

OTTAWA PUBLIC LIBRARY
FORECAST REPORT TO JUNE 30, 2016 (50% of the year)

Appendix B

	BUDGET	ACTUAL	FORECAST	FORECAST	VARIANCE	% of	COMMENTS
	2016	30-Jun-16	July - Dec	31-Dec-16		Budget	
REVENUES							
Provincial Grant	1,380,000	328	1,380,000	1,380,328	328	0.0%	Provincial grant normally received in the 4th quarter of each year.
Library Reserve Fund	227,000	227,000	-	227,000	-	0.0%	
Facilities Rental	595,000	304,513	182,600	487,113	(107,887)	-18.1%	Includes the provision for the loss of lease revenue for garage repairs estimated at \$138,000
Library Fines	1,082,451	461,985	595,822	1,057,807	(24,644)	-2.3%	Fine revenues have picked up in the second quarter compared to Q2 2015
Library Fees	258,245	114,382	155,733	270,115	11,870	4.6%	Tracking the same as Q2 2015
Miscellaneous Revenue	50,391	8,340	28,674	37,014	(13,377)	-26.5%	Consists of donations, interlibrary loan fees, vending machine revenues, sundry
Total Revenues	3,593,087	1,116,548	2,342,829	3,459,377	(133,710)	-3.7%	
EXPENDITURES							
Salary & Benefits	33,720,899	16,694,155	16,656,444	33,350,599	370,300	1.1%	
Pay Equity	-	-	100,000	100,000	(100,000)		Pay Equity estimate for Pay Grade 18 to be completed in the fall
Purchased Services	2,172,757	1,298,094	874,663	2,172,757	-	0.0%	
Library Materials	4,382,000	2,120,096	2,261,904	4,382,000	-	0.0%	
Materials & Supplies	523,745	130,472	393,273	523,745	-	0.0%	
Financial	3,000	282	518	800	2,200	73.3%	
Fixed Assets	517,600	139,134	378,466	517,600	-	0.0%	
Operating Recovery	(230,000)	(149,063)	(80,937)	(230,000)	-	0.0%	Includes transfers to Central Library for 2 staff plus DC growth materials staffing costs
Facility Program Costs	4,192,212	2,030,606	2,161,606	4,192,212	-	0.0%	
Fleet Costs	155,416	66,558	64,320	130,878	24,538	15.8%	Forecast based on comparison to Q2 2015
Corporate Allocations - Merchant Fees, Insurance Claims, Software Mtce	68,213	41,702	39,364	81,066	(12,853)	-18.8%	Tracking higher costs for merchant fees resulting from higher revenue achieved for fees and fines collection
Secondary Costs (COE)	124,551	87,538	69,388	156,926	(32,375)	-26.0%	Forecast based on comparison to Q2 2015
Total Expenditures	45,630,393	22,459,574	22,919,009	45,378,583	251,810	0.6%	
CITY OF OTTAWA CONTRIBUTION	42,037,306	21,343,026	20,576,180	41,919,206	118,100	0.3%	Projected Surplus