

**NIAGARA-ON-THE-LAKE PUBLIC LIBRARY**

# 2024 REVIEW & 2025 BUDGET

*Wayne Scott, Board Co-Chair  
Laura Tait, Acting CEO*

**NIAGARA  
ON THE  
LAKE**

**PUBLIC LIBRARY**



# 2024 Highlights



## INCREASED FOOT TRAFFIC

5% increase in foot traffic over 2023 (Jan-Sep)



## INCREASED PROGRAM PARTICIPATION

Increased program participation by 28% over 2023 due to increase in number of programs by 24% over 2023 (Jan-Sep)



## ST. DAVIDS OUTREACH

Introduced weekly programming and visiting library services at the St. Davids Firehall, leading to a 47% increase in the use of our library lockers over 2023 (Jan-Sep)



# ABOUT US: THE TEAM

## CURRENT COMPLEMENT

- 3 Full Time
- 5 Part Time
- 4 Student Pages
- 9 Board Members (1 position vacant)  
including 1 Town Council Rep
- 11 Volunteers





Libraries in Niagara Cooperative

# ABOUT US: IN THE REGION

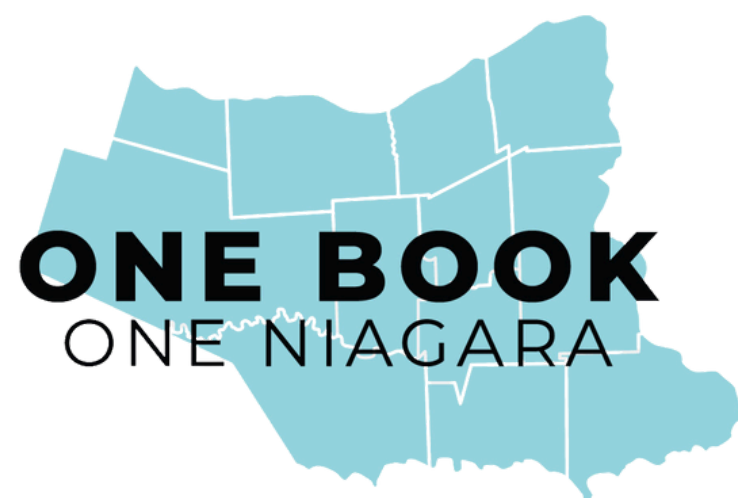
## SHARING RESOURCES



NIAGARA FALLS  
**PUBLIC  
LIBRARY**



**St. Catharines**  
Public Library



- NOTLPL Collection - 43,433 items
- LiNC (9 Libraries) - 481,930 items
- St. Catharines & Niagara Falls - 228,170 items
- **Total access to 710,000 items**
- Shared programs
- Shared professional development opportunities
- Working groups

**ONTARIO** | **LIBRARY  
SERVICE**



# ABOUT US: IN THE COMMUNITY

ART SPACE 106

## PARTNERSHIP

- Collaborate with town staff
- Partner with community organizations for programming
- Seek local business support
- Offer School Visits and services to all local elementary schools and nurseries

CONTEMPORARY  
AND FINE ART





# 2025 LIBRARY BUDGET: REVENUES

	2024	(%) Total Budget		2025	(\$) Increase	(%) Increase	(%) Total Budget
Municipal Grant	\$ 868,748	90.88%		\$ 934,632	\$ 65,884	7.58%	90.11%
Provincial Grant	\$ 35,276	3.69%		\$ 35,276	\$ -	0.00%	3.40%
Transfer from Reserves	\$ 17,550	1.85%		\$ 27,500	\$ 9,950	56.69%	2.65%
Donations, Fundraising & User Fees	\$ 34,300	3.58%		\$ 39,800	\$ 5,500	16.03%	3.84%
	\$ 955,874			\$ 1,037,208	\$ 81,334	8.51%	

ACCORDING TO THE FEDERATION OF ONTARIO PUBLIC LIBRARIES, 96% OF PUBLIC LIBRARY FUNDING COMES FROM MUNICIPALITIES. IN THE NIAGARA REGION, THE AVERAGE MUNICIPAL FUNDING IS 90.93%.



# 2025 LIBRARY BUDGET: EXPENSES

	2024	2025	\$ change
<b>Delivery of Programs &amp; Services</b>			
<b>Adult, Children, Summer programming</b>	\$ 3,750	\$ 7,750	\$ 4,000
<b>Children's Art Programs</b>	\$ -	\$ 7,000	\$ 7,000
100% funded by Trish Romance Art Fund			
<b>Digital Collection, Periodicals</b>	\$ 24,350	\$ 27,750	\$ 3,400
<b>Transfer to reserves</b>	\$ 20,000	\$ 29,250	\$ 9,250
50% of print collection			
<b>Personnel Expenses</b>			
<b>Salaries, Wages &amp; Benefits</b>	\$738,760	\$ 793,736	\$ 54,976
3.25% cost of living increase, step increases, no increase in hours			
<b>Professional Development</b>	\$ 12,000	\$ 10,500	-\$ 1,500
Conferences, staff & board development, courses & seminars			
<b>Other Operating Expenses</b>			
<b>Contracted Services</b>	\$ 22,431	\$ 24,803	\$ 2,372
Legal fees, consultants, off-site locker maintenance, library software, computer & web maintenance			
<b>General &amp; Admin</b>	\$ 74,583	\$ 76,419	\$ 1,836
Adverts, office expenses,utilities, insurance, licenses, memberships, mileage, supplies			
<b>Net Chargeback - Rent</b>	\$ 60,000	\$ 60,000	\$ -
<b>TOTAL</b>	<b>\$955,874</b>	<b>\$ 1,037,208</b>	<b>\$ 81,334</b>



