



# FORT FRANCES PUBLIC LIBRARY TECHNOLOGY CENTRE

March 7, 2017

Report to: Council

From: Caroline Goulding, Chief Executive Officer – Fort Frances Public Library Technology Centre

Re: Reduction in Public Library 2017 Operating Forecast

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Representatives of the Fort Frances Public Library Board and Town Administration have met and reviewed the Library's 2017 Operating Forecast. Through meeting with Town Administration and taking a close look at our operations we feel that we can reduce our municipal contribution by \$12,693 to \$480,749. We believe that the Library can continue to offer the community the same high level of service despite this reduction. Any further cuts would negatively impact the quality of library services our community has come to enjoy.

We achieved this cut by making adjustments to our 2017 Operating Forecast in order to bring projections more closely inline with past actuals. This caused a number of lines to either increase or decrease. After these adjustments we made further changes, including reducing materials buying in four areas – Books, CDs, Digital Collections, and MakerSpace. The most significant change came to our staffing budget. Through altering operations, we feel we can reduce budgeted staff time by 600 hours without impacting the number of hours that the Library is open.

These were not easy cuts, but they were the only cuts which could be made that would not impact the level of service we offer our community. As we stated in our presentation to Council on March 6<sup>th</sup>, the Library is willing to take its share of the cuts facing all Town departments. We feel that through our work with Town Administration we have reached our proposed goal of achieving a level of cost cutting which assists the Town but does not decimate Library services.