioned libraries in Colombo:-

1. National Library,
2. National Science Foundation (NARESA),
3. American Resource Centre,
4. The British Council, and
5. Department of National Archives.

❖ Concession to Disabled Soldiers

The Education Committee approved a request to enroll five disabled servicemen in the Air Force to the 1998/99 First Year course free of charge.

❖ Links with University of Technology Sydney. (UTS)

As a follow-up of the correspondence received in the previous year, the particulars requested by the UTS were made available by E-Mail. The details requested included information relating to the teaching of Library and Information Science in Sri Lanka.

❖ Details of Examinations Held During 1997/98

Examination	No. of Exams Held
First Year	02
Intermediate	02
Final	01
Aptitude tests	03
Competitive examinations	03

❖ Awards 1996/97

❖ First Year Examination

❖ Cataloguing Files

	Sinhala	Tamil	English
Colombo	J. U. Randeni	Hyas M. Imthiyas	G. V. D. Kariyawasam
Percentage	95	90	82
Kandy	S.M.S.T. Weerakoon		
Percentage	90		
Galle	M. H. M. Lokuge		
Percentage	93.5		

❖ Library Training Reports

	Sinhala	Tamil	English
Colombo	L.M. Manuwansa P.A.M. Pransangika	M. S. M. Shiham	D. N. Gunawardena
Percentage	70	75	63
Kandy	M.B.S. Mendis		
Percentage	100		
Galle	R. K. Namal		
Percentage	80		

❖ **Block Memorial Award**

First Examination

Sinhala	S. C. P. Samaratunga	295 marks
Tamil	M. I. M. Imthiyas	300 marks
English	G. V. D. Kariyawasam	259 marks

❖ **Intermediate Examination 1997/98**
D. H. Weerasekera

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❖ **COLA 1997**

Mrs. G.P.N. Mendis

❖ **Faculty of Lecturers**

Abeygunasekera, C. M.
Amarasinghe, S. U.
Chandramala P. A. N.
De Alwis, A. M.
De Silva, W. R. G.
Fernando, H. N. J.
Gunaratne Banda, H. M.
Jayasuriya, Sumana
Jayatissa, L. A.
Kamalambikai, K.
Liyanage, Rita
Muthuwatte, P.
Nanayakkara, G. A.
Perera, Harrison
Ratnayake, Daya
Rubasingam, S.
Silva, G. A. P. J.
Talakada, S.
Tilakabandu, H.
Talagala, Deepali
Wanasundera, Nanda P.
Wimalaratne, K. D. G.
Yapa, N. U.

Amarakoon, L. R.
Amaraweera, J. A.
Chandrapala, C.
De Silva, A. C. L. S.
Fairooz, M. B. M.
Gallaba, G. M. P.
Gunawardena, L.
Jayawardhana, M. D. H.
Kalaichelvan, N.
Kamaldeen, S. M.
Mudannayake, Ira
Nagahawatta, R. M.
Padmasiri, G. R.
Ranasinghe, Wilfred
Ratnayake, J.
Senadeera, N. T. S. A.
Seneviratne, Wathmanel
Tennekoon, Sharmini
Tilakaratne, N. M.C.
Vidanapathirana, P.
Weerasooriya, W. A.
Wijetunge, Pradeepa

❖ **Advance Distance Education Programme in Library and Information Science (ADEPLIS)**

At the request of the National Library of Maldives (NLM), the SLLA conducted a training programme to develop library personnel in Maldives. This programme which was known as the Distance Education Programme in Library and Information Science (DEPLIS) was sponsored by the Royal Netherlands Embassy in Colombo. DEPLIS was inaugurated in January 1996 and was completed in December 1996. The participants of DEPLIS sat the SLLA First Examination in December 1996 and 13 students completed the examination.

The NLM requested the SLLA to continue the professional development programme. On behalf of the Association, Mr. N. U. Yapa who coordinated DEPLIS, designed a distance education programme similar to the SLLA Intermediate course named Advance Distance Education Programme in Library and Information Science (ADEPLIS). The British Council agreed to sponsor the programme.

At a meeting of the SLLA members held on 12 July 1997, at the British Council hall, to discuss the programme, 16 members agreed to write ADEPLIS lessons. The Council appointed Mr. N. U. Yapa and Mrs. Dharma Diyasena as the Project Leader and the Assistant Project Leader respectively. Two committees were also appointed.

