

Mississippi Mills 2025 Capital and Operating Budget

Libraries
Christine Row

October 24, 2024



Agenda

Department Overview

Recent Accomplishments and Investments

Draft Budget Highlights

Draft Budget Summary

Draft Operating Budget

Draft Capital Budget

Staffing

Other Notes and Considerations



Library Overview



141,889 checkouts
(**10%** increase over 2022)
with **40,307** digital items
(**29%** increase over 2022)



7,703 attended programs
(**45%** increase over 2022)



685 items delivered via
Visiting Library Service



4,598 active library users with
845 new users in 2023



2,167 e-newsletter subscribers
1,800 social media fans

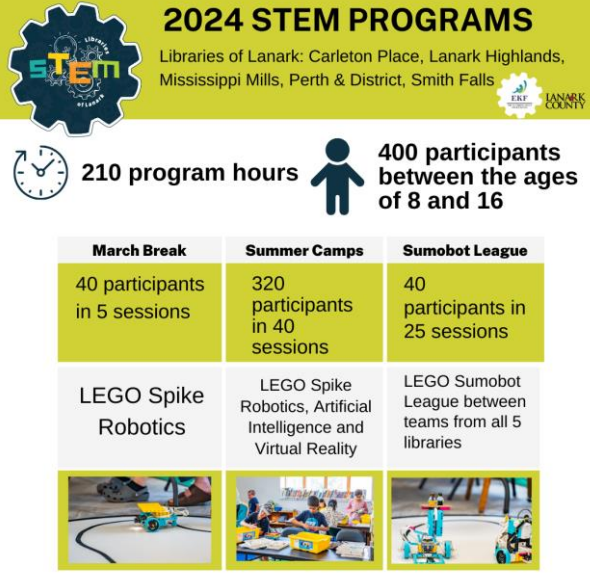


over 16,000 internet &
WiFi sessions
(**28%** increase over 2022)






Library Recent Accomplishments & Investments

- Migrated to a new domain and contracted a cybersecurity company to safeguard our online documents and assets.
- Awarded the Ontario Angus Mowat Award of Service Excellent for the Lanark Libraries STEM Program.
- Continue to increased library programs
 - 7,703 people attended programs in 2023 (up 45% since 2022)



2024 STEM PROGRAMS
Libraries of Lanark: Carleton Place, Lanark Highlands, Mississippi Mills, Perth & District, Smith Falls

210 program hours **400 participants between the ages of 8 and 16**

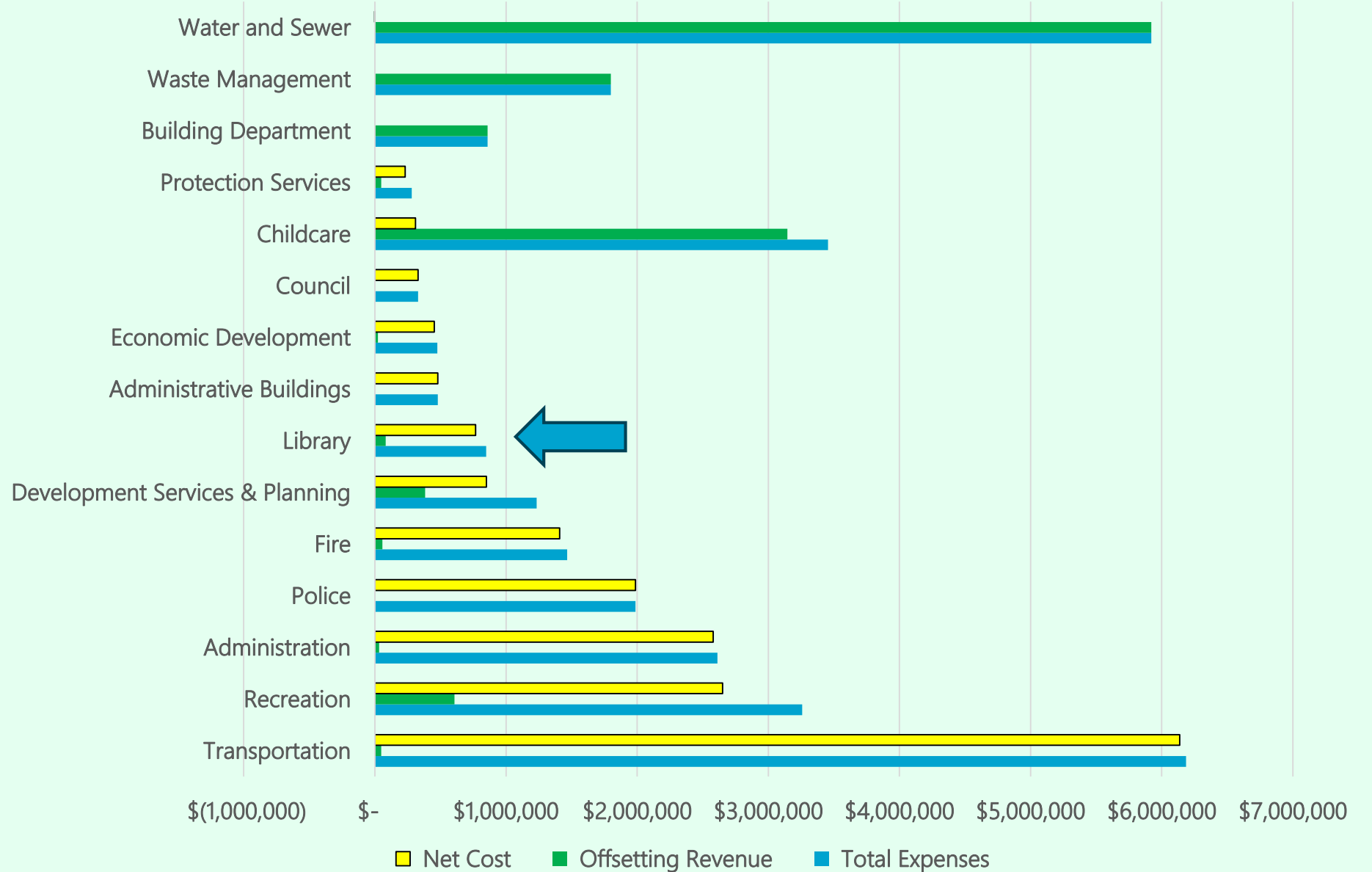
March Break	Summer Camps	Sumobot League
40 participants in 5 sessions	320 participants in 40 sessions	40 participants in 25 sessions
LEGO Spike Robotics	LEGO Spike Robotics, Artificial Intelligence and Virtual Reality	LEGO Sumobot League between teams from all 5 libraries
		



