



Fort Saskatchewan Public Library

10011 - 102 Street | Fort Saskatchewan, Alberta | T8L 2C5

November 9, 2020

To: City of Fort Saskatchewan Mayor Gale Katchur, Councillors Jibs Abitoye, Gordon Harris, Brian Kelly, Deanna Lennox, Lisa Makin, Ed Sperling

We are pleased to submit our 2020 Operating and Capital grant request and 2021 budget for your review. Our budget has been reviewed by the Library Board's Finance, Development and Advocacy Committee and the Library Board. The 2021 budget was approved for submission to the City by the Library Board at the November 9, 2020 regular board meeting.

The Library Board's 2021 grant request from the City of Fort Saskatchewan is as follows:

Operating Budget	\$1,256,328
Capital Budget	\$154,800
Total Budget	\$1,411,128
City Grant Request	\$1,222,000

Highlights

Library Growth – 2019/2018 Comparison

We continue to experience steady growth in many of our service and program areas. Total circulation of physical and virtual materials increased by 14%, library use (in-person and virtual visits) increased by 5.3%, and program attendance increased by 34 %.

Staffing Costs

There are several staff who are moving up in the salary grid in 2021 and benefit costs/usage continue to rise.

City of Fort Saskatchewan 2020 Grant Request

We are requesting that our grant from the City of Fort Saskatchewan remain at the 2019 amount with no increase for 2021, and look forward to our opportunity to address Council with regard to this request.

Sincerely,

Michele Fedyk
Library Director

cc: Diane Yanch

2021 Proposed Budget - Fort Saskatchewan Public Library				
Description	2021 Budget	2020 Revised	% Change - 2020 Revised to 2021	2019 Actuals
	REVENUE			
City of Fort Sask Transfer	\$1,222,000	\$1,222,000	0.0%	\$1,222,000.00
Donations and Fundraising	\$5,000	\$3,000	40.0%	\$5,598.39
Other Government Transfers	\$140,628	\$146,990	-4.5%	\$146,282.00
Sales and Membership Fees	\$16,000	\$16,000	0.0%	\$18,064.77
Interest Income	\$22,500	\$22,500	0.0%	\$25,655.19
Fines	\$5,000	\$22,000	-340.0%	\$15,827.62
TOTAL REVENUE	\$1,411,128	\$1,432,490	-1.5%	\$1,433,427.97
	OPERATING EXPENSES			
Salaries, Wages, & Benefits				
Total Salaries, Wages, and Benefits	\$1,010,700	\$1,014,600	-0.4%	\$1,083,939.09
Contracted & General Services				
Total Contracted and General Services	\$206,485	\$215,700	-4.5%	\$212,229.81
Materials, Goods, Supplies and Utilities				
Total Materials, Goods, Supplies, and Utilities	\$37,143	\$35,500	4.4%	\$35,955.07
Bank Charges				
Total Bank Charges	\$2,000	\$2,600	-30.0%	\$1,954.99
TOTAL OPERATING EXPENSES	\$1,256,328	\$1,268,400	-1.0%	\$1,334,078.96
	CAPITAL EXPENSES			
Collection Costs				
Total Collection Costs	\$139,800	\$137,600	1.6%	\$131,376.98
Computer Acquisitions				
Total Computer Replacement/Acquisition Costs	\$10,000	\$10,000	0.0%	\$18,855.18
Interior Maintenance, Furniture, and Equipment				
Total Interior Maintenance, Furniture, and Equipment Costs	\$5,000	\$16,490	-229.8%	\$41,511.79
TOTAL CAPITAL EXPENSES	\$154,800	\$164,090	-6.0%	\$191,743.95
TOTAL EXPENSES	\$1,411,128	\$1,432,490	-1.5%	\$1,525,822.91