✿ **Advisory Committee:**

Mr. N. U. Yapa (Convenor)
Mrs. Sumana Jayasuriya
Mr. H. M. Gunaratne Banda

Miss C. L. M. Nethsinghe and
Mrs. Dharma Diyasena (Secretary)

✿ **Editorial Committee**

Miss C. L. M. Nethsinghe
Mrs. Nanda Wanasundera

Mrs. Sumana Jayasuriya and
Mr. Wilfred Ranasinghe

The NLM appointed Ms. Sulfa Mohammed, Librarian, as the Coordinator in Male. The 13 students who successfully completed the SLLA First Examination were enrolled. ADEPLIS was ceremonially inaugurated in Male on 19 October 1997. Mr. N. U. Yapa and Mrs. Daya Ratnayake represented the SLLA.

By the end of May 1998, 31 out of 40 lessons were prepared of which 24 were sent to Male. The students have completed 17 assignments. Arrangements are being made to hold two workshops in Male, the first of which is scheduled from 31 May to 03 June 1998.

⇨ **Information Technology**

The Committee on Information Technology, the composition of which is recorded earlier in this report, organized two workshops during the 1997/98 period:

1. Workshop on Advance ISIS: 24-26 October 1997, NARESA Auditorium
2. Workshop on Basic ISIS: 30 January-01 February 1998, OPA Centre.

⇨ **Course on Library Automation (COLA)**

COLA 97 was completed in November 1997 and a project seminar was held on 07 November 1997. The COLA examination was held on 07 September 1997. Twenty eight (28) out of 40 successfully completed the course. COLA 98 was inaugurated on 13 February 1998 at a simple ceremony held at the OPA Centre. Prof. Rohan Samarajiva was the Chief Guest. As much 40 Librarians participate in this course which will conclude in November 1998.

⇨ **Library Technician's Course (LTC)**

Mr. J. A. Amaraweera functioned as the Coordinator of the LTC.

The fourth Library Technicians' Course was inaugurated in Gampaha on 25 October 1997, at the Community Centre of the Town Hall, before a distinguished gathering. Mr. Dakshina Rathnasinghe, Chairman of the Gampaha Town Council was the Chief Guest at this ceremony.

Out of 32 applicants, 25 candidates were selected to follow the course, but only 23 students have finally enrolled. All of them are employed in Public Libraries in Gampaha District. Classes commenced on 09 November 1997 and were held at the Ratnamalie Balika Maha Vidyalaya every Saturday. As from the first week of February 1998, the venue was shifted to the Lecture Room of the Gampaha Town Council. Two practical classes were conducted at the Public Library, Negombo, with the kind assistance of the Librarian of the Negombo Public Library.

As scheduled, a library visit was undertaken on 04 April 1998. The British Council, NARESA and the National Library were the places visited. The course is scheduled to be concluded in mid-July 1998 and the examination will be held four weeks thereafter.

It is a source of great pleasure to record that the Commissioner of Local Government, at our request, has taken action to reimburse to the students the full course fee they have paid to the SLIA.

↔ Curriculum Development

Mrs. Sumana Jayasuriya functioned as the Chairperson of the Curriculum Development Committee (CDC).

The CDC began its work in 1993 in order to prepare the syllabus for the proposed Diploma in Library and Information Studies' course. It was to be a part-time course of three years of duration but having a two-tiered structure. On the completion of the course one single certificate was to be awarded. However, considering the qualification recognized by the Ministry of Public Administration for the recruitment and promotion of librarians in the public sector, it was decided to conduct this course at two levels but in three parts:

Level I : a foundation course (159 contact hours)

Level II - Part I : (209 contact hours)

Level II - Part II : (216 contact hours)

It was also decided to rename the course as "Diploma in Library and Information Science" (DLIS).

The CDC while taking into consideration the technological developments which are taking place in the information environment locally and internationally, also had to take into account the environment in which the local librarians operated. The CDC had as its objective of equipping the information professionals with key competencies and introducing them to changes which are taking place in the global information environment.

At the tail end of its deliberations the CDC got support from Prof. Russell Bowden, who very kindly made available the report of UNESCO consultative meeting and workshop on "Planning Human Resource Development for Information Societies" and the

resolutions that emanated from this meeting had been incorporated into the syllabus.

The CDC also wishes to draw the attention of the SILA Council to the following issues, which surfaced during its deliberations, and which the CDC believes should be looked into if the new programme is to succeed.

- ❖ Provision of study materials, computers and other accessories, INTERNET facilities etc
- ❖ Finding qualified teachers to undertake the teaching of some of the modules
- ❖ Continuous professional development opportunities to be provided for teachers; and
- ❖ Investigate new modes of teaching (correspondence courses, distance education programmes etc.).

❖ **Honorary Fellowships**

❖ **Fellowships**

The Council decided to award Honorary Fellowships to the following members:-

- ❖ Mr. N. U. Yapa
- ❖ Mrs. Daya Ratnayake
- ❖ Mr. N. T. S. A. Senadhira

❖ **Fellowship by Professional Achievement**

On the recommendation of the Fellowship Board, the Council decided to award Fellowships to the following persons:-

- ❖ Mr. P. Vidanapathirana
- ❖ Mr. W. R. G. de Silva

❖ **Associateships**

The Council has decided to award Associateships to the undermentioned members who have fulfilled the necessary requirements.