2024 Draft Budget Summary

- Finance will fill in this section

Revenue & Expenses





Draft Budget Highlights

2024 Draft Budget Highlights



Operating

- Revenues
 - Including deferred revenue of \$3,711 to offset new staff hours (3 per week) for the Pakenham Makerspace
 - Increase donations to \$9,000
- Expenses
 - Moved Tech Support from Almonte Salaries (4 hours per week) to Computer Services Expenses (Administration)
 - Computer Services includes Intergrated Library System (5% increase), internet, cybersecurity and tech support
 - Increased costs for audit, insurance, and cleaning

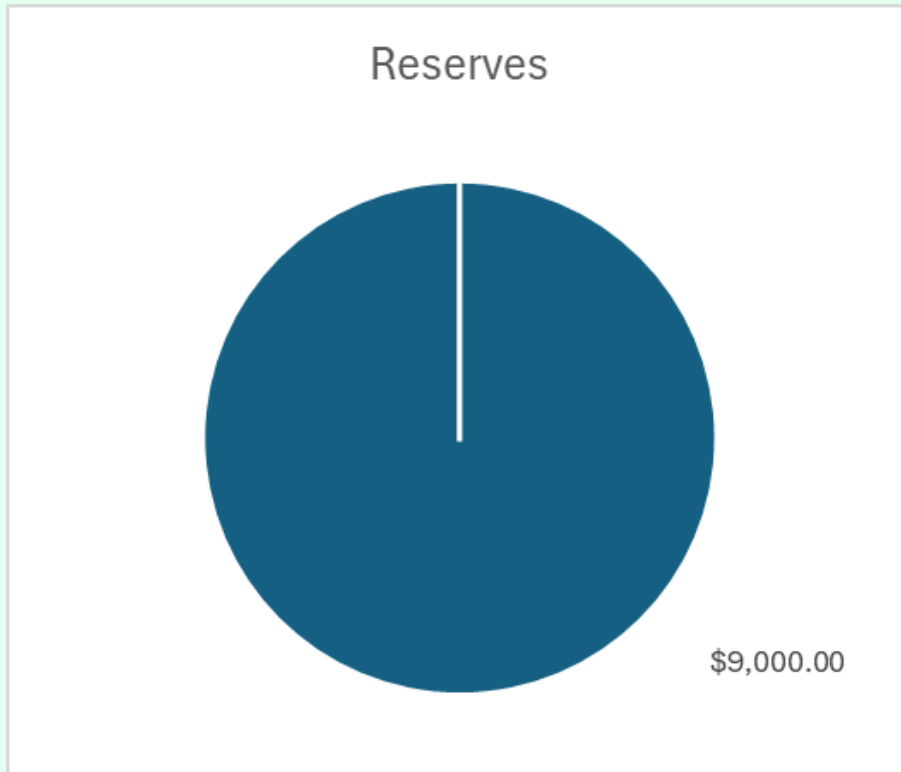
Capital

- No change from 2024

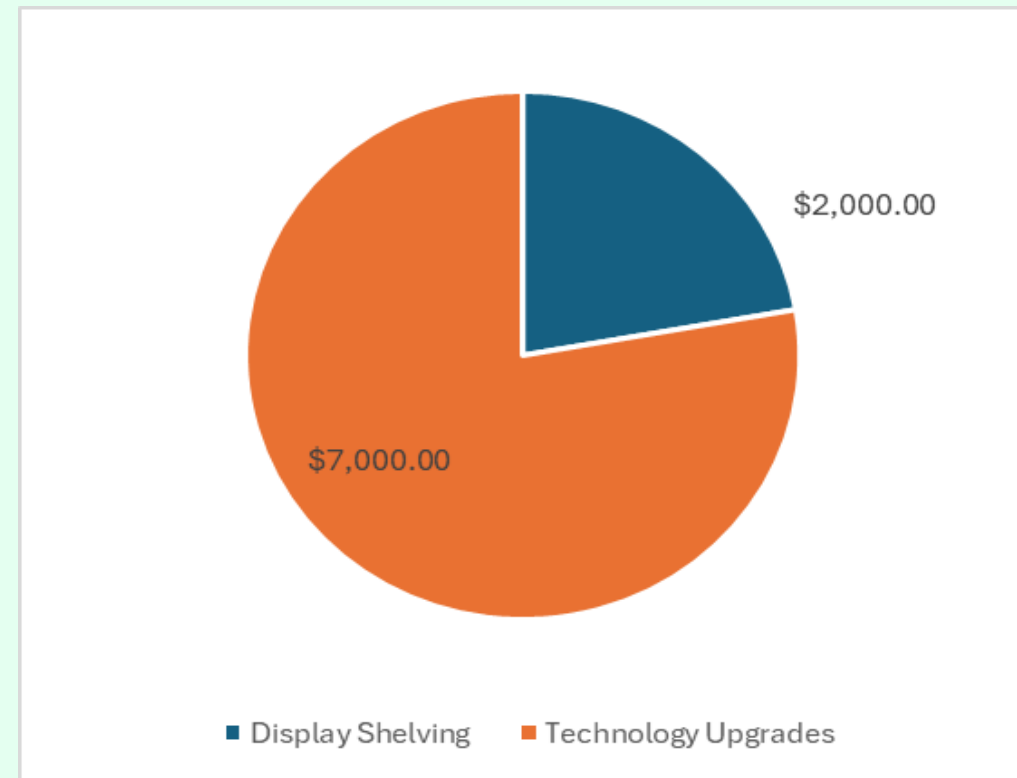
Draft Capital Budget



Funding Sources



Planned Spending



Draft Operating Budget

	2025	2024
Revenues	\$87,615	\$80,578
Municipal Grant	\$742,665	\$677,723
Total Revenues	\$830,280	\$758,301
Salaries & Benefits	\$601,059	\$555,628
Administration	\$64,373	\$48,791
Materials	\$77,827	\$73,994
Building	\$87,021	\$79,889
Total Expenses	\$830,280	\$758,301



Draft Staffing Budget – Library

- Total 2025 Salaries is \$467,564 (Almonte \$394,852 + Pakenham \$72,712) - 6% increase from 2024 (\$441,577). Increase includes COL (2024 extra 1% and 2025 at 3%), step increases and additional 3 hours staff time for the Pakenham Makerspace (adding deferred revenue to offset cost). Moved Tech Support (4 hours) from Salaries to Computer Services (Administration).
- Increased Summer Student budget to cover the wages for a Summer Programming Leader at both branches . We still need to find funding for two Summer Assistants through grants or donations (not in budget).
- Employer costs based on new rates
- FTE is 7.4 - no change from 2024



Organizational Chart / Staffing



Other Notes and Considerations

Thank you to some of our generous supporters

- **Friends of the Library** - \$4,500 general donation, \$3,000 digital collections, \$1,500 new book club sets, \$10,000 fund two Summer Programming Leaders -**\$19,000 total**
- **Elizabeth Kelly Foundation** \$10,000 for the Lanark Libraries STEM Program , \$4,600 for Saturday MMPL 3D Printing workshops, and \$6,366 for Summer Literacy Tutoring-**\$20,966 total**
- **Lanark County** - **\$10,000** for the Lanark Libraries STEM Program
- **Learning Again in Almonte** - **\$3,000** to support programming efforts
- **Film Society** - **\$1,500** for summer programming supplies
- **The Hub** – partnership to run Google Drive Training and Online Security Information sessions

These donations allow the Library to offer innovative services, beyond what our budget could support.



Questions?

