

Fort Erie Public Library Board

# BUDGET 2021-2023



# 2020 HIGHLIGHTS

- Renovation of Children's and seating area completed at the Centennial branch
- LiNC expanded to include four additional Niagara public libraries
- First library in region to restore library services after closure

# 2020 HIGHLIGHTS

- Realized \$100,000 in cost containment savings
- Disbursed 1,920 children's/teen craft kits and 406 adult craft kits
- Circulation down less than 20% despite closures/restrictions

Fort Erie Public Library Board

# BUDGET 2021-2023



# 2021 BUDGET PRIORITIES

Ensure sufficient funding to meet contractual obligations:

- Staff wages and benefits
- Janitorial contract
- Preventative maintenance contracts
- Other service contracts

# 2020 BUDGET SUMMARY

|                                    | Budget 2020                    | Actual YTD                     | Difference                     | % Difference |
|------------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------|
| <b>Revenues</b>                    |                                |                                |                                |              |
| Transfer from Reserve              | 0                              | 0                              | 0                              | 0.0%         |
| Operating Interest                 | 3,500                          | 2,198                          | (1,302)                        | -37.2%       |
| Total Municipal Grants             | 1,566,818                      | 1,467,018                      | (99,800)                       | -6.4%        |
| Development charges                | 45,000                         | 45,000                         | 0                              | 0.0%         |
| Fines, fees and rentals            | 28,000                         | 6,825                          | (21,175)                       | -75.6%       |
| Other revenues                     | 5,000                          | 955                            | (4,045)                        | -80.9%       |
| Provincial grant                   | <u>60,682</u>                  | <u>60,682</u>                  | <u>0</u>                       | 0.0%         |
| <b>Total operations revenue</b>    | <b><u><u>1,709,000</u></u></b> | <b><u><u>1,582,678</u></u></b> | <b><u><u>(126,322)</u></u></b> | -7.4%        |
| <b>Expenditures</b>                |                                |                                |                                |              |
| Administration                     | 87,000                         | 43,680                         | (33,320)                       | -32.6%       |
| Building Maintenance and Repairs   | 100,000                        | 69,853                         | (30,147)                       | -25.1%       |
| Utilities                          | 61,000                         | 51,559                         | (9,441)                        | -15.5%       |
| Automated Systems                  | 48,000                         | 41,241                         | (6,759)                        | -14.1%       |
| Programming                        | 18,000                         | 17,500                         | (500)                          | -2.8%        |
| Materials, processing and security | 175,000                        | 160,776                        | (14,224)                       | -25.3%       |
| Materials - development charges    | 45,000                         | 45,000                         | 0                              | 0.0%         |
| Staffing costs                     | <u>1,175,000</u>               | <u>1,063,646</u>               | <u>(111,354)</u>               | -7.8%        |
| <b>Total expenditures</b>          | <b><u><u>1,709,000</u></u></b> | <b><u><u>1,503,255</u></u></b> | <b><u><u>(205,745)</u></u></b> | -12.0%       |
| Revenues vs. expenditures          |                                | <u><u>79,423</u></u>           |                                |              |

# 2021 GOALS & OBJECTIVES

- Completion of new and existing capital projects
- Continuing to adapt to changes forced by pandemic (operational and capital)
- Implementation of new Strategic Plan

# 2021 BUDGET REQUEST

|                                  |              |
|----------------------------------|--------------|
| Municipal Grant Request          | \$ 1,566,818 |
| Dollar amount increase over 2020 | \$ 1,566,818 |
| Percentage increase over 2020    | 0%           |
| Development Charges Request      | \$45,000     |