Miss R. A. D. Dayawathie Ranasinghe
Miss M. L. M. Amerasekera
Mrs. T. K. Abeygunaratne
Miss S. L. Katugampola
Mrs. H. S. Ratnayake
Mr. J. P. C. Wedasinghe

Mr. B. T. Bastians
Mrs. L. A. M. Gunasekera
Miss Priyani Balasooriya
Mrs. A. C. P. Dabare
Miss S. G. K. Amarasekera

Regional Forum of the Central Province

An INTERNET demonstration was held on 04 March 1997, at the Sinhaputra Website, Kandy, for the benefit of the librarians in Kandy. This event was organized by the United States Information Service (USIS) in collaboration with the Regional Forum of the Central Province.

The Forum organized a presentation on the theme "IT Initiatives for Libraries in Australia" by Prof. Hillary Yerbury, Associate Professor in Information Studies at the University of Technology Sydney (UTS). The presentation was held at the Auditorium of the Post-Graduate Institute of Agriculture, Peradeniya, on 04 December 1997. Approximately 30 Librarians in the Kandy District attached to Government, Public, School and University libraries participated in this presentation.

Government Librarians' Group (GLG)

A meeting of Government Librarians, convened by the SLLA, was held on 09 March 1998 and their views were obtained in regard to the Government Librarians' Service Minute.

As agreed at this meeting, a few of them met at the SLLA office subsequently along with the General Secretary for the purpose of drafting a memorandum to be submitted to the Secretary/Ministry of Public Administration. Copies of this memorandum have also been sent to the SLNLSB and Her Excellency the President's Office.

Publications and Publicity

During the period under review, three issues of the *SLLA Newsletter* (Vol.12, Nos.1-3) and one issue of the *Sri Lanka Library Review* (Vol.12, No.1) were published and distributed among the SLLA members and other professionals in the field.

Publicity and logistical support was provided for several seminars and colloquia organized by the SLLA in the course of the period under review.

Action has been taken to issue Vol.12, No.2 (June 1998) of the *Library Review* and Vol.12, No.4 (June 1998) of the *SLLA Newsletter* before the forthcoming Annual General Meeting.

We were able to dispose of a large number of old issues of the *Library Review*, at concessionary rates, which were occupying space in the SLLA office.

A Web page has been maintained at the NARESA web site for SLLA. (www.naresa.ac.lk/slla/profile.htm)

Library

A decision has been taken by the OPA in consultation with the SLLA to convert the OPA library into an Information Centre providing reference and referral services. At the request of the Council, Miss C. L. M. Nethsingha prepared a report on the current status of the library which forms the basis for the proposed reorganisation. The Library Assistant has been given the opportunity to follow the Course on Library Automation (COLA) to enhance her skills. Approximately 50 books have been donated by the British Council.

Workshops and Seminars

Three workshops on Quality Management both for SLLA members and non-members were conducted, the first of which was fully sponsored by the SLNLSB. A two-day workshop on Current Trends on LIS was also conducted at the request of the North Western Provincial Council for the benefit of Librarians within that province. In addition, Prof. Russell Bowden was instrumental in conducting a half-day Workshop on Professionalism for SLLA members. The SLLA took the opportunity to organize colloquia by getting certain visiting experts namely Dr. Mike Freeman, Prof. Hillary Yerbury and Dr. Steven Kerchoff to make presentations.

At another colloquium in which Prof. Russell Bowden acted as the facilitator, Mrs. Geetha Yapa and Mr. H. M. Gunaratne Banda shared their experiences after attending the last IFLA Conference.

Felicitation Ceremony

A Felicitation Ceremony in honour of Mr. M. J. Perera, organized in collaboration with the SLNLSB, was held on 11 November 1997. The keynote address at this ceremony, which was well attended, was delivered by Mrs. Ishvari Corea, one time Chairperson of the SLNLSB and a senior member of the SLLA. Addresses were also delivered by Mr. Upali Amarasiri, Director of the SLNLSB and Mr. Harrison Perera, President of the SLLA.

Mr. M. J. Perera in his capacity as the Secretary to the Ministry of Education in 1960 had extended considerable support towards the formation of the SLLA. In later years, when he was the first Chairman of the SLNLSB, he has also contributed in no small measure towards the development of the SLLA.

Membership of Other Organizations

The SLLA continued its membership of the International Federation of Library Associations (IFLA), the Commonwealth Library Association (COMLA), and the Organization of Professional Organizations (OPA). It need not be reiterated too strongly that the SLLA was a founder member of both the COMLA and the OPA.

