

Bruce County Public Library Board Agenda

**October 16, 2019
10:00 a.m.
Paisley Branch Library**

1. Call to Order

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interests.

3. Minutes for Approval

September 18, 2019

4. Staff Reports

a. Director's Report

b. Branch Services Report

c. Branch Supervisor Report

d. Branch Activities Report

4.d.1 System-wide Programs

4.d.2 Cargill Branch

4.d.3 Chesley Branch

4.d.4 Kincardine Branch

4.d.5 Lion's Head Branch

4.d.6 Lucknow Branch

- 4.d.7 Mildmay Branch
- 4.d.8 Paisley Branch
- 4.d.9 Port Elgin Branch
- 4.d.10 Ripley Branch
- 4.d.11 Sauble Beach Branch
- 4.d.12 Southampton Branch
- 4.d.13 Tara Branch
- 4.d.14 Teeswater Branch
- 4.d.15 Tiverton Branch
- 4.d.16 Tobermory Branch
- 4.d.17 Walkerton Branch
- 4.d.18 Wiarton Branch

5. Correspondence

- a. Wiarton Friends of the Library
- b. Letter from Dr. Gillies
Letter from Dr. Gillies regarding Drag Queen story time.

5.b.1 Response to Letter from Dr. Gillies

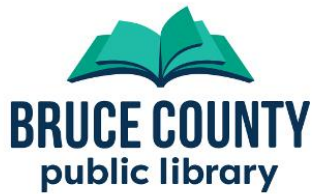
- c. Open Letter to Bruce County Public Library
- d. Article in The Kincardine News
- e. Article of support in The Kincardine News
- f. Letter from Ms. Bainbridge

6. Other Business

7. Next Meeting

November 20, 2019

8. Adjournment



Bruce County Public Library Board Minutes

September 18, 2019
Wiarton Branch Library

Present	Mitch Twolan Robert Buckle	Michael Moszynski Catherine Dickison
Regrets	Luke Charbonneau Steve Hammell	Patricia Symon
Staff	Grace Dawson Nicole Charles Lorraine Noseworthy	Brooke McLean Heather McCarron

1. Call to Order

The Chair called the order at 10:00 a.m.

2. Declaration of Pecuniary Interest

3. Minutes for Approval

Moved By Catherine Dickison

Seconded By Robert Buckle

That the minutes of the August 21, 2019 Library Board Meeting be adopted.

Carried

4. Staff Reports

a. Director's Report

Moved By Mitch Twolan

Seconded By Robert Buckle

That the Director's Report be received for information.

Carried

b. Branch Services Report

Moved By Catherine Dickison
Seconded By Mitch Twolan

That the Branch Services Report be received for information.

Carried

c. Branch Supervisor Report

Moved By Robert Buckle
Seconded By Catherine Dickison

That the Branch Supervisor Report be received for information.

Carried

d. Branch Activities Report

Moved By Mitch Twolan
Seconded By Catherine Dickison

That the following Branch Activities Reports be received for information.

System-wide Programs, Cargill, Chesley, Kincardine, Lion's Head,
Lucknow, Mildmay, Paisley, Port Elgin, Ripley, Sauble Beach,
Southampton, Tara, Teeswater, Tiverton, Tobermory, Walkerton,
Wiarton.

Carried

5. Policy Review

Moved By Mitch Twolan
Seconded By Robert Buckle

That the OP Safety Policy be accepted as presented.

Carried

6. Next Meeting

The next meeting of the Bruce County Library Board will take place on October 16, 2019 at the Paisley Branch Library.

7. Adjournment

Moved By Robert Buckle
Seconded By Mitch Twolan

That the meeting of the Bruce County Library adjourn at 10:43 a.m.

Carried

Mike Moszynski, Chair

Nicole Charles, Director

**Bruce County Public Library
Director's Report
October 2019**

1. FACILITIES

- a. Interim Director Grace Dawson reported on the branch refresh of Tobermory. However, photos were not included in the last report. A photo has been included here.



- b. Our Tara Branch supervisor, Grant Robertson has requested an air quality survey from the municipality and is awaiting a response.
- c. The steps to the Kincardine branch are being repaired. This does not affect access to patrons at the branch.
- d. Branch supervisors have completed the Annual Building Inspections which list deficiencies in each building that have not been attended to. In some cases, the town or municipality is aware of the issue, but action has not yet been taken. The summary report is attached.

2. PERSONNEL

- a. A temporary custodian has been hired for library headquarters until December 31, 2019.



3. STRATEGIC PLAN

- a. The Q3 update will be presented at the November board meeting.

4. ADMINISTRATION

- a. The Q3 update to the Business Plan will be presented at the November board meeting.

5. GOVERNMENT

- a. 2020 Draft Business Plan: Attached for your review
- b. 2020 Draft Operating Budget: Attached for your review
- c. 2020 Draft Capital Budget: Attached for your review

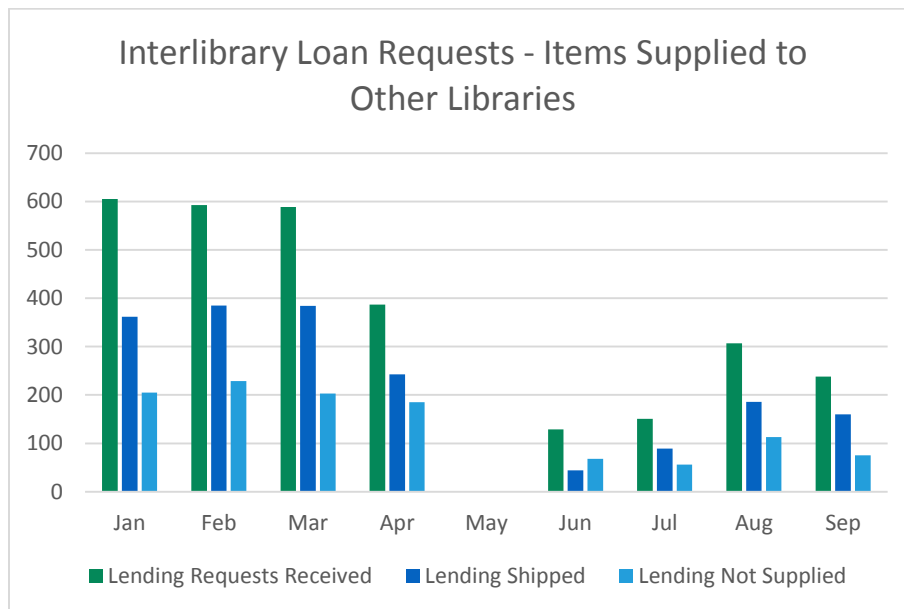
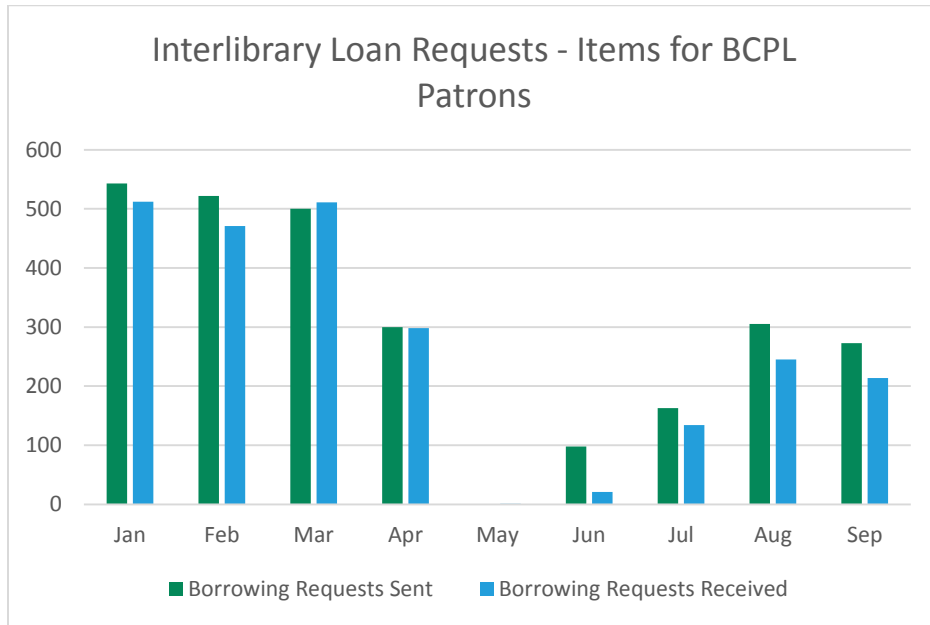
ACTION ITEMS:

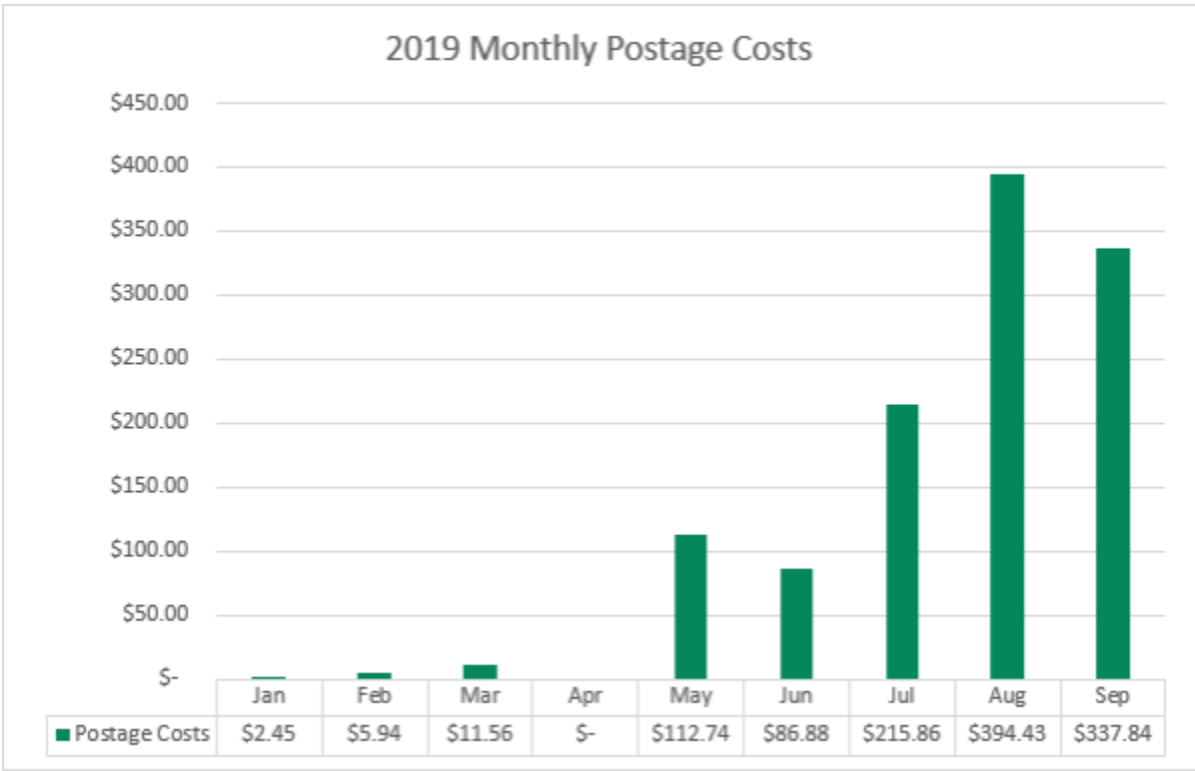
That the 2020 draft operating budget be approved by the board to move forward to County Council.

That the 2020 draft capital budget be approved by the board to move forward to County Council.

That the 2020 draft business plan be approved by the board to move forward to County Council.

d. Interlibrary Loan Updates





Branch Buildings: Annual Inspection list

October 2019

The table below shows current deficiencies from each location as reported by branch supervisors.

Municipality	Branch	Item
Arran-Elderslie	Chesley	<ol style="list-style-type: none"> 1. Front entrance door is working but needed multiple repairs in the last year. 2. Interior walls need repainting due to wear and tear. 3. Extra cleaning is needed during certain times of the year.
	Paisley	<ol style="list-style-type: none"> 1. Front exterior door and back exterior doors need replacing. Doors do not seal and let in weather and bugs. Front entrance not wheelchair accessible. Door handle on front door needs replacing. 2. Fascia has pulled away from the soffit and is rusting. 3. No existing eaves troughs except over front door. 4. Exterior wall book return lets in weather and bugs. Wood is splintering. Needs replacing. 5. Entrance not wheelchair accessible. 6. In summer, AC unit is inadequate for cooling. In winter, heating is inadequate due to interior door seal. 7. Single-paned windows in back room and bathroom need replacing. 8. Roof is showing wear. Needs replacement soon. 9. Wall panelling is starting to peel away. 10. Washroom is not wheelchair accessible. Paint is bubbling and peeling 11. More electrical outlets needed.
	Tara	<ol style="list-style-type: none"> 1. Timely snow removal for safe entry of both staff and patrons.
Huron-Kinloss	Ripley	<ol style="list-style-type: none"> 1. Inconsistent snow removal to branch in the winter. 2. Carpet worn and needs replacing. 3. Washroom needs repainting. 4. No change table in washroom. 5. Heat loss from old windows and window frames. Town is aware.
	Lucknow	<ol style="list-style-type: none"> 1. Inconsistent snow removal to branch in the winter. 2. Ramp to building has shifted creating a lifted edge where the ramp meets the sidewalk. 3. Front steps are crumbling and are in need of repair. 4. Fluorescent lights (2) in children's area need covers. 5. Slow draining toilet; potential replacement needed.

Municipality	Branch	Item
Kincardine	Kincardine	<ol style="list-style-type: none"> 1. New mortar needed around stones in the front original section of the exterior. May be repaired with current construction. 2. Exterior window frames need scraping and repainting. 3. Carpet needs to be replaced. 4. The only accessible washroom is located in a staff area and the door frame in the hallway leading to the washroom is not wide enough for accessibility. 5. The window sills at the south bay windows have water damage and are peeling in some sections. 6. Kincardine library sign needs cleaning. 7. Water damage on wall beside emergency exit in SE corner of building. 8. Motor on automatic door leading to lower meeting room needs replacing. 9. Hand railing needed for steps to lower meeting room.
	Tiverton	<ol style="list-style-type: none"> 1. Siding on exterior along the ramp needs repair and repainting. 2. Carpet needs to be cleaned/replaced. 3. More electrical outlets needed for patrons.
Northern Bruce Peninsula	Tobermory	<ol style="list-style-type: none"> 1. Inconsistent snow removal to branch in the winter. 2. Some of the exterior stone steps around the building are cracked and crumbling. 3. The frame on the back door is cracking and needs repair. 4. Screen at the backdoor repeatedly falls out. 5. Exterior needs painting. 6. High ceilings need cleaning. 7. Building insulation needs improvement.
	Lion's Head	<ol style="list-style-type: none"> 1. Exterior front door needs repair to the metal strip on the door frame. 2. Inconsistent snow removal to branch in the winter. 3. Exterior automatic door opener works only when pressed multiple times.

Municipality	Branch	Item
Saugeen Shores	Southampton	<ol style="list-style-type: none"> 1. The exterior front entrance door is not wheelchair accessible as it does not have an automatic open button. 2. The roof continues to leak in various spots. 3. The ceiling is water stained and panels are missing. 4. Public washroom is not wheelchair accessible. 5. Branch interior requires repainting. 6. Warped flooring in public washroom. 7. More electrical outlets needed. Some outlets do not work at all. 8. Inconsistent snow removal at the back of the building. 9. Poor exterior lighting at front and back of building. 10. Poor lighting above the circulation desk. 11. Updates to both staff and public washrooms. This includes a new faucet for public washroom.
	Port Elgin	<ol style="list-style-type: none"> 1. Interior walls need repainting from normal wear. 2. Rotary Room floor requires stripping and refinishing. 3. Second floor of branch requires refinishing.
South Bruce	Teeswater	<ol style="list-style-type: none"> 1. Interior walls need touch-up. 2. Inconsistent snow removal, especially when the branch is closed.
	Mildmay	<ol style="list-style-type: none"> 1. Inconsistent snow removal on the property. Reported to previous building manager. 2. Front step has been repaired but remains cracked and uneven. 3. Inconsistent landscaping maintenance. 4. Interior walls show wear and tear and are in need of repainting.
South Bruce Peninsula	Wiarton	<ol style="list-style-type: none"> 1. Inconsistent snow removal, especially on weekends. 2. Poor lighting in both the circulation area and the children's area. 3. Awning over exterior door to parking lot entrance needs cobweb removal. 4. Uneven sidewalks need repair. 5. Chipped paint against wall with drop box. 6. Interior walls need touch-up. 7. Gate separating the library space from the entrance is broken and needs repair or replacement.

Municipality	Branch	Item
	Sauble Beach	<ol style="list-style-type: none"> 1. Foyer needs cleaning. 2. Exterior windows and ledges need cobweb removal. 3. Water damage around meeting room window. Municipality has been notified. 4. More frequent cleaning of bathrooms and garbage bins during July and August due to high volume. 5. Low water pressure during the summer due to heavy branch usage. 6. Books get stuck in the book drop slot.

2020 Bruce County Business Plan

Department: Library

Strategic Priorities:

- 1. **Leverage technology.** Continue to enhance services to meet the needs of tech-savvy visitors.
- 2. **Find creative new ways to engage our public.** Continue to enhance programming opportunities to reflect the current and changing needs of our communities. Adapt our marketing to reach current and potential members. Find new partnerships.
- 3. **Explore alternative options to improve efficiency, services.** Find ways to add services that provide convenience for the public.

2020 Bruce County Business Plan - Key Performance Indicators:

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 to date (Quarterly Update)	2020 Budget
Staff-led programs held	2,487	1,362	1,545	2,607	2,300	2,058	2,400
Program participation number	19,896	10,856	16,897	23,275	22,000	19,019	23,000
Electronic Database use (# of sessions)	5,474	6,703	12,588	6,742	12,000	6,847	10,500
Active library members	25,952	25,424	28,319	28,234	25,000	26,149	25,500
Circulation of physical items	439,483	457,627	430,064	429,261	430,000	313,287	420,000
Circulation of online resources (eBooks & eMagazines)	50,228	58,912	62,593	75,740	70,000	64,659	75,000
Visits to the library website and online catalogue	199,783	205,998	238,901	282,215	300,000	237,848	305,000
Followers on social media	2,237	2,966	3,656	4,065	4,200	4,432	4,500
Staff training hours in current technologies	263	234	228	320	320	155	300

2020 Bruce County Business Plan

2020 Major Initiatives	Operational	Capital	Combined Total	Quarterly Update
	Budget Cost (year)	Budget Cost (year)	Budget Cost (year)	
1. Bookmobile Phase 4	\$12,000 Consultant for Bookmobile	\$25,000 (Transfer to Reserves)	\$37,000	
2. Marketing Strategy Phase 3	\$5,400 Promotional advertising	0	\$5,400	

2020 Bruce County Business Plan

2020 Major Initiatives (Operational & Owner)	Project Description	Estimated Budget Cost (year)	Outcome	Program Budget Pressure Category
<p>1. Bookmobile - Phase 4</p> <p>Owner: Library Director, Assistant Director, Communications Coordinator, Library Frontline staff</p>	<p>The bookmobile will be a large multi-year project. Phase 4 will involve external fundraising by reaching out to community partners, businesses and service groups.</p> <p>BCPL Strategic Priority: We will sell our ideas - plan and invest for large future projects</p> <p>County Strategic Priority: Explore alternate options to improve efficiency and service</p> <p>Support Corporate Initiative: Lean process Communication Strategy</p>	<p>\$12,000 Consultant for Bookmobile</p> <p>\$25,000 Transfer to capital Reserves</p>	<p>The bookmobile project will allow us to deliver library services to areas and residents who don't currently have convenient access to a library branch.</p> <p>Expected completion Q4</p>	Service Initiative
<p>2. Marketing Strategy - Phase 3</p> <p>Owner: Library Director, Assistant Director, Library Supervisors, Communications Coordinator</p>	<p>The marketing strategy has been finalized based on demographic and market data. Profiles have been created for each municipality with suggestions on how to target non-library user groups.</p>	<p>\$5,400 Promotional advertising</p>	<p>The marketing strategy will help us to increase engagement, awareness of library services, and membership across the county through targeted marketing.</p>	Maintain Services Service Initiatives

2020 Bruce County Business Plan

2020 Major Initiatives (Operational & Owner)	Project Description	Estimated Budget Cost (year)	Outcome	Program Budget Pressure Category
			Expected completion Q4	

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2020 Bruce County Business Plan

2020 Major Initiatives (Capital)	Project Description	Estimated Budget Cost (year)	Outcome	Program Budget Pressure Category
1.				
2.				
3.				

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2020 Bruce County Business Plan

Key Performance Indicators Index:

Key Performance Indicators	Description
Staff-led programs	Programs consist of weekly programs like story time or baby time, special programs like an author visit, technology training, and community development such as outreach at Fall Fairs or partnered programs with community groups. Staff will count number of programs held.
Program participation	Total participation in library programs by the public at all branches or at outreach events. Staff will count number of participants at programs.
Electronic database use	Data collected through vendor site statistics. Counts sessions/logins for all online resources.
Active library members	Counts of members with cards that have not expired. Report generated from Integrated Library System (ILS).
Circulation of physical items	Counts number of physical items circulated (books, DVDs, audio books). Report generated from ILS.
Circulation on-line resources (eBooks and eMagazines)	Counts number of items checked out on-line via our eBooks/eAudiobooks catalogue and eMagazines collection. Data collected through vendor site statistics.
Total circulation	Counts number of physical items circulated as well as circulation of on-line resources. Report from ILS and eBook vendor (OverDrive).
Visits to our website and online catalogue	Counts number of visits. Data collected from web statistics.
Followers on social media (Facebook, Twitter, Instagram)	Counts number of followers on Twitter and Instagram and Facebook. Data collected from social media statistics reports.
Staff training hours in current technologies	Counts number of paid hours spent on training staff in current library technologies. Supervisors will report on number of hours spent attending training each month.



