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October 12, 2018

Mr. Chris Holden  
City Manager  
City of Regina  
P.O. Box 1790  
REGINA SK S4P 3C8

Mr. Jim Nicol  
City Clerk  
City of Regina  
P.O. Box 1790  
REGINA SK S4P 3C8

Dear Mr. Holden and Mr. Nicol:

Under Section 21 of *The Public Libraries Act, 1996*, the Board of Regina Public Library has made estimates for the sum required to operate the Library for the year. The Library mill rate request for 2019 is 0.73285 (\$21,202,475), and the Library Board is requesting a mill rate increase of 1.8 per cent. The Library's budget will also include \$1,374,532 as projected revenue from grants-in-lieu.

Revenue from tax sources can be summarized as follows:

2019 Library mill rate	0.73285
2019 City of Regina net levy request	\$ 21,202,475
2019 Grants-in-Lieu	\$ 1,374,532
Mill rate increase over 2018	1.8%

The Regina Public Library Board is submitting its full budget under separate cover, and looks forward to presenting the Library's request to Council on November 14, 2018.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sean Quinlan'.

Sean Quinlan, Chair  
Regina Public Library Board of Directors



# 2019 MILL RATE REQUEST

2019 LIBRARY MILL RATE	0.73285
2019 CITY OF REGINA NET LEVY REQUEST	\$21,202,475
2019 GRANTS-IN-LIEU	\$1,374,532
MILL RATE INCREASE OVER 2018	1.8%

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# 2018 IN REVIEW

The following section provides highlights of RPL services and offerings in 2018.

## SERVICE PLANNING

Service Planning, one of RPL's most significant projects, continues in 2018. Through it, RPL will create and execute a three-year plan that helps ensure we continue to meet the wants and needs of our customers.

Service planning assures we are using the resources provided to us in a most effective way. It fulfills requirements outlined in the *Regina Public Library's Strategic Plan, 2016-2021*. In the plan, Objective 4.2, "Customers – Valued community service provider and resource," speaks to a continuous cycle of community and staff engagement in program and service planning, plan development and execution, assessment and review, and further engagement.

Service planning began in Fall 2017 with an exercise to gather opinions and information from our customers, staff and potential customers. Feedback suggests RPL focus on four service objectives, or "outcomes" – Community, Reading, Learning, and Culture.

Four teams of RPL employees are presently reviewing library offerings to determine whether changes should be made to those services and/or how we deliver them, as well as considering new services not presently available.

The teams will offer recommendations to populate a three-year action plan. The plan is set to be approved in Fall 2018, and implementation will begin in January 2019.

The following year in review outlines information about 2018 from the perspective of the four outcomes: Community, Reading, Learning, and Culture.

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## OUTCOME: COMMUNITY

RPL delivers benefits for everyone: both existing and future library customers. The public library's unique mandate ensures that residents have a place to gather, to share ideas and to build a sense of community. Libraries are a foundation for civic engagement, and act as honest brokers for diverse perspectives – a place where we can all learn from each other about our multicultural heritage, our experiences as treaty people, and our individual and shared history, and to gather in hope and aspiration for the future.

### BASELINE STUDIES

To ensure we continue to meet the needs of our community, RPL will seek feedback from citizens and library stakeholders in late 2018 to establish baselines for two objectives in RPL's strategic plan. These two community objectives are:

- 4.1 Stakeholders: RPL will survey stakeholders about RPL's commitment and contribution to sharing ideas and further social and economic development in the city; and
- 4.3 Citizens: RPL will survey citizens to determine whether they see RPL as a hub in the community, and the degree to which the library is viewed as a gathering place, and a place that encourages and facilitates the practical application of democracy.

### VISITS TO RPL LOCATIONS

The number of visits to RPL branches is up 10 per cent since 2013. There are several reasons why RPL believes this is occurring: library usage is mirroring the population growth of the city and newcomers taking advantage of the public library; there is an increased number of citizens looking for space in which to spend free, quality time; and RPL continues to increase and improve its program offerings.

The library creates comfortable spaces that support interaction of community members and the sharing of ideas. We are responding to community demand to be a place where people come together, and as a result, the community is making increased use of our spaces.

RPL's commitment to community engagement ensures that a community and branch plan define our programming and service experience at each location.