SLLA Secretariat

The SLLA office was refurbished during the period under review and several items of old furniture were disposed of in the process.

We have made arrangements to acquire additional space to the extent of 100 sq. feet in the new OPA building complex. More than 50% of the cost payable by the SLLA has already been paid without in any way digging into the reserve funds.

All members of the SLLA staff, as listed below, were on duty through the period under review:

Mrs. V. S. N. de Alwis	Administrative Secretary
Miss Edna Malkanthi	Accounts Assistant
Miss W. A. Wilma	Library Assistant
Miss Kaushalee Morawaka	Office Assistant
Mr. K. U. R. Perera	Office Services Assistant

A substantial salary revision was effected with the approval of the Council which was made effective from April 1998. At the same time, their designations were also appropriately changed.

A long-felt need of the SLLA office was fulfilled in the course of the period under review by purchasing a photocopier utilizing funds from ADEPLIS. Most of the work connected with the preparation of lessons under this programme was facilitated with the acquisition of this item of equipment. Arrangements are under way to purchase an additional computer as well.

It is also worth recording that the SLLA obtained E-mail facilities during the latter part of 1997.

SLLA Representatives on Committees of Other Organizations

OPA Forum	Mrs. Nanda Wanasundera
OPA Executive Council	Mr. Anton D. Nallathamby
Committee for Promotion of Reading Habits (SLNLSB)	Mr. Wilfred Ranasinghe
APINESS Committee (SLNLSB)	Mr. Wilfred Ranasinghe

Acknowledgements

A word of thanks needs to be offered to all Office bearers and other members of the SLLA who extended their unstinted support and cooperation at all times towards the implementation of the SLLA activities.

Several institutions have helped the SLLA by way of handsome donations to make the Annual Sessions a great success. Special mention needs to be made of the undermentioned institutions:

Sri Lanka National Library Services Board
National Science Foundation (Former NARESA)
The British Council
The Asia Foundation
British Booksellers' Association
Booksellers' Association of Ceylon

The Sri Lanka Library Association has great pleasure in placing on record its grateful thanks to all these institutions.

Conclusion

The activities undertaken during the period under review can be considered to have made a significant contribution to the profession of librarianship in Sri Lanka about which the SLLA can reasonably be proud of. These achievements are attributable to the cooperation received from the members in general and the dedication and commitment on the part of the Office bearers in particular throughout the reference period.



SRI LANKA LIBRARY ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT FOR THE THREE
MONTHS ENDED 31ST MARCH 1997

<u>INCOME</u>	<u>Notes</u>	<u>3 Months Ended</u> <u>31.03.97</u> <u>Rs.</u>	<u>1995/96</u> <u>Rs.</u>
Membership Subscription and Associateship		32,300.00	24,900.00
Course Fees And Examination Fees	8	403,570.50	1,290,530.00
Registration Fees		10,400.00	29,700.00
		<u>446,270.50</u>	<u>1,345,130.00</u>
Less: Direct Expenses	9	(147,422.40)	(721,710.00)
		298,848.10	623,420.00
Add: Other Income	10	362,714.84	296,540.00
		661,562.94	919,960.00
Less:			
Administration Expenses	11	392,919.50	722,090.00
Excess Of Income Over Expenditure Transferred to Accumulated Fund		<u>268,643.44</u>	<u>197,900.00</u>

SRI LANKA LIBRARY ASSOCIATION
ACCOUNTING POLICIES
FOR THE THREE MONTHS ENDED 31ST MARCH 1997

1. GENERAL

The Balance Sheet and the related statement of Income and retained earnings of the Association have been prepared in conformity with generally accepted accounting principles and applied consistently on a historical cost basis. The revenue is recognised on a cash basis, regardless of the period to which they relate. Where appropriate the policies are explained in the succeeding notes.

2. ASSETS AND BASIS OF THEIR VALUATION

PROPERTY, PLANT AND EQUIPMENT (PPE)

Depreciation on PPE has been provided on written down value at the following rates.

Furniture and Fittings	10%
Office Equipment	10%
Book Shelves and Books	10%

Full year's depreciation is provided on PPE purchased during the year and no depreciation is charged in the year of disposal.

3. TAXATION

The Association is liable for Tax at 10% on its other Income.

