



C.E.O. MONITORING REPORT April 2022

FINANCIAL CONDITION:

- As of April 29th all 2022 revenues and expenses are tracking per estimates.
- At this time, no further information has been received from Perth South regarding its 2022 contract.

FOR YOUR INFORMATION:

Pandemic Response and Update:

- No major changes to report during April.

Staffing / Personnel:

- SPL received the full amount of its grant request to the Young Canada Works program and has been able to hire two students for May-August to deliver the Summer Reading Club Program. Like many other sectors, the Library received a reduced number of applications as compared to previous years.

General News:

- The second part of the garden construction will begin once the weather has consistently warmed up; final planting will begin once the heavy machinery has finished work and is anticipated to finish in June. Library staff hope to be able to use the space for programming by August.
- By popular request, the print version of the programming brochure has been reinstated and will be printed 6 times per year.
- April 26, the MakerSpace crew delivered the Library's first MakerSpace Livestream on YouTube. This is the first in a series of YouTube programs.



- Family programs in May and June will move from Zoom to outdoor locations whenever possible.
- SPL is in the process of migrating to Outlook 365. Currently email service is split between a City-hosted service, and the PCIN server. This project will separate the Library's email from all City-owned servers, and consolidate all addresses to be a consistent format and platform. It is expected that the email domain name will switch in May from pcin.on.ca/stratford.ca to the new splibrary.ca (which is the domain name of the new website).
- All public internet stations were replaced with new machines in April.

STRATEGIC ACTIVITIES

- The request for Expressions of Interest has been made public, with responses due for Friday May 13th. The SPL Board subcommittee will need to meet after that date to review and select consultants to prepare the full proposal.
- PCIN will be sending a letter to all Provincial MPP Candidates, asking for a meeting to orient the candidates to public libraries in their riding and advocate for support on provincial issues.
- PCIN is also working on compiling a website for the member libraries to use in consolidating information related to the October 2022 Municipal election. Stratford created a website for this purpose in 2018, using only Stratford-related information, and the feedback was extremely positive from the public and the Municipality, so the project is being expanded to include all 5 libraries.
- CEO's activities:
 - Apr 25, Perth Community Futures Development Corporation Board Meeting.

Prepared by J. Merritt, April 29, 2022

Stratford Public Library - Year to Date Financials			
		Year to Date	33%
	2022 Budget		
Administration			
Revenue Total	-215,398	-1,169	
Expenditure Total	2,797,402	677,958	
Net Total	2,582,004	676,790	26%
Board			
Revenue Total	-	-	
Expenditure Total	6,000	286	
Net Total	6,000	286	5%
Programs			
Revenue Total	-	-	
Expenditure Total	13,000	2,024	
Net Total	13,000	2,024	16%
Building			
Revenue Total	-	-	
Expenditure Total	23,500	9,805	
Net Total	23,500	9,805	42%
PCIN			
Revenue Total	-213,083	-	
Expenditure Total	213,083	71,472	
Net Total	-	71,472	
transfer to reserve	5,000		
transfer to reserve	4,740		
grand total revenue	-428,481	-1,169	
grand total expenditure	3,062,725	761,546	
grand net worth	2,634,244	760,377	29%
Capital - Collections			
Revenue Total			
Expenditure Total	255,100	85,986	
Net Total	255,100	85,986	34%
Capital - Projects			
Revenue Total			
Expenditure Total	-	5,871	
Net Total	-	5,871	



VOUCHERS
April 1 - April 29, 2022

Library Bound	Books, CDs	5,284.49
Library Services Centre	Books, CDs	1,220.25
Blowes	Office Supplies	78.67
Culligan	Building	28.32
Envisionware	Computer	694.29
Zoobean	Contractor	995.00
True North	Contractor	452.00
Swan Dust Control	Building	41.81
Swish Maintenance	Building	488.09
Bell Mobility	Internet	982.65
University of British Columbia	Books, CDs	12.00
Laurentian University	Books, CDs	10.00
Heather Lister	Equipment Purchase	1,436.91
Brodart	Office Supplies	58.99
University of Calgary	Books, CDs	20.00
Entandem	Office Supplies	173.97
Canadian Children's Book Centre	Membership	150.00
Stratford Home Hardware	Materials	99.63
GOTECH	Equipment Purchase	281.37
The Globe and Mail	Periodicals	859.98
Overdrive	Eaudio	28,131.19
Postmedia	Advertising	254.25
City of Stratford	Internet	401.61
TOTAL		\$ 42,155.47
GRAND TOTAL		\$ 42,155.47