



## **C.E.O. MONITORING REPORT November 2020**

### **FINANCIAL CONDITION:**

- The first presentation of the operational budget to City Council is scheduled for November 27<sup>th</sup>.
- Financial expenses and revenues are within normal and adjusted ranges.

### **FOR YOUR INFORMATION:**

- SPL has launched a new database called PressReader, which features newspapers and magazines from over 100 countries, including some Canadian papers for which SPL does not have a current subscription. It is extremely comprehensive and has already received good feedback from users with respect to the range of content available.
- Promoting the MakerSpace in partnership with the Perth Community Futures Development Corporation has resulted in 50% of the November MakerSpace appointments being booked by business owners. We are seeing a strong interest for both SPL and PCF services from established businesses, advanced start-ups, and aspiring start-ups. In addition, there is a definite sense that these clients find it a comfort that we are here and they pack it into their toolbox moving forward. Although the pandemic has meant reduced hours and shorter appointment times, the “Start Up Video Series” has allowed us them to become familiar with the software and equipment before making an appointment, allowing them to maximize their learning and making time in the Space.
  - A few successes of small businesses using the space in the past 2 months:
    - A potter has been using Adobe Illustrator to prepare files to be sent to another MakerSpace for Laser cutting
    - A newer small business after watching the videos has been exploring vinyl and HTV for branding, door signs and custom garments
    - A local photographer is learning 3D Printing to create accessories for his cameras
    - An artist is learning to 3D design to create book covers of Celtic knot work in low relief



- Service Updates:
  - The Province's new colour-coded Covid-19 response framework explicitly includes instructions for public libraries at the lockdown (grey) scenario.
    - Grey: "inside curbside" permitted, as well as computer/wi-fi appointments
  - Staff are still finalizing plans for opening the Library for access without appointments (original plan was January 2021). We remain cautious given that Huron-Perth has been moved into the Orange category. We are preparing to meet the original timeline if possible but are reassessing weekly.

## **STRATEGIC ACTIVITIES**

- Strategic Plan:
  - PCIN:
    - collectionHQ work continues; entering year 2 of a 3-year contract.
    - Other PCIN libraries are having conversations about going fine-free.
- CEO's activities:
  - Continuing with both the Economic Response and Recovery Task Force and City Initiatives committees.
  - Nov 18<sup>th</sup>, attended virtual Perth County Municipal Association Meeting.
  - Nov 27<sup>th</sup>, Federation of Ontario Public Libraries Board meeting.
    - FOPL is in the process of conducting a search for a new ED.
  - Nov 30<sup>th</sup>, Perth Community Futures Development Corporation Board Meeting.

Prepared by J. Merritt, November 27, 2020

Stratford Public Library - Year to Date Financials			
		Year to Date	
	2020 Budget	November 25, 2020	92%
<b>Administration</b>			
Revenue Total	-234,260	-182,536	
Expenditure Total	2,687,070	2,126,977	
<b>Net Total</b>	<b>2,452,810</b>	<b>1,944,441</b>	79%
<b>Board</b>			
Revenue Total	-	-	
Expenditure Total	6,000	2,741	
<b>Net Total</b>	<b>6,000</b>	<b>2,741</b>	46%
<b>Programs</b>			
Revenue Total	-	-	
Expenditure Total	12,000	2,154	
<b>Net Total</b>	<b>12,000</b>	<b>2,154</b>	18%
<b>Building</b>			
Revenue Total	-	-	
Expenditure Total	25,200	13,557	
<b>Net Total</b>	<b>25,200</b>	<b>13,557</b>	54%
<b>PCIN</b>			
Revenue Total	-212,120	-	209,428
Expenditure Total	212,120		181,625
<b>Net Total</b>	<b>-</b>	<b>-</b>	<b>27,803</b>
transfer to reserve	5,000	5,000	
transfer to reserve	4,690	4,690	
<b>grand total revenue</b>	<b>-446,380</b>	<b>-391,964</b>	
<b>grand total expenditure</b>	<b>2,952,080</b>	<b>2,336,744</b>	
<b>grand net worth</b>	<b>2,505,700</b>	<b>1,944,780</b>	78%
<b>Capital - Collections</b>			
Revenue Total			
Expenditure Total	246,000	168,695	
<b>Net Total</b>	<b>246,000</b>	<b>168,695</b>	69%
<b>Capital - Projects</b>			
Revenue Total			
Expenditure Total	50,000	1,652	
<b>Net Total</b>	<b>50,000</b>	<b>1,652</b>	3%

**VOUCHERS**  
**November 7 - November 25, 2020**

Library Bound	Books, CDs	7,038.19
Library Services Centre	Books, CDs	3,231.43
Ebsco	Periodicals	996.77
City of Stratford	Internet	401.61
Visual Education	Electronic Media	1,128.87
B&C Landscaping	Lawn	822.64
Blowes Stationery	Office Supplies	41.80
Pressreader	Electronic Media	9,387.00
Plymoth Rocket	PCIN - contractor	750.00
Postmedia	Advertising	19.53
Wellington County Library	Books	21.95
Julia Penistan	Books	29.99
Stfd Home Hardware	Equipment Purchase	24.59
Beth McEvoy	Program	30.23
Robyn Godfrey	Program	44.14
Dell Canada	Capital - computer	21,279.04
Swant Mat Rental	Building	59.69
Scientists in Schools	Program	390.00
Trish MacGregor	Program	564.96
Inclusifyy	Training	23,730.00
Bell	Building	37.58
Toshiba	Photocopier	276.66
Krista Robinson	Equipment Purchase	24.00
Eric Ball	Equipment Purchase	192.38
Toronto Star	Periodicals	737.65
Blowes Stationery	Program	203.40
Uline	Program	381.44

<b>TOTAL</b>	<b>\$ 71,845.54</b>
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GRAND TOTAL	\$ 71,845.54
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