



2024 - 2027 Operating & Capital Budget Requests

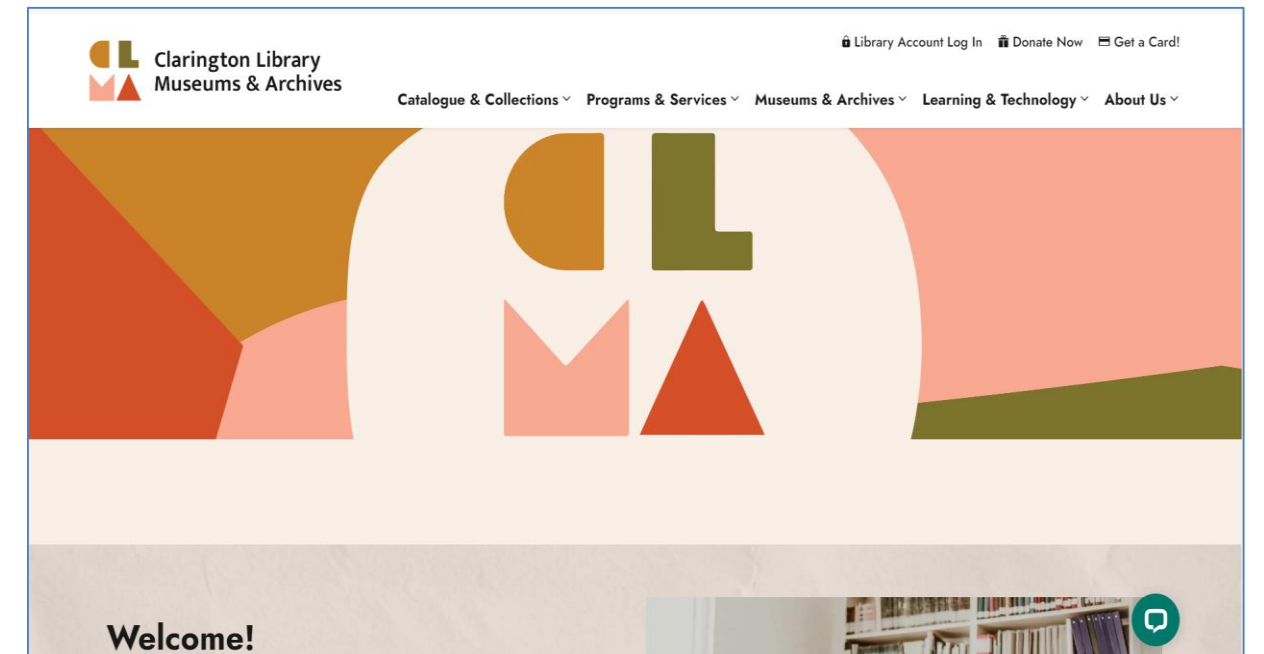
Presented by:

Tenzin Shomar, Library Board Vice-Chair

Monika Machacek, Chief Executive Officer



Year in Review



Food Pantries
Seed Libraries
Edwardian Teas

Maker's Space
Inclusive Programming
New Brand & Website



Key Performance Indicators

	2019	2020	2021	2022	2023 (est.)	2022 - 2023 (% change)
Circulation – Physical	553,871	246,194	313,971	526,563	688,318	30.7%
Circulation – Digital	181,871	247,955	287,232	294,500	216,706	-26.4%
Visits – In Person	414,545 *	119,280	93,736	200,522	286,441	42.8%
Visits – Digital (App, Website)	975,151	1,211,728	1,504,804	1,765,774	1,912,032	8.3%
Programs Offered	1,215	371	-	504	1,342	166.3%
Program Attendance	24,460	9,078	-	9,027	20,940	132.0%
Programs Attendance (virtual)	-	12,401	28,188	59,464	-	-
Total Active Members	38,820	37,260	35,001	38,822	40,214	3.6%
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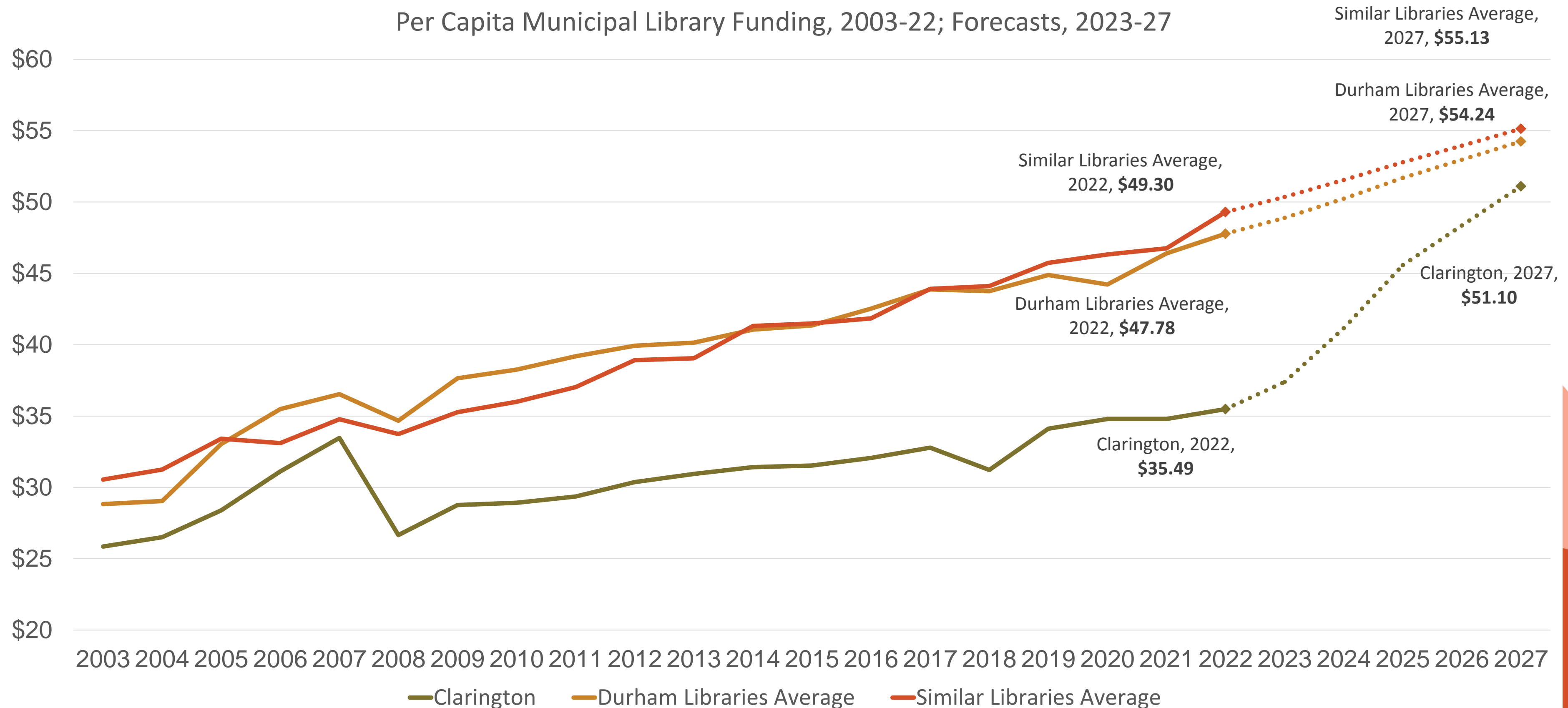
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New
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**750
Daily In
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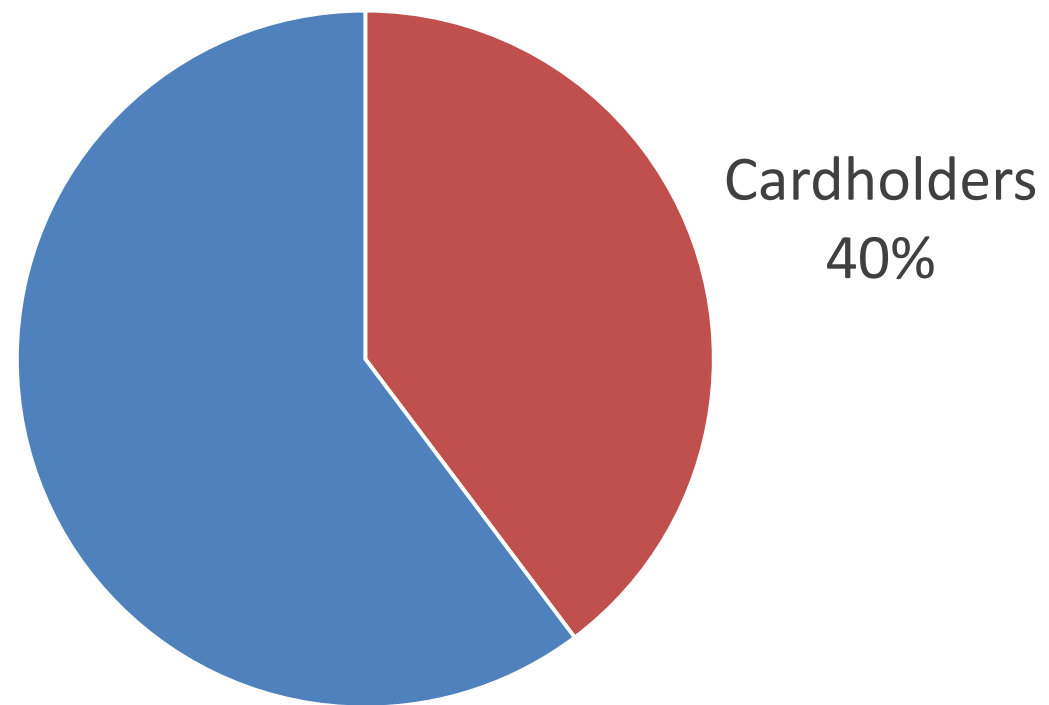
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Municipal Funding Trends: End State Vision

