



Agenda
Library Board

August 19, 2021

6:45 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Pages

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

That the August 19, 2021 meeting agenda be approved as presented.

4. **DELEGATIONS**
5. **CLOSED SESSION**

RECOMMENDATION

That the St. Marys Public Library Board move into a session that is closed to the public in accordance with the Public Libraries Act, Section 16.1(4)(b) personal matters about an identifiable individual, including municipal or local board employees, and Section 16.1(4)(d) labour relations or employee negotiations at

- 5.1. **Approval of Minutes**
- 5.2. **CONFIDENTIAL CEO Performance Appraisal**

6. **RISE AND REPORT**

RECOMMENDATION

THAT the Library Board rise from a closed session at _____ pm.

7. **NEW AND UNFINISHED BUSINESS**

7.1. Draft Budget Discussion

RECOMMENDATION

That the 2022 Library budget be forwarded to the Town Council for consideration.

RECOMMENDATION

That the 2022 Adult Learning budget be forwarded Town Council for consideration.

7.1.1. 2022 Draft Budget- Library 3

7.1.2. 2022 Draft Budget- Adult Learning 5

8. ROUNDTABLE DISCUSSION

9. UPCOMING MEETINGS

10. ADJOURNMENT

RECOMMENDATION

That the August 19, 2021 meeting of the St. Marys Public Library Board be adjourned at _____ pm.

Draft 2022 Library Budget

01 GENERAL FUND	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	INCREASE
7410 LIBRARY	\$ 384,768.00	\$ 430,088.00	\$ 452,136.00	\$ 25,552.00	
01-7410-4160 ONTARIO SPECIFIC GRANTS (OPLG)	-\$ 20,000.00	-\$ 10,830.00	-\$ 10,830.00	-\$ 10,830.00	
01-7410-4170 CANADA SPECIFIC GRANTS	-\$ 5,000.00	-\$ 5,000.00	-\$ 5,000.00	\$ 5,000.00	
01-7410-4200 REVENUE - PERTH SOUTH	-\$ 63,736.00	-\$ 63,736.00	-\$ 65,650.00	-\$ 67,620.00	2%
01-7410-4210 FEES/SERVICE CHARGES	-\$ 200.00	\$ -	\$ -	\$ -	
01-7410-4215 MEMBERSHIP FEES	-\$ 75.00	\$ -	\$ -	\$ -	
01-7410-4218 PROGRAM REVENUE	\$ -	\$ -	\$ -	\$ -	
01-7410-4221 PHOTO COPY REVENUE	-\$ 4,000.00	-\$ 3,000.00	-\$ 1,000.00	-\$ 1,000.00	
01-7410-4405 FINES - OTHER	-\$ 8,000.00	-\$ 6,600.00	-\$ 6,600.00	\$ 1,000.00	
01-7410-4505 DONATIONS	-\$ 4,000.00	-\$ 1,200.00	-\$ 1,200.00	\$ 15,000.00	
01-7410-4550 OTHER REVENUE	-\$ 1,400.00	-\$ 800.00	-\$ 800.00	\$ -	
01-7410-4555 REVENUE - FRIENDS OF THE LIBRARY	\$ -	\$ -	-\$ 720.00	\$ -	
01-7410-5005 FULL TIME WAGES	\$ 171,109.00	\$ 179,786.00	\$ 186,840.00	\$ 191,421.00	
01-7410-5006 OVERTIME	\$ 1,024.00	\$ 1,031.00	\$ 1,045.00		
01-7410-5010 PART TIME WAGES	\$ 154,757.00	\$ 160,555.00	\$ 165,949.00	\$ 135,330.00	
01-7410-5015 CPP/EI	\$ 22,315.00	\$ 23,621.00	\$ 24,228.00	\$ 16,540.00	
01-7410-5016 GROUP BENEFITS	\$ 11,415.00	\$ 12,749.00	\$ 14,596.00	\$ 17,251.00	
01-7410-5017 EHT	\$ 6,395.00	\$ 6,678.00	\$ 6,922.00	\$ 6,608.00	
01-7410-5018 WSIB	\$ 1,242.00	\$ 8,534.00	\$ 9,306.00	\$ 9,325.00	
01-7410-5019 OMERS	\$ 24,461.00	\$ 28,047.00	\$ 29,340.00	\$ 31,743.00	
01-7410-5050 BOARD REMUNERATION	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
01-7410-5100 OFFICE SUPPLIES	\$ 2,500.00	\$ 4,500.00	\$ 4,500.00	\$ 8,160.00	2%
01-7410-5105 OFFICE EQUIPMENT	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	Rolled into 5100
01-7410-5110 TRAVEL/MILEAGE	\$ 1,800.00	\$ 2,300.00	\$ 2,323.00	\$ 2,369.00	2%
01-7410-5120 MEMBERSHIPS	\$ 700.00	\$ 700.00	\$ 700.00	\$ 1,326.00	2%
01-7410-5121 MEMBERSHIP - PCIN	\$ 25,121.00	\$ 29,550.00	\$ 29,494.00	\$ 30,440.00	3%
01-7410-5130 PROFESSIONAL DEVELOPMENT & TRAINING	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 5,610.00	2%
01-7410-5135 MEETING EXPENSES	\$ 500.00	\$ 500.00	\$ 500.00	\$ 510.00	2%
01-7410-5155 ADVERTISING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	50% *
01-7410-5175 COURIER/FREIGHT CHARGES	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,040.00	2%