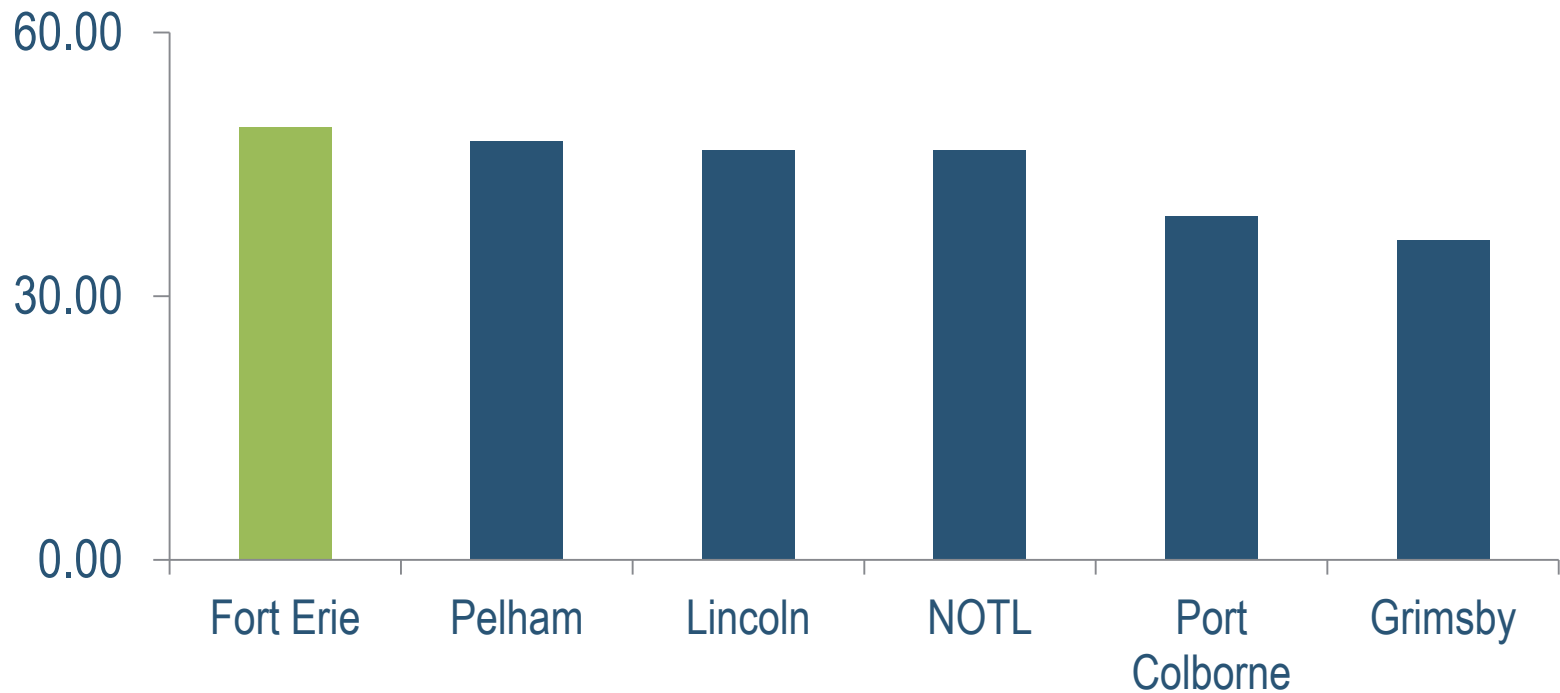
# 2021 SUPPLEMENTARY REVENUE

|                                   |                  |
|-----------------------------------|------------------|
| Provincial Operating Grant        | \$60,682         |
| Fines, fees, rentals              | \$10,000         |
| Other Revenue (i.e. sales)        | \$3,000          |
| Contribution from capital reserve | N/A              |
| <b>TOTAL</b>                      | <b>\$102,182</b> |