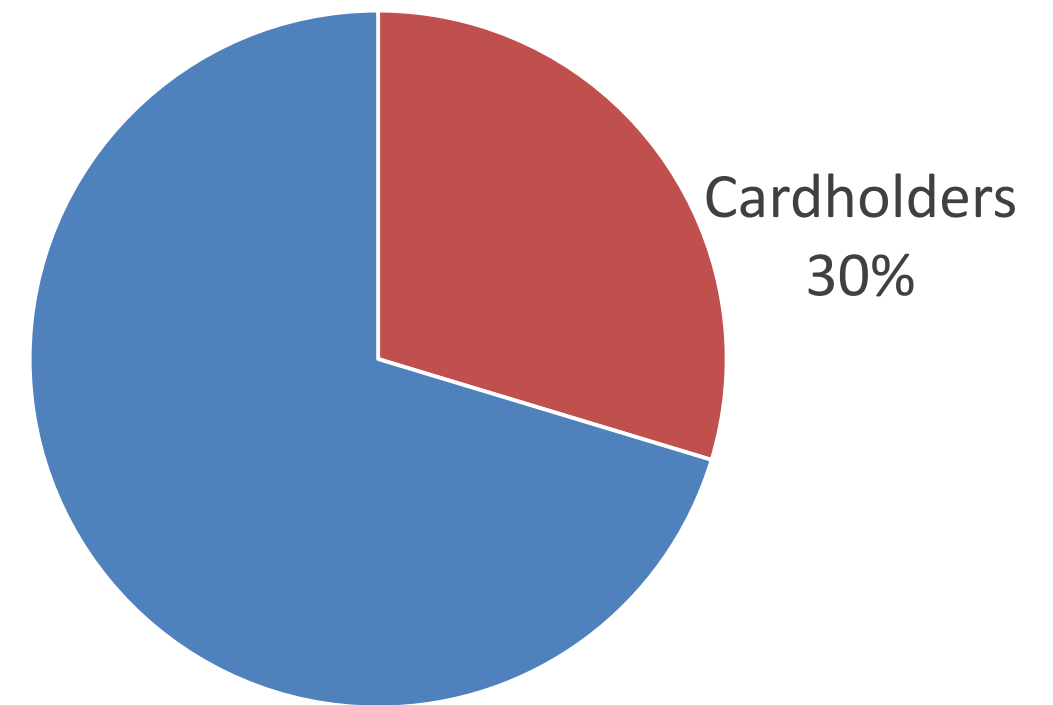


CLMA: **LOWEST** Funded in Durham, **MOST** Cardholders as Percentage of Population

Cardholders as % of Population,
Clarington



Cardholders as % of Population,
Durham Libraries Average



Strategic Priorities

We are an inclusive and welcoming destination to ignite curiosity and where our community can relax, connect, learn and thrive



Knowledge-Rich Organization

- a. Satisfying curiosity
- b. Engaging and supporting newcomers
- c. Expanding access to digital literacy



Organizational Excellence

- a. We want to be an employer of choice
- b. We will be bold leaders in service design and delivery
- c. We will commit to continuous improvement



Community Destination of Choice

- a. We are a safe space that is supportive, compassionate and welcomes diversity and inclusivity
- b. We are the place to preserve and exhibit Clarington's cultural heritage
- c. We want to be a highly valued community partner



Resource Utilization & Sustainability

- a. We will align with Municipal strategies
- b. We will be environmentally sound
- c. We will develop sustainable revenue generation strategies
- d. We will build business models to sustain pandemics and recovery efforts




Canadian
Urban
Institute Institut
Urbain du
Canada

OVERDUE

The Case for Canada's Public Libraries

Why investment in public libraries is essential to Canada's post-pandemic recovery, competitiveness, and resilience



Canada's libraries are an untapped national network of social infrastructure that includes 652 library systems and 3350 branches.