SRI LANKA LIBRARY ASSOCIATION
NOTES TO THE ACCOUNTS
FOR THE THREE MONTHS ENDED 31ST MARCH 1997

	31.03.97 Rs.	31.12.96 Rs.			
1. BUILDING FUND					
Balance As At 01.01.97	16,304.14	14,785			
Intrest Received	407.60	1,519			
Balance As At 31.03.97	<u>16,711.74</u>	<u>16,304</u>			
2. PROVISION GRATUTTY					
Balance As At 01.01.97	89,070.00	68,717			
Provision During the year	0.00	20,353			
Balance As At 31.03.97	<u>89,070.00</u>	<u>89,070</u>			
3. PROPERTY, PLANT AND EQUIPMENT					
<u>WRITTEN DOWN VALUE</u>	<u>Leasehold Building Rs.</u>	<u>Furniture & Fittings Rs.</u>	<u>Office Equipment Rs.</u>	<u>Book Shelves And Books Rs.</u>	<u>Total Rs.</u>
Written Down Value As At 01.01.97	47,500.00	16,681.63	196,474.00	59,608.98	320,264.61
Additions During The Year	0.00	0.00	7,350.00	300.00	7,650.00
<u>DEPRECIATION</u>					
Depreciation For The Year	0.00	417.04	5,095.00	1,497.72	7,009.76
<u>WRITTEN DOWN VALUE</u>					
Written Down Value As At 31.03.97	<u>47,500.00</u>	<u>16,264.59</u>	<u>198,729.00</u>	<u>58,411.26</u>	<u>320,904.85</u>
Written Down Value As At 31.12.96	<u>47,500</u>	<u>16,682</u>	<u>196,474</u>	<u>59,609</u>	<u>320,265</u>

SOMESWARAN JAYEWICKREME & CO.,
Chartered Accountants.

<u>4. INVESTMENTS</u>	31.03.97 Rs.	31.12.96 Rs.
Organisation Of Professional Association	1,000.00	1,000
National Savings Bank - Fixed Deposits	921,491.87	921,492
	<u>922,491.87</u>	<u>922,492</u>
<u>5. RECEIVABLES AND PREPAYMENTS</u>		
Withholding Tax	50,584.74	45,056
Staff Debtors (Note 5a)	10,000.00	1,600
Interest Receivables	45,232.52	0
	<u>105,817.26</u>	<u>46,656</u>
<u>5a. STAFF DEBTORS</u>		
Staff Advances	0.00	1,600
Festival Advance	10,000.00	0
	<u>10,000.00</u>	<u>1,600</u>
<u>6. CASH AND BANK BALANCES</u>		
Bank Of Ceylon - Torrington Square A/C No. 4530200979	217,501.67	17,822
Bank Of Ceylon - Savings Account A/C No. 104530121496	435,602.65	539,769
Bank of Ceylon Saving Account A/C No. 104530184749	104,166.65	0
Building Fund Account	16,304.14	16,304
Stamps - Imprest	1,500.00	1,500
Petty Cash Control	2,000.00	2,000
	<u>777,075.11</u>	<u>577,395</u>
<u>7. ACCOUNTS PAYABLE</u>		
Audit Fees	0.00	5,750
Municipal Rate	0.00	664
Service Charges	0.00	3,156
Unclaimed Wages	1,283.40	1,283
	<u>1,283.40</u>	<u>10,853</u>

8. COURSE FEES AND EXAMINATION FEES	3 Months Ended 31.03.97 Rs.	1995/96 Rs.
First Year Course '96	5,650.00	305,000
Intermediate Course	108,250.00	205,695
Final Year Course	40,800.00	155,250
Computer Course (1)	0.00	124,300
Computer Course (2)	0.00	23,600
First Year Course '95	0.00	26,420
Examination	2,972.50	141,465
Library Technician Course	10,100.00	11,400
Distant Education Programme On Library & Information Science (DEPLIS)	27,198.00	297,426
Course on Library Automation 97	208,600.00	0
	<u>403,570.50</u>	<u>1,290,556</u>

9. DIRECT EXPENSES

Lecturers' Fees	39,976.00	236,050
Examination Expenses	10,736.40	41,690
Advance Integrated Set Of Information Sector Workshop	0.00	24,861
Integrated Set Of Information Sector Users Club	1,822.50	0
Hall Hire & Arranging Charges	1,200.00	22,200
Advertisements	27,810.00	26,384
Printing & Postage	0.00	8,110
Seminar And Guide Tour	0.00	1,968
Library Technician Course	19,995.00	16,550
Course on Library Automation	1,245.00	68,514
Institutional Memborsip	5000	0
Basic ISIS Workshop	28,697.50	18,100
Course on Library Automation (97)	0.00	4,000
Special Seminar & Workshop	0.00	5,000
Distant Education Programme On Library & Information Science (DEPLIS)	0.00	203,884
Library Day	300.00	44,400
DEPLIS	10640	0
Quality Management Workshop	0	0
	<u>147,422.40</u>	<u>721,710</u>

