



C.E.O. MONITORING REPORT October 2022

FINANCIAL CONDITION:

- As of October 28th all 2022 revenues and expenses are tracking per estimates.
- The Library's draft 2023 budget has been submitted to the City and we await confirmation of the budget deliberation schedule for the new Council.

FOR YOUR INFORMATION:

Pandemic Response and Update:

- No major changes to report. Since the start of the school year, rates of illness are increasing, however staffing remains at manageable levels.

Staffing / Personnel:

- Kate Schillings, Coordinator of Home Delivery and Volunteer Services, has announced her retirement effective December 31st. Kate has been with the Library since 2005 and in 2021 she organized 1,900 volunteer hours and 578 home delivery visits. Without her work, we would not have been able to grow the MakerSpace, or implement Tech Tutors, or Reading Buddies, or any number of projects that have made the Library the success it is today. Outside of SPL Kate is very active in promoting causes dear to her heart; she is one of the founders of Luke's Place in Toronto, a resource centre for women and their children leaving abusive relationships, named after her son, Luke. She has also been a vital force in the I Volunteer Perth Huron organization, which has helped connect untold numbers of volunteers with positions across 2 counties and contribute to the quality of life we all experience here.



General News:

- The MakerSpace celebrated its 5th anniversary this month. Over 5,000 people have used it since it opened in 2017, and staff have hosted 750 open labs and 275 programs for teens, children and adults over that time.
- Benches for the garden are expected to be delivered by the end of October.
- Work on the Children's Floor bathrooms is proceeding on schedule so far. We anticipate that the bathrooms will be finished by mid-November. After they are completed, the Adult Floor washroom will be renovated.
- The Library will be closed from Nov 20-27 to permit the Adult Floor carpet to be replaced, and the Children's Floor service desk to be replaced.

STRATEGIC ACTIVITIES

- Overlap has completed the community consultation with focus groups and a survey of the staff and the public. Following this, the next milestones are:
 - Nov 1st @ Board Meeting: Sense-Making Workshop
 - Mid-November: additional consultation with youth at Stratford Intermediate School
 - December 9/10: 1.5-day Strategic Plan workshop, location TBC
 - January/February: plan complete
- The application period for prospective Library Board members closes on October 28th.

Prepared by J. Merritt, October 28, 2022

Stratford Public Library - Year to Date Financials			
		Year to Date	80%
	2022 Budget		
Administration			
Revenue Total	-215,380	-141,162	
Expenditure Total	2,804,052	2,296,558	
Net Total	2,588,672	2,155,396	83%
Board			
Revenue Total	-	-	
Expenditure Total	6,000	664	
Net Total	6,000	664	11%
Programs			
Revenue Total	-	-	
Expenditure Total	13,000	10,133	
Net Total	13,000	10,133	78%
Building			
Revenue Total	-	-	
Expenditure Total	23,500	18,155	
Net Total	23,500	18,155	77%
PCIN			
Revenue Total	-213,080	-	212,967
Expenditure Total	213,080		190,278
Net Total	-	-	22,689
transfer to reserve	5,000	3,750	
transfer to reserve	4,750	3,564	
grand total revenue	-428,460	-354,129	
grand total expenditure	3,059,635	2,523,101	
grand net worth	2,631,175	2,168,972	82%
Capital - Collections			
Revenue Total			
Expenditure Total	255,100	182,904	
Net Total	255,100	182,904	72%
Capital - Projects			
Revenue Total			
Expenditure Total	-	22,057	
Net Total	-	22,057	



VOUCHERS
October 1 - October 28, 2022

Library Bound	Books, CDs	2,314.71
Library Services Centre	Books, CDs	108.14
Toshiba	Photocopier Expense	1,324.89
Robyn Godfrey	Program	56.38
Blowes Stationery	Office Supplies	342.85
Stratford Home Hardware	Equipment Purchase	219.61
Kanopy	Electronic Media	567.00
Culligan	Building	28.32
Swan Dust Control	Building	41.81
Julia Merritt	Mileage	31.36
	Board Expense	53.14
Trish MacGregor	Program	37.29
Eric Ball	Program	68.35
Blake's Electric	Building	589.86
Brodart	Office Supplies	477.31
Mitchell Advocate	Periodicals	60.00
Bell Canada	Telephone	101.23
Overdrive	Eaudio	18,411.62
Rebecca Sylvester	Program	250.00

TOTAL	\$	25,083.87
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GRAND TOTAL	\$	25,083.87
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