**Canada's libraries are visited
over 100 million times a year.**

Quietly, Canada's public libraries have evolved into highly capable partners for every level of government, supporting the common good by serving critical mandates that fall under municipal, provincial and federal jurisdiction.



- Sustaining workforce development
- Reducing hate, racism, harm and violence
- Fostering cultural and artistic diversity
- Championing entrepreneurship and innovation
- Supporting newcomer settlement
- Advancing Reconciliation
- Talking action on climate change
- Providing a community access point for public services
- Fostering mental health
- Offering spaces for public consultations and disseminations of information
- Supporting access to place-based programming

2024 – 2027 Budget

CLMA 2023 - 2027 TOTAL Budget										
Category	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Difference 2023-2024 \$	Difference 2023- 2024 %	Difference 2024- 2025 %	Difference 2025- 2026 %	Difference 2026- 2027 %
REVENUE										
Municipal Tax Levy	\$ 3,855,628.00	\$ 4,317,451.25	\$ 4,849,522.20	\$ 5,228,198.72	\$ 5,612,924.71	461,823.25	12%	12%	8%	7%
MUNICIPAL REVENUE	\$ 3,855,628.00	\$ 4,317,451.25	\$ 4,849,522.20	\$ 5,228,198.72	\$ 5,612,924.71	461,823.25	12%	12%	8%	7%
NON-MUN REVENUE	\$ 475,641.00	\$ 534,731.00	\$ 452,078.50	\$ 349,451.43	\$ 296,850.54	59,090.00	12%	-15%	-23%	-15%
TOTAL INCOME	\$ 4,331,269.00	\$ 4,852,182.25	\$ 5,301,600.70	\$ 5,577,650.15	\$ 5,909,775.25	520,913.25	12%	9%	5%	6%
EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
PERSONNEL	\$ 3,420,506.00	\$ 3,761,571.00	\$ 4,185,229.10	\$ 4,427,138.31	\$ 4,723,677.74	341,065.00	10%	11%	6%	7%
LIBRARY & MUSEUM MATERIALS	\$ 334,764.00	\$ 341,416.00	\$ 348,241.00	\$ 355,212.00	\$ 362,314.00	6,652.00	2%	2%	2%	2%
FACILITY SUPPORT	\$ 223,091.00	\$ 349,548.35	\$ 358,426.80	\$ 367,571.60	\$ 376,990.75	126,457.35	57%	3%	3%	3%
PRODUCTS & SUPPLIES	\$ 40,193.00	\$ 41,556.00	\$ 41,556.00	\$ 41,556.00	\$ 41,556.00	1,363.00	3%	0%	0%	0%
PROGRAMS	\$ 32,060.00	\$ 35,000.00	\$ 35,500.00	\$ 36,000.00	\$ 36,500.00	2,940.00	9%	1%	1%	1%
CONTRACTED SERVICES	\$ 110,735.00	\$ 111,244.90	\$ 108,621.80	\$ 110,026.23	\$ 111,458.76	509.90	0%	-2%	1%	1%
INFO TECHNOLOGY	\$ 137,800.00	\$ 175,750.00	\$ 187,930.00	\$ 204,050.00	\$ 221,182.00	37,950.00	28%	7%	9%	8%
MAKERSPACE Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
STAFF DEVELOPMENT	\$ 32,120.00	\$ 36,096.00	\$ 36,096.00	\$ 36,096.00	\$ 36,096.00	3,976.00	12%	0%	0%	0%
Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
TRANSFER TO CAPITAL RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
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TOTAL INCOME	\$ 4,331,269.00	\$ 4,735,182.25	\$ 5,180,143.10	\$ 5,452,548.82	\$ 5,780,920.88	403,913.25	9%	9%	5%	6%
EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
PERSONNEL	\$ 3,420,506.00	\$ 3,761,571.00	\$ 4,185,229.10	\$ 4,427,138.31	\$ 4,723,677.74	341,065.00	10%	11%	6%	7%
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FACILITY SUPPORT	\$ 223,091.00	\$ 231,628.35	\$ 236,969.20	\$ 242,470.28	\$ 248,136.38	8,537.35	4%	2%	2%	2%
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TRANSFER TO CAPITAL RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
	\$ -	\$ -	\$ -	\$ -	\$ -	0.00				
TOTAL EXPENSES	\$ 4,331,269.00	\$ 4,734,262.25	\$ 5,180,143.10	\$ 5,452,548.82	\$ 5,780,920.88	402,993.25	9%	9%	5%	6%

Variance Analysis



Revenue

Fee revenue increasing: \$12,000 over 2023

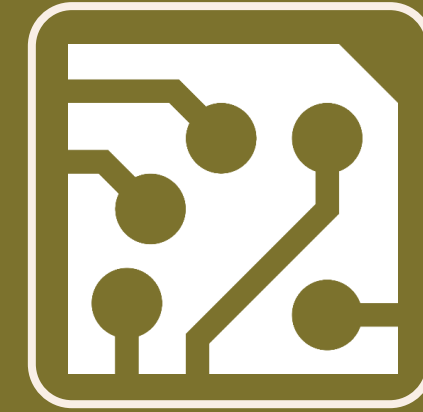
- Then by 3% each year
- Conservative estimate
- Exam proctoring service
 - Room rental rates
 - Waverley Place rentals
 - Maker's Space
 - Merchandizing
- In-kind partnerships and grants to reduce operational costs



Personnel & Staffing Requests

\$341,065 increase over 2023

- Results of market review and collective bargaining
- Increased costs for benefits
- 94% CLMA employees registered for OMERS
- No FTE requests in 2024