10. OTHER INCOME

Sale Of Journals And Publications	2,321.00	8,265
Annual General Meeting Income	58,600.00	1,514
Application Fees	5,715.00	13,894
Interest Income	50,353.84	173,554
Library Bureau (Project Income)	135,000.00	200
Poster Sales	10,160.00	3,980
Advertisements	10,500.00	9,000
Integrated Set Of Information Sector Advance Workshops	0.00	51,363
Integrated Set Of Information Sector Users Club Registration	11,250.00	12,750
Institutional Membership	0.00	1,000
Donation	0.00	5,000
Basic ISIS Workshop (1)	58,365.00	0
Basic ISIS Workshop (2)	0.00	16,027
Exco & Council	450.00	0
	<u>362,714.84</u>	<u>296,546</u>

11. ADMINISTRATION EXPENSES	3 Months Ended 31.03.97 Rs.	1995/96 Rs.
Salaries And Wages	61,785.00	234,772
Overtime	6,465.70	29,459
Employees Provident Fund	7,414.20	28,193
Employees Trust Fund	1,853.75	7,048
Bonus For Office Staff	13,785.00	15,840
Library Bureau	139,500.00	0
Allowance To Office Bearers	7,500.00	25,500
Travelling And Subsistence	2,420.50	14,028
Printing	31,210.00	87,530
Postage	3,984.25	12,271
Telephone	3,986.52	22,055
Stationery	7,082.00	21,238
Press Registration	250.00	250
Subscriptions To Other Institutions	0.00	32,201
Staff Tea Expenses	1,462.00	8,127
Gratuity	0.00	20,353
Bank Charges	1,010.00	2,760
Repairs And Maintenance - Office	535.00	6,755
Audit Fees	0.00	5,750
Sundry Expenses	1,009.30	4,259
Depreciation	7,009.76	30,307
Expenses On Annual General Meeting And Council Meetings	86,277.50	67,610
Janitorial Services	0.00	1,200
Office Expenses	500.00	2,050
Photocopying Expenses	2,739.50	4,287
Insurance	0.00	479
Machine Service Agreement	2,468.77	5,160
Municipal Rates	0.00	2,656
Service Charges	0.00	9,792
Exco & Council Expenses	921.00	8,765
Fellowship Programme	0.00	863
Social Affairs	0.00	2,700
News Papers	681.00	3,366
Audit Expenses	1,068.75	4,472
	<u>392,919.50</u>	<u>722,093</u>

SRI LANKA LIBRARY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH, 1998.

<u>ACCUMULATED FUND</u>	<u>Note</u>	<u>31.03.98</u> <u>Rs.</u>	<u>31.03.97</u> <u>Rs.</u>
Balance As At 1.4.97		2,019,223.95	1,750,581
Add: Income Over Expenditure		1,350,631.52	268,643
Balance As At 31.03.98		<u>3,369,855.47</u>	<u>2,019,224</u>
 <u>RESERVES</u>			
Building Fund	1	17,866.63	16,711
 <u>DEFEREN LIABILITIES</u>			
Provision for Gratuity	2	106,154.14	89,070
		<u>3,493,876.24</u>	<u>2,125,005</u>
 <u>REPRESENTED BY</u>			
Property Plant & Equipment	3	880,467.38	320,905
Investments	4	1,060,713.87	922,492
		<u>1,941,181.25</u>	<u>1,243,397</u>
 <u>CURRENT ASSETS</u>			
Receivables	5	110,780.72	105,817
Cash and Bank Balance	6	1,448,414.27	777,075
		<u>1,559,194.99</u>	<u>882,892</u>
 <u>Net Current Liabilities</u>			
Account Payable	7	6,500.00	1,283
Net Current Assets		<u>1,552,694.99</u>	<u>881,609</u>
 <u>Net Assets</u>			
		<u>3,493,876.24</u>	<u>2,126,289</u>

H. S. N. S. S. S.

Treasurer

SRI LANKA LIBRARY ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT FOR THE

YEAR ENDED 31ST MARCH 1998

<u>INCOME</u>	<u>Notes</u>	31.03.98 <u>Rs.</u>	3 Months Ended 31.03.97 <u>Rs.</u>
Membership Subscription & Associateship		26,300.00	32,300
Course Fees And Examination			
Fees	8	2,420,259.87	403,571
Registration Fees		56,400.00	10,400
		2,502,959.87	446,271
Less: Direct Expenses	9	(872,251.49)	(147,422)
		1,630,708.38	298,849
Add: Other Income	10	470,961.23	362,715
		2,101,669.61	661,564
Less:			
Administration Expenses	11	(751,038.09)	(412,920)
Excess Of Income Over Expenditure		1,350,631.52	248,644

SRI LANKA LIBRARY ASSOCIATION
ACCOUNTING POLICIES
FOR THE YEAR ENDED 31ST MARCH 1998

1. The Balance Sheet and the Related statement of Income & retained earnings of the Association have been prepared in conformity with generally accepted Accounting principles and applied consistently on a historical cost basis. The revenue is recognized on a cash basis, regardless of the period to which they relate. Where appropriate the policies are explained in the succeeding notes.