### PROGRAMMING

RPL has improved its programs to balance larger, broad-based events with individual programs and series. RPL has updated its program delivery approach to accommodate people's schedules: we are increasing drop-in programming, after-school programming, and volunteer-based programs, and increasing our flexibility to add sessions to waitlisted programs whenever possible.

PROGRAMS					
Total Number of Programs	2013	2014	2015	2016	2017
Children's programs	2,840	2,944	3,028	3,000	3,079
Young adult programs	266	285	225	364	602
Adult programs	705	814	1,039	1,137	1,647
Literacy programs	835	802	806	1,152	1,412
Dunlop programs (excluding exhibitions)	122	159	205	320	179
Film programs	544	611	555	542	561
Computer programs	759	587	622	483	n/a*
<b>TOTAL</b>	<b>6,071</b>	<b>6,202</b>	<b>6,480</b>	<b>6,998</b>	<b>7,480</b>

\*In 2017, Computer program data was integrated into Adult programs.

While the number of programs at RPL continues to increase, the increases are in specific areas. For example, in 2017 RPL doubled the number of small group literacy workshops to accommodate demand. Volunteer-based programs are also in high demand, so additional programming was offered. RPL has increased the number of programs at Central Library to generate foot traffic from a variety of demographics, to ensure all walks of life feel welcome and comfortable at our headquarters location.

## BRINGING PEOPLE TOGETHER

RPL sees programming as an opportunity to bring people together. We are increasing opportunities for socially isolated individuals – an increasing trend – to join others with similar interests. In 2018, RPL partnered with Family Service Regina to deliver *Thrive*, a free, accessible walk-in counseling service. The service is offered at Central Library and māmawēyatitān centre and is very popular. The partnership is indicative of the ways in which RPL works with partners to meet community needs.

In addition to its formal programming, RPL continues to increase its focus on community-led programs and creating space for people to come together and learn from each other. Uptake on these programs has been positive, and RPL is planning to increase this type of programming in the future.

PROGRAM ATTENDANCE					
	2013	2014	2015	2016	2017
Children's programs	58,833	63,262	66,712	63,928	74,634
Young adult programs	2,835	4,584	1,920	3,053	3,242
Adult programs	11,277	13,571	18,741	16,025	20,622
Literacy programs	4,053	4,298	4,007	4,495	5,168
Dunlop Art Gallery programs (excl. exhibitions)	5,036	3,642	4,749	6,088	4,138
Film programs	10,997	11,906	10,130	9,898	9,146
Computer programs	2,368	1,824	943	872	n/a*
<b>TOTAL</b>	<b>95,399</b>	<b>103,087</b>	<b>107,202</b>	<b>104,359</b>	<b>116,950</b>

\*In 2017, Computer program data was integrated into Adult programs.

## IN THE COMMUNITY

RPL participates in multiple community events, festivals and fairs including FanExpo, Queen City PRIDE, the Regina Farmers' Market, National Indigenous Peoples' Day, Bazaart, Nuit Blanche, and the Queen City Marathon. Each branch partners with community organizations to offer in-house events that reach shared audiences to create collective impact. These events continue to increase in size and magnitude as our capacity to reach community increases and improves. Events have included a Mental Health Fair, a Legal Resources Fair and a Financial Literacy Fair. Our third annual International Women's Day program continues to be a high-profile, high-attendance event that celebrates local women and showcases their contribution to the Regina community.

## PUBLIC COMPUTERS AND WIFI

Usage of public workstations at RPL continues to climb. RPL continues to implement a hybrid cloud computing infrastructure to improve user experience. In 2018, two additional servers were added to support a greater number of available, locally-hosted, virtual desktops. Infrastructure was also put in place to support an extension of the on-premise datacentre into Amazon's AWS on-demand cloud computing platform. Additionally, virtual desktop images were created which could be offered through the cloud.

These changes significantly augment RPL's high availability, and service continuity abilities of its technology. Our CommunityNet internet connection was upgraded to support both the hybrid cloud computing model, as well as increased levels of public Internet use. RPL also replaced system-wide wireless access points, with a new model which better handles the high-density wireless network needs at most branches.

<b>PUBLIC COMPUTER USAGE, ALL BRANCHES</b>					
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Number of sessions</b>	206,045	200,251	207,664	222,411	243,769
<b>Number of hours</b>	100,325	137,777	150,604	206,289	188,377

Free WiFi at the library also continues to be a popular offering, and usage continues to climb.