Library

Program Budgeting Dashboard

Budget Year	2020						
Budget Version	Proposed						
	Balancing Checks						
Programs Mapped	Input	Notes - Total		Analysis		Notes - Explanations	
Library Administration	0	0		0		0	
Ongoing Ventures	0	0		0		0	
Library Special Projects	0	0		0		0	
Library	0	0		0		0	
Analysis Sheet balanced to Notes by Program							
	Adj to Base	Maintain Serv	Prov	Growth	Council	Initiatives	Green cells suggest that all budget adjustments have been mapped and explained. Red cell suggest an issue with the related page.
Library Administration	0	0	0	0	0	0	
Ongoing Ventures	0	0	0	0	0	0	
Library Special Projects	0	0	0	0	0	0	
Library	0	0	0	0	0	0	
FTE balanced to Notes by Program							
	Adj to Base	Maintain Serv	Prov	Growth	Council	Initiatives	
Library Administration	0	0	0	0	0	0	
Ongoing Ventures	0	0	0	0	0	0	
Library Special Projects	0	0	0	0	0	0	
Library	0	0	0	0	0	0	
Annual Reserves Budget			Reserve Sheet Balanced				
Transfers to Reserves		0	Transfers to Reserves		0		
Transfers from Reserves		41,000	Transfers from Reserves		0		
Budget Targets (Percentage)			Capital vs Operating Split				
Less than 3%				Revenues	Expenditures	Net	
3%-5%			Operating	266,587	3,849,859	-3,583,272	
Above 5%			Capital	0	0	0	
			Total	266,587	3,849,859	-3,583,272	
Budget Increase (Percentage)		Total	Salaries				
Library Administration		3.0%	2.4%				
Ongoing Ventures		0.0%	0.0%				
Library Special Projects		0.0%	0.0%				
Library		3.0%	2.4%				
Budget Increase by Pressure Category (Percentage)							
	Adj to Base	Maintain Serv	Prov	Growth	Council	Initiatives	
Library Administration	0.0%	3.0%	0.0%	0.0%	0.0%	0.0%	
Ongoing Ventures	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Library Special Projects	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Library	0.0%	3.0%	0.0%	0.0%	0.0%	0.0%	
Budget Increase (Dollars)		2019	2020	Variance		%	
Library Administration		3,478,491	3,581,172	102,681		3.0%	
Ongoing Ventures		-	-	-		0.0%	
Library Special Projects		2,100	2,100	-		0.0%	
Library		3,480,591	3,583,272	102,681		3.0%	

Salaries and Benefits

2,676,098

County of Bruce
Director of Library Services

Library Department Sheet Summary

	2018	2019 Baseline		2020 Adjustments Pressure Category					2020	\$ Change over 2019 Budget
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed	
Expenditures by Program										
Library Administration	3,576,841	3,731,346	0	103,413	0	0	0	0	3,834,759	103,413
Ongoing Ventures	11,716	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Library Special Projects	14,775	5,100	0	-2,000	0	0	0	12,000	15,100	10,000
Gross Expenditure	3,603,331	3,750,990	-10,544	97,413	0	0	0	12,000	3,849,859	98,869
	0	0	0	0	0	0	0	0	0	0
Revenue	295,403	270,399	-10,544	-5,268	0	0	0	12,000	266,587	-3,812
Net Requirement	3,307,928	3,480,591	0	102,681	0	0	0	0	3,583,272	102,681
Expenditures by Type										
Salaries, Wages & Benefits	2,498,445	2,613,206	0	62,892	0	0	0	0	2,676,098	62,892
Staff Related Costs	40,618	43,000	0	-500	0	0	0	0	42,500	-500
Contract Services	38,802	42,500	0	1,000	0	0	0	12,000	55,500	13,000
Material	226,254	245,156	-10,544	-6,510	0	0	0	0	228,102	-17,054
Trfr/Grants/Fin Charges (Tiered Respor	331,414	338,042	0	6,788	0	0	0	0	344,830	6,788
Trfr to Reserves	5,356	0	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0	0	0
Fleet Costs	24,953	19,809	0	-578	0	0	0	0	19,231	-578
Facility Costs	39,867	36,951	0	832	0	0	0	0	37,783	832
Other Internal Costs	397,622	412,326	0	33,489	0	0	0	0	445,815	33,489
Gross Expenditures	3,603,331	3,750,990	-10,544	97,413	0	0	0	12,000	3,849,859	98,869
	0	0	0	0	0	0	0	0	0	0
Net Expenditure	3,603,331	3,750,990	-10,544	97,413	0	0	0	12,000	3,849,859	98,869
Percent of Net Expenditure Budget			-0.3%	2.6%	0.0%	0.0%	0.0%	0.3%	2.6%	
Revenues By Type										
Federal	0	0	0	0	0	0	0	0	0	0
Provincial	206,665	188,487	0	0	0	0	0	0	188,487	0
Municipal	0	0	0	0	0	0	0	0	0	0
Own Funds	35,229	39,544	-10,544	0	0	0	0	12,000	41,000	1,456
Fees and Services	17,672	14,868	0	-868	0	0	0	0	14,000	-868
Donations	9,896	4,000	0	-4,000	0	0	0	0	0	-4,000
Fines	16,856	17,000	0	0	0	0	0	0	17,000	0
Other	9,085	6,500	0	-400	0	0	0	0	6,100	-400
Total Revenue	295,403	270,399	-10,544	-5,268	0	0	0	12,000	266,587	-3,812
Net Requirement	3,307,928	3,480,591	0	102,681	0	0	0	0	3,583,272	102,681
Percent of Prior Year Net Requirement Budget			0.0%	3.0%	0.0%	0.0%	0.0%	0.0%	3.0%	
Full Time Equivalents (FTE's)	0.00	36.27	0.00	0.00	0.00	0.00	0.00	0.00	36.27	0.00
Percent of Prior Year FTE's			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

County of Bruce
Director of Library Services

Library Department Sheet Summary

	2018		2019	2020	\$ Change over 2019 Budget
	Budget	Actual	Budget	Proposed	
Expenditures by Program					
Library Administration	3,641,729	3,576,841	3,731,346	3,834,759	103,413
Ongoing Ventures	13,525	11,716	14,544	0	-14,544
Library Special Projects	15,000	14,775	5,100	15,100	10,000
Gross Expenditure	3,670,254	3,603,331	3,750,990	3,849,859	98,869
	0	0	0	0	0
Revenue	292,512	295,403	270,399	266,587	-3,812
Net Requirement	3,377,742	3,307,928	3,480,591	3,583,272	102,681
Expenditures by Type					
Salaries, Wages & Benefits	2,551,881	2,498,445	2,613,206	2,676,098	62,892
Staff Related Costs	38,500	40,618	43,000	42,500	-500
Contract Services	49,500	38,802	42,500	55,500	13,000
Material & Services	240,527	226,254	245,156	228,102	-17,054
Transfers/Grants/Financial Charges	338,687	331,414	338,042	344,830	6,788
Trfr to Reserves	0	5,356	0	0	0
Capital	0	0	0	0	0
Fleet Costs	14,000	24,953	19,809	19,231	-578
Facility Costs	39,537	39,867	36,951	37,783	832
Other Internal Costs	397,622	397,622	412,326	445,815	33,489
Gross Expenditures	3,670,254	3,603,331	3,750,990	3,849,859	98,869
	0	0	0	0	0
Net Expenditure	3,670,254	3,603,331	3,750,990	3,849,859	98,869
Revenues By Type					
Federal	0	0	0	0	0
Provincial	188,487	206,665	188,487	188,487	0
Municipal	0	0	0	0	0
Own Funds (TFR frm Reserves)	57,525	35,229	39,544	41,000	1,456
Fees and Services	15,100	17,672	14,868	14,000	-868
Donations	4,000	9,896	4,000	0	-4,000
Fines	18,000	16,856	17,000	17,000	0
Other	9,400	9,085	6,500	6,100	-400
Total Revenue	292,512	295,403	270,399	266,587	-3,812
Net Requirement	3,377,742	3,307,928	3,480,591	3,583,272	102,681
Full Time Equivalents	36.27	0.00	36.27	36.27	0.00

County of Bruce
Director of Library Services
Library Administration

	2018	2019 Baseline		2020 Adjustments Pressure Category					2020	\$ Change over 2019 Budget
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed	
Expenditures by Program										
Library Administration	3,576,841	3,731,346	0	103,413	0	0	0	0	3,834,759	103,413
Gross Expenditure	3,576,841	3,731,346	0	103,413	0	0	0	0	3,834,759	103,413
Revenue	0	0	0	0	0	0	0	0	0	0
Revenue	262,676	252,855	0	732	0	0	0	0	253,587	732
Net Requirement	3,314,165	3,478,491	0	102,681	0	0	0	0	3,581,172	102,681
Expenditures by Type										
Salaries, Wages & Benefits	2,498,445	2,613,206	0	62,892	0	0	0	0	2,676,098	62,892
Staff Related Costs	40,618	43,000	0	-500	0	0	0	0	42,500	-500
Contract Services	38,802	42,500	0	1,000	0	0	0	0	43,500	1,000
Material	205,120	225,512	0	-510	0	0	0	0	225,002	-510
Trfr/Grants/Fin Charges (Tiered Respon	331,414	338,042	0	6,788	0	0	0	0	344,830	6,788
Trfr to Reserves	0	0	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0	0	0
Fleet Costs	24,953	19,809	0	-578	0	0	0	0	19,231	-578
Facility Costs	39,867	36,951	0	832	0	0	0	0	37,783	832
Other Internal Costs	397,622	412,326	0	33,489	0	0	0	0	445,815	33,489
Gross Expenditures	3,576,841	3,731,346	0	103,413	0	0	0	0	3,834,759	103,413
	0	0							0	0
Net Expenditure	3,576,841	3,731,346	0	103,413	0	0	0	0	3,834,759	103,413
Percent of Net Expenditure Budget			0.0%	2.8%	0.0%	0.0%	0.0%	0.0%	2.8%	
Revenues By Type										
Federal	0	0							0	0
Provincial	190,687	188,487	0	0	0	0	0	0	188,487	0
Municipal	0	0							0	0
Own Funds	28,376	26,000	0	2,000	0	0	0	0	28,000	2,000
Fees and Services	17,672	14,868	0	-868	0	0	0	0	14,000	-868
Donations	0	0	0	0	0	0	0	0	0	0
Fines	16,856	17,000	0	0	0	0	0	0	17,000	0
Other	9,085	6,500	0	-400	0	0	0	0	6,100	-400
Total Revenue	262,676	252,855	0	732	0	0	0	0	253,587	732
Net Requirement	3,314,165	3,478,491	0	102,681	0	0	0	0	3,581,172	102,681
Percent of Prior Year Net Requirement Budget			0.0%	3.0%	0.0%	0.0%	0.0%	0.0%	3.0%	
Full Time Equivalents (FTE's)	0.00	36.27	0.00	0.00	0.00	0.00	0.00	0.00	36.27	0.00
Percent of Prior Year FTE's			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

2019 Baseline Adjustment / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net Changes	FTE Impact
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
Other	0	0	0.00	0.00
Total Adjustments to Base Budget	0	0	0.00	0.00

2020 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net Changes	FTE Impact
Maintain Services			0	0.00
EXPENDITURE NOTES				
Salary & Wages: 2.54% increase due to employees moving up the grid, etc.	54,677		54,677	0.00
Overtime	-365		-365	0.00
Employment Benefits: Additional staff qualifying for OMERS	14,389		14,389	0.00
Non Mandatory Benefits: Decrease due to switch over to Manulife Life as provider	-6,169		-6,169	0.00
Workers Compensation: WSIB rate increase	360		360	0.00
Decrease in vehicle fuel cost based on 2019 YTD numbers	-578		-578	0.00
Memberships: FOPL, ARUPLO, OLA, BIAs, etc.	-1,000		-1,000	0.00
Postage fluctuations due to Interlibrary Loan changes & shipping fees for library collections	-8,560		-8,560	0.00
Decrease in phone based on 2019 YTD	-1,000		-1,000	0.00
Increase in internet costs after connectivity upgrades in 2018	11,000		11,000	0.00
Decrease in computer supplies	-1,300		-1,300	0.00
Training -Loyalist is complete. One supervisor for iLean training & MH First Aid training.	-5,000		-5,000	0.00
Convention cost increase based on 2019 YTD expense	3,000		3,000	0.00
Health & Safety - \$1,000 - JHSC training costs / 2,000 Telephone Call in Service	1,500		1,500	0.00
Increase Office Service contracts	1,000		1,000	0.00
2% Increase from previous year as per lease agreements	6,788		6,788	0.00
Increase in interdepartmental facilities rental fee	832		832	0.00
Increase to interdepartment program support fee. Bulk is IT related due to security licensing and subscriptions	33,489		33,489	0.00
Increase to fees for public viewing of films	350		350	0.00
			0	0.00
REVENUE NOTES				
Removal of Miscellaneous Revenue		-200	200	0.00
Replacement Membership Cards: Based on 2018 and 2019 trends		-268	268	0.00
Exam Proctoring: Based on 2019 and 2019 trends		400	-400	0.00
Printing Charges: Printing and internet charges were inadvertently charged to wrong accounts in 2018. This number reflects accurate trends.		2,000	-2,000	0.00
Internet Charges have been discontinued 2019 as per Library Board		-5,000	5,000	0.00
A/V Charges Equipment: Based on 2018 and 2019 trends		200	-200	0.00
Decrease in Transfer from Reserves		3,600	-3,600	0.00
Other	0	0	0	0.00
Total Maintain Services	103,413	732	102,681	0.00
Provincial Legislated			0	0.00
			0	0.00

County of Bruce
 Director of Library Services

Library Administration				
			0	0.00
Other	0	0	0	0.00
Total Provincial Legislated	0	0	0	0.00

2020 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net Changes	FTE Impact
Growth			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Growth	0	0	0	0.00
Council Priorities			0	0.00
			0	0.00
		0	0	0.00
Total Council Priorities	0	0	0	0.00
Service Initiatives/Savings			0	0.00
			0	0.00
			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Service Initiatives/Savings	0	0	0	0.00
Total Budget Changes due to Pressure Categories	103,413	732	102,681	0.00
Total Budget Changes	103,413	732	102,681	0.00

County of Bruce
Director of Library Services

Library Administration

	2018		2019	2020	\$ Change over 2019 Budget
	Budget	Actual	Budget	Proposed	
Expenditures by Program					
Library Administration	3,641,729	3,576,841	3,731,346	3,834,759	103,413
Gross Expenditure	3,641,729	3,576,841	3,731,346	3,834,759	103,413
Revenue	0	0	0	0	0
Revenue	259,987	262,676	252,855	253,587	732
Net Requirement	3,381,742	3,314,165	3,478,491	3,581,172	102,681
Expenditures by Type					
Salaries, Wages & Benefits	2,551,881	2,498,445	2,613,206	2,676,098	62,892
Staff Related Costs	38,500	40,618	43,000	42,500	-500
Contract Services	49,500	38,802	42,500	43,500	1,000
Material & Services	212,002	205,120	225,512	225,002	-510
Transfers/Grants/Financial Charges	338,687	331,414	338,042	344,830	6,788
Trfr to Reserves	0	0	0	0	0
Capital	0	0	0	0	0
Fleet Costs	14,000	24,953	19,809	19,231	-578
Facility Costs	39,537	39,867	36,951	37,783	832
Other Internal Costs	397,622	397,622	412,326	445,815	33,489
Gross Expenditures	3,641,729	3,576,841	3,731,346	3,834,759	103,413
				0	0
Net Expenditure	3,641,729	3,576,841	3,731,346	3,834,759	103,413
Revenues By Type					
Federal				0	0
Provincial	188,487	190,687	188,487	188,487	0
Municipal				0	0
Own Funds (Transfers from reserves)	29,000	28,376	26,000	28,000	2,000
Fees and Services	15,100	17,672	14,868	14,000	-868
Donations	0	0	0	0	0
Fines	18,000	16,856	17,000	17,000	0
Other	9,400	9,085	6,500	6,100	-400
Total Revenue	259,987	262,676	252,855	253,587	732
Net Requirement	3,381,742	3,314,165	3,478,491	3,581,172	102,681
Full Time Equivalents	36.27	0.00	36.27	36.27	0.00

County of Bruce
Director of Library Services
Ongoing Ventures

	2018	2019 Baseline		2020 Adjustments Pressure Category					2020	\$ Change over 2019 Budget
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed	
Expenditures by Program										
Ongoing Ventures	11,716	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Gross Expenditure	11,716	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Revenue	0	0	0	0	0	0	0	0	0	0
Revenue	15,691	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Net Requirement	-3,975	0	0	0	0	0	0	0	0	0
Expenditures by Type										
Salaries, Wages & Benefits	0	0	0	0	0	0	0	0	0	0
Staff Related Costs	0	0							0	0
Contract Services	0	0							0	0
Material	6,401	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Trfr/Grants/Fin Charges (Tiered Respon	0	0							0	0
Trfr to Reserves	5,315	0	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0	0	0
Fleet Costs	0	0							0	0
Facility Costs	0	0							0	0
Other Internal Costs	0	0							0	0
Gross Expenditures	11,716	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
	0	0							0	0
Net Expenditure	11,716	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Percent of Net Expenditure Budget			-72.5%	-27.5%	0.0%	0.0%	0.0%	0.0%	-100.0%	
Revenues By Type										
Federal	0	0							0	0
Provincial	398	0	0	0	0	0	0	0	0	0
Municipal	0	0							0	0
Own Funds	5,978	10,544	-10,544	0	0	0	0	0	0	-10,544
Fees and Services	0	0							0	0
Donations	9,315	4,000	0	-4,000	0	0	0	0	0	-4,000
Fines	0	0							0	0
Other	0	0							0	0
Total Revenue	15,691	14,544	-10,544	-4,000	0	0	0	0	0	-14,544
Net Requirement	-3,975	0	0	0	0	0	0	0	0	0
Percent of Prior Year Net Requirement Budget			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Full Time Equivalents (FTE's)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Percent of Prior Year FTE's			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

		Increase / (Decrease)		
2019 Baseline Adjustment / Explanation	Expense	Revenue	Net Changes	FTE Impact
Reduction in money pulled from donation reserves	-10,544		-10,544.00	0.00
Decrease in the donation reserve expenditures		-10,544	10,544.00	0.00
			0.00	0.00
	0	0	0.00	0.00
Total Adjustments to Base Budget	-10,544	-10,544	0.00	0.00
		Increase / (Decrease)		
2020 Pressure Category / Explanation	Expense	Revenue	Net Changes	FTE Impact
Maintain Services			0	0.00
Decrease in donation revenue		-4,000	4,000	0.00
Decrease in donation spending	-4,000		-4,000	0.00
			0	0.00
			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Maintain Services	-4,000	-4,000	0	0.00
Provincial Legislated			0	
			0	0.00
			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Provincial Legislated	0	0	0	0.00

2020 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net Changes	FTE Impact
Growth			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Growth	0	0	0	0.00
Council Priorities			0	0.00
			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Council Priorities	0	0	0	0.00
Service Initiatives/Savings			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Service Initiatives/Savings	0	0	0	0.00
Total Budget Changes due to Pressure Categories	-4,000	-4,000	0	0.00
Total Budget Changes	-14,544	-14,544	0	0.00

County of Bruce
Director of Library Services

Ongoing Ventures

	2018		2019	2020	\$ Change over 2019 Budget
	Budget	Actual	Budget	Proposed	
Expenditures by Program					
Ongoing Ventures	13,525	11,716	14,544	0	-14,544
Gross Expenditure	13,525	11,716	14,544	0	-14,544
Revenue	0	0	0	0	0
	17,525	15,691	14,544	0	-14,544
Net Requirement	-4,000	-3,975	0	0	0
Expenditures by Type					
Salaries, Wages & Benefits	0	0	0	0	0
Staff Related Costs				0	0
Contract Services				0	0
Material & Services	13,525	6,401	14,544	0	-14,544
Transfers/Grants/Financial Charges				0	0
Trfr to Reserves	0	5,315	0	0	0
Capital	0	0	0	0	0
Fleet Costs				0	0
Facility Costs				0	0
Other Internal Costs				0	0
Gross Expenditures	13,525	11,716	14,544	0	-14,544
				0	0
Net Expenditure	13,525	11,716	14,544	0	-14,544
Revenues By Type					
Federal				0	0
Provincial	0	398	0	0	0
Municipal				0	0
Own Funds (Transfers from reserves)	13,525	5,978	10,544	0	-10,544
Fees and Services				0	0
Donations	4,000	9,315	4,000	0	-4,000
Fines				0	0
Other				0	0
Total Revenue	17,525	15,691	14,544	0	-14,544
Net Requirement	-4,000	-3,975	0	0	0
Full Time Equivalents	0.00	0.00	0.00	0.00	0.00

County of Bruce
Director of Library Services
Library Special Projects

	2018	2019 Baseline		2020 Adjustments Pressure Category					2020	\$ Change over 2019 Budget
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed	
Expenditures by Program										
Library Special Projects	14,775	5,100	0	-2,000	0	0	0	12,000	15,100	10,000
Gross Expenditure	14,775	5,100	0	-2,000	0	0	0	12,000	15,100	10,000
	0	0	0	0	0	0	0	0	0	0
Revenue	17,036	3,000	0	-2,000	0	0	0	12,000	13,000	10,000
Net Requirement	-2,262	2,100	0	0	0	0	0	0	2,100	0
Expenditures by Type										
Salaries, Wages & Benefits	0	0							0	0
Staff Related Costs	0	0	0	0	0	0	0	0	0	0
Contract Services	0	0	0	0	0	0	0	12,000	12,000	12,000
Material	14,734	5,100	0	-2,000	0	0	0	0	3,100	-2,000
Trfr/Grants/Fin Charges (Tiered Respon	0	0							0	0
Trfr to Reserves	41	0	0	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0	0	0	0
Fleet Costs	0	0							0	0
Facility Costs	0	0							0	0
Other Internal Costs	0	0							0	0
Gross Expenditures	14,775	5,100	0	-2,000	0	0	0	12,000	15,100	10,000
	0	0							0	0
Net Expenditure	14,775	5,100	0	-2,000	0	0	0	12,000	15,100	10,000
Percent of Net Expenditure Budget			0.0%	-39.2%	0.0%	0.0%	0.0%	235.3%	196.1%	
Revenues By Type										
Federal	0	0							0	0
Provincial	15,579	0	0	0	0	0	0	0	0	0
Municipal	0	0							0	0
Own Funds	876	3,000	0	-2,000	0	0	0	12,000	13,000	10,000
Fees and Services	0	0							0	0
Donations	581	0	0	0	0	0	0	0	0	0
Fines	0	0							0	0
Other	0	0	0	0	0	0	0	0	0	0
Total Revenue	17,036	3,000	0	-2,000	0	0	0	12,000	13,000	10,000
Net Requirement	-2,262	2,100	0	0	0	0	0	0	2,100	0
Percent of Prior Year Net Requirement Budget			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Full Time Equivalents (FTE's)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Percent of Prior Year FTE's			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

County of Bruce
Director of Library Services

Library Special Projects

		Increase / (Decrease)		
2019 Baseline Adjustment / Explanation	Expense	Revenue	Net Changes	FTE Impact
			0.00	0.00
			0.00	0.00
	0	0	0.00	0.00
Total Adjustments to Base Budget	0	0	0.00	0.00
		Increase / (Decrease)		
2020 Pressure Category / Explanation	Expense	Revenue	Net Changes	FTE Impact
Maintain Services			0	0.00
Funding for literacy project (\$1,000)		-2,000	2,000	0.00
\$1,000 for literacy project supplies	-2,000		-2,000	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Maintain Services	-2,000	-2,000	0	0.00
Provincial Legislated			0	
			0	0.00
			0	0.00
			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Provincial Legislated	0	0	0	0.00

County of Bruce
Director of Library Services

Library Special Projects

2020 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net Changes	FTE Impact
Growth			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Growth	0	0	0	0.00
Council Priorities			0	0.00
			0	0.00
			0	0.00
Other	0	0	0	0.00
Total Council Priorities	0	0	0	0.00
Service Initiatives/Savings			0	0.00
Funding from reserves for Bookmobile Fundraising Consultant		-12,000	12,000	0.00
Spending on Fundraising Consultant	-12,000		-12,000	0.00
Total Service Initiatives/Savings	12,000	12,000	0	0.00
Total Budget Changes due to Pressure Categories	10,000	10,000	0	0.00
Total Budget Changes	10,000	10,000	0	0.00

County of Bruce
Director of Library Services

Library Special Projects

	2018		2019	2020	\$ Change over 2019 Budget
	Budget	Actual	Budget	Proposed	
Expenditures by Program					
Library Special Projects	15,000	14,775	5,100	15,100	10,000
Gross Expenditure	15,000	14,775	5,100	15,100	10,000
Revenue	0	0	0	0	0
	15,000	17,036	3,000	13,000	10,000
Net Requirement	0	-2,262	2,100	2,100	0
Expenditures by Type					
Salaries, Wages & Benefits				0	0
Staff Related Costs	0	0	0	0	0
Contract Services	0	0	0	12,000	12,000
Material & Services	15,000	14,734	5,100	3,100	-2,000
Transfers/Grants/Financial Charges				0	0
Trfr to Reserves	0	41	0	0	0
Capital	0	0	0	0	0
Fleet Costs				0	0
Facility Costs				0	0
Other Internal Costs				0	0
Gross Expenditures	15,000	14,775	5,100	15,100	10,000
				0	0
Net Expenditure	15,000	14,775	5,100	15,100	10,000
Revenues By Type					
Federal				0	0
Provincial	0	15,579	0	0	0
Municipal				0	0
Own Funds (Transfers from reserves)	15,000	876	3,000	13,000	10,000
Fees and Services				0	0
Donations	0	581	0	0	0
Fines				0	0
Other	0	0	0	0	0
Total Revenue	15,000	17,036	3,000	13,000	10,000
Net Requirement	0	-2,262	2,100	2,100	0
Full Time Equivalents	0.00	0.00	0.00	0.00	0.00

