



C.E.O. MONITORING REPORT June-August 2022

FINANCIAL CONDITION:

- As of July 31st all 2022 revenues and expenses are tracking per estimates.
- Perth South has confirmed the 2022 contract at the requested rates, and has made the first of two payments.
- The City's budget process for 2023 has been delayed in comparison to prior years. Full instructions have not yet been released and draft budgets are not expected to be completed until October, with deliberations and decisions to be made by the new Council after their investiture in November. The current approach will be to maintain increases at 2% or less.

FOR YOUR INFORMATION:

Pandemic Response and Update:

- No major changes to report during the summer months. SPL is preparing to host more hybrid program formats over the winter, as a failsafe against any restrictions.

Staffing / Personnel:

- Nothing to report. Although many industries and even other local libraries are struggling with labour shortages and retention, the SPL staff body remains consistent and is experiencing normal levels of change (ie maternity leaves, conclusions of contracts of defined length, etc.).



General News:

- Planting of the garden was completed in July and the garden is in regular use by the public. Benches are being ordered and will be the final component to the garden's completion.
- This year's Summer Reading Club was the most highly attended to date, with 862 registered participants and many more who attended programs without formal registration. The previous record in 2019 was 650 children. A separate report is attached with more details.
- Starting in July, a social worker from Family Services Perth-Huron is at the Library twice a month to provide an access/connection point for referrals for community members.
- SPL is once again working on developing a comprehensive website for the community to use to find information about the upcoming October Municipal Election. This year the website is being expanded to include all municipalities in the geographic county of Perth and will contain links to candidate websites/info, voting information, debate/event information, and links to media coverage. SPL has also confirmed with the City that it will continue to be an alternate voting location, for those who require assistance with navigating the digital voting process.
- Work on the Library's bathrooms was delayed from its July start date and is now expected to start on the first weekend of September. The Library will be closed for one extra day over the Labour Day Weekend (Sept 3-5, instead of Sept 4-5) in order for a small asbestos abatement procedure to be completed. The washroom construction is expected to be completed by November. November will also contain the Adult Floor carpet installation, and the construction of the ergonomic/accessible Children's Floor desk.
- The new Staff Manual was rolled out at the beginning of July with no issues. The Work From Home procedure was launched in August.

- The Library is co-sponsoring 2 Drag Queen Storytimes in Q3 of 2022 – one in September to be hosted by the Stratford Pride Community Centre, and one in December to be hosted at the Library pending the availability of sufficient public washrooms.
- The Canadian Revenue Agency has declared the SPL Foundation officially dissolved as of May 07, 2022. The following has been completed:
 - Canada Helps website has been removed, SPL Board website activated
 - Financial assets at Libro and Community Foundation transferred to SPL Board
 - All local lawyers and repeat donors advised re: the change
 - 2021 Financial return submitted to the CRA; the 2022 return will be submitted in 2023 and will be the final piece of Foundation business.

STRATEGIC ACTIVITIES

- Lemay completed its public consultation and site visit process during the week of June 20th. The analysis of the public consultation is included separately in this package. Based on the information collected at the end of June, the Lemay team is developing all of the components for the final report. Lemay continues to have bi-weekly update meetings with the SPL team.
- Overlap has begun work on the Strategic Plan with an expected completion date of December 2022. Overlap will facilitate a Kick-Off session with the Library Board at its September 6th meeting. The time of the meeting will need to be moved up to 6pm to accommodate the 2-hour Kick-Off. Following that, the major milestones will be:
 - Sept-Oct, public consultation (focus groups and survey) and data analysis
 - Nov 1st @ Board Meeting: Sense-Making Workshop
 - TBC Nov 25-26: 1.5-day Strategic Plan workshop
 - December: plan complete
- PCIN met with newly-elected MPP Matthew Rae on July 27, and gave an overview of the benefits of PCIN in the Perth-Wellington riding, plus the major provincial-level needs of the library sector: sustainable funding for First Nations libraries, a province-wide e-library, and an increase to the base funding package (Public Libraries Operating



Grant). A copy of Mr. Rae's subsequent correspondence to the Ministers of Indigenous Affairs and Tourism, Culture, and Sport is included in this package.

- CEO's activities:
 - June 8, Perth Community Futures Development Corporation AGM.
 - July 25, Perth Community Futures Development Corporation Board Meeting.
 - July 26, City of Stratford Corporate Leadership Team Meeting.
 - August 25, Service Canada engagement session with Parliamentary Secretary Irek Kusmierczyk, Parliamentary Secretary to Minister Qualtrough, the Minister of Employment, Workforce Development and Disability Inclusion.

Prepared by J. Merritt, August 31, 2022

Stratford Public Library - Year to Date Financials			
		Year to Date	65%
	2022 Budget		
Administration			
Revenue Total	-215,380	-111,457	
Expenditure Total	2,804,052	1,818,112	
Net Total	2,588,672	1,706,655	66%
Board			
Revenue Total	-	-	
Expenditure Total	6,000	615	
Net Total	6,000	615	10%
Programs			
Revenue Total	-	-	
Expenditure Total	13,000	6,245	
Net Total	13,000	6,245	48%
Building			
Revenue Total	-	-	
Expenditure Total	23,500	16,145	
Net Total	23,500	16,145	69%
PCIN			
Revenue Total	-213,080	-	102,954
Expenditure Total	213,080		169,410
Net Total	-	66,456	
transfer to reserve	5,000	2,500	
transfer to reserve	4,750	2,376	
grand total revenue	-428,460	-214,411	
grand total expenditure	3,069,382	2,015,403	
grand net worth	2,640,922	1,800,992	68%
Capital - Collections			
Revenue Total			
Expenditure Total	255,100	145,258	
Net Total	255,100	145,258	57%
Capital - Projects			
Revenue Total			
Expenditure Total	-	5,871	
Net Total	-	5,871	



TOTAL	\$ 78,447.53
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GRAND TOTAL	\$	78,447.53
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