



REPORT TO THE LIBRARY BOARD

MEETING DATE: May 27, 2010

Session:	Public Session
Subject:	2011 LPL Operating Budget Update
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Presented By:	Margaret Mitchell, Barbara Jessop
Purpose of Report:	For Receipt and Information Only <input checked="" type="checkbox"/>

RECOMMENDATION:

It is recommended that:

- The Library Board receive this report.

Guiding Principles

The Library Board approved *LPL 2011 Capital and Operating Budget: Guiding Principles* on April 22, 2010 (L10/29.1). Board members discussed the need for an additional guiding principle to address the maintenance of the scope and quality of the collection. The following guiding principles, with this addition, were approved:

- Flat line, reduce costs and seek efficiencies wherever possible;
- Reallocate resources to cover areas of highest need (such as increases to fixed/mandatory costs);
- Seek revenue opportunities;
- Maintain quality service to the public as LPL's top priority, although current service may have to be adjusted to align with the target;
- Endeavour to preserve and deploy staffing levels in order to meet community expectations and increased demand for services, LPL strategic priorities, and operational requirements; and
- Provide staff with ongoing training and professional development opportunities
- Continue to strive to develop the depth and scope of the Library's collection to ensure that it meets users' needs and expectations.

2011 Operating Budget

During the 2010 budget process, LPL submitted projections to the City of London outlining projected needs for 2011. LPL's budget forecast showed a need of a 6.0% increase over 2010 based on projected:

- Increases to wages, benefits, technology and utilities (3.5%) and
- Costs for the Northeast Branch Library (2.5%).

Recent estimates indicate that approximately 6.5% will be required for 2011. City Administration will present budget targets to Board of Control for approval at its June 9, 2010 meeting. Based on the approved targets, the Library will then begin the development of a draft budget and bring a report to the June Board meeting.

BUDGET TIMELINES

The budget preparation process will include the following steps and timelines:

Library Board Report	Timelines
Operating Guiding Principles	May
Operating Budget Background & Targets	June
Draft Operating	TBD
Draft Capital	TBD
2011-2015 Service Based Planning – New Initiatives with Budget Implications	June
Submission of Budgets and Cases to City of London	TBD

The City of London Budget Timetable will be provided to the Library Board.

NEXT STEPS

Based on the targets approved by Board of Control, administration will bring a budget report to the Board at its meeting of June 24, 2010.