



City of
Peterborough

To: **Members of the Finance Committee**

From: **Richard Freymond, Commissioner of Corporate and Legislative Services**

Meeting Date: **January 10, 2023**

Subject: **2023 Budget for the Peterborough Public Library
Report CLSFS23-011**

Purpose

A report to inform Council that the 2023 Budget submission of the Peterborough Public Library Board (PPLB) will be received on Tuesday, January 10, 2023.

Recommendation

That Council approve the recommendation outlined in Report CLSFS23-011, dated January 10, 2023, of the Commissioner of Corporate and Legislative Services as follows:

That the presentation and budget details presented to the January 10, 2023 Finance Committee by the PPLB for the 2023 Budget, be received for information.

Budget and Financial Implications

There are no additional budget and financial implications of the recommendation.

The Draft 2023 Budget as presented to Council does not include any specific recommendation for an adjustment of the 2023 PPLB budget. Any changes to the City's 2023 budget provision for the PPLB would either need to be netted against the City's 2023 General Contingency provision, offset through additional revenues or cost reductions; or increase the City's 2023 net tax levy requirement.

Background

The Finance Committee is scheduled to review the 2023 Draft Budget during the week of January 16, 2023. Tuesday, January 10, 2023, has been set aside to receive budget requests from outside Boards and Agencies.

Included on page 148,150 and 156 of the 2023 Draft Budget Highlights Book is a high-level summary of information included in the 2023 Draft Operating Budget for PPLB.

The DelaFosse library branch has been permanently closed. A new library branch has been approved to be included as part of the Arena & Aquatics complex at Morrow Park. The staffing and operating funds previously associated with the DelaFosse, except for those costs associated with maintaining the vacant building, have been removed from the 2023 budget. These operating funds will need to be included in the 2024 budget to recognize the costs to operate the new branch. The PPLB is requesting that these funds remain in the 2023 budget to facilitate interim operations.

The chart below summarizes the difference from the amount included in the City's 2023 Draft Budget and PPLB 2023 budget request.

Service	2023 Requested	2023 Presentation Request	% Difference	\$ Difference
Peterborough Public Library Board				
- Main Library	3,258,354	3,383,810	3.9%	125,456
- Delafosse	12,676	12,676	0.0%	0
	<u>3,271,030</u>	<u>3,396,486</u>	3.8%	125,456

Additional budget details are appended to this report and representatives from PPLB will provide further information on January 10, 2023.

Submitted by,

Richard Freymond
Commissioner of Corporate and Legislative Services

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Attachment:

Appendix A – Report PPL22-035, 2023 Budget Update



Peterborough Public Library

To:	Library Board
From:	Jennifer Jones, Library CEO
Meeting Date:	December 6, 2022
Subject:	2023 Budget Update, Report PPL22-035

Purpose

A report to provide the Library Board with a status update on the Library's operating budget for 2023.

Recommendation

That the Library Board approves the recommendations outlined in Report PPL22-035, dated December 6, 2022, of the Library CEO, as follows:

- a) That the report on the status of the Library's operating budget be received for information.
- b) That the Board select a representative to attend the Finance Committee meeting at Council on January 10 to advocate for an increase of \$125,456 to the Library's 2023 operating budget.

Budget and Financial Implications

There are budget and financial implications resulting from the approval of the recommendation of this report.

The Library can not accommodate the previously budgeted \$125,456 for the DelaFosse Branch within Council's Budget Guideline for 2023. The loss of this funding would result in reduced services and hours at the Main Branch, and a significantly increased budget ask for 2024.

Background

Council's Budget Guideline for the 2023 Budget was a 3-4% increase. Staff prepared the Library's 2023 budget with this target in mind.

The 2023 Operating Budget submitted for the Library included maintaining services, programs and staffing at current levels. Notable financial increases are expected in vendor costs, particularly technology-related products.

In 2022, \$125,456 was budgeted for the operation of the DelaFosse Branch. Though the Branch closed in 2020, a portion of the budgeted funds are being used to ensure routine maintenance and upkeep of the facility until it is sold.

The remaining budgeted amount is being used to provide additional service hours at the Main Branch and to extend service and program offerings until the new Branch opens as part of the Arenas and Aquatic Complex at Morrow park in 2024. The operating budget would be reassessed and reallocated at that time to offer services at both locations.

As staff worked through the 2023 budgeting process, the funds previously allocated for the DelaFosse would not fit within the 3-4% target, and the Library would not be able to retain these funds in its budget for 2023.

There is an opportunity for the Library Board to present to the Finance Committee in January and advocate for the retention of the DelaFosse portion of the Library's operating budget in 2023.

Submitted by,

Jennifer Jones
Library CEO

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