County of Bruce
Statement of Revenue and Expenditures

Admin
Ongoing Ventures
Special Projects

INPUT
Downloaded
Formulas
CAPITAL

Account Number		2018	2018	2019						Service			
Library		Previous YTD	Previous YTD	Annual	Adj	Maintain	Provincial	Growth	Council	Initiatives	2020	Change over	Comments
		Budget	Actual	Budget	to Base	Services	Legislation		Priorities	Savings	Proposed	2019 Budget	
Admin/Operations Library													
RC-Library Revenues													
Revenues													
4-72-721-7295-0321	Provincial Subsidy	0.00	2,200.44	0.00							0.00	0.00	
4-72-721-7295-0322	Provincial Subsidy Conditional Operating	188,487.00	188,487.00	188,487.00							188,487.00	0.00	
4-72-721-7295-0600	Program Revenues	0.00	0.00	0.00							0.00	0.00	
4-72-721-7295-0605	Books - Lost or damaged	1,500.00	2,457.58	1,500.00							1,500.00	0.00	
4-72-721-7295-0606	Sale of Merchandise	2,000.00	48.00	100.00							100.00	0.00	
4-72-721-7295-0607	Used Book Sales	5,000.00	5,251.10	4,000.00							4,000.00	0.00	
4-72-721-7295-0621	Memberships	0.00	0.00	0.00							0.00	0.00	
4-72-721-7295-0623	Miscellaneous Revenue	1,400.00	133.55	200.00		(200.00)					0.00	(200.00)	This GL code will disappear in 2020. All revenues will be coded to a line.
4-72-721-7295-0625	Film Revenue Criterion	0.00	0.00	0.00							0.00	0.00	
4-72-721-7295-0626	Replacement Membership Cards	0.00	936.00	968.00		(268.00)					700.00	(268.00)	Based on 2019 YTD revenue
4-72-721-7295-0634	Exam Proctoring	400.00	920.00	400.00		500.00					900.00	500.00	Based on 2019 YTD revenue
4-72-721-7295-0635	Printing Charges	3,000.00	2,447.75	3,000.00		4,000.00					7,000.00	4,000.00	2018 GL Lines for internet and printing were reversed. 2018 Actual revenue = \$6,600
4-72-721-7295-0636	Internet Charges	5,000.00	6,624.05	5,000.00		(5,000.00)					0.00	(5,000.00)	Internet Charges discontinued 2019
4-72-721-7295-0637	Fax Charges	2,400.00	2,649.25	2,400.00							2,400.00	0.00	Based on 2019 YTD revenue
4-72-721-7295-0638	Photocopy Revenue	2,600.00	3,331.40	2,600.00							2,600.00	0.00	Based on 2019 YTD revenue
4-72-721-7295-0653	AV Charges Equipment	300.00	630.00	300.00		100.00					400.00	100.00	Based on 2019 YTD revenue
4-72-721-7295-0654	AV Charges Materials	0.00	0.00	0.00							0.00	0.00	
4-72-721-7295-0740	Rental Income	900.00	1,252.25	900.00		(400.00)					500.00	(400.00)	Based on 2019 YTD revenue
4-72-721-7295-0770	Fines	18,000.00	16,855.90	17,000.00							17,000.00	0.00	
4-72-721-7295-0880	Sale of Equipment	0.00	76.30	0.00							0.00	0.00	
8-72-721-7295-0917	Trsf fr Reserves -OP -Library Tax Stabilization	0.00	0.00	0.00							0.00	0.00	
8-72-721-7295-0920	Trsf fr Reserves - for Operating	29,000.00	28,375.68	26,000.00		2,000.00					28,000.00	2,000.00	
Total Revenues		259,987.00	262,676.25	252,855.00	0.00	732.00	0.00	0.00	0.00	0.00	253,587.00	732.00	
Total RC-Library Revenues		259,987.00	262,676.25	252,855.00	0.00	732.00	0.00	0.00	0.00	0.00	253,587.00	732.00	
RC- Program -Library													
Revenues													
8-72-721-7300-0920	Transfer from Reserves - for Operating	0.00	0.00	0.00							0.00	0.00	
Total Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures													
4-72-721-7300-1110	Salaries and Wages	2,103,707.00	2,031,735.07	2,136,952.00		54,677.00					2,191,629.00	54,677.00	
4-72-721-7300-1117	Sick Pay	0.00	26,957.47	0.00							0.00	0.00	
4-72-721-7300-1126	Overtime	365.00	485.38	365.00		(365.00)					0.00	(365.00)	
4-72-721-7300-1200	Employment Benefits	324,489.00	306,727.79	326,632.00		14,389.00					341,021.00	14,389.00	
4-72-721-7300-1220	Non Mandatory Benefits	116,362.00	125,621.48	141,714.00		(6,169.00)					135,545.00	(6,169.00)	Switch to new insurance carrier
4-72-721-7300-1230	Workers Compensation - Contributions	6,958.00	6,917.62	7,543.00		360.00					7,903.00	360.00	
4-72-721-7300-3147	Vehicle Lease	2,660.00	4,644.72	0.00							0.00	0.00	
4-72-721-7300-3148	Vehicle Maintenance	4,200.00	7,677.71	7,231.00							7,231.00	0.00	
4-72-721-7300-3151	Vehicle Fuel Cost	7,140.00	12,630.98	12,578.00		(578.00)					12,000.00	(578.00)	Decrease in vehicle fuel cost based on 2019 YTD numbers
4-72-721-7300-3215	Maintenance Office Equip - Materials	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-3301	Equipment Repairs and Maintenance	2,500.00	14,892.37	5,000.00							5,000.00	0.00	
4-72-721-7300-3350	Equipment Purchases-Non TCA	7,250.00	6,802.76	3,750.00							3,750.00	0.00	

County of Bruce
Statement of Revenue and Expenditures

Admin
Ongoing Ventures
Special Projects

INPUT
Downloaded
Formulas
CAPITAL

Account Number		2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Proposed	Change over 2019 Budget	Comments
4-72-721-7300-3354	Equipment Purchases- Non TCA by donation	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-3412	AV Films (Criterion))	3,200.00	3,132.17	3,200.00		350.00					3,550.00	350.00	Increase to fees for public viewing of films
4-72-721-7300-3413	Audio Visual Supplies	1,000.00	844.91	1,000.00							1,000.00	0.00	
4-72-721-7300-3414	Other Purchases thru Used Book Sales	4,000.00	1,316.45	4,000.00							4,000.00	0.00	
4-72-721-7300-3419	Workshop Related Expenses	1,000.00	1,030.98	1,000.00							1,000.00	0.00	
4-72-721-7300-3422	Programs	12,000.00	12,119.48	12,000.00							12,000.00	0.00	
4-72-721-7300-3430	Promotional Items	1,000.00	0.00	1,000.00							1,000.00	0.00	
4-72-721-7300-3432	Promotional Advertising - Programs	7,500.00	5,914.53	5,400.00							5,400.00	0.00	
4-72-721-7300-3558	Insurance Premiums	12,192.00	12,192.77	12,802.00							12,802.00	0.00	
4-72-721-7300-3709	Periodicals and Subscriptions	86,000.00	74,242.49	90,000.00							90,000.00	0.00	
4-72-721-7300-3710	Memberships	12,500.00	10,906.81	12,500.00		(1,000.00)					11,500.00	(1,000.00)	Memberships: FOPL, ARUPLO, OLA, BIAs, etc.
4-72-721-7300-3711	Advertising	1,500.00	5,663.84	0.00							0.00	0.00	
4-72-721-7300-3717	Public Printing	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-3719	Postage	1,060.00	181.01	16,060.00		(8,560.00)					7,500.00	(8,560.00)	Postage fluctuations due to Interlibrary Loan changes & shipping fees for library collections
4-72-721-7300-3756	Telephone	24,000.00	18,311.22	22,500.00		(1,000.00)					21,500.00	(1,000.00)	Decrease in phone based on 2019 YTD
4-72-721-7300-3757	Public Internet	14,000.00	19,344.73	14,000.00		11,000.00					25,000.00	11,000.00	Increase in internet costs after connectivity upgrades in 2018
4-72-721-7300-3786	Computer Supplies	4,300.00	2,763.20	4,300.00		(1,300.00)					3,000.00	(1,300.00)	Decrease in computer supplies
4-72-721-7300-3804	Supplies - General	16,000.00	14,958.37	16,000.00							16,000.00	0.00	
4-72-721-7300-3911	Travel cost	15,000.00	13,168.17	15,000.00							15,000.00	0.00	
4-72-721-7300-3914	Staff Training	12,500.00	15,510.93	18,000.00		(5,000.00)					13,000.00	(5,000.00)	Training -Loyalist is complete. One supervisor for iLean training & MH First Aid training.
4-72-721-7300-3915	Conventions	8,000.00	11,046.97	8,000.00		3,000.00					11,000.00	3,000.00	Convention cost increase based on 2019 YTD expense
4-72-721-7300-3917	Health and Safety	2,000.00	712.14	2,000.00		1,500.00					3,500.00	1,500.00	Health & Safety - \$1,000 - JHSC training costs / 2,000 Telephone Call in Service
4-72-721-7300-3931	Retirement/Service Awards	1,000.00	179.58	0.00							0.00	0.00	Interdepartmental transfer covers this.
4-72-721-7300-3933	Miscellaneous	1,000.00	3,052.01	1,000.00							1,000.00	0.00	
4-72-721-7300-4503	Branch Mtce Building and Grounds -Contract Ser	0.00	329.70	400.00							400.00	0.00	
4-72-721-7300-4504	Maintenance Office Equip -Contract Service	40,000.00	29,092.15	33,000.00		1,000.00					34,000.00	1,000.00	Increase Office Service contracts
4-72-721-7300-4520	Consultant Services	5,500.00	5,159.10	5,500.00							5,500.00	0.00	
4-72-721-7300-4551	Audit	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-4552	Legal	0.00	598.85	0.00							0.00	0.00	Moved to interdepartmental fund.
4-72-721-7300-4553	Professional Services	0.00	71.22	0.00							0.00	0.00	
4-72-721-7300-4571	Maintenance - Computer Software	4,000.00	3,880.85	4,000.00							4,000.00	0.00	Envisionware
4-72-721-7300-6201	Credit Bureau Charges	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-7001	Branch Library Service Grants	338,687.00	331,414.00	338,042.00		6,788.30					344,830.30	6,788.30	2% Increase from previous year as per lease agreements

County of Bruce
Statement of Revenue and Expenditures

Admin
Ongoing Ventures
Special Projects

INPUT
Downloaded
Formulas
CAPITAL

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Proposed	Change over 2019 Budget	Comments
4-72-721-7300-8505 Interdepartmental Cost Recovery	0.00	(2,530.10)	0.00							0.00	0.00	
4-72-721-7300-8510 Data Processing Interdept	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-8520 Rental Charge Interdept	0.00	0.00	0.00							0.00	0.00	
4-72-721-7300-8550 Interdept Facilities Allocation	39,537.00	39,537.00	36,551.00		832.00					37,383.00	832.00	Increase in interdepartmental facilities rental fee
4-72-721-7300-8551 Interdept Program Support Allocation	397,622.00	397,622.00	412,326.00		33,489.00					445,815.00	33,489.00	Increase to interdepartment program support fee. Bulk is IT related due to security licensing and subscriptions
4-72-721-7300-8999 Expense Recoveries	0.00	(20.00)	0.00							0.00	0.00	
8-72-721-7300-9110 Transfer to Operating Reserves	0.00	0.00	0.00							0.00	0.00	
Total Expenditures	3,641,729.00	3,576,840.88	3,731,346.00	0.00	103,413.30	0.00	0.00	0.00	0.00	3,834,759.30	103,413.30	
Total RC- Program -Library	(3,641,729.00)	(3,576,840.88)	(3,731,346.00)	0.00	(103,413.30)	0.00	0.00	0.00	0.00	(3,834,759.30)	(103,413.30)	
RC-Library Capital												
Revenues												
4-72-721-7302-0255 Capital Donations										0.00	0.00	
4-72-721-7302-0885 Capital Revenue Sale of Equipment										0.00	0.00	
8-72-721-7302-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00							0.00	0.00	
8-72-721-7302-0921 Transfer from Reserves - for IT										0.00	0.00	
8-72-721-7302-0922 Transfer from Reserves - For Capital										0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-721-7302-3350 Equipment Purchases-Non TCA	0.00	0.00	0.00							0.00	0.00	
6-72-721-7302-9492 Building Int Flooring Carpet/Laminate										0.00	0.00	
6-72-721-7302-9501 Building Int - Furnishings/Shelving										0.00	0.00	
6-72-721-7302-9575 Technology - Computer Pool										0.00	0.00	
6-72-721-7302-9577 Technology - Desktop Software Pool										0.00	0.00	
6-72-721-7302-9579 Technology - Printers										0.00	0.00	
6-72-721-7302-9582 Technology -Other										0.00	0.00	
6-72-721-7302-9583 Technology - Server Hardware										0.00	0.00	
6-72-721-7302-9600 Vehicles -Licenced										0.00	0.00	
6-72-721-7302-9701 Furniture & Fixtures - Office Furniture										0.00	0.00	
6-72-721-7302-9730 Library Books - Purchases										0.00	0.00	
6-72-721-7302-9731 Library Books - Purchase by Donations										0.00	0.00	
6-72-721-7302-9732 Library Talking Books										0.00	0.00	
6-72-721-7302-9734 Library Books Cataloguing and										0.00	0.00	
6-72-721-7302-9735 Library E Book Purchases										0.00	0.00	
6-72-721-7302-9738 Library Audio Visual Collection										0.00	0.00	
8-72-721-7302-9100 Transfer to Capital Reserves										0.00	0.00	
8-72-721-7302-9102 Transfer to Capital Reserves IT										0.00	0.00	
8-72-721-7302-9104 Trfr to Reserves Unfinished IT Capital										0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Library Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total Admin/Operations Library	(3,381,742.00)	(3,314,164.63)	(3,478,491.00)	0.00	(102,681.30)	0.00	0.00	0.00	0.00	(3,581,172.30)	(102,681.30)	
OnGoing Ventures Library												
RC-Cap Program Library												
Revenues												
4-72-725-7305-0321 Provincial Subsidy										0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-725-7305-1110 Salaries and Wages										0.00	0.00	
4-72-725-7305-1200 Employment Benefits										0.00	0.00	
4-72-725-7305-1230 Workers Compensation - Contributions										0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Cap Program Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Service Ontario Initiatives												
Revenues												
4-72-725-7310-0321 Provincial Subsidy	0.00	398.35	0.00							0.00	0.00	
4-72-725-7310-0360 Provincial Capital Revenues										0.00	0.00	

County of Bruce
Statement of Revenue and Expenditures

Admin
Ongoing Ventures
Special Projects

INPUT
Downloaded
Formulas
CAPITAL

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Proposed	Change over 2019 Budget	Comments
Total Revenues	0.00	398.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-725-7310-3301 Equipment Repairs and Maintenance	0.00	0.00	0.00							0.00	0.00	
4-72-725-7310-3711 Advertising	0.00	0.00	0.00							0.00	0.00	
4-72-725-7310-3804 Supplies - General	0.00	423.12	0.00							0.00	0.00	
4-72-725-7310-3933 Miscellaneous	0.00	0.00	0.00							0.00	0.00	
6-72-725-7310-9575 Technology - Computer Pool										0.00	0.00	
6-72-725-7310-9701 Furniture & Fixtures - Office Furniture										0.00	0.00	
6-72-725-7310-9730 Library Books - Purchases										0.00	0.00	
Total Expenditures	0.00	423.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Service Ontario Initiatives	0.00	(24.77)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Library Donations												
Revenues												
4-72-725-7315-0219 Donations	4,000.00	7,604.50	4,000.00		(4,000.00)					0.00	(4,000.00)	Budgeting 0 for donations
4-72-725-7315-0220 Donations for Equip Purchases non TCA	0.00	238.77	0.00							0.00	0.00	
4-72-725-7315-0224 Donations - Other	0.00	1,471.80	0.00							0.00	0.00	
8-72-725-7315-0920 Transfer from Reserves - for Operating	13,525.00	5,977.59	10,544.00	(10,544.00)						0.00	(10,544.00)	
Total Revenues	17,525.00	15,292.66	14,544.00	(10,544.00)	(4,000.00)	0.00	0.00	0.00	0.00	0.00	(14,544.00)	
Expenditures												
4-72-725-7315-3350 Equipment Purchases-Non TCA	13,525.00	5,350.93	10,544.00	(10,544.00)						0.00	(10,544.00)	
4-72-725-7315-3422 Programs	0.00	42.11	0.00							0.00	0.00	
4-72-725-7315-3804 Supplies - General	0.00	584.55	4,000.00		(4,000.00)					0.00	(4,000.00)	
8-72-725-7315-9110 Transfer to Operating Reserves	0.00	5,315.07	0.00							0.00	0.00	
Total Expenditures	13,525.00	11,292.66	14,544.00	(10,544.00)	(4,000.00)	0.00	0.00	0.00	0.00	0.00	(14,544.00)	
Total RC-Library Donations	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total OnGoing Ventures Library	4,000.00	3,975.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Library Special Projects												
RC-Seniors Program												
Revenues												
4-72-728-7320-0320 Provincial Subsidy	0.00	0.00	0.00							0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-728-7320-4525 Website Internet Contract Service	0.00	0.00	0.00							0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Seniors Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Special Funding												
Revenues												
4-72-728-7350-0321 Provincial Subsidy	0.00	13,445.33	0.00							0.00	0.00	
4-72-728-7350-0326 Provincial Subsidy -Prior Yrs	0.00	2,133.63	0.00							0.00	0.00	
8-72-728-7350-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00							0.00	0.00	
Total Revenues	0.00	15,578.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-728-7350-3350 Equipment Purchases-Non TCA	0.00	5,557.92	0.00							0.00	0.00	
4-72-728-7350-3425 Outreach Activities	0.00	3,173.87	0.00							0.00	0.00	
4-72-728-7350-3709 Periodicals and Subscriptions	0.00	2,932.70	0.00							0.00	0.00	
4-72-728-7350-3804 Supplies - General	0.00	264.84	0.00							0.00	0.00	
4-72-728-7350-3915 Conventions	0.00	447.74	0.00							0.00	0.00	
4-72-728-7350-3933 Miscellaneous	0.00	1,068.26	0.00							0.00	0.00	
Total Expenditures	0.00	13,445.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Special Funding	0.00	2,133.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Strategic Plan												
Revenues												
8-72-728-7360-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00	Bookmobile Fundraising Consultant
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00	
Expenditures												
4-72-728-7360-4520 Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00	Bookmobile Fundraising Consultant
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00	

County of Bruce
Statement of Revenue and Expenditures

Admin
Ongoing Ventures
Special Projects

INPUT
Downloaded
Formulas
CAPITAL

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Proposed	Change over 2019 Budget	Comments
Total RC-Strategic Plan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Literacy Program												
Revenues												
4-72-728-7370-0219 Donations	0.00	41.00	0.00							0.00	0.00	
8-72-728-7370-0920 Transfer from Reserves - for Operating	15,000.00	876.11	3,000.00		(2,000.00)					1,000.00	(2,000.00)	MYABT supplies
Total Revenues	15,000.00	917.11	3,000.00	0.00	(2,000.00)	0.00	0.00	0.00	0.00	1,000.00	(2,000.00)	
Expenditures												
4-72-728-7370-3401 Books	6,000.00	0.00	0.00							0.00	0.00	
4-72-728-7370-3411 Video Collection	3,000.00	0.00	0.00							0.00	0.00	
4-72-728-7370-3804 Supplies - General	3,000.00	876.11	3,000.00		(2,000.00)					1,000.00	(2,000.00)	MYABT supplies
4-72-728-7370-3933 Miscellaneous	3,000.00	0.00	0.00							0.00	0.00	
8-72-728-7370-9110 Transfer to Operating Reserves	0.00	41.00	0.00							0.00	0.00	
Total Expenditures	15,000.00	917.11	3,000.00	0.00	(2,000.00)	0.00	0.00	0.00	0.00	1,000.00	(2,000.00)	
Total RC-Literacy Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Capacity Grant Prgam												
Revenues												
4-72-728-7380-0321 Provincial Subsidy	0.00	0.00	0.00							0.00	0.00	
4-72-728-7380-0360 Provincial Capital Revenues										0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-728-7380-3350 Equipment Purchases-Non TCA	0.00	0.00	0.00							0.00	0.00	
4-72-728-7380-3709 Periodicals and Subscriptions	0.00	0.00	0.00							0.00	0.00	
4-72-728-7380-3804 Supplies - General	0.00	0.00	0.00							0.00	0.00	
4-72-728-7380-3914 Staff Training	0.00	0.00	0.00							0.00	0.00	
6-72-728-7380-9575 Technology - Computer Pool										0.00	0.00	
6-72-728-7380-9576 Technology - Projector Pool										0.00	0.00	
6-72-728-7380-9577 Technology - Desktop Software Pool										0.00	0.00	
6-72-728-7380-9579 Technology - Printers										0.00	0.00	
6-72-728-7380-9582 Technology -Other										0.00	0.00	
6-72-728-7380-9730 Library Books - Purchases										0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total RC-Capacity Grant Prgam	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RC-Library Fundraising Activities												
Revenues												
4-72-728-7390-0219 Donations	0.00	540.00	0.00							0.00	0.00	
4-72-728-7390-0606 Sale of Merchandise			0.00							0.00	0.00	
8-72-728-7390-0920 Transfer from Reserves - for Operating			0.00							0.00	0.00	
8-72-728-7390-0922 Transfer from Reserves - For Capital			0.00							0.00	0.00	
Total Revenues	0.00	540.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures												
4-72-728-7390-3148 Vehicle Maintenance			0.00							0.00	0.00	
4-72-728-7390-3151 Vehicle Fuel Cost			0.00							0.00	0.00	
4-72-728-7390-3430 Promotional Items			2,100.00							2,100.00	0.00	Merchandise for Bookmobile Fundraising
4-72-728-7390-3711 Advertising	0.00	127.20	0.00							0.00	0.00	
4-72-728-7390-3804 Supplies - General	0.00	284.88	0.00							0.00	0.00	
6-72-728-7390-9600 Vehicles -Licenced			0.00							0.00	0.00	
8-72-728-7390-9100 Transfer to Capital Reserves			0.00							0.00	0.00	
8-72-728-7390-9110 Transfer to Operating Reserves			0.00							0.00	0.00	
Total Expenditures	0.00	412.08	2,100.00	0.00	0.00	0.00	0.00	0.00	0.00	2,100.00	0.00	
Total RC-Library Fundraising Activities	0.00	127.92	(2,100.00)	0.00	0.00	0.00	0.00	0.00	0.00	(2,100.00)	0.00	
Total Library Special Projects	0.00	2,261.55	(2,100.00)	0.00	0.00	0.00	0.00	0.00	0.00	(2,100.00)	0.00	
Total Library	(3,377,742.00)	(3,307,927.85)	(3,480,591.00)	0.00	(102,681.30)	0.00	0.00	0.00	0.00	(3,583,272.30)	(102,681.30)	
Full Time Equivalents												
Library Admin	36.27		36.27							36.27	-	
Ongoing Ventures										-	-	
Special Projects										-	-	
Total	36.27	0	36.27	0.00	0.00	0.00	0.00	0.00	0.00	36.27	-	