Facilities & Technology

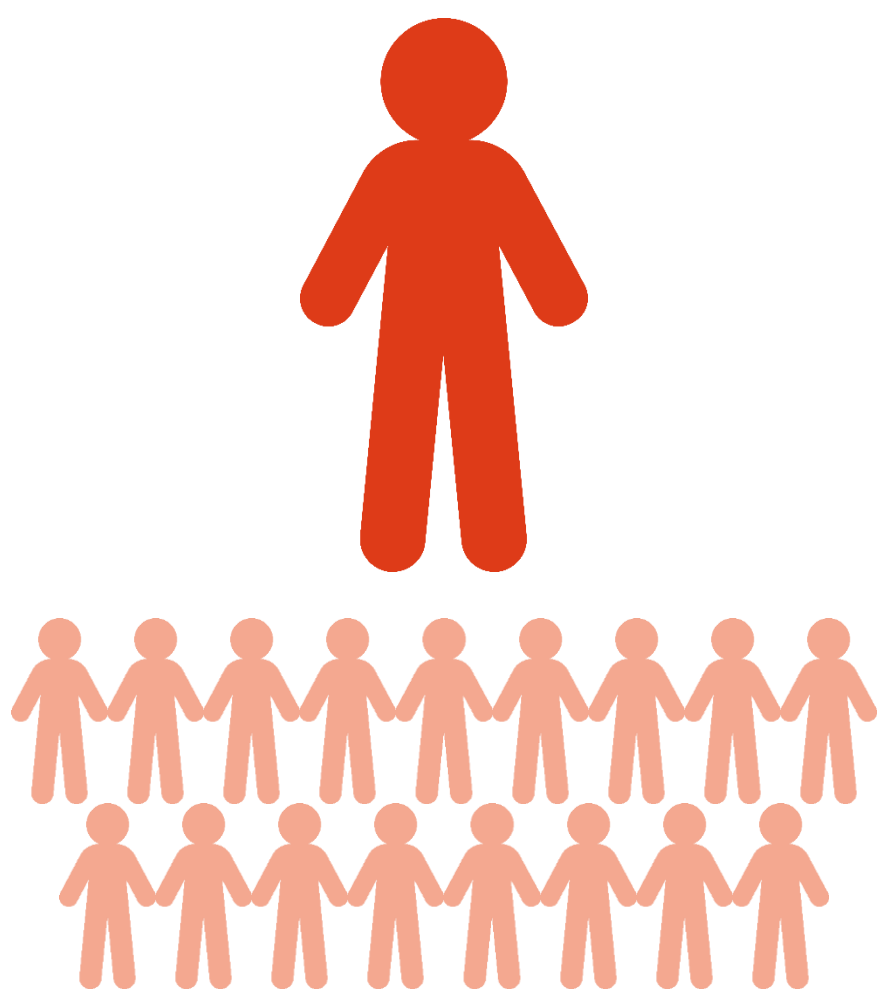
Facilities: Increase of \$126,457

- CLMA budgeting for library and museum facilities instead of Community Services
 - Increase in CLMA budget
 - Decrease in CS budget

Technology: Increase of \$37,950

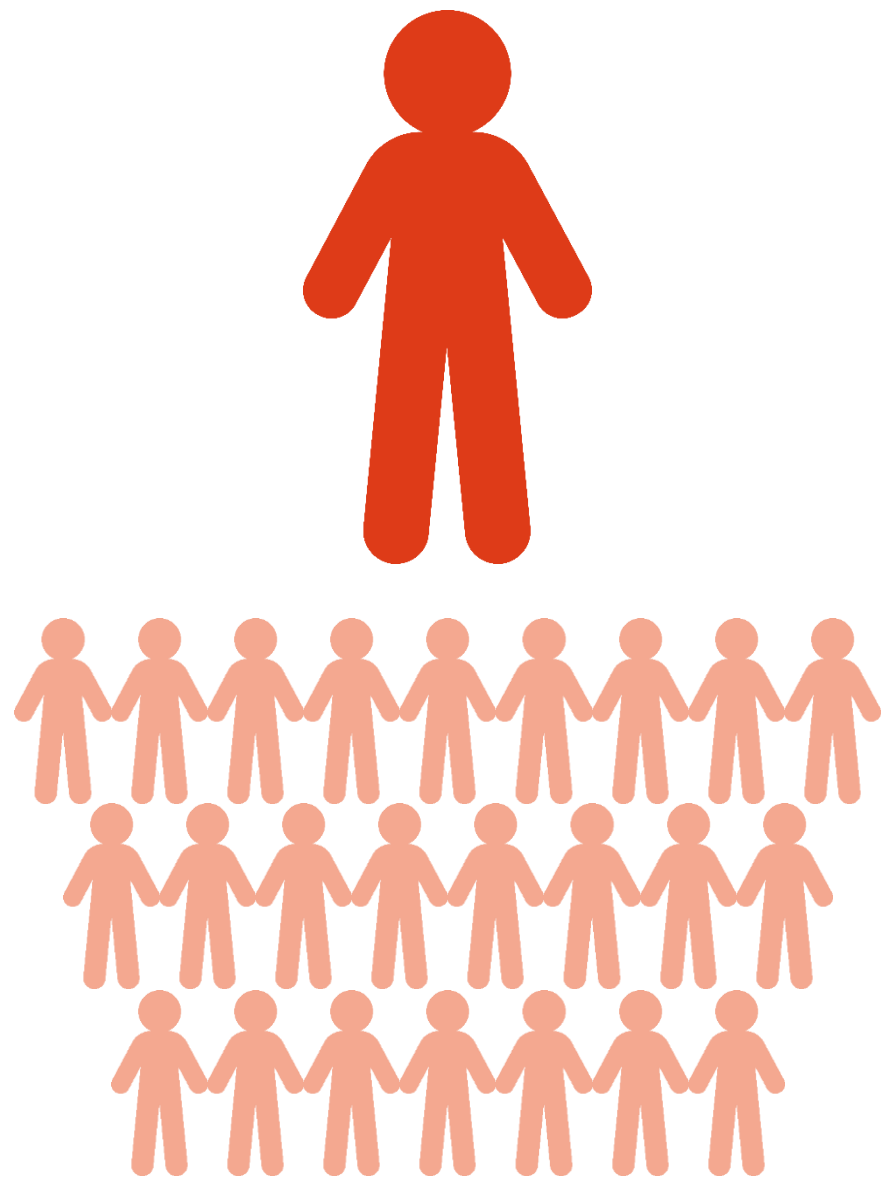
- Vendor costs have risen

Ontario Public Library Staffing Guidelines



Best Practice

0.6 FTE :
1,000 residents



Clarington, Current

0.6 FTE :
2,444 residents

Deficit of 21 FTES



Clarington, Proposed

0.6 FTE :
2,292 residents

Deficit of 18 FTES

FTE Requests 2024 - 2027

2025



Public Service Librarian

- Improve in-branch services
- Reduce service disruptions due to rise in incidents
- Enhance quality of customer experience

\$84,000

2026

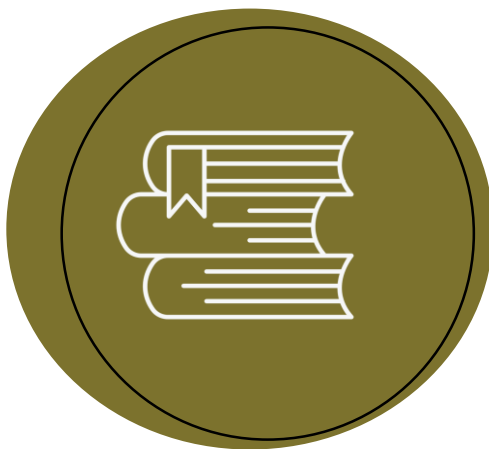


Community Engagement Associate

- Provide proactive outreach to underserved areas
- Forge relationships with anchor organizations
- Build CLMA as a trusted community partner