# 2021 – 2023 BUDGET SUMMARY

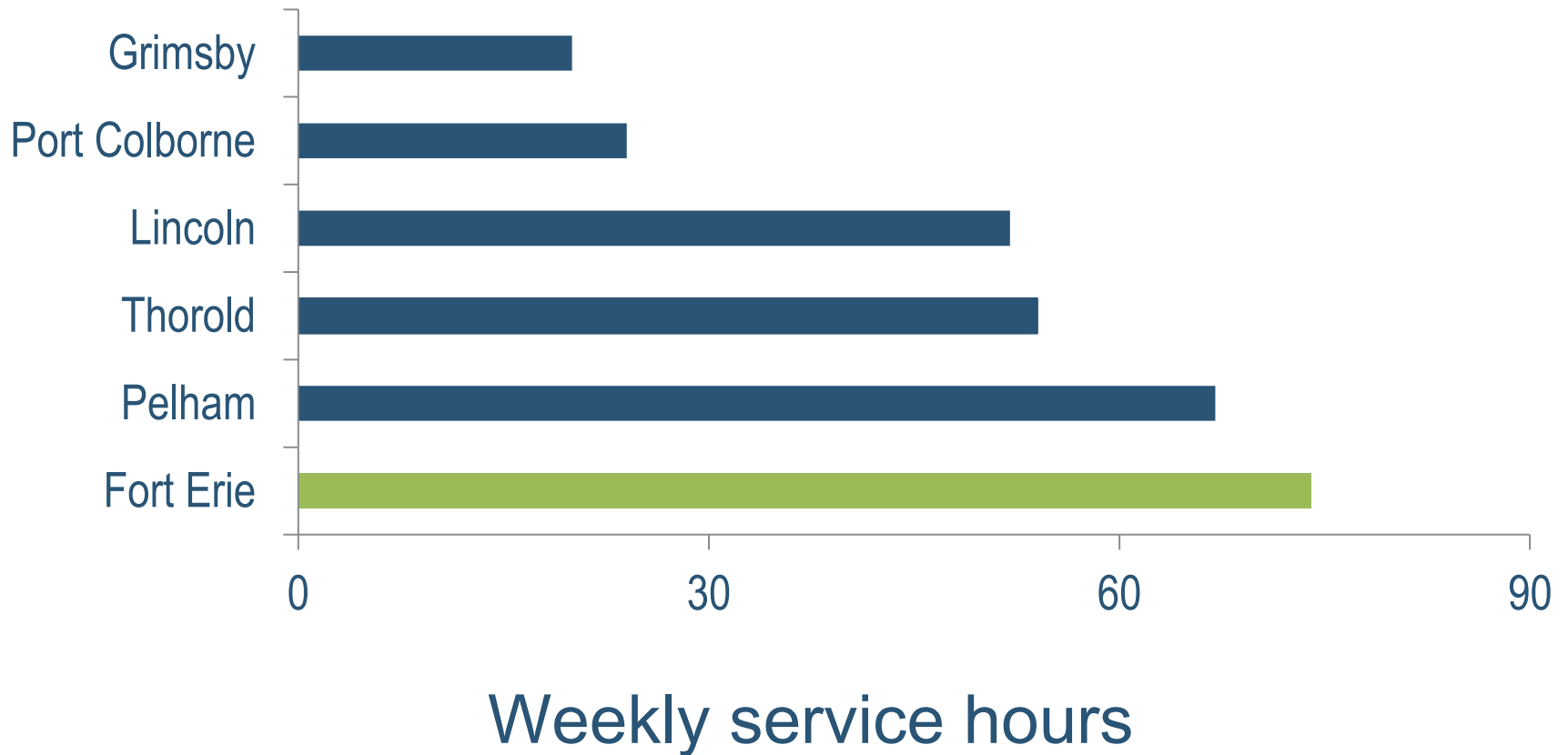
|                             | 2021        | 2022        | 2023        |
|-----------------------------|-------------|-------------|-------------|
| Municipal Grant Request     | \$1,566,818 | \$1,594,818 | \$1,635,508 |
| Annual Increase (\$)        | \$0         | \$28,100    | \$40,590    |
| Annual Increase (%)         | 0%          | 1.8%        | 2.5%        |
| Development Charges Request | \$45,000    | \$15,000    | -           |

# LIBRARY FUNDING COMPARISON



Total operating funding per capita (2019)

# LIBRARY SERVICE HOURS



# ACCOUNT BALANCES

All as of December 31, 2020

|                                |           |
|--------------------------------|-----------|
| Operating (expected surplus)   | \$41,423  |
| Operating Reserve              | 46,170    |
| Capital Reserve (unencumbered) | \$152,813 |

# 2021-22 CAPITAL RESERVE

- Over \$260,000 in capital projects planned
- Centennial meeting room space
- Shelving and seating at Stevensville

# 2021-22 CAPITAL RESERVE

- Creation of Zoom/meeting spaces at Centennial branch
- New service desk at Crystal Ridge
- Furniture and carpeting for remainder of Centennial branch

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