2. ASSETS AND THE BASIS OF THEIR VALUATION.

PROPERTY PLANT & EQUIPMENTS (PPE)

Depreciation on Property Plant & Equipment has been provided on written down value at the following rates.

Further & Fittings	10%
Office Equipment	10%
Book Shelves & Books	10%

Full year's depreciation is provided on the fixed assets purchased during the year and no depreciation is charged in the year of disposal.

3. TAXATION

The Association is liable for tax at 10% on its other Income.

SRI LANKA LIBRARY ASSOCIATION
NOTES TO THE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 1998

	31.03.98 Rs.	31.03.97 Rs.
Balance As At 01.04.97	16,711.74	16,304
Interest Received	1,154.89	407
Balance As At 31.03.98	<u>17,866.63</u>	<u>16,711</u>

PROVISION FOR GRATUITY

Balance As At 01.04.97	89,070.00	89,070
Provision for the year	17,084.14	0
Balance As At 31.03.98	<u>106,154.14</u>	<u>89,070</u>

PROPERTY PLANT & EQUIPMENT

	Leasehold Building Rs	Furniture & Fittings Rs	Office Equipment Rs	Book Shelves And Books Rs	Total Rs
Written down value					
Balance As at 01.04.97	47,500.00	16,264.59	198,729.00	58,411.26	320,904.85
Additions	400,000.00	83,900.00	123,770.00	0.00	607,670.00
<u>DEPRECIATION</u>					
Depreciation for The Year	0.00	10,016.45	32,249.90	5,841.12	48,107.47
Written Down Value					
Balance As At 31.03.98	<u>447,500.00</u>	<u>90,148.14</u>	<u>290,249.10</u>	<u>52,570.14</u>	<u>880,467.38</u>
Balance As At 31.12.96	<u>47,500</u>	<u>16,265</u>	<u>198,729</u>	<u>58,411</u>	<u>320,905</u>

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Chartered Accountants.

	31.03.98 Rs.	31.03.97 Rs.
4. INVESTMENTS		
Organisation Of Professional Association	1,000.00	1,000
National Savings Bank - Fixed Deposit	1,059,713.87	921,492
	<u>1,060,713.87</u>	<u>922,492</u>
5. RECEIVABLES AND PREPAYMENTS		
Withholding tax	58,878.72	50,585
Staff Debtors (Note 5a)	51,902.00	10,000
Interest Receivables	0.00	45,232
	<u>110,780.72</u>	<u>105,817</u>
5a. STAFF DEBTORS		
Housing Loan	10,500.00	0
Staff Advance	2,000.00	0
Festival Advance	15,000.00	10,000
Interest on Staff Loan	540.00	0
Prepayments	23,862.00	0
	<u>51,902.00</u>	<u>10,000</u>
6. CASH AND BANK BALANCES		
Bank Of Ceylon - Torrington Square A/C No. 4530200979	250,420.75	217,502
Bank Of Ceylon - Savings Account A/C No. 104530121496	377,347.89	435,603
Bank Of Ceylon - Savings Account A/C No. 104530184749	799,279.00	104,166
Building Fund A/C	17,866.63	16,304
Stamps - Imprest	1,500.00	1,500
Petty Cash Control	2,000.00	2,000
	<u>1,448,414.27</u>	<u>777,075</u>
7. ACCOUNTS PAYABLE		
Audit Fees	6,500.00	0
Unclaimed Wages	0.00	1,283
	<u>6,500.00</u>	<u>1,283</u>