<b>WiFi USAGE</b>					
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Number of connections</b>	no data	541,418	671,257	1,005,429	1,245,306
<b>Number of hours in use</b>	no data	198,549	338,353	474,477	536,421

# OUTCOME: READING

Regina Public Library supports a strong reading culture. We inspire and celebrate the joy of reading. We do this by investing in a diverse and comprehensive collection, and by offering popular programs to assist people of all ages with their reading and literacy skills. We continue to explore the extent to which we inspire and instill a love of reading in Regina.

## READING MATERIAL

RPL offers both print and digital reading material, and customers continue to dispel the myth that print is no longer popular. Physical materials include books, DVDs, graphic novels, and others.

COLLECTION SIZE AND CIRCULATION OF PHYSICAL MATERIALS					
Collection size	2014	2015	2016	2017	2018*
	466,075	471,849	462,709	461,078	480,939
Circulation	2014	2015	2016	2017	2018*
	1.95M	1.88M	2.23M	2.23M	1.68M

\* To end of third quarter

At the same time, the popularity of digital books, eBooks and eAudiobooks continues to increase.

CIRCULATION OF DIGITAL BOOKS, eBOOKS AND eAUDIOBOOKS					
	2014	2015	2016	2017	2018*
eBooks	106,021	107,636	128,440	138,228	109,515
eAudiobooks	22,453	29,366	39,513	49,171	46,480
<b>TOTAL</b>	<b>128,474</b>	<b>137,002</b>	<b>162,926</b>	<b>184,917</b>	<b>155,995</b>

\* To end of third quarter

## STREAMING MOVIES AND MUSIC

The popularity of RPL's streaming content continues to increase. RPL has over 470,000 songs in its online music collection, and over 30,000 television programs and movies available for customers to stream. RPL's streaming content is available to customers through two online libraries: Naxos and hoopla.



CIRCULATION OF STREAMING MUSIC AND VIDEOS					
Music	2014	2015	2016	2017	2018*
Naxos	4,397	6,340	43,783**	32,079	18,238
hoopla	1,344	5,050	6,788	9,278	6,231
<b>TOTAL</b>	<b>5,741</b>	<b>11,390</b>	<b>50,571</b>	<b>41,357</b>	<b>24,469</b>
Video (movies and TV shows)	2014	2015	2016	2017	2018*
hoopla (TOTAL)	2,687	2,175	10,059	12,177	12,216

\*To end of third quarter

\*\*Although specific information is not available as to the reason for this sudden increase, we believe it is the result of informal encouragement by Student Services at the University of Regina to encourage its clientele to use this library resource.

## POPULAR PICKS

Popular picks are DVDs, Blu-Rays, and books, typically just released, and in popular demand. These items are made available to customers who walk into a branch. Demand for Popular Picks remains steady and improvements are being considered to increase access to these materials.

## COPS AND READERS PROGRAM

RPL has partnered with Regina Police Service and Regina schools to promote literacy to Grade 3 students and their families through the *Cops and Readers* program. The program is designed to help children engage and grow confident in their reading abilities, improve their reading scores and increase familiarity and comfort with police and libraries. *Cops and Readers* provides Regina Police Service an opportunity to demonstrate to children and families that police are friendly, caring and approachable, and are integral to the success and wellbeing of the community. The program will continue in 2019.

# OUTCOME: LEARNING

Regina Public Library provides safe and accessible spaces in which people can study, work, and connect with each other and the world. We offer an extensive array of programs that offer both introductory and more in-depth training opportunities, as well as a wide variety of resources in both print and digital formats to provide direct and passive learning opportunities.

## SUMMER LEARNING PROGRAM – LEVEL UP!

RPL's summer learning program continues to increase in popularity. In 2018 RPL changed its approach by engaging with teachers and schools and hosting a kick-off event during the school year, rather than at the start of summer. This proved a better means of connecting with parents and teachers to demonstrate how the program helps address summer slide. Although the number of programs offered decreased in 2018, the ratio of attendance was higher: In 2017 there was an average of 29 children for every program; in 2018 there was an average 33 per program.