\$69,000

2027



Collections Librarian

- CLMA currently only employs (1) Collections Librarian
- Increasing complexities in collection development, translation and decolonization of subject headings
- Population growth and harmonization of Museum collection into ILS

\$99,000

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**4,500
New
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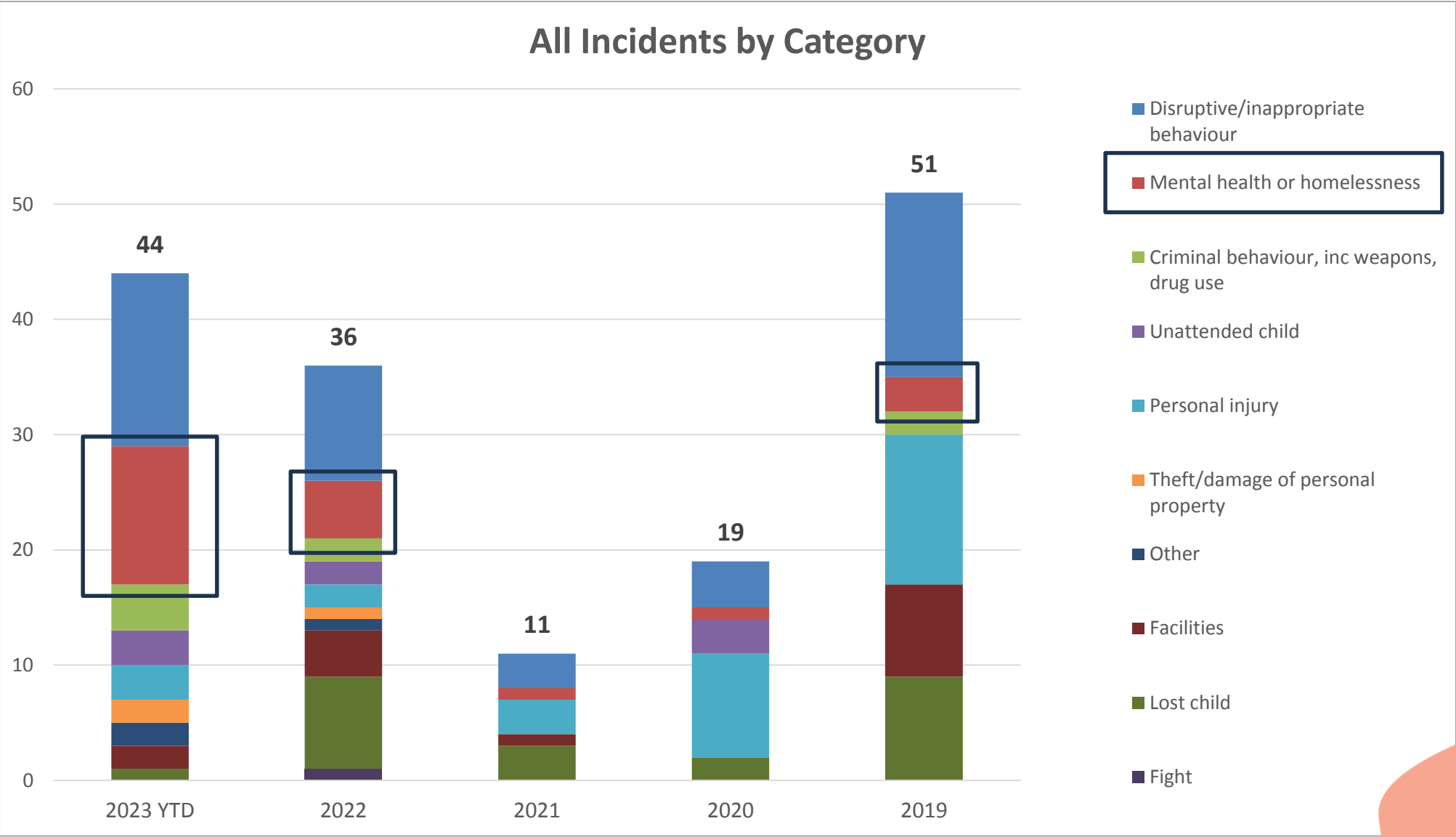
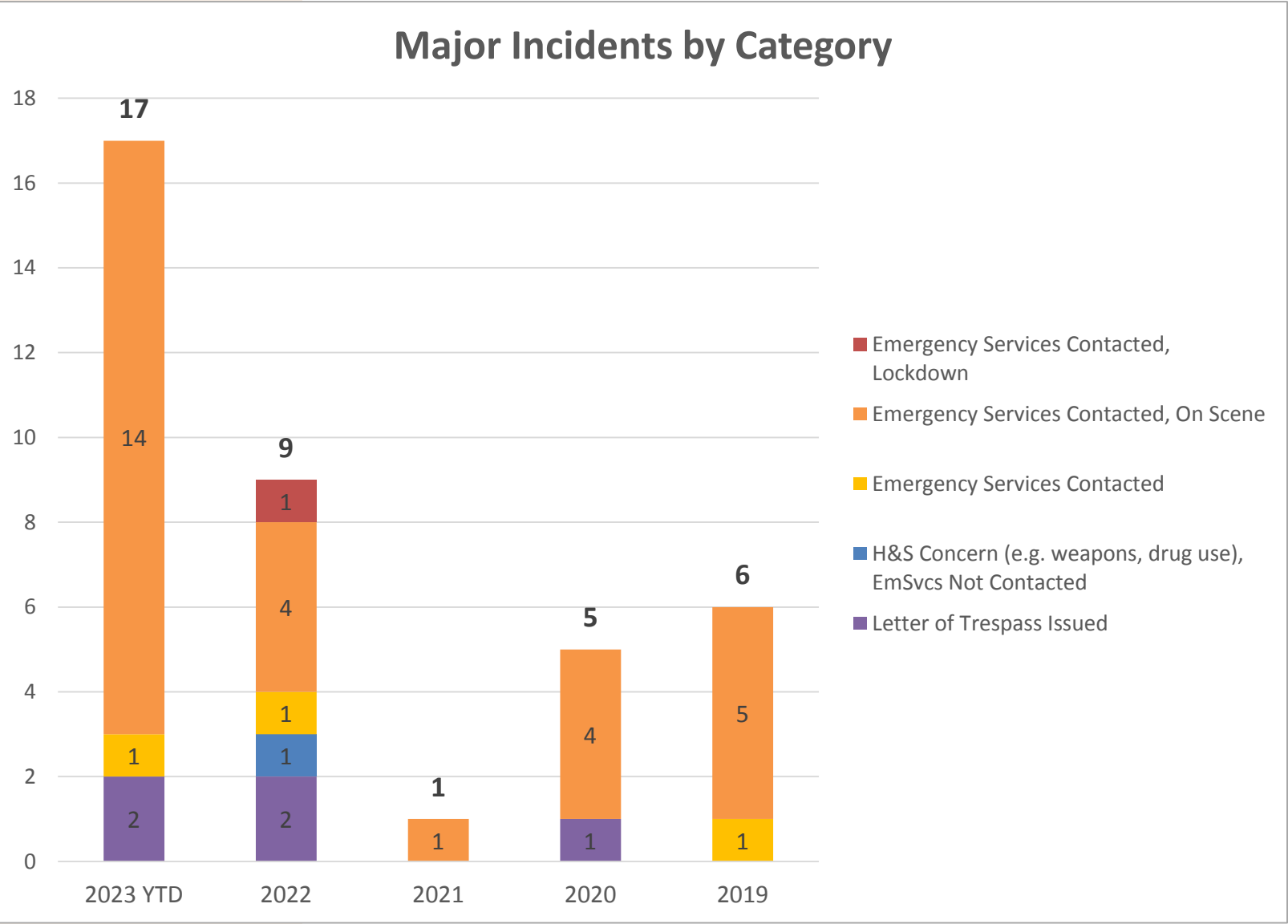
**750
Daily In
Person
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* Suspected incorrect due to door counter malfunction

