



Cavan Monaghan Libraries

Township Council Budget Meeting

February 7th, 2022





Budget Reductions

- Reducing Capital request
 - \$5900 for new public access computers
 - \$491 for DVDs from prior year roll over

- Reducing Operating request
 - Salary & Benefits - \$1,563 (OMERS declined by staff)



Budget Reductions

2022	1st Draft	2nd Draft	Reduction
Operating Levy	\$282,516	\$280,953	\$1,563
Capital Levy Development Charges	\$36,966 \$4,248	\$30,575 \$4,248	\$6,391
Total	\$323,730	\$315,776	\$7,954



Operating Reserves

- Working Fund Reserve (\$12,339)
 - Retained to offset potential expenses resulting from SHRP report

- Donations Reserve (\$8,705)
 - To be used at discretion of Library Board
 - Currently identified as Contingency Funds for ICIP Grant



Capital Reserves

- Collections \$491 (\$220 from 2019 and \$271 from 2021) unspent DVD funds
- IT Asset Reserve \$11,365 (\$6000 (2019) for public computer purchases, \$5635 (2021) carry forward from 2021)
- ICIP - \$24,935
 - 26.6% of the total funding - to rejuvenate the Bruce Johnston Branch, including carpet, paint, new shelving, AODA compliant circulation counter and workstations for staff.



During 2019 budget process, Library Board brought forward a 10+ year capital forecast which has informed budget requests going forward.

CML Capital Requests - 2019 thru 2033

Priority	Category	Funding	Item	2019	2020	2021	2022	2023	2024	2025	2026	2027
				12%	10%	10%	5%	5%	5%	5%	5%	5%
1a	Collection	Levy/DC	*Books	\$24,640	\$27,104	\$29,814	\$29,814	\$31,305	\$32,870	\$34,514	\$36,240	\$38,052
1b	Collection	Levy/DC	*DVD	\$7,280	\$8,008	\$8,809	\$5,500	\$5,775	\$6,064	\$6,367	\$6,685	\$7,020
			Material total	\$31,920	\$35,112	\$38,623	\$35,314	\$37,080	\$38,934	\$40,881	\$42,925	\$45,071
						(\$0 Capital Levy received)						
Priority	Category	Funding	Item	2019	2020	2021	2022	2023	2024	2025	2026	2027
3	Tech	Levy	Staff Computers	\$7,000				\$7,350				\$7,718
4	Tech	Levy	Public Service Computer	\$5,100				\$5,355				\$5,623
5	Tech	Levy	Network Devices		\$5,900				\$6,195			
6	Tech	Levy	Public Use Computers				\$11,900		\$12,495			\$13,120
7	Tech	Levy/DC	ILS					\$15,750				
8	Tech	Levy	IT asset replacement	\$6,000	\$0		-\$6,000					
9	F&F	Levy/DC	Furniture & Furnishings		\$18,400				\$5,250			
				\$18,100	\$24,300	\$0	\$5,900	\$28,455	\$23,940	\$0	\$0	\$26,460
			Annual Total	\$50,020	\$59,412	\$38,623	\$41,214	\$65,535	\$62,874	\$40,881	\$42,925	\$71,531



Circulating Materials

Year	Spent	# of Circulating Items Purchased	Avg Cost per Circulating Item
2019	\$31,575	1921	\$16.43
2020	\$28,305	2246	\$12.60
2021	\$12,102	885	\$13.67

Circulation/Year	Physical Items	Virtual Branch	Total
2019	38,577	9,390	47,967
2020	25,107	14,983	40,090
2021	26,306	15,556	41,862



2022 Capital Levy Request

Collections	Budget Request	Source of Funds	
Books	\$29,814		
		-\$26,331	Levy
		-\$3,483	Development Charges

DVDs	\$5,500		
		-\$4,244	Levy
		-\$765	Development Charges
		-\$491	Prior year roll over (DVDs)
Total Budget	\$35,314	-\$35,314	

Sources of Funds	Books	DVDs	Total
Levy	\$26,331	\$4,244	\$30,575
Development Charges	\$3,483	\$765	\$4,248
Prior year roll over (DVDs)		\$491	\$491
Total Budget	\$29,814	\$5,500	\$35,314



Other Capital Spending

Asset	Total	Note
ICIP	\$24,935	Funds are in reserves, no new money requested