<b>LEVEL UP! SUMMER READING PROGRAM</b>			
	<b>2017</b>	<b>2018</b>	<b>% increase/ decrease</b>
<b>Number of participants ages 12 and under</b>	6,418	10,164	58%
<b>Total hours engaged in reading and learning activities</b>	82,196	100,204	21.9%
<b>Number of related programs offered</b>	447	391	-12.5%
<b>Attendance at related programming</b>	13,332	12,843	-3.6%

## ADULT AND TEEN SUMMER READING PROGRAM

Adults and teens celebrated the joy of reading throughout the summer by participating in RPL's Adult and Teen Summer Reading Contest. This year RPL piloted the use of a mobile app called Beanstack to better track readers and books. Through the app, we know that 767 readers participated in 2018. Approximately 7,761 books were read, compared with 6,851 books in 2017. Our goal is to have 10,000 books read within an eight-week period.

## EVENTS

RPL has increased its offering of large scale community events to engage new audiences and support existing audiences to see the library in new ways. The focus of these events is to bring people with similar interests together, whether by viewing engaging speakers or musical performances, or participating in lively debates. Larger events create a shared sense of place in the community – increasingly important in the digital age.

Recent offerings include a second TEDx event; Hot Topics – a discussion and debate of current events; and Top Shelf Book Club – a panel of local “celebrities” who participate with attendees in discussion of a popular book. To date these events have been well received and well attended, and we attribute success to partnerships with community organizations such as the Regina Symphony Orchestra.

## ADULT LITERACY

Literacy programs continue to increase, as do the number of attendees. Many learners are interested in finding a job, furthering their schooling, reading to their children, etc.

LITERACY UNIT					
	2013	2014	2015	2016	2017
<b>Number of programs</b>	835	802	806	1,152	1,412
<b>Number of attendees</b>	4,053	4,298	4,007	4,495	5,168

USE OF LITERACY COLLECTION – NUMBER OF MATERIALS AND CIRCULATION										
	2013		2014		2015		2016		2017	
	Size	Circ.	Size	Circ.	Size	Circ.	Size	Circ.	Size	Circ.
<b>Literacy A/V</b>	n/a*	n/a	n/a	n/a	n/a	n/a	2	33	2	25
<b>Literacy Kit</b>	n/a	n/a	n/a	n/a	n/a	28	15	301	15	471
<b>Literacy Materials</b>	3,033	6,727	3,227	6,478	3,502	6,896	3,811	11,365**	4,131	12,374
<b>TOTAL</b>	<b>3,033</b>	<b>6,727</b>	<b>3,227</b>	<b>6,478</b>	<b>3,502</b>	<b>6,924</b>	<b>3,828</b>	<b>11,699</b>	<b>4,148</b>	<b>12,870</b>

\* Literacy A/V and Literacy Kits were not counted until 2016.

\*\* Use of the literacy collection increased dramatically in 2016 due to a refresh of the collection.

## VOLUNTEERS

RPL created a new Volunteer Coordinator position in 2017 to grow the number and breadth of volunteer-based programming. Not only does this support the work of the Literacy Unit, it also frees up adult educators to focus on literacy education rather than splitting their time between education and volunteer management.

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## OUTCOME: CULTURE

Cultural and creative opportunities enrich lives. Each are important in developing local quality of life, sense of place and individual well-being. Each also supports social cohesion, builds skills and reduces social isolation by encouraging participation in shared activities. RPL and the community celebrate the library as an integrated cultural institution.

### DIGITAL MEDIA STUDIO

The Digital Media Studio offers dedicated equipment, computers, software and production space for learning and creating music, audio recording, video production and editing, and other creative digital media projects. Opened in April 2018, the studio is designed for small groups and individuals to create and edit media projects involving, but not limited to, video, audio, music, photography, and illustration.

Word of mouth is the primary promotion of the studio, and its popularity continues to increase. There have been 5,105 customer visits from April to the end of August 2018. During this time, 311 people have accessed the Whisper Room, a sound studio with recording equipment, microphones and instruments. The Whisper Room requires booking at least two weeks in advance and is at 92 per cent capacity. Over 200 customers have accessed the specialized computer workstations, and 51 have accessed the green screen flex studio.

### SUN LIFE FINANCIAL MUSICAL INSTRUMENT LENDING LIBRARY

RPL is pleased to partner with Sun Life Financial to offer free access to musical instruments through the *Making the Arts More Accessible* program.

There are 153 instruments in the collection, including acoustic guitars, acoustic bass guitars, electric guitars, violins, mandolins, banjos, and ukuleles (our most popular instrument), as well as a selection of hand drums such as bongos, cajons, doumbeks and djembes. Cardholders can also borrow keyboards and xylophones.