Indicators

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FTE Requests 2024 - 2027

2025



Public Service Librarian

- Improve in-branch services
- Reduce service disruptions due to rise in incidents
- Reduce reliance on Community Engagement staff for service desk coverage

\$84,000

2026



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2027



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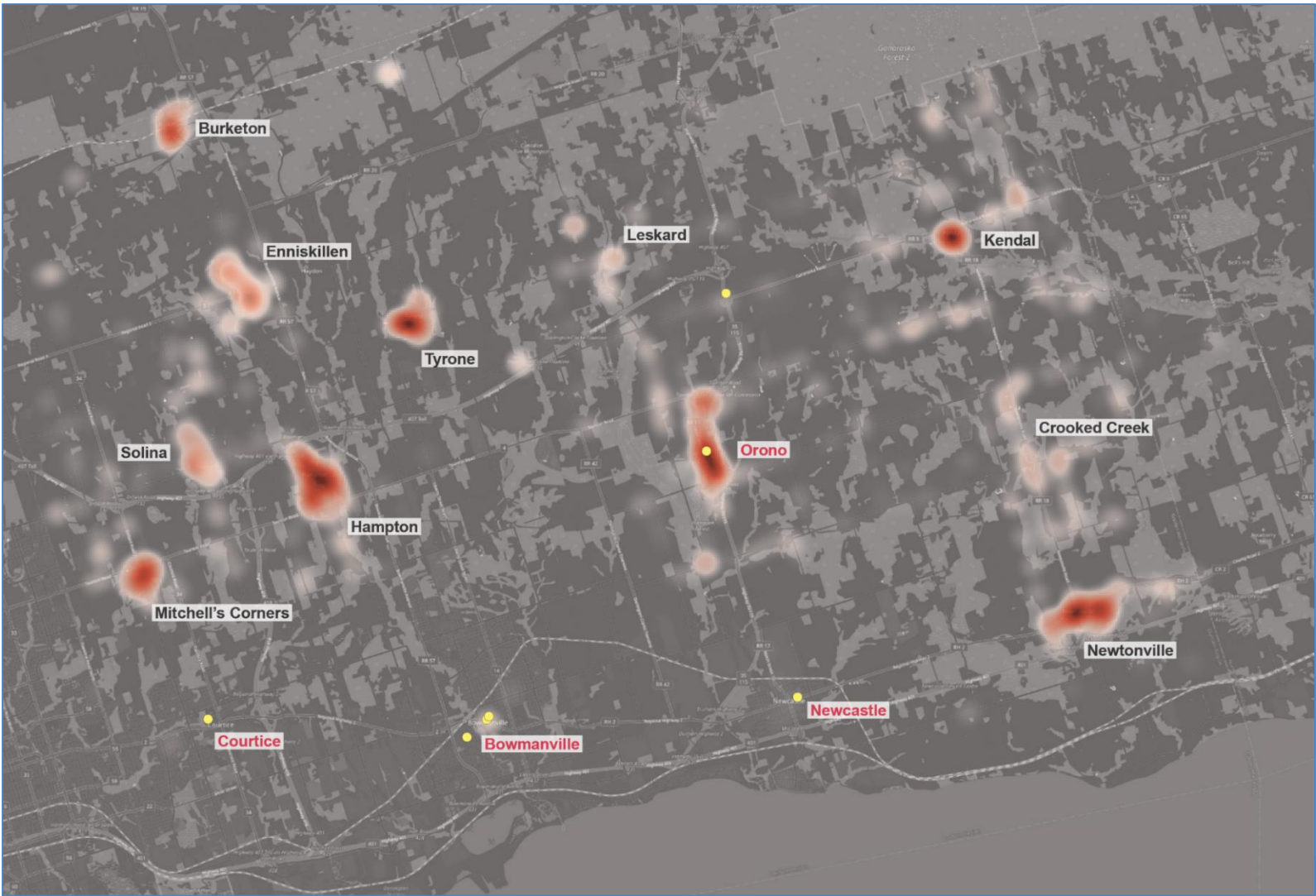
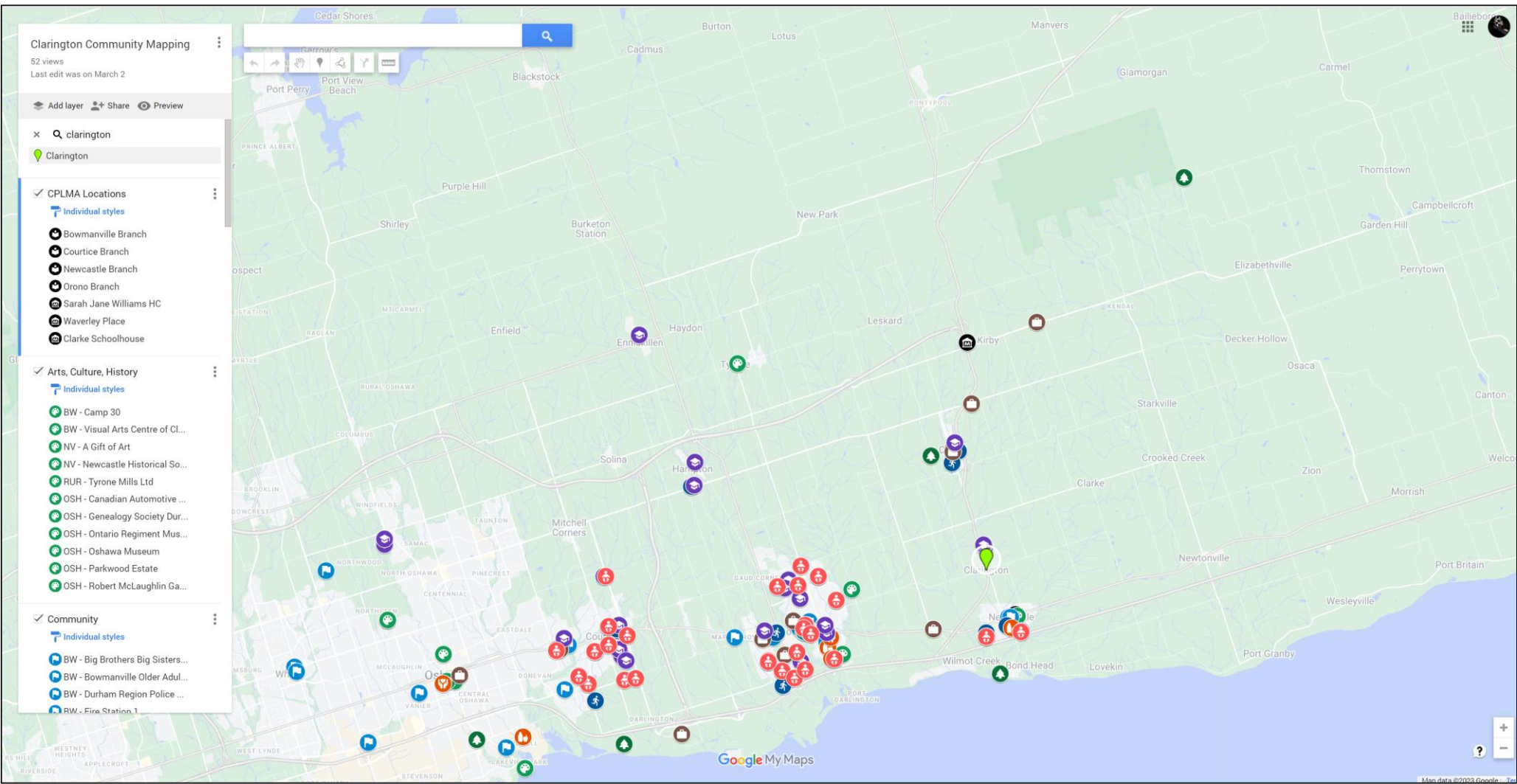
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Population
Community Engagement Staff (FTE)
Outreach Programs