Reserves Details Library

Transfers to Reserves		
Reserve	Project/Description	\$ Amount

	Total Entered in Input Sheet	\$	-
	Check	\$	-

Transfers From Reserves			
Reserve	Project/Description	\$ Amount	Related Expense/Capital Account
Community Access Project	Public Internet	\$ 16,000.00	4-72-721-7300-3757
Special One Time Funding	Database Funding	\$ 12,000.00	4-72-721-7300-3709
Literacy Program	Supplies for literacy program	\$ 1,000.00	4-72-728-7370-3804
	Fundraising Consultant for		
Library Sustainability/Strategic Plan	Bookmobile	\$ 12,000.00	4-72-728-7360-4520

	Total Entered in Input Sheet	\$	41,000.00
	Check	\$	-

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County of Bruce

Statement of Revenue and Expenditures

Revised Budget

For Library (72)

Page

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted	Change over 2019 Budget
Revenues											
Admin/Operations Library Revenues											
2-Capital Donations Revenues											
4-72-721-7302-0255 Capital Donations		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 2-Capital Donations Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
2-Donations Revenues											
4-72-721-7295-0219 Donations										-	-
4-72-721-7295-0220 Donations for Equip Purchases non TCA										-	-
4-72-721-7295-0224 Donations - Other										-	-
Total 2-Donations Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Provincial Conditional Grants Revenues											
4-72-721-7295-0321 Provincial Subsidy		0.00	2,200.44	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7295-0322 Provincial Subsidy Conditional Operating	188,487.00	188,487.00	188,487.00	0.00	0.00	0.00	0.00	0.00	0.00	188,487.00	-
Total 3-Provincial Conditional Grants Revenues	188,487.00	190,687.44	188,487.00	0.00	0.00	0.00	0.00	0.00	0.00	188,487.00	-
4-User Fees and Services Revenues											
4-72-721-7295-0600 Program Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7295-0621 Memberships		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7295-0623 Miscellaneous Revenue	1,400.00	133.55	200.00	0.00	-200.00	0.00	0.00	0.00	0.00	-	(200.00)
4-72-721-7295-0625 Film Revenue Criterion		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7295-0626 Replacement Membership Cards		0.00	936.00	0.00	-268.00	0.00	0.00	0.00	0.00	700.00	(268.00)
4-72-721-7295-0634 Exam Proctoring	400.00	920.00	400.00	0.00	500.00	0.00	0.00	0.00	0.00	900.00	500.00
4-72-721-7295-0635 Printing Charges	3,000.00	2,447.75	3,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	7,000.00	4,000.00
4-72-721-7295-0636 Internet Charges	5,000.00	6,624.05	5,000.00	0.00	-5,000.00	0.00	0.00	0.00	0.00	-	(5,000.00)
4-72-721-7295-0637 Fax Charges	2,400.00	2,649.25	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00	-
4-72-721-7295-0638 Photocopy Revenue	2,600.00	3,331.40	2,600.00	0.00	0.00	0.00	0.00	0.00	0.00	2,600.00	-
4-72-721-7295-0653 AV Charges Equipment	300.00	630.00	300.00	0.00	100.00	0.00	0.00	0.00	0.00	400.00	100.00
4-72-721-7295-0654 AV Charges Materials		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 4-User Fees and Services Revenues	15,100.00	17,672.00	14,868.00	0.00	-868.00	0.00	0.00	0.00	0.00	14,000.00	(868.00)
4-Rents Revenues											
4-72-721-7295-0740 Rental Income	900.00	1,252.25	900.00	0.00	-400.00	0.00	0.00	0.00	0.00	500.00	(400.00)
Total 4-Rents Revenues	900.00	1,252.25	900.00	0.00	-400.00	0.00	0.00	0.00	0.00	500.00	(400.00)
4-Fines Revenues											
4-72-721-7295-0770 Fines	18,000.00	16,855.90	17,000.00	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00	-
Total 4-Fines Revenues	18,000.00	16,855.90	17,000.00	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00	-
6-Sale of Capital Asset Revenue Operating Revenues											
4-72-721-7302-0885 Capital Revenue Sale of Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 6-Sale of Capital Asset Revenue Operating Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
7-Other Revenues											
4-72-721-7295-0605 Books - Lost or damaged	1,500.00	2,457.58	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-
4-72-721-7295-0606 Sale of Merchandise	2,000.00	48.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-
4-72-721-7295-0607 Used Book Sales	5,000.00	5,251.10	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-
Total 7-Other Revenues	8,500.00	7,756.68	5,600.00	0.00	0.00	0.00	0.00	0.00	0.00	5,600.00	-
7-Sale of Equipment Revenues											
4-72-721-7295-0880 Sale of Equipment	0.00	76.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 7-Sale of Equipment Revenues	0.00	76.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Op Transfers From Reserves for Operating Revenues											
8-72-721-7295-0917 Trsf fr Reserves -OP -Library Tax Stabilization	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-721-7295-0920 Trsf fr Reserves - for Operating	29,000.00	28,375.68	26,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00	28,000.00	2,000.00
8-72-721-7300-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-721-7302-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total Op Transfers From Reserves for Operating	29,000.00	28,375.68	26,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00	28,000.00	2,000.00
CapTransfer From Reserves Revenues											
8-72-721-7302-0921 Transfer from Reserves - for IT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-721-7302-0922 Transfer from Reserves - For Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total CapTransfer From Reserves Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total Admin/Operations Library Revenues	259,987.00	262,676.25	252,855.00	0.00	732.00	0.00	0.00	0.00	0.00	253,587.00	732.00
OnGoing Ventures Library Revenues											
2-Donations Revenues											
4-72-725-7315-0219 Donations	4,000.00	7,604.50	4,000.00	0.00	-4,000.00	0.00	0.00	0.00	0.00	-	(4,000.00)
4-72-725-7315-0220 Donations for Equip Purchases non TCA		238.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7315-0224 Donations - Other		1,471.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 2-Donations Revenues	4,000.00	9,315.07	4,000.00	0.00	-4,000.00	0.00	0.00	0.00	0.00	-	(4,000.00)
3-Provincial Conditional Grants Revenues											
4-72-725-7305-0321 Provincial Subsidy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7310-0321 Provincial Subsidy	0.00	398.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	- formula missing
Total 3-Provincial Conditional Grants Revenues	0.00	398.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-

County of Bruce

Statement of Revenue and Expenditures

Revised Budget

For Library (72)

Page

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted	Change over 2019 Budget
3-Provincial Capital Grants Revenues										-	-
Not on Cap sum 4-72-725-7310-0360 Provincial Capital Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Provincial Capital Conditional Grants Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Op Transfers From Reserves for Operating Revenues										-	-
8-72-725-7315-0920 Transfer from Reserves - for Operating	13,525.00	5,977.59	10,544.00	-10,544.00	0.00	0.00	0.00	0.00	0.00	-	(10,544.00)
Total Op Transfers From Reserves for Operating	13,525.00	5,977.59	10,544.00	-10,544.00	0.00	0.00	0.00	0.00	0.00	-	(10,544.00)
Total OnGoing Ventures Library Revenues	17,525.00	15,691.01	14,544.00	-10,544.00	-4,000.00	0.00	0.00	0.00	0.00	-	(14,544.00)
Library Special Projects Revenues										-	-
2-Donations Revenues										-	-
4-72-728-7370-0219 Donations	0.00	41.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7390-0219 Donations	0.00	540.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 2-Donations Revenues	0.00	581.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Provincial Conditional Grants Revenues										-	-
4-72-728-7320-0320 Provincial Subsidy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-0321 Provincial Subsidy	0.00	13,445.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-0326 Provincial Subsidy -Prior Yrs	0.00	2,133.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7380-0321 Provincial Subsidy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Provincial Conditional Grants Revenues	0.00	15,578.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Provincial Capital Grants Revenues										-	-
4-72-728-7380-0360 Provincial Capital Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Provincial Capital Grants Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
7-Other Revenues										-	-
4-72-728-7390-0606 Sale of Merchandise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 7-Other Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Op Transfers From Reserves for Operating Revenues										-	-
8-72-728-7350-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-728-7360-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00
8-72-728-7370-0920 Transfer from Reserves - for Operating	15,000.00	876.11	3,000.00	0.00	-2,000.00	0.00	0.00	0.00	0.00	1,000.00	(2,000.00)
8-72-728-7390-0920 Transfer from Reserves - for Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total Op Transfers From Reserves for Operating	15,000.00	876.11	3,000.00	0.00	-2,000.00	0.00	0.00	0.00	12,000.00	13,000.00	10,000.00
Total Library Special Projects Revenues	15,000.00	17,036.07	3,000.00	0.00	-2,000.00	0.00	0.00	0.00	12,000.00	13,000.00	10,000.00
Total Library Revenues	292,512.00	295,403.33	270,399.00	-10,544.00	-5,268.00	0.00	0.00	0.00	12,000.00	266,587.00	(3,812.00)
Expenditures										-	-
Admin/Operations Library Expenditures										-	-
1-Salaries Expenditures										-	-
4-72-721-7300-1110 Salaries and Wages	2,103,707.00	2,031,735.07	2,136,952.00	0.00	54,677.00	0.00	0.00	0.00	0.00	2,191,629.00	54,677.00
4-72-721-7300-1117 Sick Pay	0.00	26,957.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-1126 Overtime	365.00	485.38	365.00	0.00	-365.00	0.00	0.00	0.00	0.00	-	(365.00)
Total 1-Salaries Expenditures	2,104,072.00	2,059,177.92	2,137,317.00	0.00	54,312.00	0.00	0.00	0.00	0.00	2,191,629.00	54,312.00
1-Benefits Expenditures										-	-
4-72-721-7300-1200 Employment Benefits	324,489.00	306,727.79	326,632.00	0.00	14,389.00	0.00	0.00	0.00	0.00	341,021.00	14,389.00
4-72-721-7300-1220 Non Mandatory Benefits	116,362.00	125,621.48	141,714.00	0.00	-6,169.00	0.00	0.00	0.00	0.00	135,545.00	(6,169.00)
Total 1-Benefits Expenditures	440,851.00	432,349.27	468,346.00	0.00	8,220.00	0.00	0.00	0.00	0.00	476,566.00	8,220.00
WSIB Expenditures										-	-
4-72-721-7300-1230 Workers Compensation - Contributions	6,958.00	6,917.62	7,543.00	0.00	360.00	0.00	0.00	0.00	0.00	7,903.00	360.00
Total WSIB Expenditures	6,958.00	6,917.62	7,543.00	0.00	360.00	0.00	0.00	0.00	0.00	7,903.00	360.00
3-Vehicle Costs Expenditures										-	-
4-72-721-7300-3147 Vehicle Lease	2,660.00	4,644.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-3148 Vehicle Maintenance	4,200.00	7,677.71	7,231.00	0.00	0.00	0.00	0.00	0.00	0.00	7,231.00	-
4-72-721-7300-3151 Vehicle Fuel Cost	7,140.00	12,630.98	12,578.00	0.00	-578.00	0.00	0.00	0.00	0.00	12,000.00	(578.00)
Total 3-Vehicle Costs Expenditures	14,000.00	24,953.41	19,809.00	0.00	-578.00	0.00	0.00	0.00	0.00	19,231.00	(578.00)
3-Staff Related Costs Expenditures										-	-
4-72-721-7300-3911 Travel cost	15,000.00	13,168.17	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	-
4-72-721-7300-3914 Staff Training	12,500.00	15,510.93	18,000.00	0.00	-5,000.00	0.00	0.00	0.00	0.00	13,000.00	(5,000.00)
4-72-721-7300-3915 Conventions	8,000.00	11,046.97	8,000.00	0.00	3,000.00	0.00	0.00	0.00	0.00	11,000.00	3,000.00
4-72-721-7300-3917 Health and Safety	2,000.00	712.14	2,000.00	0.00	1,500.00	0.00	0.00	0.00	0.00	3,500.00	1,500.00
4-72-721-7300-3931 Retirement/Service Awards	1,000.00	179.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Staff Related Costs Expenditures	38,500.00	40,617.79	43,000.00	0.00	-500.00	0.00	0.00	0.00	0.00	42,500.00	(500.00)
3-Operational Supplies and Materials Expenditures										-	-
4-72-721-7300-3301 Equipment Repairs and Maintenance	2,500.00	14,892.37	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-
4-72-721-7300-3350 Equipment Purchases-Non TCA	7,250.00	6,802.76	3,750.00	0.00	0.00	0.00	0.00	0.00	0.00	3,750.00	-
4-72-721-7300-3354 Equipment Purchases- Non TCA by donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-3412 AV Films (Criterion))	3,200.00	3,132.17	3,200.00	0.00	350.00	0.00	0.00	0.00	0.00	3,550.00	350.00
4-72-721-7300-3413 Audio Visual Supplies	1,000.00	844.91	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-
4-72-721-7300-3414 Other Purchases thru Used Book Sales	4,000.00	1,316.45	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-
4-72-721-7300-3419 Workshop Related Expenses	1,000.00	1,030.98	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-

County of Bruce

Statement of Revenue and Expenditures

Revised Budget
For Library (72)

Page

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted	Change over 2019 Budget
4-72-721-7300-3422 Programs	12,000.00	12,119.48	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	-
4-72-721-7300-3430 Promotional Items	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-
4-72-721-7300-3432 Promotional Advertising - Programs	7,500.00	5,914.53	5,400.00	0.00	0.00	0.00	0.00	0.00	0.00	5,400.00	-
4-72-721-7300-3558 Insurance Premiums	12,192.00	12,192.77	12,802.00	0.00	0.00	0.00	0.00	0.00	0.00	12,802.00	-
4-72-721-7300-3709 Periodicals and Subscriptions	86,000.00	74,242.49	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	-
4-72-721-7300-3710 Memberships	12,500.00	10,906.81	12,500.00	0.00	-1,000.00	0.00	0.00	0.00	0.00	11,500.00	(1,000.00)
4-72-721-7300-3711 Advertising	1,500.00	5,663.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-3717 Public Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-3719 Postage	1,060.00	181.01	16,060.00	0.00	-8,560.00	0.00	0.00	0.00	0.00	7,500.00	(8,560.00)
4-72-721-7300-3756 Telephone	24,000.00	18,311.22	22,500.00	0.00	-1,000.00	0.00	0.00	0.00	0.00	21,500.00	(1,000.00)
4-72-721-7300-3757 Public Internet	14,000.00	19,344.73	14,000.00	0.00	11,000.00	0.00	0.00	0.00	0.00	25,000.00	11,000.00
4-72-721-7300-3786 Computer Supplies	4,300.00	2,763.20	4,300.00	0.00	-1,300.00	0.00	0.00	0.00	0.00	3,000.00	(1,300.00)
4-72-721-7300-3804 Supplies - General	16,000.00	14,958.37	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	16,000.00	-
4-72-721-7300-3933 Miscellaneous	1,000.00	3,052.01	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-
4-72-721-7300-8999 Expense Recoveries	0.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-8505 Interdepartmental Cost Recovery	0.00	-2,530.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-8510 Data Processing Interdept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7302-3350 Equipment Purchases-Non TCA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-3215 Maintenance Office Equip - Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Operational Supplies and Materials Expenditures	212,002.00	205,120.00	225,512.00	0.00	-510.00	0.00	0.00	0.00	0.00	225,002.00	(510.00)
3-Facility Costs Expenditures										-	-
										-	-
Total 3-Facility Costs Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-Facility Costs Contract Services Expenditures										-	-
										-	-
4-72-721-7300-4503 Branch Mtce Building and Grounds -Contract Ser	0.00	329.70	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	-
Total 4-Facility Costs Contract Services Expenditures	0.00	329.70	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	-
4-Contract Services Expenditures										-	-
4-72-721-7300-4504 Maintenance Office Equip -Contract Service	40,000.00	29,092.15	33,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	34,000.00	1,000.00
4-72-721-7300-4520 Consultant Services	5,500.00	5,159.10	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00	-
4-72-721-7300-4551 Audit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-4552 Legal	0.00	598.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-4553 Professional Services	0.00	71.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-4571 Maintenance - Computer Software	4,000.00	3,880.85	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-
Total 4-Contract Services Expenditures	49,500.00	38,802.17	42,500.00	0.00	1,000.00	0.00	0.00	0.00	0.00	43,500.00	1,000.00
6-Financial Cost Expenditures										-	-
4-72-721-7300-6201 Credit Bureau Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 6-Financial Cost Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-Facility Cost Rentals Expenditures										-	-
4-72-721-7300-8520 Rental Charge Interdept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-721-7300-8550 Interdept Facilities Allocation	39,537.00	39,537.00	36,551.00	0.00	832.00	0.00	0.00	0.00	0.00	37,383.00	832.00
Total 6-Facility Cost Rentals Expenditures	39,537.00	39,537.00	36,551.00	0.00	832.00	0.00	0.00	0.00	0.00	37,383.00	832.00
5-External Transfers Expenditures										-	-
4-72-721-7300-7001 Branch Library Service Grants	338,687.00	331,414.00	338,042.00	0.00	6,788.30	0.00	0.00	0.00	0.00	344,830.30	6,788.30
Total 5-External Transfers Expenditures	338,687.00	331,414.00	338,042.00	0.00	6,788.30	0.00	0.00	0.00	0.00	344,830.30	6,788.30
Cap Transfers To Reserves Expenditures										-	-
8-72-721-7302-9100 Transfer to Capital Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-721-7302-9102 Transfer to Capital Reserves IT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-721-7302-9104 Trfr to Reserves Unfinished IT Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total Cap Transfers To Reserves Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
OP Transfer to Reserves Expenditures										-	-
8-72-721-7300-9110 Transfer to Operating Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total OP Transfer to Reserves Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
TCA Expenditures										-	-
6-72-721-7302-9492 Building Int Flooring Carpet/Laminate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9501 Building Int - Furnishings/Shelving	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9575 Technology - Computer Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9577 Technology - Desktop Software Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9579 Technology - Printers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9582 Technology -Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9583 Technology - Server Hardware	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9600 Vehicles -Licenced	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9701 Furniture & Fixtures - Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9730 Library Books - Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9731 Library Books - Purchase by Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-

County of Bruce

Statement of Revenue and Expenditures

Page

Revised Budget
For Library (72)

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted	Change over 2019 Budget
6-72-721-7302-9732 Library Talking Books	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9734 Library Books Cataloguing and	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9735 Library E Book Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-721-7302-9738 Library Audio Visual Collection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total TCA Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Interdept Allocation										-	-
4-72-721-7300-8551 Interdept Program Support Allocation	397,622.00	397,622.00	412,326.00	0.00	33,489.00	0.00	0.00	0.00	0.00	445,815.00	33,489.00
Total Interdept Allocation	397,622.00	397,622.00	412,326.00	0.00	33,489.00	0.00	0.00	0.00	0.00	445,815.00	33,489.00
Total Admin/Operations Library Expenditures	3,641,729.00	3,576,840.88	3,731,346.00	0.00	103,413.30	0.00	0.00	0.00	0.00	3,834,759.30	103,413.30
OnGoing Ventures Library Expenditures										-	-
1-Salaries Expenditures										-	-
4-72-725-7305-1110 Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 1-Salaries Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
1-Benefits Expenditures										-	-
4-72-725-7305-1200 Employment Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 1-Benefits Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
WSIB Expenditures										-	-
4-72-725-7305-1230 Workers Compensation - Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total WSIB Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Operational Supplies and Materials Expenditures										-	-
4-72-725-7310-3301 Equipment Repairs and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7310-3711 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7310-3804 Supplies - General	0.00	423.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7310-3933 Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7315-3350 Equipment Purchases-Non TCA	13,525.00	5,350.93	10,544.00	-10,544.00	0.00	0.00	0.00	0.00	0.00	-	(10,544.00)
4-72-725-7315-3422 Programs	0.00	42.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-725-7315-3804 Supplies - General	0.00	584.55	4,000.00	0.00	-4,000.00	0.00	0.00	0.00	0.00	-	(4,000.00)
Total 3-Operational Supplies and Materials Expenditures	13,525.00	6,400.71	14,544.00	-10,544.00	-4,000.00	0.00	0.00	0.00	0.00	-	(14,544.00)
OP Transfer to Reserves Expenditures										-	-
8-72-725-7315-9110 Transfer to Operating Reserves	0.00	5,315.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total OP Transfer to Reserves Expenditures	0.00	5,315.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
TCA Expenditures										-	-
6-72-725-7310-9575 Technology - Computer Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-725-7310-9701 Furniture & Fixtures - Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-725-7310-9730 Library Books - Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total TCA Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total OnGoing Ventures Library Expenditures	13,525.00	11,715.78	14,544.00	-10,544.00	-4,000.00	0.00	0.00	0.00	0.00	-	(14,544.00)
Library Special Projects Expenditures										-	-
3-Vehicle Costs Expenditures										-	-
4-72-728-7390-3148 Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7390-3151 Vehicle Fuel Cost	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Vehicle Costs Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Staff Related Costs Expenditures										-	-
4-72-728-7380-3914 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Staff Related Costs Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
3-Operational Supplies and Materials Expenditures										-	-
4-72-728-7350-3350 Equipment Purchases-Non TCA	0.00	5,557.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-3425 Outreach Activities	0.00	3,173.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-3709 Periodicals and Subscriptions	0.00	2,932.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-3804 Supplies - General	0.00	264.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-3915 Conventions	0.00	447.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7350-3933 Miscellaneous	0.00	1,068.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7370-3401 Books	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7370-3411 Video Collection	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7370-3804 Supplies - General	3,000.00	876.11	3,000.00	0.00	-2,000.00	0.00	0.00	0.00	0.00	1,000.00	(2,000.00)
4-72-728-7370-3933 Miscellaneous	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7380-3350 Equipment Purchases-Non TCA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7380-3709 Periodicals and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7380-3804 Supplies - General	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7390-3430 Promotional Items	0.00	0.00	2,100.00	0.00	0.00	0.00	0.00	0.00	0.00	2,100.00	-
4-72-728-7390-3711 Advertising	0.00	127.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7390-3804 Supplies - General	0.00	284.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total 3-Operational Supplies and Materials Expenditures	15,000.00	14,733.52	5,100.00	0.00	-2,000.00	0.00	0.00	0.00	0.00	3,100.00	(2,000.00)
4-Contract Services Expenditures										-	-
4-72-728-7320-4525 Website Internet Contract Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
4-72-728-7360-4520 Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00

County of Bruce

Statement of Revenue and Expenditures

Page

Revised Budget
For Library (72)

Account Number	2018 Previous YTD Budget	2018 Previous YTD Actual	2019 Annual Budget	Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted	Change over 2019 Budget
Total 4-Contract Services Expenditures	0.00		0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00
TCA Expenditures										-	-
6-72-728-7380-9575 Technology - Computer Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-728-7380-9576 Technology - Projector Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-728-7380-9577 Technology - Desktop Software Pool	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-728-7380-9579 Technology - Printers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-728-7380-9582 Technology -Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
6-72-728-7380-9730 Library Books - Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total TCA Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
OP Transfer to Reserves Expenditures										-	-
8-72-728-7370-9110 Transfer to Operating Reserves	0.00	41.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
8-72-728-7390-9110 Transfer to Operating Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total OP Transfer to Reserves Expenditures	0.00	41.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total Library Special Projects Expenditures	15,000.00	14,774.52	5,100.00	0.00	-2,000.00	0.00	0.00	0.00	12,000.00	15,100.00	10,000.00
Total Library Expenditures	3,670,254.00	3,603,331.18	3,750,990.00	-10,544.00	97,413.30	0.00	0.00	0.00	12,000.00	3,849,859.30	98,869.30
Library Excess of Revenues Over Expenditures	-3,377,742.00	-3,307,927.85	-3,480,591.00	0.00	-102,681.30	0.00	0.00	0.00	0.00	(3,583,272.30)	(102,681.30)
Full Time Equivalents										-	-
Library Admin	36.27	0	36.27	0.00	0.00	0.00	0.00	0.00	0.00	36.27	-
Ongoing Ventures	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Special Projects	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	-	-
Total	36.27	0	36.27	0.00	0.00	0.00	0.00	0.00	0.00	36.27	-