Since May 2018, musical instruments have been circulated 630 times. On average, 65 per cent of the instruments are checked out at any given time. RPL is pleased with this result and has received very positive feedback from the community about this new resource.

### DUNLOP ART GALLERY

Exhibitions in the Dunlop Art Gallery continue to be an attraction at both the Central Library and Sherwood Village Branch galleries.

DUNLOP ART GALLERY					
	2013	2014	2015	2016	2017
Number of visitors to Dunlop Central Library gallery	28,199	18,472	21,821	23,619	22,088
Number of visitors to Dunlop Sherwood Village Branch gallery	15,609	15,875	14,192	11,709	11,657

Budget for shows was increased to accommodate installations becoming more complex. Fewer shows were offered in 2017 than in previous years because additional time is required to set up a show – what once required a few days now takes an average of two weeks.

Exhibitions range from eight to 12 weeks based on library traffic patterns, with shorter runs during times when fewer people come into the library and longer runs during busier months. This approach enables a symbiotic relationship with Central Library: the Dunlop Art Gallery leverages the library's attendance cycle to balance attendance, and popular Dunlop shows such as *Material Girls* and *When Raven Became Spider* cause a significant increase in Central traffic.

## MAKING ART ACCESSIBLE

In Summer 2018, RPL partnered with Regina Open Door Society and Regina Region Local Immigrant Partnership (RRLIP) to offer *Art Together*, an accessible and welcoming art-making opportunity for newcomers to Canada. Just under 230 customers of all ages worked with artist Madhu Kumar on a series of art projects to foster a sense of place in the community and increase well-being through artistic development.

## ROADSIDE ATTRACTIONS

Dunlop Art Gallery participated in *Roadside Attractions*, a province-wide network of over 20 public art works, the majority of which were created by Saskatchewan artists. The project was produced with support from the Canada Council for the Arts' New Chapter Fund and multiple gallery and municipal partners. Dunlop Art Gallery received the highest amount of funding for all projects awarded in Saskatchewan – \$375,000. RPL is proud to participate in this well-received project – one that has attracted considerable positive media attention

## RPL FILM THEATRE

RPL made changes to film theatre offerings and operations in 2017-18 to increase interest and gain operational efficiencies. We are optimistic these changes will continue to increase overall attendance for our screenings and partnered events to better support the mandate of the film theatre.

RPL FILM THEATRE ATTENDANCE					
	2013	2014	2015	2016	2017
<b>Number of paid-admission screenings</b>	400	433	419	429	486
<b>Overall attendance</b>	6,808	6,368	6,198	6,831	7,006

## FILM THEATRE ARTIST IN RESIDENCE

In May 2018, RPL Film Theatre successfully applied for an Artists in Communities Grant to support its first Media Artist-in-Residence. Saskatchewan-born, Toronto-based, and internationally recognized two-spirit filmmaker Thirza Cuthand worked with a group of emerging and first-time queer, trans, and two-spirit film and video makers to script, shoot, edit, and present new performance video artworks in conjunction with a number of local community groups.



## LOOKING FORWARD TO 2019

Regina Public Library has requested a 1.8 per cent increase in its mill rate. The proposed increase will support several changes to RPL's budget, including overall increases in the cost of doing business. Several specific projects to advance *Regina Public Library's Strategic Plan, 2016-2021* are highlighted below.

### SERVICE PLAN

As mentioned above, the three-year service plan will shape direction in 2019. There may be significant changes in programs and services following release of the plan, however RPL is confident any adjustments or changes will be made within the scope of its projected 2019 budget. More information on the proposed changes will be available in late November.

### SALARIES

Costs of both full-time and part-time salaries and benefits have increased due to a 1.25 per cent inflationary increase for 2019 as outlined in the current Collective Bargaining Agreement.

### PUBLIC HOLIDAYS

A pilot to remain open on public holidays was started in 2018 with Thanksgiving Monday and Remembrance Day. In 2019, RPL will continue this pilot and will be open in many locations on the following public holidays: Family Day (February 18), Easter Monday (April 22), Victoria Day (May 20), and Saskatchewan Day (August 5). RPL will also be an active participant in Canada Day celebrations in 2019.