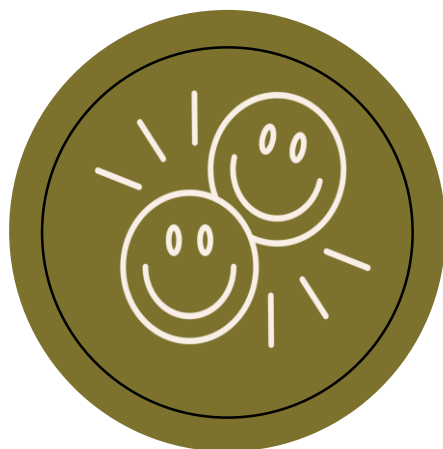
	2016	2023	2026 (Forecast)
Population	97,100	101,427	123,900
Community Engagement Staff (FTE)	2	2	3
Outreach Programs	5	77	154



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FTE Requests 2024 - 2027

2025



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\$84,000

2026



Community Engagement Associate

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2027



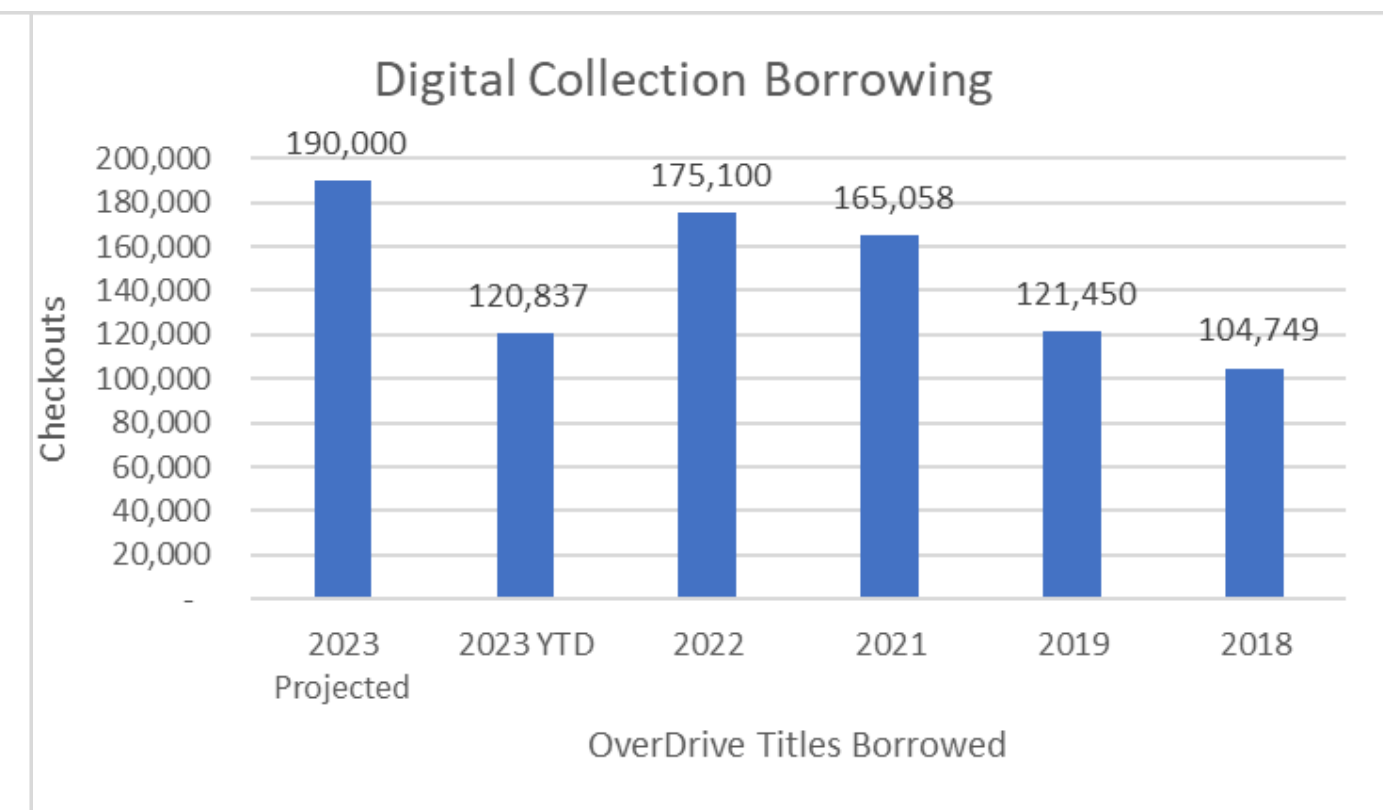
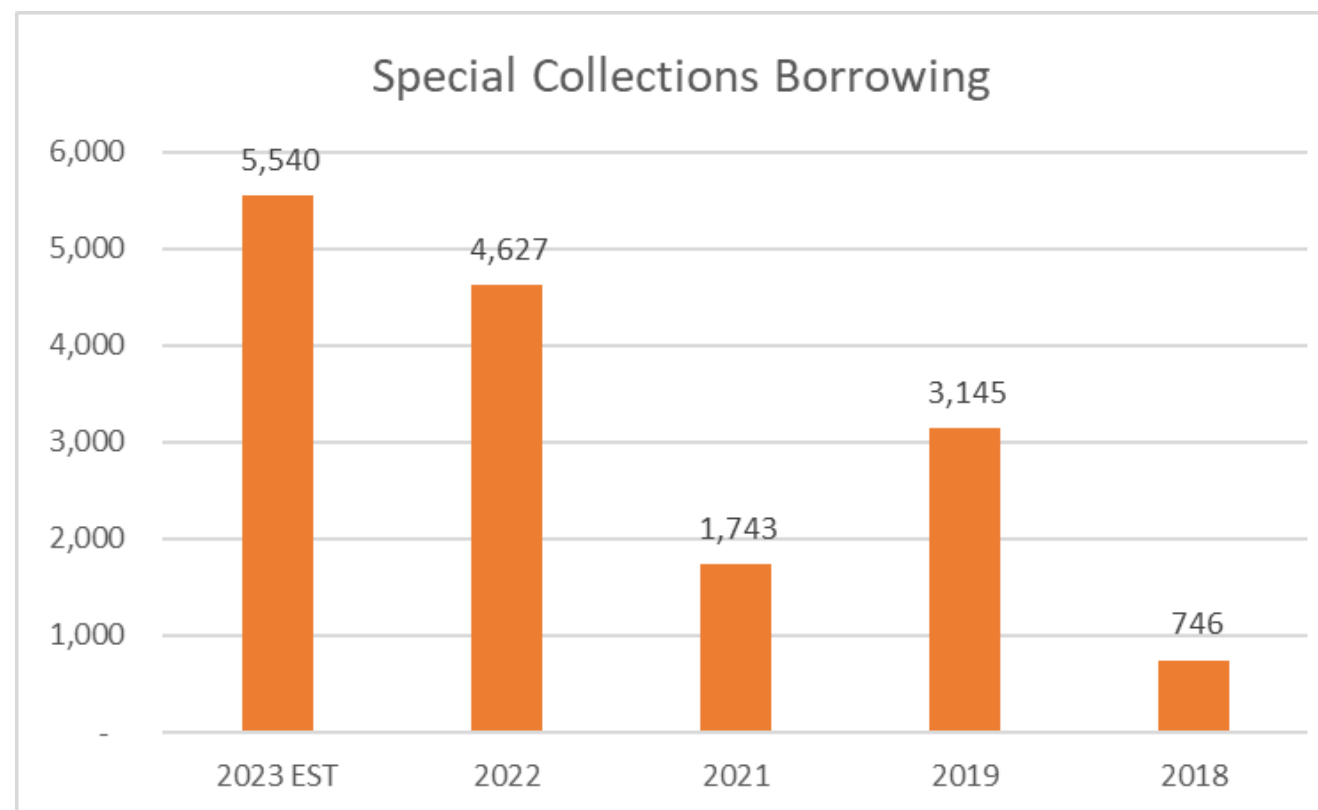
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Capital Requests