County of Bruce

Statement of Revenue and Expendi

Revised Budget

		2018	2018	2019
Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget
Library				
Admin/Operations Library				
RC- Program -Library				
Expenditures				
4-72-721-7300-1110	Salaries and Wages	2,103,707.00	2,031,735.07	2,136,952.00
4-72-721-7300-1117	Sick Pay	0.00	26,957.47	0.00
4-72-721-7300-1126	Overtime	365.00	485.38	365.00
4-72-721-7300-1200	Employment Benefits	324,489.00	306,727.79	326,632.00
4-72-721-7300-1220	Non Mandatory Benefits	116,362.00	125,621.48	141,714.00
4-72-721-7300-1230	Workers Compensation - Contributions	6,958.00	6,917.62	7,543.00
Total Expenditures		2,551,881.00	2,498,444.81	2,613,206.00
Total RC- Program -Library		-2,551,881.00	-2,498,444.81	-2,613,206.00
Total Admin/Operations Library		-2,551,881.00	-2,498,444.81	-2,613,206.00
OnGoing Ventures Library				
RC-Cap Program Library				
Expenditures				
4-72-725-7305-1110	Salaries and Wages	0.00	0.00	0.00
4-72-725-7305-1200	Employment Benefits	0.00	0.00	0.00
4-72-725-7305-1230	Workers Compensation - Contributions	0.00	0.00	0.00
Total Expenditures		0.00	0.00	0.00
Total RC-Cap Program Library		0.00	0.00	0.00
Total OnGoing Ventures Library		0.00	0.00	0.00
Total Library		-2,551,881.00	-2,498,444.81	-2,613,206.00

Adj to Base	Maintain Services	Provincial Legislation	Growth	Council Priorities	Service Initiatives Savings	2020 Adopted
0.00	54,677.00	0.00	0.00	0.00	0.00	2,191,629.00
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	-365.00	0.00	0.00	0.00	0.00	-
0.00	14,389.00	0.00	0.00	0.00	0.00	341,021.00
0.00	-6,169.00	0.00	0.00	0.00	0.00	135,545.00
0.00	360.00	0.00	0.00	0.00	0.00	7,903.00
0.00	62,892.00	0.00	0.00	0.00	0.00	2,676,098.00
0.00	-62,892.00	0.00	0.00	0.00	0.00	(2,676,098.00)
0.00	-62,892.00	0.00	0.00	0.00	0.00	(2,676,098.00)
						-
						-
						-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	0.00	0.00	0.00	0.00	0.00	-
0.00	-62,892.00	0.00	0.00	0.00	0.00	(2,676,098.00)

**Change over
2019 Budget**

54,677.00
-
(365.00)
14,389.00
(6,169.00)
360.00
62,892.00
(62,892.00)
(62,892.00)
-
-
-
-
-
-
-
(62,892.00)

Program Budgeting Definitions

- **Baseline Budget** – This will be your 2018 Budget adjusted for one time allocation of funding resources or expenditures. The outcome will be your baseline budget for 2019 which represents the costs on a continuation of the existing level
- **Pressure Categories** – These are circumstances which dictate increases or decreases to your adjusted baseline budget. The recommended pressure
 1. **Maintain Services** – additional funding requirements to continue delivering programs and services at current Council approved levels. Increases in compensation resulting from collective agreement settlements are typically the
 2. **Provincial Legislated** – additional funding requirements resulting from
 - *Result in the implementation of a new program, or
 - *Enhance the service level of an existing program or service
 3. **Growth/Cost of Growth** – additional resources required to provide existing services to address growth in the population of the county each year and to service
 4. **Council Priorities** – additional resource requirements to accommodate Council directed initiatives typically identified in the strategic plan. An example would be
 5. **Service Initiatives/Savings** – additional resources required to provide new services with a program or provide a higher level of service for existing programs. Savings or costs associated with management initiatives to enhance organizational

Expenditures by Type

- **Salaries, Wages and Benefits** – Expenditures relating to the costs of employing individuals. This includes wages, employer mandatory costs such as
- **Staff Related Costs** – Expenditures with a direct link to employees. This includes travel, conventions, training, mileage, meals, uniforms and boot
- **Contract Services** – Expenditures which requires the corporation to go outside our own resources for services. Examples of this would be purchase of legal
- **Materials** – Expenditures for materials purchased by the corporation for its own use, and/or disposal or resale. This grouping is really a catch all so anything which is not defined in any other grouping falls in this grouping. Examples are office
- **Transfers/Grants/Financial Charges** – Expenditures where we cash flow to charitable organizations, cultural or recreation organizations, hospitals, conservation authorities or unconsolidated local boards. Expenditures paid to
- **Transfer to Reserves** – This line identifies the funds we set aside to spend in the future. Typically they are for the cost of replacing current capital assets or future assets. There are also times we set aside funds for operating reserves.
- **Capital** – Total cost of Capital Expenditures.
- **Fleet Cost** – Expenditures related to the costs associated to vehicles used within a department. Examples would be vehicle maintenance and fuel costs.
- **Program Facility Costs** – Expenditures related to the facility the program is operating from. They include costs such as rent, building maintenance cost for

Revenues by Type

purposes.

- **Provincial** – Revenue received through a provincial stream for operational purposes. Social services subsidies and museum operating grant would be
- **Municipal** – Revenue received through another municipality this does not include a programs share of the levy. An example of municipal revenue is monies line includes reserve transfers for Capital.
- **Fees and Services** - Revenue generated from the program in the form of user fees. This includes revenues such as admissions, workshop, cable charges, and capital donations.
- **Fines** – Revenues generated by fines imposed by the corporation and collected by the corporation. An example of this would be the library book fines for late
- **Other** – Operating revenue not reported as user fees, service charges or grants. Includes amounts from sale of other products or merchandise such as gift



Library

Capital Budgeting Dashboard

Budget Year	2020					
Budget Version	Proposed					
	Balancing Checks					
	Summary - Input	Summary - Projects	5 year Forecast	Download (prior year)		
Land	0	0	0	0		
Equipment	0	0	0	0		
Technology/Communications	0	0	0	0		
Vehicles & Machinery	0	0	0	0		
Furniture and Fixtures	0	0	0	0		
Building	0	0	0	0		
Bridges & Culverts	0	0	0	0		
Roads Paved	0	0	0	0		
Roads Unpaved	0	0	0	0		
Traffic Signals	0	0	0	0		
Trails Program	0	0	0	0		
Transfer to Reserves	0	0	0	0		
Revenues	0	0	0	0		
Summary of Budget Totals	2019	2020	2021	2022	2023	2024
Land	0	0	0	0	0	0
Equipment	321,000	339,000	329,500	328,500	328,500	328,500
Technology/Communications	0	0	5,000	0	0	0
Vehicles & Machinery	42,000	0	44,000	150,000	0	0
Furniture and Fixtures	22,214	10,000	10,000	10,000	10,000	10,000
Building	20,000	10,000	10,000	10,000	10,000	10,000
Bridges & Culverts	0	0	0	0	0	0
Roads Paved	0	0	0	0	0	0
Roads Unpaved	0	0	0	0	0	0
Traffic Signals	0	0	0	0	0	0
Trails Program	0	0	0	0	0	0
Expenditures	405,214	359,000	398,500	498,500	348,500	348,500
Transfer to Reserves	41,200	48,200	129,200	33,200	33,200	33,200
Total Expenditures	446,414	407,200	527,700	531,700	381,700	381,700
Total Revenues	75,214	5,000	127,000	131,000	6,000	6,000
Net Levy Requirement	371,200	402,200	400,700	400,700	375,700	375,700
Annual Reserves Budget		Reserve Sheet Balanced				
Transfers to Reserves	48,200	Transfers to Reserves	0			
Transfers from Reserves	5,000	Transfers from Reserves	0			

County of Bruce
Director of Library

Library

	2018	2019 Baseline		2020 Adjustments Pressure Categories					2020	\$ Change over 2019 Budget	2021	2022	2023	2024
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed		Projected	Projected	Projected	Projected
Expenditures by Type														
Land	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment	332,504	321,000	-321,000	339,000	0	0	0	0	339,000	18,000	329,500	328,500	328,500	328,500
Technology/Communications	945	0	0	0	0	0	0	0	0	0	5,000	0	0	0
Vehicles & Machinery	0	42,000	-42,000	0	0	0	0	0	0	-42,000	44,000	150,000	0	0
Furniture and Fixtures	7,433	22,214	-22,214	10,000	0	0	0	0	10,000	-12,214	10,000	10,000	10,000	10,000
Building - Structure	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Site Elements	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Exterior Components	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Interior Components	0	20,000	-20,000	10,000	0	0	0	0	10,000	-10,000	10,000	10,000	10,000	10,000
Building - Site Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Mechanical and Electrical	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Fire and Life Safety	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Elevator	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridges & Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roads Paved	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Roads Unpaved	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Signals & Signs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trails Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0
									0	0				
Gross Expenditures	340,881	405,214	-405,214	359,000	0	0	0	0	359,000	-46,214	398,500	498,500	348,500	348,500
TRANSFER TO RESERVES	33,328	41,200	-41,200	23,200	0	0	0	25,000	48,200	7,000	129,200	33,200	33,200	33,200
Net Expenditure	374,209	446,414	-446,414	382,200	0	0	0	25,000	407,200	-39,214	527,700	531,700	381,700	381,700
Percent of Net Expenditure Budget			-100.0%	85.6%	0.0%	0.0%	0.0%	5.6%	-8.8%		29.6%	0.8%	-28.2%	0.0%
Revenues By Type														
Federal	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Provincial	945	0	0	0	0	0	0	0	0	0	0	0	0	0
Municipal	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Own Funds	7,301	74,214	-74,214	5,000	0	0	0	0	5,000	-69,214	44,000	130,000	5,000	5,000
Donations	1,702	1,000	-1,000	0	0	0	0	0	0	-1,000	83,000	1,000	1,000	1,000
Other	741	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Revenue	10,688	75,214	-75,214	5,000	0	0	0	0	5,000	-70,214	127,000	131,000	6,000	6,000
Net Requirement	363,521	371,200	-371,200	377,200	0	0	0	25,000	402,200	31,000	400,700	400,700	375,700	375,700
Percent of Prior Year Net Requirement Budget			-100.0%	101.6%	0.0%	0.0%	0.0%	6.7%	8.4%		-0.4%	0.0%	-6.2%	0.0%

County of Bruce
Director of Library

Administration

	2018	2019 Baseline		2020 Adjustments Pressure Categories					2020	\$ Change over 2019 Budget	2021	2022	2023	2024
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed		Projected	Projected	Projected	Projected
Expenditures by Type														
Land									0	0				
Equipment	332,504	320,000	-320,000	339,000	0	0	0	0	339,000	19,000	327,500	328,500	328,500	328,500
Technology/Communications	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles & Machinery	0	42,000	-42,000	0	0	0	0	0	0	-42,000	44,000	0	0	0
Furniture and Fixtures	2,918	22,214	-22,214	10,000	0	0	0	0	10,000	-12,214	10,000	10,000	10,000	10,000
Building - Structure									0	0				
Building - Site Elements									0	0				
Building - Exterior Components									0	0				
Building - Interior Components	0	20,000	-20,000	10,000	0	0	0	0	10,000	-10,000	10,000	10,000	10,000	10,000
Building - Site Services									0	0				
Building - Mechanical and Electrical									0	0				
Building - Fire and Life Safety									0	0				
Building - Elevator									0	0				
Bridges & Culverts									0	0				
Roads Paved									0	0				
Roads Unpaved									0	0				
Traffic Signals & Signs									0	0				
Trails Program									0	0				
									0	0				
Gross Expenditures	335,422	404,214	-404,214	359,000	0	0	0	0	359,000	-45,214	391,500	348,500	348,500	348,500
TRANSFER TO RESERVES	33,200	16,200	-16,200	23,200	0	0	0	0	23,200	7,000	29,200	33,200	33,200	33,200
Net Expenditure	368,622	420,414	-420,414	382,200	0	0	0	0	382,200	-52,214	420,700	381,700	381,700	381,700
Percent of Net Expenditure Budget			-100.0%	90.9%	0.0%	0.0%	0.0%	0.0%	-9.1%		10.1%	-9.3%	0.0%	0.0%
Revenues By Type														
Federal									0	0				
Provincial									0	0				
Municipal									0	0				
Own Funds	2,786	74,214	-74,214	5,000	0	0	0	0	5,000	-69,214	44,000	5,000	5,000	5,000
Donations	1,702	0	0	0	0	0	0	0	0	0	1,000	1,000	1,000	1,000
Other	741	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt									0	0				
Total Revenue	5,229	74,214	-74,214	5,000	0	0	0	0	5,000	-69,214	45,000	6,000	6,000	6,000
Net Requirement	363,394	346,200	-346,200	377,200	0	0	0	0	377,200	17,000	375,700	375,700	375,700	375,700
Percent of Prior Year Net Requirement Budget			-100.0%	109.0%	0.0%	0.0%	0.0%	0.0%	9.0%		-0.4%	0.0%	0.0%	0.0%

Category: Equipment	Financial Information					
Current Capital Projects	Revenue by Type					
Library Books: \$250,000	Total 2020 Request	339,000	2020 Net Request	339,000		
Audiobooks/Talking Books: \$15,000	Federal	0	Donations	0		
Cataloging/Processing/Shipping fees: \$35,000	Provincial	0	Other	0		
	Municipal	0	Debt	0		
	Reserves	0	Levy	339,000		
DVDs/AV material: \$35,000	Expenditure by Pressure Category					
eBook purchases: \$4,000		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings
		339,000	-	-	-	2020 Total
						339,000
Future Capital Projects	Forecast					
	2020	2021	2022	2023	2024	
	339,000	327,500	328,500	328,500	328,500	
	-	1,000	1,000	1,000	1,000	
	339,000	326,500	327,500	327,500	327,500	

Category: Technology and Communications	Financial Information					
Current Capital Projects	Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0		
	Federal	0	Donations	0		
	Provincial	0	Other	0		
	Municipal	0	Debt	0		
	Reserves	0	Levy	0		
	Expenditure by Pressure Category					
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings
		-	-	-	-	2020 Total
						-
Future Capital Projects	Forecast					
	2020	2021	2022	2023	2024	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	

Category: Vehicles & Machinery	Financial Information					
Current Capital Projects	Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0		
	Federal	0	Donations	0		
	Provincial	0	Other	0		
	Municipal	0	Debt	0		
	Reserves	0	Levy	0		
	Expenditure by Pressure Category					
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings
		-	-	-	-	2020 Total
						-
Future Capital Projects	Forecast					
\$25,000 over course of 3 years funding for Bookmobile project	2020	2021	2022	2023	2024	
Van replacement in 2021	-	44,000	-	-	-	
	-	44,000	-	-	-	
	-	-	-	-	-	

Category: Furniture & Fixtures	Financial Information					
Current Capital Projects	Revenue by Type					
Furniture for branches: \$5,000 Shelving for branches: \$5,000	Total 2020 Request	10,000	2020 Net Request	5,000		
	Federal	0	Donations	0		
	Provincial	0	Other	0		
	Municipal	0	Debt	0		
	Reserves	5,000	Levy	5,000		
	Expenditure by Pressure Category					
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings
		10,000	-	-	-	-
						2020 Total
						10,000
Future Capital Projects						
	Forecast	2020	2021	2022	2023	2024
	Expenditure	10,000	10,000	10,000	10,000	10,000
	Revenues	5,000	-	5,000	5,000	5,000
	Net Levy Requirement	5,000	10,000	5,000	5,000	5,000

Category: Building	Financial Information					
Current Capital Projects	Revenue by Type					
	Total 2020 Request	10,000	2020 Net Request	10,000		
	Federal	0	Donations	0		
	Provincial	0	Other	0		
	Municipal	0	Debt	0		
	Reserves	0	Levy	10,000		
	Expenditure by Pressure Category					
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings
		10,000	-	-	-	-
						2020 Total
						10,000
Future Capital Projects						
	Forecast	2020	2021	2022	2023	2024
	Expenditure	10,000	10,000	10,000	10,000	10,000
	Revenues	-	-	-	-	-
	Net Levy Requirement	10,000	10,000	10,000	10,000	10,000

County of Bruce
Director of Library

Ongoing Ventures

	2018	2019 Baseline		2020 Adjustments Pressure Categories					2020	\$ Change over 2019 Budget	2021	2022	2023	2024
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed		Projected	Projected	Projected	Projected
Expenditures by Type														
Land									0	0				
Equipment	0	1,000	-1,000	0	0	0	0	0	0	-1,000	0	0	0	0
Technology/Communications									0	0				
Vehicles & Machinery									0	0				
Furniture and Fixtures	4,515	0	0	0	0	0	0	0	0	0	0	0	0	0
Building - Structure									0	0				
Building - Site Elements									0	0				
Building - Exterior Components									0	0				
Building - Interior Components									0	0				
Building - Site Services									0	0				
Building - Mechanical and Electrical									0	0				
Building - Fire and Life Safety									0	0				
Building - Elevator									0	0				
Bridges & Culverts									0	0				
Roads Paved									0	0				
Roads Unpaved									0	0				
Traffic Signals & Signs									0	0				
Trails Program									0	0				
Gross Expenditures	4,515	1,000	-1,000	0	0	0	0	0	0	-1,000	0	0	0	0
TRANSFER TO RESERVES									0	0				
Net Expenditure	4,515	1,000	-1,000	0	0	0	0	0	0	-1,000	0	0	0	0
Percent of Net Expenditure Budget			-100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	-100.0%		0.0%	0.0%	0.0%	0.0%
Revenues By Type														
Federal									0	0				
Provincial									0	0				
Municipal									0	0				
Own Funds	4,515	0	0	0	0	0	0	0	0	0	0	0	0	0
Donations	0	1,000	-1,000	0	0	0	0	0	0	-1,000	0	0	0	0
Other									0	0				
Debt									0	0				
Total Revenue	4,515	1,000	-1,000	0	0	0	0	0	0	-1,000	0	0	0	0
Net Requirement	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Percent of Prior Year Net Requirement Budget			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		0.0%	0.0%	0.0%	0.0%

Category: Equipment		Financial Information					
Current Capital Projects		Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0			
	Federal	0	Donations	0			
	Provincial	0	Other	0			
	Municipal	0	Debt	0			
	Reserves	0	Levy	0			
	Expenditure by Pressure Category						
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings	2020 Total
		-	-	-	-	-	-
Future Capital Projects		Forecast	2020	2021	2022	2023	2024
	Expenditure	-	-	-	-	-	-
	Revenues	-	-	-	-	-	-
	Net Levy Requirement	-	-	-	-	-	-

Category: Furniture & Fixtures		Financial Information					
Current Capital Projects		Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0			
	Federal	0	Donations	0			
	Provincial	0	Other	0			
	Municipal	0	Debt	0			
	Reserves	0	Levy	0			
	Expenditure by Pressure Category						
		Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings	2020 Total
		-	-	-	-	-	-
Future Capital Projects		Forecast	2020	2021	2022	2023	2024
	Expenditure	-	-	-	-	-	-
	Revenues	-	-	-	-	-	-
	Net Levy Requirement	-	-	-	-	-	-

County of Bruce
Director of Library

Special Projects

	2018	2019 Baseline		2020 Adjustments Pressure Categories					2020	\$ Change over 2019 Budget	2021	2022	2023	2024
	Actual	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	Growth	Council Priorities	Service Initiatives / Savings	Proposed		Projected	Projected	Projected	Projected
Expenditures by Type														
Land									0	0				
Equipment	0	0	0	0	0	0	0	0	0	0	2,000	0	0	0
Technology/Communications	945	0	0	0	0	0	0	0	0	0	5,000	0	0	0
Vehicles & Machinery	0	0	0	0	0	0	0	0	0	0	0	150,000	0	0
Furniture and Fixtures									0	0				
Building - Structure									0	0				
Building - Site Elements									0	0				
Building - Exterior Components									0	0				
Building - Interior Components									0	0				
Building - Site Services									0	0				
Building - Mechanical and Electrical									0	0				
Building - Fire and Life Safety									0	0				
Building - Elevator									0	0				
Bridges & Culverts									0	0				
Roads Paved									0	0				
Roads Unpaved									0	0				
Traffic Signals & Signs									0	0				
Trails Program									0	0				
Gross Expenditures	945	0	0	0	0	0	0	0	0	0	7,000	150,000	0	0
TRANSFER TO RESERVES	128	25,000	-25,000	0	0	0	0	25,000	25,000	0	100,000	0	0	0
Net Expenditure	1,073	25,000	-25,000	0	0	0	0	25,000	25,000	0	107,000	150,000	0	0
Percent of Net Expenditure Budget			-100.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%		328.0%	40.2%	-100.0%	0.0%
Revenues By Type														
Federal									0	0				
Provincial	945	0	0	0	0	0	0	0	0	0	0	0	0	0
Municipal									0	0				
Own Funds	0	0	0	0	0	0	0	0	0	0	0	125,000	0	0
Donations	0	0	0	0	0	0	0	0	0	0	82,000	0	0	0
Other									0	0				
Debt									0	0				
Total Revenue	945	0	0	0	0	0	0	0	0	0	82,000	125,000	0	0
Net Requirement	128	25,000	-25,000	0	0	0	0	25,000	25,000	0	25,000	25,000	0	0
Percent of Prior Year Net Requirement Budget			-100.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%		0.0%	0.0%	-100.0%	0.0%

County of Bruce

Director of Library
Special Projects

Category: Equipment		Financial Information					
Current Capital Projects		Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0			
	Federal	0	Donations	0			
	Provincial	0	Other	0			
	Municipal	0	Debt	0			
	Reserves	0	Levy	0			
	Expenditure by Pressure Category						
	Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings	2020 Total	
	-	-	-	-	-	-	
Future Capital Projects		Forecast	2020	2021	2022	2023	2024
Bookmobile collection for 2021		Expenditure	-	2,000	-	-	-
		Revenues	-	2,000	-	-	-
		Net Levy Requirement	-	-	-	-	-

Category: Technology and Communications		Financial Information					
Current Capital Projects		Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0			
	Federal	0	Donations	0			
	Provincial	0	Other	0			
	Municipal	0	Debt	0			
	Reserves	0	Levy	0			
	Expenditure by Pressure Category						
	Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings	2020 Total	
	-	-	-	-	-	-	
Future Capital Projects		Forecast	2020	2021	2022	2023	2024
Bookmobile technology purchases in 2021		Expenditure	-	5,000	-	-	-
		Revenues	-	5,000	-	-	-
		Net Levy Requirement	-	-	-	-	-

Category: Vehicle & Machinery		Financial Information					
Current Capital Projects		Revenue by Type					
	Total 2020 Request	0	2020 Net Request	0			
	Federal	0	Donations	0			
	Provincial	0	Other	0			
	Municipal	0	Debt	0			
	Reserves	0	Levy	0			
	Expenditure by Pressure Category						
	Maintain Services	Provincially Legislated	Growth	Council Priorities	Service Initiatives/Savings	2020 Total	
	-	-	-	-	-	-	
Future Capital Projects		Forecast	2020	2021	2022	2023	2024
Bookmobile purchase in 2022		Expenditure	-	-	150,000	-	-
		Revenues	-	-	125,000	-	-
		Net Levy Requirement	-	-	25,000	-	-