### CAPITAL PLAN BY 2020

The RPL Board of Directors will invest time in 2019 to focus on capital planning and funding to meet our goal of having a multi-year capital plan in place by 2020.

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## DIGITAL BOOKS AND AUDIO BOOKS

As the popularity of eBooks and eAudiobooks continues to increase, the cost for these digital materials is also increasing. In 2018, RPL undertook a public tender process to award contracts to three vendors to provide materials for its collections, ensuring the best value for service investment. Presently we are reviewing data to determine how best to allocate the library materials budget to meet and anticipate customer expectations.

## PHYSICAL MATERIALS

Through detailed analysis of material circulation data, including an assessment of the balance between RPL-owned materials with materials borrowed from other regions in the province, RPL has discovered the need to become more self-reliant in its own print collection. An intentional increase to our physical collection will begin 2019. An increased budget for adult books is a response to customer survey feedback and RPL's effort to become more independent in quickly meeting local needs.

## BRANCH RENEWAL

2019 budget dollars will also be spent on several repairs and maintenance on RPL buildings. For example, the Sunrise Branch roof at the Sandra Schmirler Leisure Centre will be replaced in 2019, the cost of which will be shared with the City of Regina. Glen Elm Branch will also benefit from a more efficient service desk and improved staff work areas.

## ENTERPRISE RISK MANAGEMENT

RPL will be contracting the services of a consultant beginning in Fall 2018 to develop a risk management framework for the organization. A group of managers will be selected to identify, review and assess risks associated with the organization, and a framework will be developed to rank risks in terms of importance, urgency and potential impact. The framework will lead into RPL's internal audit process for 2019.

## MANAGEMENT DISCUSSION AND ANALYSIS

RPL will continue to refine its Management Discussion and Analysis, to provide a more comprehensive look at its operations and future plans. An initial MD&A was developed in 2018 and will serve as the basis for a robust 2019 plan.

## NETWORK SECURITY

An external audit of RPL's information technology security was undertaken in 2018. Due to recommendations from the auditor, RPL will be implementing tighter security provisions in 2019 that include advanced protection tools to improve the security of RPL's digital services, systems and assets.



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## EDGE ASSESSMENT

RPL will make use of the Urban Library Council's Edge Assessment Tool to help align technology resources to community priorities. Edge guides libraries to set measurable, strategic goals for digital inclusion, and to engage government and community leaders in meaningful discussion about technology needs and plans.

## BRAND

RPL will continue its work to identify, improve and manage its brand – that is, the promise we make to stakeholders and that we deliver through all customer touch points. Finalizing a brand promise and a brand management plan will ensure RPL's public offerings are consistent and aligned with that promise.

## RPL IN THE COMMUNITY

RPL will increase its presence in the Regina community where citizens are already gathered. RPL will increase or establish a presence at key events such as the Farmers' Market, The Queen City Exhibition, Agribition, Folk Festival, and more to engage citizens and stakeholders to share ideas and further social and economic development in our city.

**THE REGINA PUBLIC LIBRARY BOARD  
CITY COUNCIL 2019 BUDGET SUBMISSION  
STATEMENT OF OPERATIONS AND FUNDING ADJUSTMENTS**

**Appendix A**

	<b>2019 Budget \$ (Unaudited)</b>	<b>2018 Budget \$ (Unaudited)</b>	<b>2019 Budget vs. 2018 Budget \$ Change</b>
<b>Statement of Operations</b>			
<b>Revenue:</b>			
<b>Taxes and Grants:</b>			
City of Regina tax levy (Note 1)	21,302,475	20,479,000	823,475
Grants-in-lieu of taxes	1,374,532	1,429,000	(54,468)
Provincial services agreement	597,500	597,500	-
Other grants	270,694	678,124	(407,430)
	<b>23,545,201</b>	<b>23,183,624</b>	<b>361,577</b>
<b>Other Revenue:</b>			
Other revenue	731,700	651,000	80,700
<b>Total Revenue</b>	<b>24,276,901</b>	<b>23,834,624</b>	<b>442,277</b>
<b>Expenses:</b>			
<b>Operating Expenses:</b>			
Public services	14,854,453	14,289,160	565,293
Support services	4,588,465	4,334,780	253,685
Administration	1,854,454	1,868,720	(14,266)
Governance	117,000	111,000	6,000
<b>Total Expenses before Amortization</b>	<b>21,414,372</b>	<b>20,603,659</b>	<b>810,713</b>
Amortization Expense	2,796,000	2,634,000	162,000
<b>Total Expenses</b>	<b>24,210,372</b>	<b>23,237,659</b>	<b>972,713</b>
<b>Annual (Loss) Surplus from Operations</b>	<b>66,529</b>	<b>596,965</b>	<b>(530,436)</b>
<b>Funding Adjustments</b>			
<b>Adjustments for non cash items</b>			
Amortization of Capital Assets	2,796,000	2,634,000	162,000
Employment Benefits Obligation	60,000	90,000	(30,000)
	<b>2,856,000</b>	<b>2,724,000</b>	<b>132,000</b>
<b>Funding Provided from Operations</b>	<b>2,922,529</b>	<b>3,320,965</b>	<b>(398,436)</b>