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	97/98 Rs.	3 months ended 31.03.97 Rs.
8. COURSE FEES AND EXAMINATION FEES		
First Year Course '96	2,155.00	5,650
First Year Course '98	675,211.00	0
Intermediate Course	366,207.90	108,250
Final Year Course	163,450.00	40,800
Examination	169,993.97	2,973
Library Technical Course	66,300.00	10,100
Distant Education Programme on Library & Information Science (DEPLIS)	719,742.00	27,198
Course on Library Automation '97	17,800.00	208,600
Course on Library Automation '98	239,400.00	0
	<u>2,420,259.87</u>	<u>403,571</u>
9. DIRECT EXPENSES		
Lecturers' Fees	212,242.82	39,976
Examination Expenses	49,667.50	10,736
Advance Integrated Set Of Information Sector Workshop	24,150.00	0
Integrated Set Of Information Sector Users Club	1,200.00	1,823
Hall Hire & Arranging Charges	21,150.00	1,200
Advertisements	38,604.00	27,810
Co-ordinators Fees	2,040.00	0
Library Technician Course	14,105.27	19,995
Course of Library Automation	114,651.63	1,245
U.V.A. Project	13,650.00	0
Institutional Membership	0.00	5,000
Basic ISIS Workshop	14,044.50	28,697
Course of Library Automation	19,518.00	0
Special Seminar & Workshop	7,400.00	0
Library Day	0.00	300
Distant Education Programme on Library and Information Science DEPLIS	275,834.77	0
Quality Management Workshop	3,258.00	10,640
Professionalism Seminar	59,235.00	0
	1,500.00	0
	<u>872,251.49</u>	<u>147,422</u>
10. OTHER INCOME		
Sale Of Journals And Publications	15,352.08	2,321
Annual General Meeting Income	3,458.00	58,600
Application Fees	28,364.50	5,715
Interest Income	160,806.15	50,354
Library Bureau (Project Income)	17,210.00	155,000
Poster Sales	60.00	10,160
Advertisements	10,000.00	10,500
Roneo Income	1,504.00	0
Integrated Set Of Information Sector Advance Workshops	63,481.50	0
Integrated Set Of Information Sector Users Club Registration	0.00	11,250
Basic ISIS Workshop (1)	28,800.50	58,365
Basic ISIS Workshop (2)	0.00	0
Quality Management Workshop	103,694.00	0
Professionalism Workshop	3,903.00	0
Special Seminar Workshop	2,689.50	0
Provision for Taxation	6,078.00	0
Exco - and Council	0.00	450
Interest on Staff Loan	810.00	0
Sale of Fixed Assets	24,750.00	0
	<u>470,961.23</u>	<u>362,715</u>

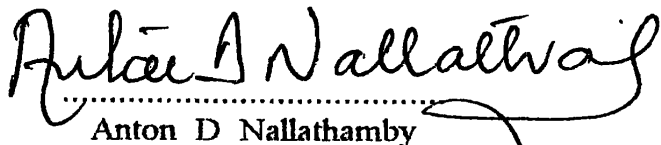
SOMESWARAN JAYEWICKREME & CO.,
Chartered Accountants.

11. ADMINISTRATION EXPENSES	97/98 Rs.	3 months ended 31.03.97 Rs.
Salaries And Wages	245,554.19	61,785
Overtime	24,367.05	6,466
Employees Provident Fund	29,871.00	7,414
Employees Trust Fund	7,468.35	1,854
Bonus For Office Staff	0.00	13,785
Library Bureau	12,366.00	159,500
Allowance To Office Bearers	30,000.00	7,500
Travelling And Subsistence	13,684.00	2,420
Printing	21,710.00	31,210
Postage	15,543.94	3,984
Telephone	25,667.92	3,987
Stationery	28,729.00	7,082
Press Registration	250.00	250
Subscriptions To Other Institutions	30,064.68	0
Staff Tea Expenses	8,626.00	1,462
Gratuity	17,084.14	0
Bank Charges	3,370.00	1,010
Repairs And Maintenance - Office	83,409.00	535
Audit Fees	6,500.00	0
Sundry Expenses	4,588.15	1,009
Depreciation	48,107.47	7,010
Expenses On Annual General Meeting And Council Meetings	28,523.15	86,278
Office Expenses	3,550.00	500
Photocopying Expenses	17,444.00	2,739
Insurance	581.00	0
Machine Service Agreement	8,658.85	2,469
Municipal Rates	3,772.00	0
Service Charges	10,520.00	0
Exco & Council Expenses	10,592.00	921
Social Affairs	8,790.20	0
News Papers	1,346.00	681
Audit Expenses	300.00	1,069
	<u>751,038.09</u>	<u>412,920</u>

Treasurer's Report

- 1) The profit for the association for the 15 months ended 31.03.1998 is Rs. 1, 619, 274 compared with Rs. 197,900 for 12 months ended 31.12.1996. This increase in profit is mainly due to the income from course fees.

The course fees for the 15 months ended 31.03.98. is Rs. 2,823,829 compared with Rs. 1,290,556 for 95/96. This shows a significant increase over the last year.
- 2) The association has incurred a capital expenditure of Rs. 615,320 during the 15 months ended 31.03.1998.
 - a) It has invested Rs. 400,000 for additional building space during the period under review and another 300,000 subsequently out of the total commitment of Rs. 1 million.
 - b) It has also invested on the following items for the efficient functioning of the SLLA office.
 - Photocopying Machine
 - Conference table and chairs, Filing cabinets
 - curtaining
 - Pedestal fans
- 3) The association's investments were not utilized in purchase of the above fixed assets.
- 4) It has been decided to purchase a pentium computer for approximately Rs. 95,000 out of the profit earned from the computer Library Automation course.


Anton D Nallathamby