	A	B	C	D	G	H	I	J	K	L	N	O	P	Q	R	S	T	U	V	W	X	Y
1	County of Bruce					Capital	Subtotal	Input														
2						Statement of Revenue and Expenditure	Ongoing Venture	Program total														
3						Revised Budget	Special Projects															
4																						
5																						
6																						
7																						
8	LIBRARY																					
9																						
10	RC-Library Capital																					
11	Revenues																					
12	4-72-721-7302-0255 Capital Donations	1,000	1,702	-	-																	
13	4-72-721-7302-0885 Capital Revenue Sale of Equipment	-	741	-	-																	
14	8-72-721-7302-0922 Transfer from Reserves - For Capital	15,000	2,786	74,214	(74,214)	5,000																
15	Total Revenues	16,000	5,229	74,214	(74,214)	5,000	-	-	-	-	5,000	(69,214)	-	-	-	5,000	-	-	-	-	-	-
16	Expenditures																					
17	6-72-721-7302-9501 Building Int - Furnishings/Shelving	10,000	-	20,000	(20,000)	10000																
18	6-72-721-7302-9600 Vehicles -Licenced	-	-	42,000	(42,000)																	
19	6-72-721-7302-9701 Furniture & Fixtures - Office Furniture	10,000	2,918	22,214	(22,214)	10000																
20	6-72-721-7302-9730 Library Books - Purchases	250,000	250,673	250,000	(250,000)	250000																
21	6-72-721-7302-9731 Library Books - Purchase by Donations	1,000	1,021	-	-																	
22	6-72-721-7302-9732 Library Talking Books	12,000	9,673	12,000	(12,000)	15000																
23	6-72-721-7302-9734 Library Books Cataloging and Processing	30,000	37,013	20,000	(20,000)	35000																
24	6-72-721-7302-9735 Library E Book Purchases	2,000	2,561	3,000	(3,000)	4000																
25	6-72-721-7302-9736 Library E Books purchased by Donation	-	681	-	-																	
26	6-72-721-7302-9738 Library Audio Visual Collection	35,000	30,882	35,000	(35,000)	35000																
27	8-72-721-7302-9100 Transfer to Capital Reserves	27,000	27,000	15,000	(15,000)	22000																
28	8-72-721-7302-9102 Transfer to Capital Reserves IT	1,200	1,200	1,200	(1,200)	1200																
29	8-72-721-7302-9103 Trfr to Capital Reserves Unfinished Capital	-	5,000	-	-																	
30	Total Expenditures	378,200	368,622	420,414	(420,414)	382,200	-	-	-	-	382,200	(38,214)	-	-	-	5,000	-	-	-	354,000	-	-
31	Total RC-Library Capital	(362,200)	(363,394)	(346,200)	346,200	(377,200)	-	-	-	-	(377,200)	(31,000)	-	-	-	-	-	-	-	(354,000)	-	-
32	Total ADMIN/OPERATIONS CAPITAL	(362,200)	(363,394)	(346,200)	346,200	(377,200)	-	-	-	-	(377,200)	(31,000)	-	-	-	-	-	-	-	(354,000)	-	-
33	Library OnGoing Ventures																					
34	Service Ontario Initiatives																					
35	Revenues																					
36																						
37	Total Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38	Expenditures																					
39																						
40	Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41	TOTAL Service Ontario Initiatives	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
42	Library Donations																					
43	Revenues																					
44	4-72-725-7315-0255 Capital Donations	-	-	1,000	(1,000)																	
45	8-72-725-7315-0922 Transfer from Reserves - For Capital	-	4,515	-	-																	
46	Total Revenues	-	4,515	1,000	(1,000)	-	-	-	-	-	-	(1,000)	-	-	-	-	-	-	-	-	-	-
47	Expenditures																					
48	6-72-725-7315-9701 Furniture & Fixtures - Office Furniture	-	4,515	-	-																	
49	6-72-725-7315-9731 Library Books - Purchase by Donations	-	-	1,000	(1,000)																	
50	Total Expenditures	-	4,515	1,000	(1,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
51	TOTAL Library Donations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
52	TOTAL Library Ongoing Ventures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
53	Library Special Projects																					
54	RC Special Funding																					
55	Revenues																					
56	4-72-728-7350-0360 Provincial Capital Revenues	-	945	-	-																	
57																						
58	Total Revenues	-	945	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
59	Expenditures																					
60	6-72-728-7350-9575 Technology - Computer Pool	-	945	-	-																	
61	Total Expenditures	-	945	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
62	TOTAL RC Special Funding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
63	Library Fundraising																					
64	Revenues																					
65	4-72-728-7390-0360 Provincial Capital Revenues																					
66	4-72-728-7390-0255 Capital Donations																					
67	8-72-728-7390-0922 Transfer from Reserves-for Capital																					
68	Total Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
69	Expenditures																					
70	6-72-728-7390-9575 Technology-Computer Pool																					
71	6-72-728-7390-9600 Vehicles -Licenced																					
72	6-72-728-7390-9730 Library Books - Purchases																					
73	8-72-728-7390-9100 Transfer to Capital Reserves	-	128	25,000	(25,000)																	
74	Total Expenditures	-	128	25,000	(25,000)	-	-	-	-	-	25,000	25,000	-	-	-	-	-	-	-	-	-	-
75	TOTAL Library Fundraising	-	(128)	(25,000)	25,000	-	-	-	-	-	(25,000)	(25,000)	-	-	-	-	-	-	-	-	-	-
76	TOTAL Library Special Projects	-	(128)	(25,000)	25,000	-	-	-	-	-	(25,000)	(25,000)	-	-	-	-	-	-	-	-	-	-
77	Total LIBRARY	(362,200)	(363,521)	(371,200)	371,200	(377,200)	-	-	-	-	(25,000)	(402,200)	(31,000)	-	-	-	-	-	-	(354,000)	-	-
78																						
79	Total Net Capital Levy Requirement	(334,000)	(330,194)	(330,000)	330,000	(355,200)	-	-	-	-	(25,000)	(380,200)	(24,000)	-	-	-	-	-	-	(354,000)	-	-
80	Total Transfer to Reserves for Levy	(28,200)	(33,328)	(41,200)	41,200	(22,000)	-	-	-	-	-	(22,000)	(7,000)	-	-	-	-	-	-	-	-	-

Reserves Details Library

2020

Transfers to Reserves			
Reserve	Project/Description	\$ Amount	
Vehicle Replacement	Bookmobile	\$ 25,000.00	
Other Operational Equipment	Branch Furniture	\$ 10,000.00	
Computer Hardware	Photocopier replacement	\$ 1,200.00	
Vehicle Replacement	Library Van	\$ 12,000.00	
	Total Entered in Input Sheet	\$ 48,200.00	
	Check	\$ -	
Transfers From Reserves			
Reserve	Project/Description	\$ Amount	Related Expense/Capital Account
Other Operational Equipment	Branch Furniture	\$ 5,000.00	9701
	Total Entered in Input Sheet	\$ 5,000.00	
	Check	\$ -	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	County of Bruce		Capital	Subtotal	Input													
2			Ongoing Ve	Program total														
3			Special Projects															
4																		
5		2019																
6		Annual																
7	Account Number	Budget	Exp	2020 Rev	Net	Exp	2021 Rev	Net	Exp	2022 Rev	Net	Exp	2023 Rev	Net	Exp	2024 Rev	Net	Comments
8	LIBRARY																	
9																		
10	RC-Library Capital																	
11	Revenues																	
12	4-72-721-7302-0255 Capital Donations	-	-	-	0	1000	1000	0	1000	1000	0	1000	1000	0	1000	1000	0	
13	4-72-721-7302-0885 Capital Revenue Sale of Equipment	-	-	-	0	0		0	0		0	0		0	0		0	
14	8-72-721-7302-0922 Transfer from Reserves - For Capital	74,214	5,000	5,000	-	44,000	44,000	-	5,000	5,000	-	5,000	5,000	-	5,000	5,000	-	Van replacement in 2021
15	Total Revenues	74,214	5,000	5,000	-	45,000	45,000	-	6,000	6,000	-	6,000	6,000	-	6,000	6,000	-	
16	Expenditures			-				-			-			-			-	
17	6-72-721-7302-9501 Building Int - Furnishings/Shelving	20,000	10,000	-	(10,000)	10,000		(10,000)	10,000		(10,000)	10,000		(10,000)	10,000		(10,000)	
18	6-72-721-7302-9600 Vehicles -Licenced	42,000	-	-	-	44,000	44,000	-			-			-			-	
19	6-72-721-7302-9701 Furniture & Fixtures - Office Furniture	22,214	10,000	5,000	(5,000)	10,000		(10,000)	10,000	5,000	(5,000)	10,000	5,000	(5,000)	10,000	5,000	(5,000)	
20	6-72-721-7302-9730 Library Books - Purchases	250,000	250,000	-	(250,000)	230,000		(230,000)	230,000		(230,000)	230,000		(230,000)	230,000		(230,000)	
21	6-72-721-7302-9731 Library Books - Purchase by Donations	-	-	-	-	1,000	1,000	-	1,000	1,000	-	1,000	1,000	-	1,000	1,000	-	
22	6-72-721-7302-9732 Library Talking Books	12,000	15,000	-	(15,000)	15,000		(15,000)	15,000		(15,000)	15,000		(15,000)	15,000		(15,000)	
23	6-72-721-7302-9734 Library Books Cataloguing and Processing	20,000	35,000	-	(35,000)	22,500		(22,500)	22,500		(22,500)	22,500		(22,500)	22,500		(22,500)	
24	6-72-721-7302-9735 Library E Book Purchases	3,000	4,000	-	(4,000)	4,000		(4,000)	5,000		(5,000)	5,000		(5,000)	5,000		(5,000)	
25	6-72-721-7302-9736 Library E Books purchased by Donation	-	-	-	-			-			-			-			-	
26	6-72-721-7302-9738 Library Audio Visual Collection	35,000	35,000	-	(35,000)	55,000		(55,000)	55,000		(55,000)	55,000		(55,000)	55,000		(55,000)	
27	8-72-721-7302-9100 Transfer to Capital Reserves	15,000	22,000	-	(22,000)	28,000		(28,000)	32,000		(32,000)	32,000		(32,000)	32,000		(32,000)	
28	8-72-721-7302-9102 Transfer to Capital Reserves IT	1,200	1,200	-	(1,200)	1,200		(1,200)	1,200		(1,200)	1,200		(1,200)	1,200		(1,200)	
29	8-72-721-7302-9103 Trfr to Capital Reserves Unfinished Capital	-	-	-	-			-			-			-			-	
30	Total Expenditures	420,414	382,200	5,000	(377,200)	420,700	45,000	(375,700)	381,700	6,000	(375,700)	381,700	6,000	(375,700)	381,700	6,000	(375,700)	
31	Total RC-Library Capital	(346,200)	(377,200)	-	377,200	(375,700)	-	375,700	(375,700)	-	375,700	(375,700)	-	375,700	(375,700)	-	375,700	
32	Total ADMIN/OPERATIONS CAPITAL	(346,200)	(377,200)	-	377,200	(375,700)		375,700	(375,700)		375,700	(375,700)		375,700	(375,700)		375,700	
33	Library OnGoing Ventures																	
34	Service Ontatio Initiatives																	
35	Revenues				0			0			0			0			0	
36																		
37	Total Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
38	Expenditures				0									0			0	
39								0			0			0			0	
40	Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
41	TOTAL Service Ontario Initiatives	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
42	Library Donations				0						0			0			0	
43	Revenues				0						0			0			0	
44	4-72-725-7315-0255 Capital Donations	1,000	-	-	0	-		0	-		0	-		0	-		0	
45	8-72-725-7315-0922 Transfer from Reserves - For Capital	-	-	-	0	-		0	-		0	-		0	-		0	
46	Total Revenues	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
47	Expenditures				0									0			0	
48	6-72-725-7315-9701 Furniture & Fixtures - Office Furniture	-	-	-	0			0			0			0			0	
49	6-72-725-7315-9731 Library Books - Purchase by Donations	1,000	-	-	0			0			0			0			0	
50	Total Expenditures	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
51	TOTAL Library Donations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
52	TOTAL Library Ongoing Ventures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
53	Library Special Projects				0						0			0			0	
54	RC_Special Funding				0						0			0			0	
55	Revenues				0						0			0			0	
56	4-72-728-7350-0360 Provincial Capital Revenues	-	-	-	0	-		0	-		0	-		0	-		0	
57																		
58	Total Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
59	Expenditures				0									0			0	
60	6-72-728-7350-9575 Technology - Computer Pool	-	-	-	0			0			0			0			0	
61	Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
62	TOTAL RC_Special Funding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
63	Library Fundraising				0						0			0			0	
64	Revenues				0						0			0			0	
65	4-72-728-7390-0360 Provincial Capital Revenues	-	-	-	0	-		0	-		0	-		0	-		0	
66	4-72-728-7390-0255 Capital Donations	-	-	-	0	82,000	82,000	0			0	-		0	-		0	Expected Bookmobile fundraising
67	8-72-728-7390-0922 Transfer from Reserves-for Capital	-	-	-	0	-		0	125,000	125,000	0	-		0	-		0	For Bookmobile purchase
68	Total Revenues	-	-	-	-	82,000	82,000	-	125,000	125,000	-	-	-	-	-	-	-	
69	Expenditures				0									0			0	
70	6-72-728-7390-9575 Technology-Computer Pool	-	-	-	0	5000	5000	0			0			0			0	Technology for Bookmobile
71	6-72-728-7390-9600 Vehicles -Licenced	-	-	-	0			0	150000	125000	-25000			0			0	
72	6-72-728-7390-9730 Library Books- Purchases	-	-	-	0	2000	2000	0			0			0			0	
73	8-72-728-7390-9100 Transfer to Capital Reserves	25,000	25,000	-	-25000	100000	75000	-25000			0			0			0	
74	Total Expenditures	25,000	25,000	-	(25,000)	107,000	82,000	(25,000)	150,000	125,000	(25,000)	-	-	-	-	-	-	
75	TOTAL Library Fundraising	(25,000)	(25,000)	-	25,000	(25,000)	-	25,000	(25,000)	-	25,000	-	-	-	-	-	-	
76	TOTAL Library Special Projects	(25,000)	(25,000)	-	25,000	(25,000)	-	25,000	(25,000)	-	25,000	-	-	-	-	-	-	
77	Total LIBRARY	(371,200)	(402,200)			(400,700)			(400,700)			(375,700)			(375,700)			
78																		
79	Total Net Capital Levy Requirement	(356,200)	(380,200)			(372,700)			(368,700)			(343,700)			(343,700)			
80	Total Transfer to Reserves for Levy	(15,000)	(22,000)			(28,000)			(32,000)			(32,000)			(32,000)			



Branch Services Report October 2019

1. OPERATIONS

- a. **Business Perks:** The Business Perks program came together in September through the efforts of Program Coordinator Nancy Kuhl and Communications Coordinator Stephen Wood. Working on tight deadlines, they ensured customized posters were distributed to the participating Chambers of Commerce. Stephen is cross-promoting this program on social media with the local Chambers, and I joined Kimberley Inniss-Petersen, Executive Director of the Saugeen Shores Chamber of Commerce, to record a podcast for the Shore Report about this initiative.
- b. **Staff Development Day:** This is the one day a year that staff members from all 17 branches and library headquarters have an opportunity for team building, training, socializing, and fun! Branches have posted signs notifying the public about the upcoming closure on Monday, October 28 for Staff Development Day. Communications Coordinator Stephen Wood will also communicate this closure through our online media channels.

2. STAFF TRAINING AND DEVELOPMENT

- a. **Ontario Library Consortium (OLC) Annual General Meeting:** I attended the AGM and regular meetings of the OLC. A representative from SirsiDynix was in attendance to share updates and receive feedback on products currently used by the Consortium, including BlueCloud Mobile.
- b. **Administrators of Rural Urban Municipalities of Ontario (ARUPLO):** I also attended the regular and AGM meetings of ARUPLO. This was an excellent learning and networking opportunity with library colleagues from across the province. In addition to the Administrators' meetings, ARUPLO offers an intensive training program for front-line library staff. This year, Alycia Tedford from our Port Elgin/Southampton branches attended. Nicole finishing up her last year of her term as Treasurer for the ARUPLO group.
- c. **Health and Safety Training:** Supervisors Kathryn Hauck and Michaela Posthumus attended the required Health and Safety training provided by Bruce County. The remaining Supervisors and I will attend future sessions.
- d. **First Aid Training:** Several staff members attended First Aid Training in September.



3. INTEGRATED LIBRARY SYSTEM (ILS) AND IT SERVICES

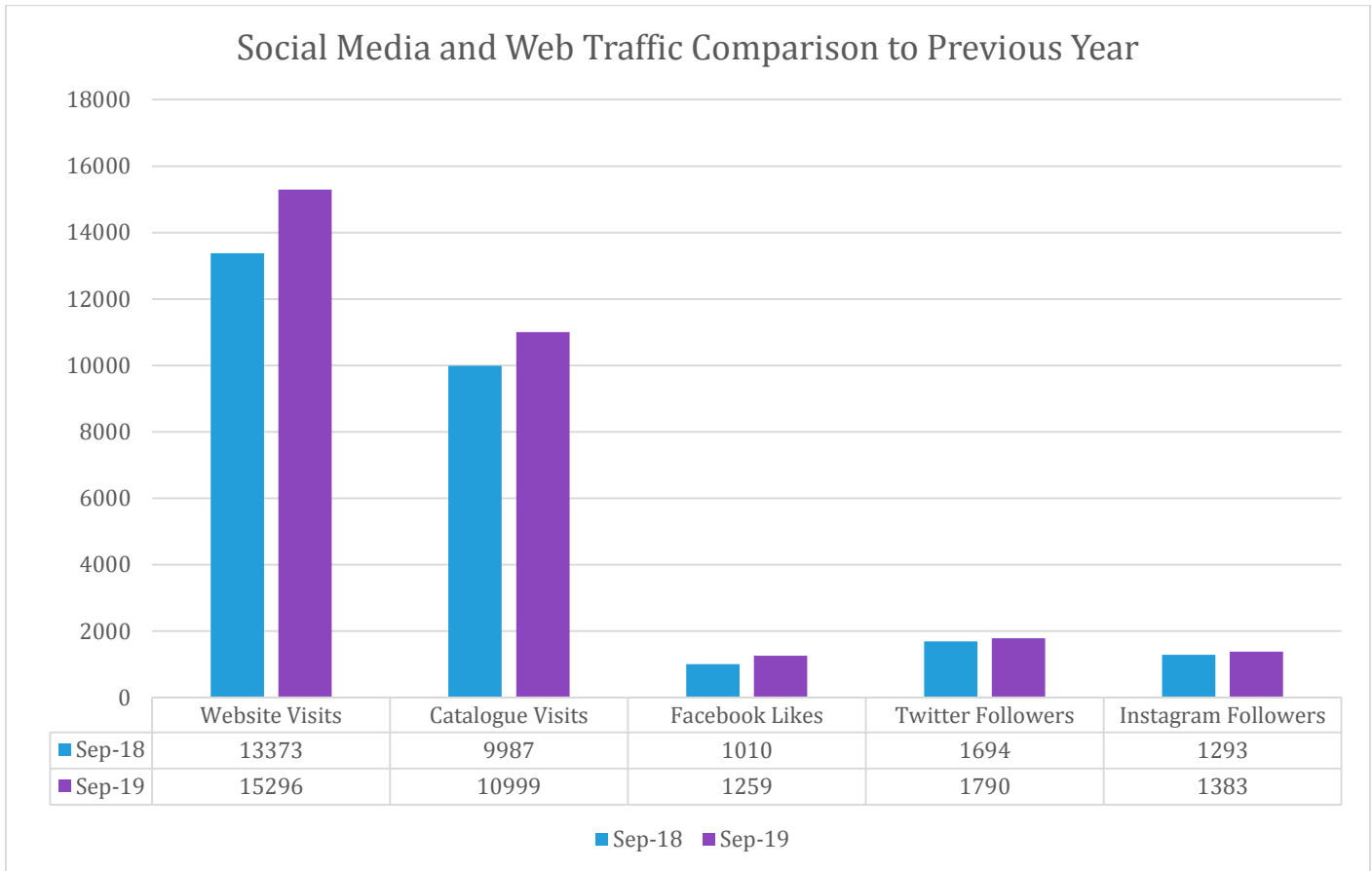
- a. **BC Mobile App:** Staff have begun testing the BC Mobile App and will be providing their feedback over the next few weeks.

4. FRIENDS OF THE LIBRARY GROUPS

- a. **Warton Friends of the Library:** It is with regret that the Warton Friends of the Library has decided to disband. This group formed in 1985 and has been a great support to the Warton Branch for nearly 35 years. Bruce County Public Library appreciates their long-standing support.
- b. **Lion's Head Friends of the Library:** This new group is actively advocating for a new Lion's Head Branch. They have been in contact with the Director and Assistant Director and have spoken to the Council of the Municipality of Northern Bruce Peninsula about the need for additional space to provide adequate services and programming for the community.

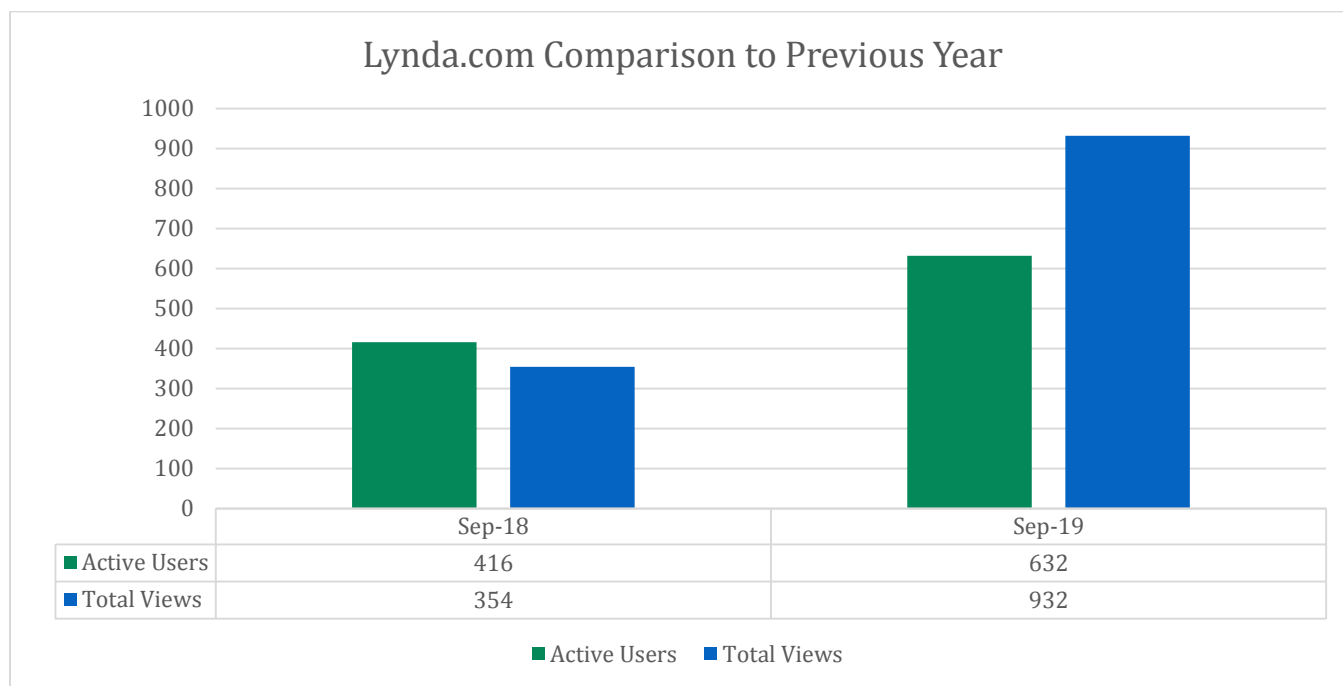
5. STATISTICAL REPORTS

- a. Stephen Wood, Communications Coordinator, provides web and social media statistics.



b. Lynda.com

Lynda.com is the library's online training database. It offers our members the ability to acquire skills in design, business, photography, and more.