Note:

1 Includes supplementary taxes of \$100,000 (2017 - \$100,000).

**THE REGINA PUBLIC LIBRARY BOARD  
CITY COUNCIL 2019 BUDGET SUBMISSION  
STATEMENT OF OPERATIONS AND FUNDING ADJUSTMENTS**

**Appendix A**

	<b>2019 Budget \$</b>	<b>2018 Budget \$</b>	<b>2019 Budget vs. 2018 Budget \$ Change</b>
<b>Capital:</b>			
<b>Ongoing:</b>			
Library Materials	1,696,379	1,522,965	173,414
Building	-	50,000	(50,000)
Furniture and Equipment	155,000	160,000	(5,000)
Information Technology	361,150	883,000	(521,850)
Land Improvements	-	5,000	(5,000)
Shelving	60,000	60,000	-
Vehicles	40,000	-	40,000
	<b>2,312,529</b>	<b>2,680,965</b>	<b>(368,436)</b>
<b>Major Projects:</b>			
Branch Development (Note 2)	620,000	620,000	-
<b>Special:</b>			
<b>Total Capital</b>	<b>2,932,529</b>	<b>3,300,965</b>	<b>(368,436)</b>
<b>Net Funding Requirements</b>	<b>10,000</b>	<b>(20,000)</b>	<b>30,000</b>
<b>Less other sources of funds:</b>			
Planned Funding from Reserves		-	-
From DAG Reserve		-	-
From Vehicle Reserve	(40,000)	-	(40,000)
	<b>(40,000)</b>	<b>-</b>	<b>(40,000)</b>
<b>Add other uses of funds:</b>			
Planned Contributions to Reserves		-	-
Planned Contributions to Appropriated Reserves - Vehicles	30,000	20,000	10,000
Planned Funding to DAG Reserves		-	-
	<b>30,000</b>	<b>20,000</b>	<b>10,000</b>
<b>Net Budget (Note 3)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>

Notes:

2 Cost estimates include on-going branch renewal.

3 \$0 indicates a balanced budget.

## THE REGINA PUBLIC LIBRARY BOARD

## Schedule 1

## SCHEDULE OF EXPENSES BY OBJECT

Year ended December 31

	<b>2019 Budget \$</b>	<b>2018 Budget \$</b>	<b>2019 Budget vs. 2018 Budget \$ Change</b>
	(Unaudited)	(Unaudited)	
<b>EXPENSES</b>			
Wages, benefits and honoraria	<b>13,968,577</b>	13,668,431	300,146
Purchased goods and services	<b>7,425,795</b>	6,913,228	512,567
Interest	<b>20,000</b>	22,000	(2,000)
Amortization	<b>2,796,000</b>	2,634,000	162,000
<b>Net expenses</b>	<b>24,210,372</b>	23,237,659	972,713
	-	-	-

## THE REGINA PUBLIC LIBRARY BOARD

## Schedule 2

## SCHEDULE OF LIBRARY MATERIALS EXPENSES

Year ended December 31

	<b>2019 Budget \$</b>	<b>2018 Budget \$</b>	<b>2019 Budget vs. 2018 Budget \$ Change</b>
	(Unaudited)	(Unaudited)	
<b>EXPENSES</b>			
Books	<b>1,069,379</b>	1,004,900	64,479
E-books	<b>312,000</b>	220,000	92,000
DVDs	<b>235,900</b>	215,065	20,835
Sound recordings	<b>79,100</b>	83,000	(3,900)
<b>Net expenditures</b>	<b>1,696,379</b>	1,522,965	173,414