01-7410-5260 TRAINING	\$	2,000.00	\$	2,000.00	\$	2,000.00	\$	-	Rolled into 5130
01-7410-5310 CONTRACTED SERVICES	\$	18,000.00	\$	17,250.00	\$	17,423.00	\$	17,772.00	2%
01-7410-5610 PROGRAM EXPENSES	\$	3,000.00	\$	3,000.00	\$	3,000.00	\$	3,060.00	2%
01-7410-5701 ELECTRONIC SERVICES	\$	9,300.00	\$	7,550.00	\$	7,550.00	\$	7,701.00	2%
01-7410-5705 MAGAZINES & NEWSPAPERS	\$	3,710.00	\$	3,822.00	\$	3,822.00	\$	3,898.00	2%
01-7410-5813 REPAIRS/MAINT - COMPUTER EQUIP	\$	4,400.00	\$	3,000.00	\$	3,000.00	\$	3,060.00	2%
01-7410-5990 MATERIALS & SUPPLIES	\$	2,000.00	\$	-	\$	-	\$	-	Not Used
01-7410-5991 MATERIALS & SUPPLIES TECH	\$	2,500.00	\$	-	\$	-	\$	-	Not used
01-7410-5995 FOL MATERIALS AND SUPPLIES	\$	-	\$	-	\$	-	\$	-	Not Used
01-7410-6200 AUDIT FEES	\$	600.00	\$	600.00	\$	600.00	\$	612.00	2%
01-7410-7100 BANK CHARGES	\$	500.00	\$	500.00	\$	500.00	\$	510.00	2%
01-7410-8520 TRANSFER TO RESERVE	\$	3,300.00	\$	2,687.00	\$	2,656.00	\$	-	
01-7410-5992 NON-TRADITIONAL COLLECTION & SUPPLIES							\$2,000		New line
01-7410-8110 COLLECTION PURCHASING		\$58,000		\$58,000	\$	58,000.00	\$	59,740.00	3%
01-7410-8993 INTERNAL CHARGES IT	\$	9,030.00	\$	11,294.00	\$	16,642.00	\$	16,642.00	
TOTAL 7410 LIBRARY	\$	384,768.00	\$	430,088.00	\$	452,136.00	\$	576,168.00	

Draft 2022 Adult Learning Budget

	2019 Budget	2020 Budget	2021 Budget	2022 Budget	Increase
01 GENERAL FUND					
7500 ADULT LEARNING					
01-7500-4160 ONTARIO SPECIFIC GRANTS	-\$127,615.00	-\$127,865.00	-\$135,112.00	\$0.00	
01-7500-4550 OTHER REVENUE - STRATFORD	-\$12,432.00	-\$12,432.00	-\$13,932.00	\$0.00	
01-7500-4562 CONTRIBUTION FROM RESERVE	-\$2,000.00	\$0.00	\$0.00	\$0.00	
01-7500-5005 FULL TIME WAGES	\$0.00	\$43,562.00	\$0.00	\$0.00	
01-7500-5006 OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	
01-7500-5010 PART TIME WAGES	\$98,381.00	\$52,772.00	\$107,729.00	\$107,435.00	
01-7500-5015 CPP/EI	\$7,304.00	\$7,242.00	\$8,254.00	\$8,903.00	
01-7500-5016 GROUP BENEFITS	\$1,500.00	\$132.00	\$750.00	\$750.00	
01-7500-5017 EHT	\$1,918.00	\$1,879.00	\$2,101.00	\$2,194.00	
01-7500-5018 WSIB	\$374.00	\$2,408.00	\$2,833.00	\$3,108.00	
01-7500-5019 OMERS	\$8,127.00	\$0.00	\$3,613.00	\$9,965.00	
01-7500-5100 OFFICE SUPPLIES	\$2,000.00	\$2,576.00	\$2,000.00	\$5,000.00	
01-7500-5105 OFFICE EQUIPMENT	\$1,000.00	\$1,446.00	\$1,500.00	\$0.00	Rolled into 5100
01-7500-5110 TRAVEL/MILEAGE	\$1,500.00	\$2,000.00	\$250.00	\$250.00	
01-7500-5120 MEMBERSHIPS	\$100.00	\$767.00	\$250.00	\$250.00	
01-7500-5130 PROFESSIONAL DEVELOPMENT	\$963.00	\$1,500.00	\$250.00	\$250.00	
01-7500-5155 ADVERTISING	\$1,000.00	\$1,500.00	\$3,000.00	\$3,060.00	2%
01-7500-5170 COMMUNICATIONS	\$1,400.00	\$1,400.00	\$1,000.00	\$1,020.00	2%
01-7500-5262 LEARNER TRAINING SUPPORT	\$500.00	\$750.00	\$500.00	\$500.00	2%
01-7500-5302 HYDRO	\$2,200.00	\$2,200.00	\$2,222.00	\$2,266.00	2%
01-7500-5305 JANITORIAL SUPPLIES	\$1,900.00	\$2,100.00	\$2,121.00	\$2,163.00	2%
01-7500-5700 BOOK PURCHASES	\$1,000.00	\$4,306.00	\$0.00	\$0.00	
01-7500-5990 MATERIALS & SUPPLIES	\$1,000.00	\$1,500.00	\$500.00	\$500.00	
01-7500-6200 AUDIT FEES	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
01-7500-7300 RENT	\$7,880.00	\$7,880.00	\$8,038.00	\$8,199.00	2%
01-7500-8520 TRANSFER TO RESERVE	\$2,698.00	\$0.00	\$0.00	\$0.00	
01-7500-8993 INTERNAL CHARGES IT	\$0.00	\$3,264.00	\$3,240.00	\$3,305.00	2%
TOTAL 7500 ADULT LEARNING	\$2,698.00	\$1,887.00	\$2,107.00	\$27,229.00	