For **September** a total of:

- Nearly 55 hours of video were viewed
- 15 courses have been completed
- 8% of registered users have logged in

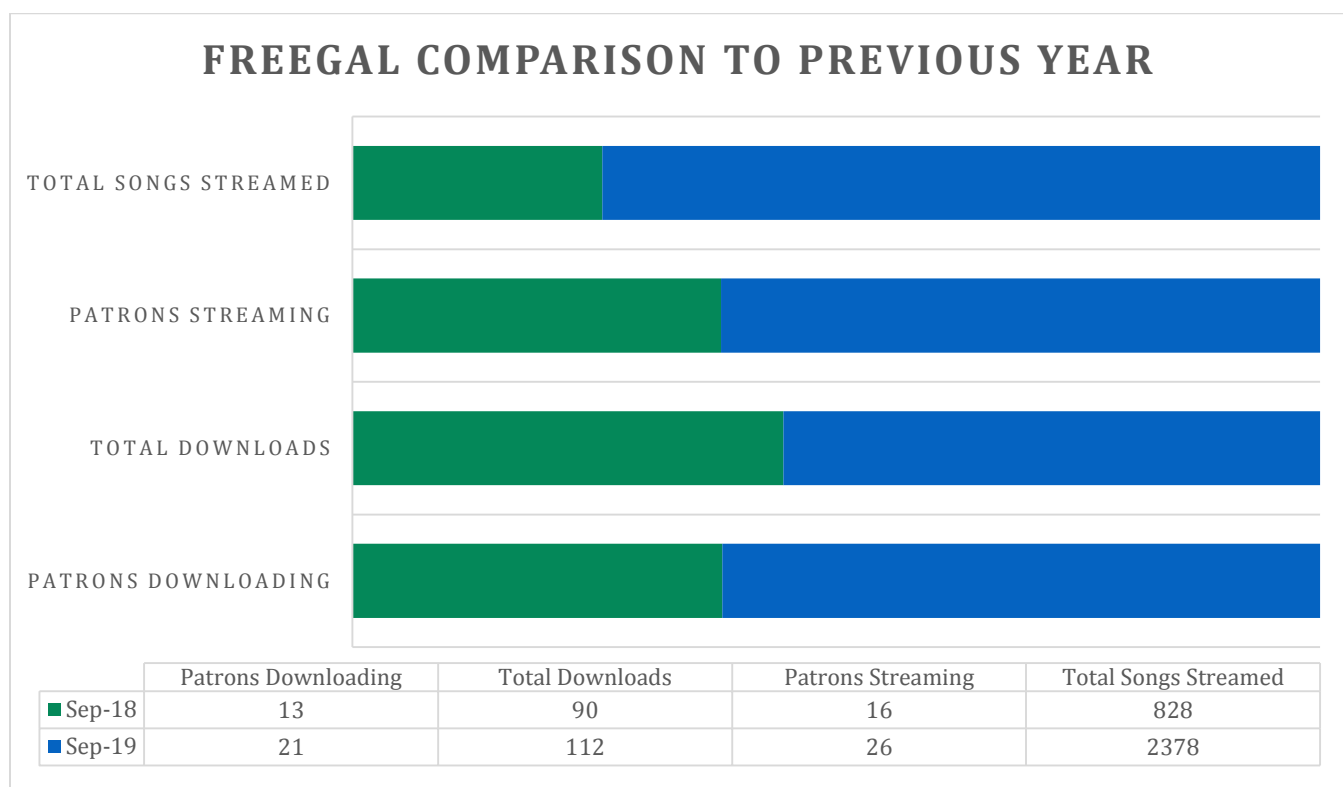
The top 5 courses combined for **September**:

1. Programming for Non-Programmers
2. Quickbooks Pro 2017 Essential Training
3. Excel 2013 Essential Training
4. Creating a First Website in Dreamweaver
5. Portrait Photography: Sports Portraits



c. Freegal

In January 2018, Bruce County Public Library started offering a music streaming/download service called Freegal.



Top 3 Downloaded Genres in September:

1. Rock - 39 songs downloaded
2. Pop - 23 songs downloaded
3. Soundtracks - 7 songs downloaded

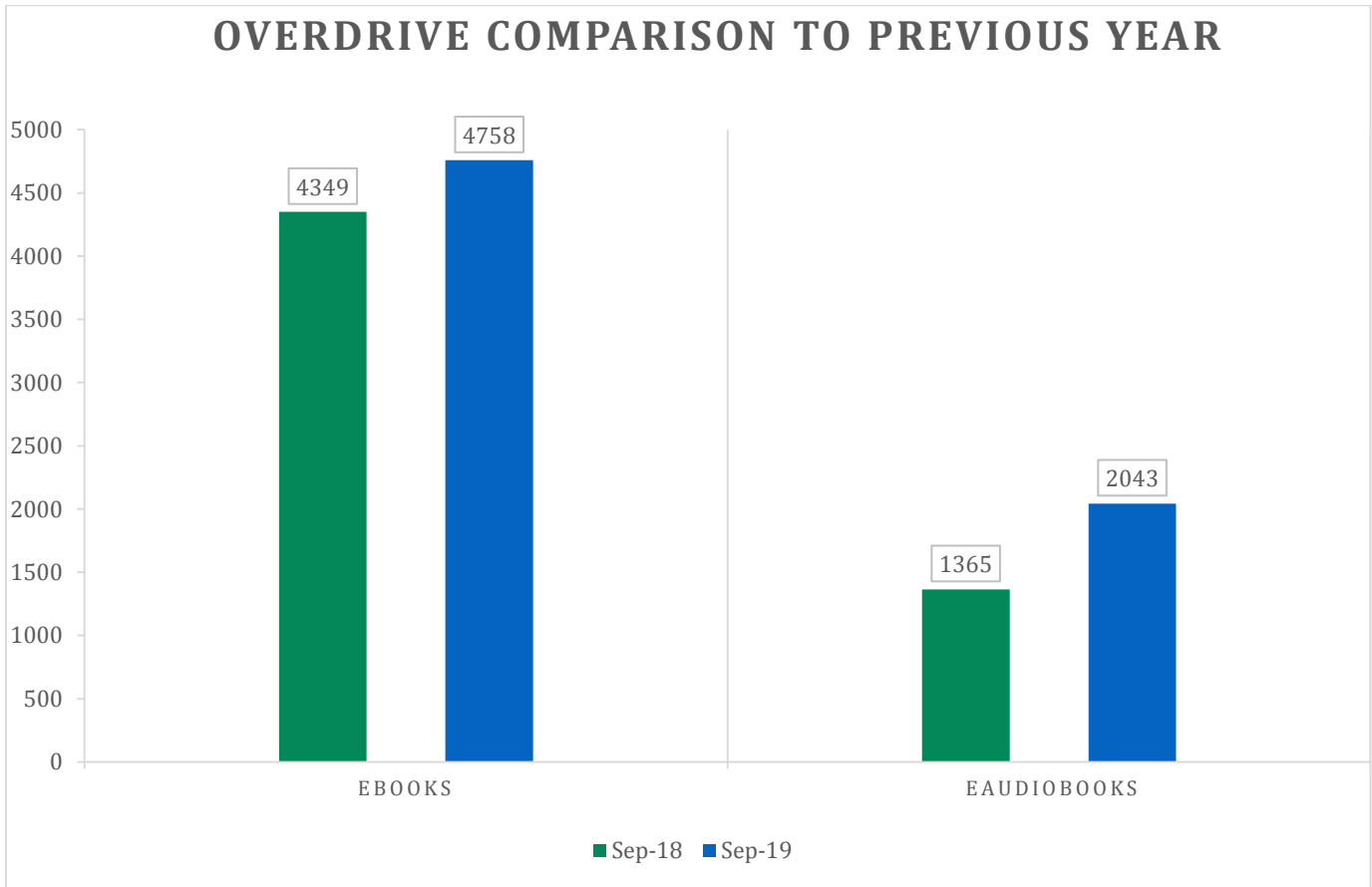
Top 3 Streamed Genres in September:

1. Rock - 444 songs streamed
2. Soundtracks/Musicals - 321 songs streamed
3. Pop - 270 songs streamed



d. Overdrive

Bruce County Public Library provides access to eBooks and eAudiobooks through Overdrive.





Branch Supervisor Report

Grant Robertson
Paisley Branch

Date: 16 October 2019

Paisley Branch continues to enjoy a lot of support and use. We have made the best of some of our limitations, by recently rearranging of the furniture and the use of space and through developing partnerships where we can. There had not been a story time in Paisley for quite some time, so we also began the process of creating a new one and it has been enjoying growing usage. We are noticing a number of young families moving into the community, so we are working to get them into the Library as well.

In that vein we have been partnering with Kids & Us Daycare, both with a bi-weekly story time and with their older children during the summer for Summer Reading Club. We have also done extensive partnering with EarlyOn and the Artscape project in Paisley. The Artscape project saw people creating fish-based art at the Library which was then put up around the town.

We have also added a drop-in Saturday theme to reach out to families that might not have the time to come in during the week, or for a scheduled program. We want them to still have an extra reason to come to the Library and have their kids engaged in something fun. We are also working on creating an after-school STEAM On! program this fall. We are planning to launch this in conjunction with a similar new program in Chesley, based on our wildly successful Tara program, now that our new Clerk has joined our Arran-Elderslie team in Chesley and Tara. All three branches in Chesley, Tara and Paisley will be hosting a Hallowe'en version of the new Mischief Managed Escape Room. Paisley's will be extra special happening on Hallowe'en itself with plans for special decorating and added activities.



Outcome of the
Artscape project
partnership



System-Wide Programs

Nancy Kuhl, Program Coordinator

September 2019

Ongoing Programs	Community Volunteer Income Tax Program (CVITP)	With the addition of 4 de-commissioned laptops from IT, we are now better positioned to expand the program for the 2020 tax season. A representative from CVITP attended the Saugeen Shores Leisure Fair in September to facilitate volunteer recruitment for Port Elgin. The program will also run again in Walkerton and Kincardine in 2020.
	Public Health Displays	In September we distributed information about the Healthy Smiles program, overdose and sharps and Rabies vaccination.
	Be Active Kits	BCPL is partnering with Public Health to address the lack of physical activity and physical literacy in Grey Bruce. There are four types of Be Active kits: Yoga, Outdoor Play, Active Games and Parachute. The kits contain information, books and tools to promote active play. These kits will be available for lending this fall.
September Programs	Culture Days presentation - September 28	<p>Feedback from Sue Williams presentation about sailing the Great Lakes was positive. Survey respondents overall highly recommended the presentation and learned something helpful they could apply.</p> <p>Due to presenter's personal circumstances, the fly-fishing presentation was cancelled, and will be rescheduled later.</p>
	Healthy Smiles Story Times	Grey Bruce Public Health promoted the Healthy Smiles program at six branch story times. Healthy Smiles offers free dental care to families who qualify for the program. The Library is well-positioned to assist Public Health reach children and families who may not otherwise receive information about the program.

October/November Programs	Drag Queen Story Time - October 5	Rainbow Optimist Club of Southwestern Ontario is sponsoring this special story time. Two Drag Queens, Miss Shaneen and Lita will share their message of individuality and inclusivity at Kincardine Branch Library October 5 at 11:00am and 1:00pm.
	BCPL Business Perks Program	To celebrate Canadian Library month, library members can show their card at participating businesses across Bruce County to receive a special perk. From all the Chambers of Commerce we approached, a total of thirty businesses from Saugeen Shores, Walkerton, Paisley, Chesley and Wiarton chose to participate. A complete list is on the BCPL website and each business will be featured in a social media post.
	Write @ Your Library	Entries for this annual writing contest for teens must be received by October 25.
	Author Maureen Jennings - November 7	"Murdoch Mysteries" author Maureen Jennings will be at Southampton Town Hall Thursday, November 7 at 7:00pm. Fincher's in Kincardine has agreed to be the book vendor for the event.
	Canadian Anti-Fraud Centre - November 14, 22, 23, 26	A volunteer from the Canadian Anti-Fraud Centre will visit several branches in November: Lion's Head, Tobermory, Chesley, Teeswater, Southampton, Port Elgin, Walkerton and Mildmay. The presentations focus on common scams, identity theft and Internet and password safety.
	Film Series: From Stage to Screen - November 2, 9, 16, 19, 26 and Dec. 3	Local film aficionado, Brade Stanton, will share the secrets behind six Hollywood classics. The first three films will be screened at Chesley Branch, followed by three more at Kincardine Branch. Brade has an impressive film background, including working with the Vancouver Film Festival.
	Local Author Richard Doornink - November 7, 8, 26, 27, 28, 29	Richard presents, "1967: a coming of age story" at Tobermory, Lion's Head, Port Elgin, Southampton, Wiarton and Sauble Beach branches.



Kincardine Branch Library's display of materials related to addiction with information posters provided by Grey Bruce Health Unit.

Cargill Branch

Tracey Knapp, Lead Branch Supervisor

September 30, 2019

Other Children's and Teens Programs	STEAM On!	In the Cargill Branch we host a weekly STEAM (Science, Technology, Engineering, Art and Math) themed after school activity. Each week focusses on different skills and activities In September, 6 children attended our STEAM On! drop ins.
	Professional Activity (PA) Day Fun	In this activity, children made some beautiful creations as they experimented with markers and rubbing alcohol. Ten children attended this program.
	Science Literacy Week	On this afternoon, three children experimented with water and sounds as they worked together to make a water xylophone.

Total Circulation for September	316 items
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Chesley Branch

Grant Robertson, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Story time consists of songs, rhymes, unstructured play time and stories. September saw Story Time also consist of a visit by Public Health to talk about Healthy Smiles. In total, 41 children and caregivers participated.
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Community Development: community events, partnered programs with community groups	Chesley Fall Fair	The Library visited the Chesley Fall Fair and spoke directly with 38 people. Our Dash and Dot kit certainly drew a lot of attention. It also looks like we might have a recurring school visit out of that visit to the Fair.
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Adult and Senior Programs	Movie	A total of 14 people attended the movie "King of Thieves" and commented how much they enjoyed the movie on their way out.
	Senior Story Time	Visits this month to Parkview and Elgin Abbey, with stories on weather and our ongoing misadventures from "And then it happened". In total, 16 seniors joined Supervisor Grant.
	Abstract Art Workshop	This month's Art Wall Artist also provided a workshop on creating your own works of art. Artist Cindy Matthews had six budding artists join her.

Technology Based Programs	Tech Coach	September saw several informal, impromptu quick help tutorials by staff, with one person sitting down for a formal Tech Coach session.
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Total Circulation for September	1,460 items
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Some of the movie goers getting ready to see King of Thieves.

Kincardine Branch

Michaela Posthumus, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	On Wednesday mornings the Kincardine Library runs a weekly story time for pre-school age children to promote literacy development. In September, 117 children and caregivers attended! This month, we partnered with Grey Bruce Public Health for a “Healthy Smiles” Story Time.
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Adult and Senior Programs	Culture Days Author Visit	To celebrate Culture Days at the end of September, authors Sue and David Williams shared stories of sailing adventures from their book “Ready to Come About.” Ten attended.
	Knitting Circle	During September, 42 people came to the library to enjoy crafts and conversation at our popular knitting club.
	Book Club	The monthly Book Club discussed “The Alice Network” by Kate Quinn. Fourteen members attended.

Total Circulation for September	4,492 items
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Sue and David Williams share tales from their sailing adventures.



A song-filled Wednesday morning Story Time.

Lion's Head Branch

Kathryn Hauck, Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	I prepare a craft, sing songs and tell stories to suit the varying ages of the children that attend. This month we sang and read the Eensy Weensy Spider and other stories. Eighteen children and caregivers attended three programs.
	LittleCounters with EarlyOn	LittleCounters® is a community-based numeracy program that helps young children acquire strong mathematical foundations. The play-based program supports parents and caregivers of young children in developing the concept of number through stories, games and songs. This is a four-week program. Eight children and parents took part in the program.

Adult and Senior Programs	Golden Dawn Seniors Residence/Nursing Home	On Mondays, I visit the Golden Dawn Retirement Home and read to a few of the residents. This month, the weather was not as warm, so we returned to reading inside. I started with some classics such as Anne of Green Gables. Nineteen people attended two programs.
	Knitting Circle	People bring in their projects, questions and skills to the circle and knit for two hours. Twenty-three people attended three programs.
	Author Visit - Elizabeth McLean	"Baking Cupcakes in Egypt" is the title of the book Elizabeth came to the library to talk about. Beautiful pictures and stories were shared as well as delicious cupcakes! Fifteen people attended.

Total Circulation for September	1,850 items
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Lucknow Branch

Cassie Wood, Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Lucknow Branch holds a Story Time each Friday morning for pre-school children. The hour consists of songs, stories and a fine motor activity such as colouring and Mega Blocks. We used bubble songs for hand-eye coordination and eye tracking skills. Over the month of September, 44 parents and children attended the program.
	Baby Time	Every Wednesday the Lucknow Branch holds a Baby Time group. Our goal is to introduce easy ways in which parents can share language and literacy development with their babies, and the long-term importance of these activities. This month, 14 babies and parents attended.

Community Development: community events, partnered programs with community groups	Little Counters	Over the month of September, we presented four sessions of Little Counters with EarlyOn. Each Tuesday, we hosted toddlers and their caregivers to teach them how to encourage numeracy at home using simple but effective play-based techniques. We worked with 77 participants throughout the program. We also encouraged parents to borrow our many counting books to reinforce the concepts we worked on at home.
	Sepoy Manor	Every other Wednesday the Supervisor visits the retirement home where we share short story collections and discuss other authors we enjoy. We were all in stitches reading from several "Vinyl Café" collections by Stuart Mclean. In September, 22 residents enjoyed a visit and group discussions. These visits have created a very social group, keen to discuss the stories and how relatable Dave and his family are.

Adult and Senior Programs	Vegan and Vegetarian Conversation Circle	<p>Our clerk, Karen McGugan, is an experienced vegan who hosts this program for those who want to incorporate more plant-based recipes in their diet. This program has also encouraged participants to borrow our cookbooks for more recipe ideas. Three people participated in this month's meeting. To keep this program current, we will expand our discussion to include ways to live more sustainably day to day.</p>
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Other Children's and Teens Programs	Science Literacy Week	<p>To acknowledge Science Literacy Week, we had kids engineer structures using soft candy and toothpicks. Four kids attended and made structures.</p>
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Total Circulation for September	1121 items
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Mildmay Branch

Carolyn McKeeman, Branch Supervisor

September 30, 2019

Technology Based Programs	Tech Coach	Three community members required help with their tech devices in September. Staff answered questions about how to save a file, how to place a hold and how to print from their phone.
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Other Children's and Teens Programs	Learn to Crochet	Five attendees came to our first "Learn to Crochet" program, ranging in age from 7 to adult.
	Feather Painting	Eight children joined us on the PA day for some feather painting fun.

Total Circulation for September	857 items
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Learn to crochet with Bryce.



Paisley Branch

Grant Robertson, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Story Time consists of stories, songs, rhymes, crafts and unstructured play time. In September, it also included a visit from the Health Unit for a Healthy Smiles program. In total, 14 children and caregivers attended.
	Story Time at Kids & Us Daycare	Paisley Library visits the Kids & Us Daycare bi-weekly for stories, crafts, and songs. In September, 19 children participated.

Adult and Senior Programs	Book Club	Paisley's Book Club met to discuss "Unsheltered" by Barbara Kingsolver with 5 people in attendance.
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Other Children's and Teens Programs	Candy Science	Five children participated in our Candy Science program. Making Skittle art seemed to be most popular activity.
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Total Circulation for September	681 items
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Story Time at the Paisley Branch

Port Elgin Branch

Kathy Samson, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Port Elgin Branch holds a Story Time each Wednesday morning for pre-school children. The hour consists of songs, stories and a simple activity to promote early literacy. Over the month of September, 66 parents and children attended the program.
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Community Development: community events, partnered programs with community groups	Leisure and Volunteer Fair	September 4 was Saugeen Shores' Leisure and Volunteer Fair and every year we have attended. Maryanne McMillan, Assistant Branch Supervisor, and Jeremy Clark, Digital Initiatives Coordinator, attended together. Forty members of the public stopped by to see what programs and volunteer opportunities the Library offers.
	Kids Street Nursery School	On September 18, Assistant Branch Supervisor Maryanne McMillan visited the Kids Street Nursery School to share our Dash and Dot robots with the children. Twenty-two preschool children used the tablets to drive Dash around the classroom, learning about coding while having fun!

Adult and Senior Programs	Book Club	This month we discussed "The Lost Girls of Paris" by Pam Jenoff. Five members of the club participated in a lively discussion about the book and all members enjoyed this month's book.
	Knitting Circle	Each Wednesday there is a diverse group that meets to do handcrafting. There are many different creations including handknit socks, crochet scarves, and embroidered artwork. Sixty adults participated in this gathering.

Other Children's and Teens Programs	Science Literacy Week	To acknowledge Science Literacy Week, we hosted a Candy Science with Skittles. There were 4 children who participated in these experiments.
	STEAM On!	Each Monday we offer STEAM activities for children of all ages. Eighteen children participated in these Science, Technology, Engineering, Arts and Math activities.

Total Circulation for September	4,617 items
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Ripley Branch

Cassie Wood, Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Ripley Branch holds a Story Time each Friday morning for pre-school children. The hour consists of songs, stories and a fine motor activity such as colouring and Lego. We used bubble songs for hand-eye coordination and eye tracking skills. Over the month of September, 14 parents and children attended the program.
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Community Development: community events, partnered programs with community groups	RVilla Retirement Home	Our weekly visit to the local retirement facility consists of sharing short stories and essays together. This month we read from Stuart McLean's beloved "Vinyl Café". In August we met with 15 residents. This group has great discussions after each piece we read together as we reflect on the parallels between our families and the families in "Vinyl Café". This outreach group is particularly rewarding as we get to build relationships with people who might not be able to get to the library but who love reading and discussion.
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Adult and Senior Programs	Knitting Circle	The Ripley Branch hosts a group for knitters of all levels to work on projects and help each other with difficult patterns and stitches. This month, 10 knitters joined the circle.
	Book Club	This month, our branch Book Club read "Cover the Butter". Five people attended this month's meeting.

Total Circulation for September	454 items
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Sauble Beach Branch

Heather McCarron, Temporary Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	To help with early literacy skills, babies, preschoolers and caregivers enjoyed stories, rhymes, songs and activities. National Science Week celebrated with a Water themed program. A total of 14 individuals participated in the programs
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Adult and Senior Programs	Book Club: The Marrow Thieves	Seven book club members discussed the book "The Marrow Thieves" by Cherie Dimaline.
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Technology Based Programs	Tech Coach	One person received instructions on how to set up Libby on their phone.
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Total Circulation for September	2,243 items
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Southampton Branch

Kathy Samson, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Southampton Branch holds a Story Time each Tuesday morning for pre-school children. The hour consists of songs, stories and a simple activity with a possibility of some Spanish or French. Over the month of September, 43 parents and children attended the program.
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Community Development: community events, partnered programs with community groups	Healthy Smiles Story Time	On September 10, we partnered with the Health Unit to talk about Dental Health. 9 parents and children attended the program.
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Adult and Senior Programs	Language Programs	Each week the Southampton Branch hosts four different language classes - one French, one Spanish and two Beginner Spanish. There were 87 participants in these classes for the month of September.
	Hampton Court: Books to Go	This month a total of 16 visitors used the program to check out 38 new items, renew 26 items and return 42 items.