# 2025 LIBRARY BUDGET: RESERVE FUNDS

	Opening Balance	Revenue	Expenses	Closing Balance	Notes
DC Reserve	-\$3,550	?	\$0	-\$3,550	
Library Computer	\$1,142	\$0	\$0	\$1,142	
Library Development	\$24,242	\$29,250	-\$43,000	\$10,492	1,2,3
Library Donations	\$38,725	\$0	-\$20,500	\$18,225	4
Library Bequest/Garden	\$7,670	\$0	\$0	\$7,670	
Library Art Fund	\$9,000	?	-\$7,000	<del>\$2,000</del>	
Total Reserve Balances	\$68,229			\$35,979	

Notes:

Library Development Reserve

1. Transfer \$29,250 in from operating budget to library development
2. Capital cost of \$38,000 to maintain print collection
3. Capital cost of \$5,000 for scheduled furniture cost

Library Donations Reserve

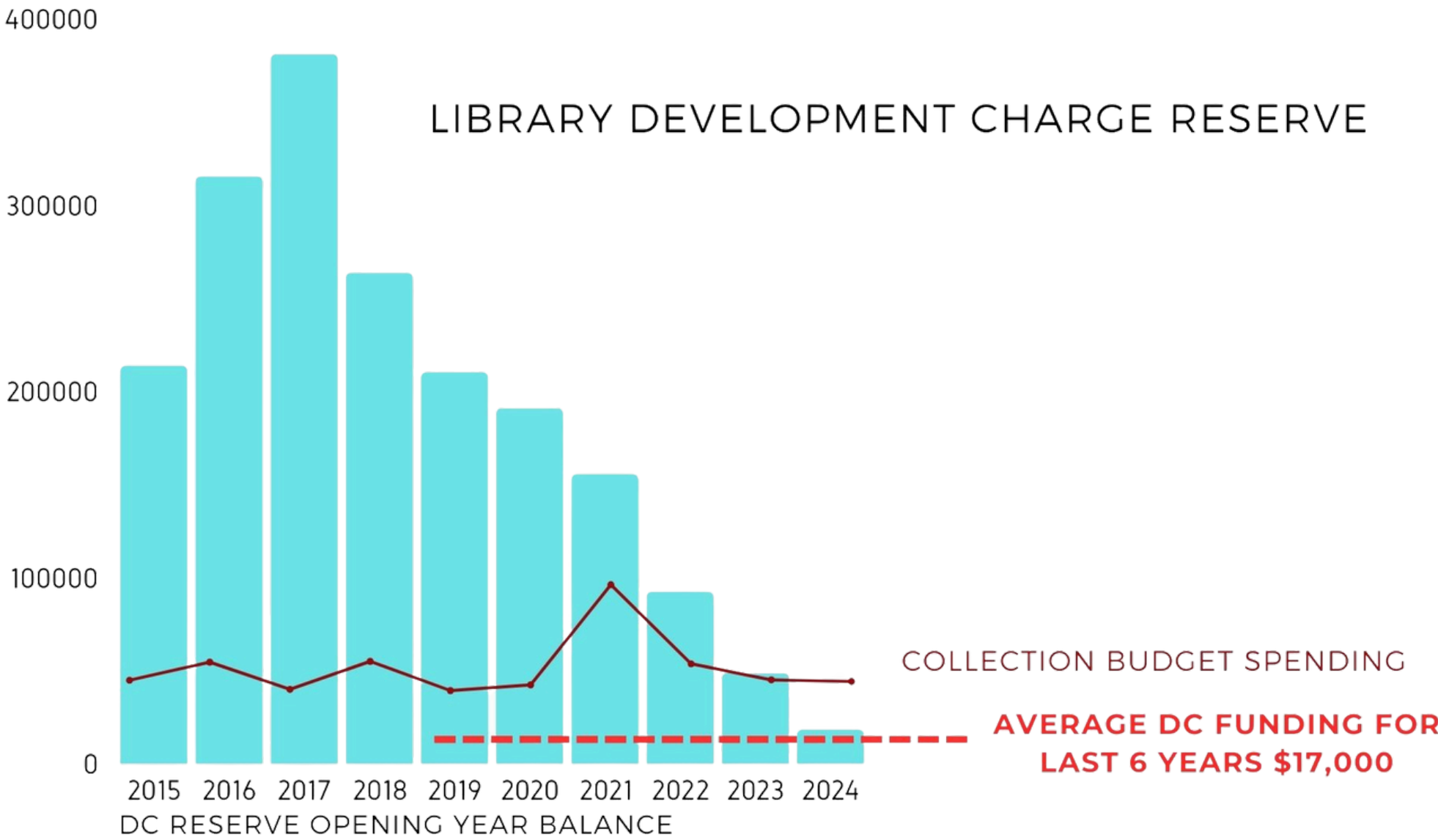
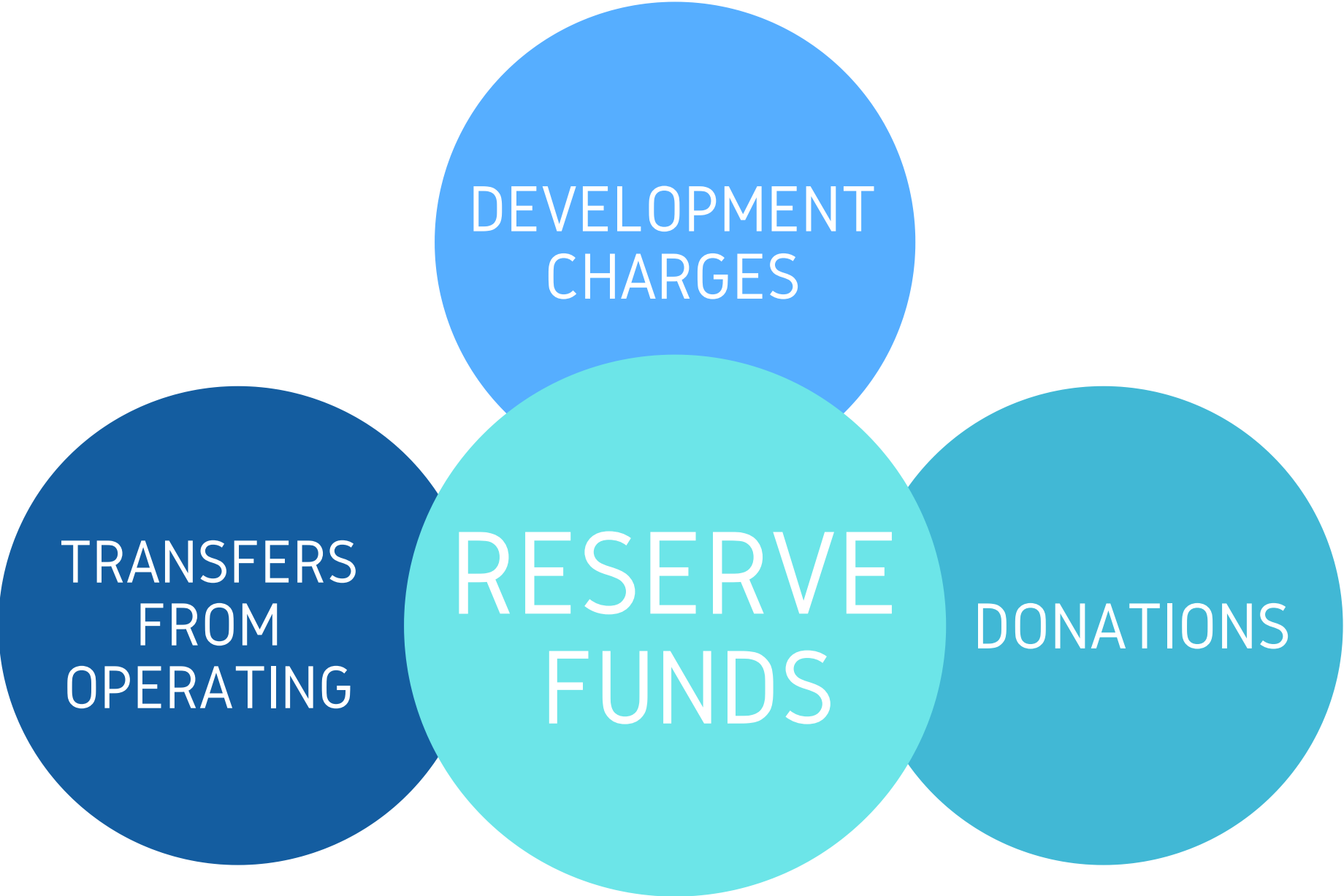
4. Transfer \$20,500 to operating budget for electronic and shared collection



# RESERVE FUNDING SOURCES

10 Year Reserve Funding Plan (2023)		
Transfer to Capital	Transfer to Operating	TOTAL
\$694,000	\$210,000	\$904,000

Reserve funding requirements for the next 10 years average \$100,000 annually. With recent funding rates around \$30,000 and no available development charges, we project an annual shortfall of about \$70,000.





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**THANK YOU!**

*Wayne Scott, Board Co-Chair  
Laura Tait, Acting CEO*