Library Collections

100% DC Eligible

5% over 2022

3% increase each year to 2027

2023: \$243,075
2024: \$255,060
2026: \$260,364
2027: \$270,672

Projects

Approved via Resolution
#GG-096-23

Heritage Sites Restoration

2024: \$115,655

Library Sites Refurbishments and Shelving

2024: \$194,512
2025: \$95,000
2026: \$16,445
2027: \$75,000

Technology

2024: \$160,000
2025: \$140,000
2026: \$101,944

Service Study

Study for service delivery with the
centralization of heritage into
Bowmanville Library

DC Eligible

2025: \$60,000

Consolidate and Centralize Assets



Centralizing & Consolidating Assets

Creating a cultural destination of choice



Clarke Schoolhouse

Sarah Jane Williams

Assembling Heritage

Centralize Cultural Heritage

Heritage Centre

Currently situated in a remote area
with no adjacencies to washroom
facilities

Open 18 hours per week, 130 meters
from the Bowmanville Library

Move the Clarke Schoolhouse to the
Waverley Place grounds

Feasibility assessment required

A fully modernized library and accessible local
history experiences that includes the Schoolhouse
and Waverley Place in proximity of walking distance
to one another will be of great value to
Downtown Bowmanville

Centralization of Cultural Heritage

Clarke Schoolhouse



Creating a cultural destination of choice

Centralization of Cultural Heritage: Bowmanville Library Renovation

The Bowmanville Library is a 24,000 square foot library. It was expanded in 2003 and has not been retrofitted for modern uses in twenty years.

The refresh will address meeting room deficits, children's engagement spaces, local history and archives, exhibit spaces, digital media and – of course – bring back “Dewey's Café”

The current Bowmanville space is not reflective of the current needs of Clarington. Public and staff areas can be refreshed and modernized.



Bowmanville Library 2018 Rendering



Image Gallery: GTHA Libraries



Brampton Library, Springdale Library
Opened 2018



Richmond Hill Public Library, Oak Ridges Library
Re-opened 2019



Vaughan Public Library, Civic Resource Library
Opened 2016

Impact of Consolidating

- ✓ Unifying staff units across 4 facilities instead of 5
- ✓ Centralization of heritage services
- ✓ Expanded hours for research
- ✓ Meeting Rooms
- ✓ Study Rooms
- ✓ Children’s engagement spaces
- ✓ Local history and archives
- ✓ Exhibit spaces
- ✓ Digital literacy
- ✓ “Dewey’s Café”

Year	Phase	Cost	Funding Source
2024	Phase 1: RFP for Architectural Services	N/A	N/A
2024	Phase 2: Design and Costing	\$200,000	MOC-CLMA Reserve *Note, the MOC-CLMA reserve maintains unspent funds for the 2020 Bowmanville accessibility upgrade
2025	Phase 3: Construction, Relocation and Remediation	\$2.1 million	Combination of: Development Charges, Contribution from CLMA Capital and Tax Levy.
2026	Phase 4: Building Occupancy and Grand Re-Opening	\$10,000	CLMA Capital Reserve

The Year Ahead

Museum staff
integration



Re-Opening of
Orono Library

New revenue streams,
financial migration and
POS system



5,000 new members

Thank you. Questions?

Monika Machacek
Chief Executive Officer
mmachacek@cplma.ca