Technology Based Programs	iPad Workshop	This month we went back to the basics of using an iPad. Fifteen adults attended this class.
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Other Children's and Teens Programs	Science Literacy Week	To acknowledge Science Literacy Week, we hosted a Candy Science with Skittles. There were 4 children who participated in these experiments.
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Total Circulation for September	3,299 items
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Tara Branch

Grant Robertson, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Story Time consists of songs, stories, crafts and unstructured play time. In September, it also included a visit from Public Health for a Healthy Smiles program. Even with one date cancelled due to the Fair a total of 29 children and caregivers still attended.
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Community Development: community events, partnered programs with community groups	Tara Fall Fair	Digital Initiatives Coordinator Jeremy Clark and Supervisor Grant attended the Tara Fair with tech kits and Bookmobile book bags. In total, they spoke with 80 people.
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Adult and Senior Programs	Knitting Circle	In September, three people attended the Knitting Circle program.
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Technology Based Programs	STEAM On! Minecraft	As part of our regular after-school STEAM On program Tara branch hosted a Minecraft day with 20 kids in attendance.
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Other Children's and Teens Programs	STEAM On!	Our weekly STEAM On program has resumed after its summer hiatus. In addition to the Minecraft day a further 19 kids attended the two other dates, including our Candy Science program for Science week.
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Total Circulation for September	782 items
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Skittle Rainbow making at the Candy Science program



Minecraft Day at the Tara Branch

Teeswater Branch

Carolyn McKeeman, Branch Supervisor

September 30, 2019

Technology Based Programs	Tech Coach	Four patrons required staff assistance with their technology questions, including how to suspend a hold online, how to reply to email, how to format a Word document and how to place a hold online.
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Other Children's and Teens Programs	Science Literacy Week	Candy science attracted a group of 12 children to make some skittles rainbows at the Teeswater Branch.
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Total Circulation for September	781 items
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Candy Science fun



Back to school drop in crafts

Tiverton Branch

Michaela Posthumus, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	On Friday mornings the Tiverton Library runs a weekly story time for pre-school age children to promote literacy development. In September, 22 children and caregivers attended!
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Adult and Senior Programs	Book Club	Five patrons joined in a lively discussion at this month's Tiverton Book Club meeting.
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Total Circulation for September	555 items
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Tobermory Branch

Kathryn Hauck, Branch Supervisor

September 30, 2019

<p>Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills</p>	<p>Story Time Adventurers</p>	<p>This is a partnered program with EarlyON. Carleen from EarlyON brings a different craft and information and I contribute reading materials, information as well as additional craft supplies for the parents and children. We engage parents in making learning tools and keepsakes. This month was all about fine motor skills such as threading toys onto rope. We sang songs and read stories. Eight people attended two programs.</p>
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<p>Adult and Senior Programs</p>	<p>Author Visit - Elizabeth McLean</p>	<p>“Baking Cupcakes in Egypt” is the title of the book Elizabeth came to the library to talk about. Beautiful pictures and stories were shared as well as delicious cupcakes! Nine people attended.</p>
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<p>Total Circulation for September</p>	<p>1,067 items</p>
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Cupcakes made by the author and donated by the Friends of the Tobermory Library.

Walkerton Branch

Tracey Knapp, Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	<p>Walkerton Branch holds a Story Time Wednesday mornings for pre-school children. Our program focuses on songs, stories, rhymes, and gross motor movement activities like action songs and parachute activities. We also use bubble songs for hand-eye coordination and eye tracking skills. Circle time is followed by a craft to help these pre-schoolers develop their fine motor skills such as cutting with scissors, gluing, and colouring. September 25 featured a very well attended Healthy Smiles Story Time with a visit from a dental hygienist with the Grey Bruce Health Unit, along with themed stories, songs, and an activity focused on dental health. During September, 20 caregivers and children attended the program.</p>
	Baby Time	<p>At the Walkerton Branch, Baby Time follows Story Time on Wednesdays. Our program focuses on circle time with simple songs, stories, and rhymes that caregivers can use to engage babies and toddlers in these early language and literacy activities. We also use action songs and parachute activities for gross motor engagement. In September, 27 babies/toddlers, siblings, and caregivers attended this program.</p>

Other Children's and Teens Programs	Science Literacy Week	<p>To celebrate Science Literacy Week, we provided toothpicks and soft candy for building. Eight children participated in this drop-in activity and make a variety of creative and edible sculptures!</p>
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Total Circulation for September	3102 items
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Warton Branch

Heather McCarron, Temporary Lead Branch Supervisor

September 30, 2019

Early Literacy Programs: Programs for babies, children, and parents that develop pre-reading skills	Story Time	Early literacy skills are introduced to babies, preschoolers and caregivers through stories, songs, rhymes and activities. We recognized Science Week through a Water theme program. Seventeen attended the programs.
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Community Development: community events, partnered programs with community groups	Salvation Army Seniors Luncheon	I attended a luncheon to speak about the Bruce County Public Library resources and services that are available to seniors. Forty seniors attended the luncheon.
	Warton Fall Fair	I attended the Fall Fair with Digital Services Coordinator Jeremy Clarke. Ozobots were available to the public for use. Book bags were available as well as Bookmobile surveys. The new ukuleles on display generated many positive comments. The total number of people that stopped by booth was 107.

Adult and Senior Programs	Movie	Five people attended the showing of the movie "The Public".
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Technology Based Programs	Tech Coach	Three people were assisted with using the public computers.
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Total Circulation for September	3,014 items
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19 September 2019

Bruce County Public Library

Nicole Charles, Director

Brooke McLean, Assistant Director, Library Services

Dear Nicole and Brooke;

On behalf of the Warton Friends of the Library, I am reluctantly sending you a "Letter of Intent" to disband the Warton Friends group. The Executive met on Friday 13 September 2019, and after a lengthy discussion, a motion was made to disband, which was unanimously approved.

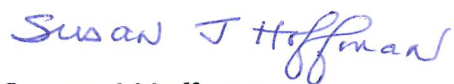
In separate emails, I will send you a copy of the minutes and the treasurer's report, as required by our Operational Agreement with the Library Board.

Our treasurer is hoping our cheque can be cashed as soon as possible.. How should we make out the cheque?

We also have two file boxes of records for the Warton FOL, so we need advice about future retention of these records.

Not an easy decision for us, but we are proud of the support we have provided for the Warton Library for many years. We hope the funds we transfer to the Bruce County Public Library will continue that support.

Yours truly,



Susan J Hoffman
Chairman, Warton Friends of the Library

Dr A. E. Gillies
186485 Grey Rd. 9
Dundalk, ON N0C 1B0

Mayor (Warden) Mitch Twolan –
Township of Huron-Kinloss
30 Park St.,
Walkerton, ON
N0G2V0

September 21, 2019

Dear Sir

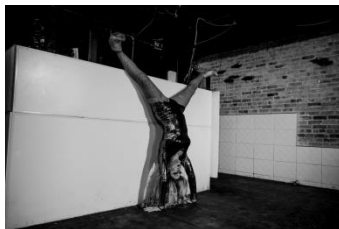
I am writing this letter to protest the recent decision made by the Kincardine Public Library; in conjunction with the Optimist club regarding the upcoming Drag Queen Story Hour. I believe that this is not only a bad idea by exposes young children to thoughts and ideas far beyond their age or understanding.



In my research of drag queens I was shocked to find that several who had ‘performed’ at libraries had previously committed crimes against children. As this group is such a miniscule percentage to the population criminality must raise a red flag of caution, and yet it seems that your library board is hosting and promoting this event. But even apart from the criminal aspect, the psychological and emotional impact on children must be considered.

One must ask, *what are ‘we’ trying to accomplish here?* Who is this exhibitionism for – the children or the drag queens?

I would like a detailed explanation of how these individuals have been vetted. If they have not had a thorough police check they should not be allowed near our children. Does you library incorporate a Plan to Protect with all volunteers? If not, why not? Other community agencies and churches must have this in place. These are individuals who live a double life so it only stands to reason more care than ever should be incorporated.



I challenge you to take a look at the facebook photos of a local Drag Queen Lita Von Sleaze (yes the name says it all!) and ask yourself if this is the person you want reading to your children and grandchildren? Yes, she is tied provocatively, upside down in this picture– promoting sadomasochism and bondage, among other things.

<https://www.facebook.com/litavonsleaze/photos?lst=100033622146881%3A100010053216812%3A1568999964>

I encourage you reconsider your decision and consider the effect it will have on not only the children but adolescents and young parents. Is this truly what we want to represent in our communities? I , along many others think not. We must protect our most vulnerable at all costs.

Sincerely,

Dr. Ann E Gillies, Ph.D.

Nicole Charles

From: Nicole Charles
Sent: Thursday, September 26, 2019 8:53 AM
To: aegillies2@gmail.com
Subject: FW: library
Attachments: Mayor (Warden) Mitch Twolan –.docx

Dear Dr. Gilles,

I appreciate you taking the time to voice your concerns regarding our Drag Queen Story Time program.

The Bruce County Public Library supports a wide range of diverse programming. Programming provides information, invites public discussion, encourages curiosity and creativity and promotes literacy and reading.

We are excited about the opportunity to present Drag Queen Story Time on October 5th in conjunction with the Rainbow Optimist Club – Southwestern Ontario and the support of TD Bank. This special event focuses on books, songs, and making. It is also a support for our LGBTQ youth, parents of queer and trans kids, community relationship building, and creating a space where LGBTQ youth know they can access programs at the library. Dress up, costumes, make believe and role play are part of children's play and entertainment, and drag aligns with this. As with any library partnered program, staff are nearby to assist when needed.

This is a program for all families in Bruce County and open to all ages – children, teens, and adults. This program exemplifies the Bruce County Public Library's commitment to inclusion and diversity and has the full support of the Bruce County Public Library Board. We understand that our community is comprised of a mosaic of personal beliefs and we respect an individual's decision not to attend this program.

If you have any further questions, please let me know.

Regards,
Nicole

Nicole Charles
Director, Library Services
Bruce County Public Library
519-832-6935
library.brucecounty.on.ca

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Writer objects to Drag Queen story hour at Kincardine Library

By: **Letter to the Editor**

September 30, 2019

[Tweet](#)



To the Editor:

The following is an open letter to the Bruce County Library, Kincardine Branch:

I am writing to protest the upcoming Drag Queen story hour at the Kincardine Public Library, I reiterate “public.”

As a taxpayer in Bruce County, I trust there will be a public outcry about this.

This exposes children to thoughts and ideas way beyond their years and is totally unacceptable.

Do you know that some of the drag queens have previously committed crimes against children? What on earth are you trying to accomplish with this? And who is to get the sexual high from this, the children or the drag queens?

Do you know the mental health issues that arise from this kind of lifestyle? Do you know that drag queens live double lives? Do you know that anyone working with children must have vulnerable sector checks; has that taken place?

I'd like a detailed report from you with your answers to these questions.

I would urge you to reconsider your decision and put the safety of our children and teens first. I, along with many others, think this is not appropriate for our children and their families.

We must protect our most vulnerable NOW.

Sincerely,
Mrs. B.J. Davidson
RR 3, Allenford

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Drag Queen's host story-time at library



Hannah MacLeod

[More from Hannah MacLeod](https://www.kincardineneews.com/author/hmacleod) (https://www.kincardineneews.com/author/hmacleod)

Published on: October 7, 2019 | Last Updated: October 7, 2019 6:02 AM EDT





Drag Queens Miss Shaneen (who was only fifteen) as well as Alita, were at the Kincardine Library on Saturday, October 5, to read three books for a good crowd and willing audience. Hannah MacLeod/Kincardine News

Kincardine Public Library recently had some visitors, Miss Shaneen and Alita, the guests came by on Saturday, October 5 to read three of their favourite books to a very observant crowd of about thirty.

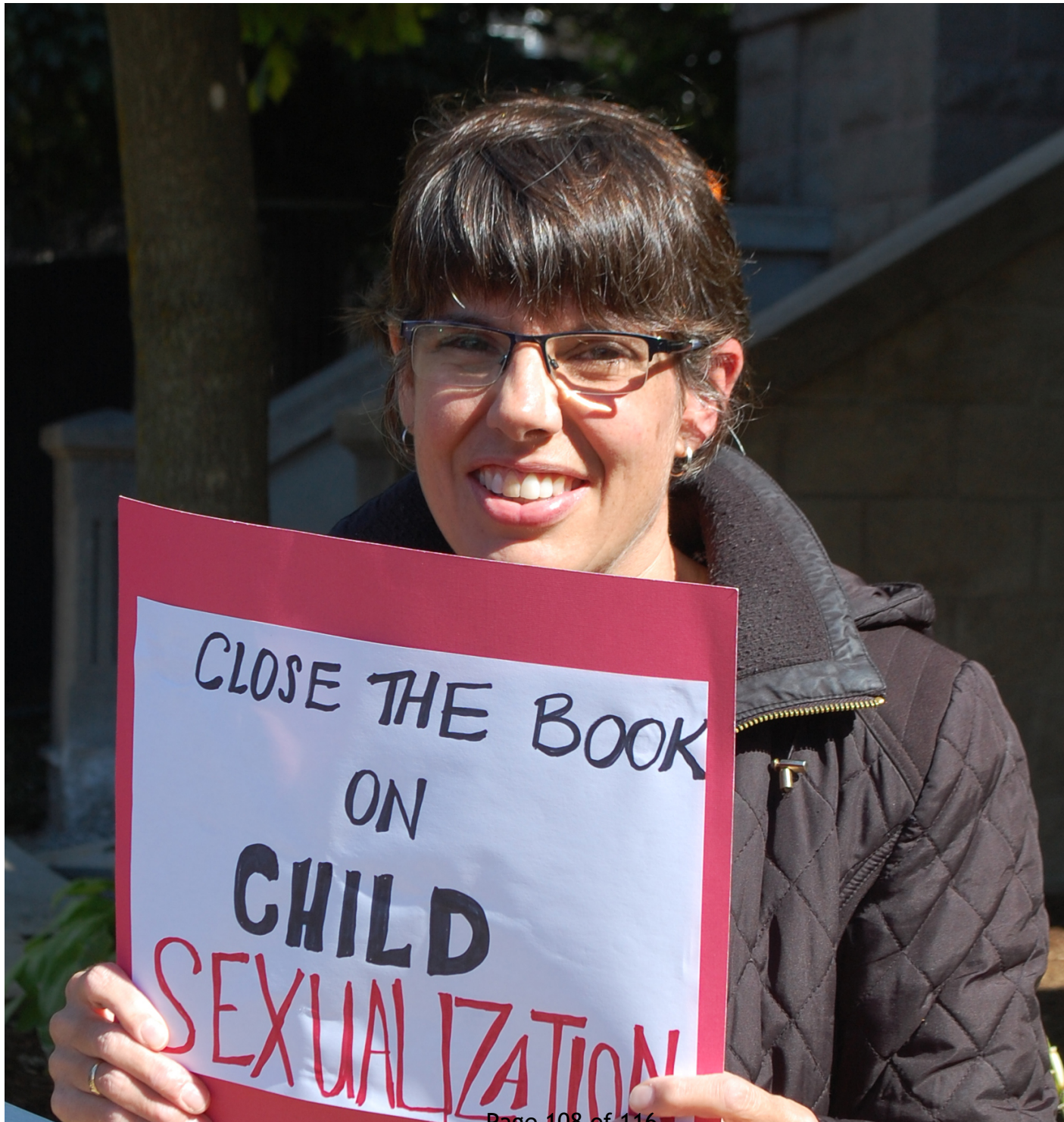
The special thing about these guests was that they were Drag Queen's, and they came in full garb.

"The numbers speak," said Martin Withenshaw, the president of the Rainbow Optimist Club. A recent story time at St. Mary's library brought out a crowd of 120. He spoke about some recent controversy over the event. "People are entitled to their opinion, I respect it and pass concerns along to the board."

The pair read three books that all had themes surrounding inclusion, understanding and awareness of people's differences. The books were "Pink is for Boys", "Red", and "Family is a Family".

"They are drag queens, it has nothing to do with sexuality," explained Withenshaw when asked about the negative feedback. He made the point that it is no different from dress-up. "It's important to teach children from a young age that's it's okay to be themselves, and for others to be themselves."

"I don't question having religious books in the library," said Withenshaw. "It's no different. It's about mutual respect, inclusion and diversity."





Lisa King, of Kincardine, was one of few protestors, including a heavy police presence at the new Dragqueen Storytime.
Hannah MacLeod/Kincardine News

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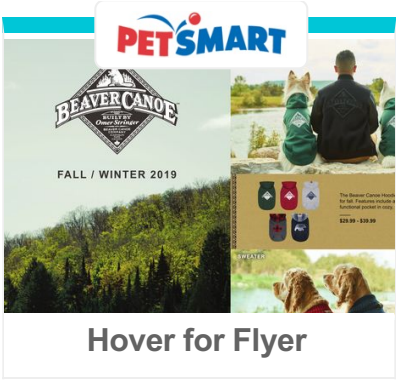
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WeWork bosses tell employees job cuts are coming – and they could number in the thousands

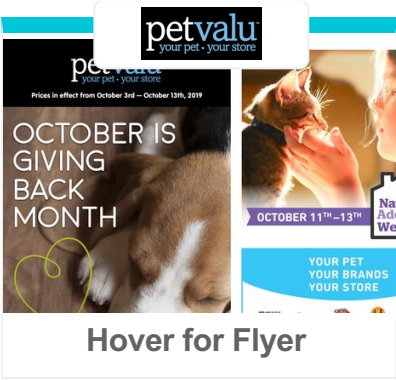
Layoffs could come as soon as this month

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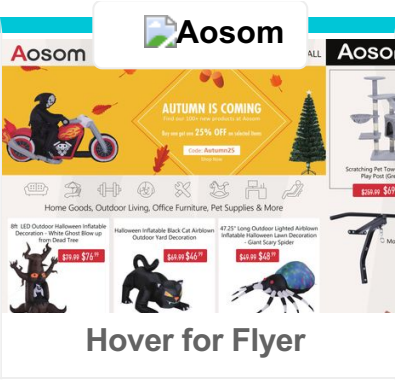
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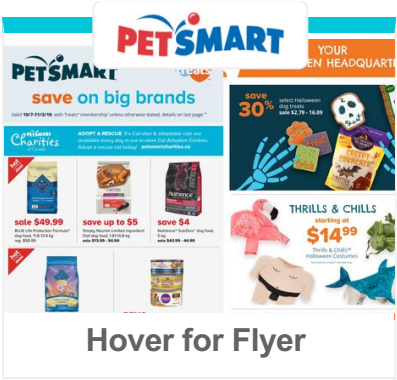
Hover for Flyer



Hover for Flyer



Hover for Flyer



Hover for Flyer

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Annette Fyvie

I found this post from Michelle Wright while scrolling yesterday. There are no better words written or spoken. I felt compelled to share, and commend you on your open mindedness, and incredible upbringing of two very open minded and accepting children. Well done!

October 5 at 3:45 PM

I took the two older boys to Drag Queen Story Time at the Kincardine Library this afternoon. They got to listen to a few stories, and (not) participate in a couple kids songs and dances. We stuck around the library for another hour just reading books and playing with LEGO, and after we left, Nixon noticed a sign of a protester outside (there were only a few). Fortunately he could only read part of it: the sign said "Close the book on child sexualization." Once we got in the car, he asked why their sign said "close the book?" I said it was about the story time. He asked why?

Me, not entirely sure how to address this topic, but wanting to take advantage of a teachable moment: "Umm... well did you like the girls who were reading the stories?"

you like the girls who were reading the stories:

Nixon (age 7): "Yes. But I know they're actually boys dressed up like girls."

Me: "How do you know?"

Nix, shrugging: "I just do. I could tell."

Me: "What do you think about that?"

Nix, shrugging again: "It's fine. It's their bodies and their time and money to buy their own clothes, so they can do whatever they want."

Me, kinda speechless because he totally nailed it: "Exactly. People should be free to be who they are, shouldn't they? Because everyone is different. Well the people outside didn't understand that. They thought it wasn't appropriate for kids to see that."

Nixon (total confusion on his face because in his mind, he simply experienced two people reading stories to a room full of kids with their parents): "Sooooo... because of that, they wasted their whole day standing outside with a sign? That makes no sense. If they don't like it, they just don't have to participate in it. They should go do something else, because it doesn't have anything to do with their lives anyway. Seems like a waste of a perfectly good day to me."

Mic. Drop.

Me: "How would you treat a boy who decided to come to school wearing a dress everyday, or makeup, or carrying a purse?"

Him, another shrug: "Well if he was my friend already we'd probably just play like we always would anyway..."

Baker (age 5) pipes up: "I had a boy in my class come to school wearing a dress once!"

Me: "Oh yeah? And what did you think about that?"

Baker: "I said 'I like your dress,' wanna know why? Because Mickey Mouse was on it. I love Mickey Mouse."

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Adults have a problem with story-time? Grow up!



Hannah MacLeod

[More from Hannah MacLeod](https://www.kincardineneews.com/author/hmacleod) (<https://www.kincardineneews.com/author/hmacleod>)

Published on: October 9, 2019 | Last Updated: October 9, 2019 8:49 PM EDT

I have very few concerns with the drag queen story-time that took place at the Kincardine Library this past Saturday, October 5. One concern I do have is why two police vehicles and officers were needed to “guard” a story-time. I am thankful for the police presence, and had no issue with them being there – my issue is the fact that they were necessary.

I attended the story-time, and I loved it. I’m no five-year old, but these two drag-queens were so expressive and colourful – if I was a young child I can see the appeal. Story-time reached beyond books and they even had the kids get up to sing and dance. To these children, it likely felt like they were at an event with Snippity the clown – there is no difference between adults entertaining children in a costume.

One thing needs to be understood before I continue – this story-time simply outlined inclusion. They weren’t preaching gender changes and same-sex couples – they were telling boys that they can like the colour pink, and playing with dolls, and explaining that if one of their friends had two dad’s or two mum’s, it wasn’t anything out of the ordinary.

I respect the opinions of those who feel it’s too young to be teaching children about sexual orientation. It’s too young for children to be taught about sex at all. Luckily for those individuals, this event wasn’t about sex-ed (until you brought it up!). I can assure you that these children went in for their regular story-time and got just that – with a small twist.

Children don’t see the difference, they are taught to see the difference. In this case, they were taught to respect and understand the differences. Children grow up fast, and in ten years time they will be asking questions. There is no question that they will meet people from the LGBTQ

community in their life, it is so important that they are taught this kindness and respect from a young age. I am thankful that this event planted the seed for some.

These children will grow up to be so accepting of others and have much better understanding of them-selves. I wonder what those standing outside of the library in protest, or those writing angry letters to the newspapers, would be like if they had grown up with opportunities like this. I know so many people who struggled to come out in or after high-school, and I can only imagine how much easier it would have been for them if my generation had been raised to understand people's differences. I hope that those who attended the story-time – and those who didn't – won't bat an eyelash when their friend's or family take that deep breath and say, "I'm gay". I can't wait for an entire generation to understand that everyone is human.

TRENDING IN CANADA

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The notion that a prime minister might...

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68 Zorra Drive
Tobermory, Ontario
N0H 2R0

September 20, 2019

Bruce County Public Library
1243 MacKenzie Road, Port Elgin ON,
N0H 2C6

Att: Chairperson and Board of Directors

Dear Sirs/Madam,

Re: Tobermory Public Library

I am a long time resident of Tobermory and, have been frequenting our quaint little log library for many years.

This week I was shocked and dismayed to learn that two officials from the Bruce County Public Library came to the Tobermory library, unannounced, and removed several items of furniture, cushions, photographs and posters from the library premises. They replaced the furniture with ugly and inappropriate items that have destroyed the comfortable ambiance of the library's reading area. Books that were shelved specifically for our local book group were also removed. Several items were placed outside for removal to the landfill site. They were, fortunately, rescued by a library volunteer. Apparently, your officials' justification for these arbitrary actions was that the Bruce County Public Library owns everything in the Tobermory library and can therefore do what they like.

The Tobermory library is well liked and can draw upon much local support. While it may be that the Bruce County Public Library is the 'owner' of the premises and its contents that does not excuse your officials arbitrary actions, which were carried out without any semblance of consultation. At a minimum you and your employees should consult with the local Friends of the Library and with local members of the Municipal Council, before making any changes to our library. The actions of your

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employees have done nothing to help build on the collaborative and constructive relationship that we thought we had between our community and the Bruce County Public Library system.

I believe that the unfortunate actions of your employees should be reversed immediately and an apology offered to our community. Furthermore, I believe that to prevent any more arbitrary actions on the part of your employees you should develop a policy for consulting with the local communities you serve.

May I hear from you?

Yours truly,

Ruth Bainbridge

cc. Mayor Milt MacIver and Council of the Municipality of Northern Bruce Peninsula