



## **Report to The Nation Municipality Public Library Board**

**Report Number:** CEO-02-2025

**Subject:** Anticipated 2026 Library Operating Forecast – Core Expenses

**Date of the meeting:** June 12<sup>th</sup>, 2025

**Prepared by:** Pierre Leroux, CEO

**Circulated to and/or collaborated with:** Finance department

**Approval:** N/A

*In agreement with the recommendation based on the contents of this report.*

## Recommendation

[That the Library Board receive the estimated 2026 Library Operating Forecast for information, recognizing that the forecast is based on a hypothetical municipal contribution of \$250,000, which remains subject to Council approval.]

## Financial Considerations

No budget code changes are required.

Financial implications have been verified with annual budget and / or approved applicable policy or by-law: NOT APPLICABLE

## Context

This financial forecast presents an early estimate of 2026 operational funding needs based on core expenses only. The model assumes full operations and includes staffing and essential service costs, but excludes discretionary items such as programming, one-time purchases, and special projects

## Report

If Council were to approve a \$250,000 contribution, and all other anticipated revenues are secured, the library would operate at a surplus of \$46,791 in 2026. The forecast includes the following:

Category	Estimated 2026
<b>Sources of Funding</b>	
<i>Municipal Contribution</i> (to be confirmed)	\$250,000
Grant	\$16,331
Generated Revenue	\$3,000
<b>Total Forecasted Funding</b>	<b>\$269,331</b>
<b>Expenses</b>	
Salaries & Benefits	\$176,740
Utilities	\$9,748
Facilities Maintenance	\$10,659
Software / IT	\$3,222
Insurance	\$4,902
Telecommunications	\$12,783
Other	\$4,485
<b>Total Estimated Expenses</b>	<b>\$222,540</b>
<b>Hypothetical Surplus</b>	<b>\$46,791</b>

**Relevance to priorities**

This hypothetical forecast provides the foundation for a future operating budget, pending municipal direction. It reflects the base funding needed to maintain stable services and allows flexibility to reintroduce programming or discretionary items based on available funding.

**Communication Plan**

N/A

**Other Option/Options to the Recommendation**

N/A currently. Future financial adjustments will be brought forward as needed.

**Attachments**