

**OTTAWA PUBLIC LIBRARY**  
**FORECAST REPORT TO SEPTEMBER 30, 2016 (75% of the year)**

	BUDGET	ACTUAL	FORECAST	FORECAST	VARIANCE	% Variance to	COMMENTS
	2016	30-Sep-16	Oct - Dec	31-Dec-16		Budget	
<b>REVENUES</b>							
Provincial Grant	1,380,000	1,380,328	-	1,380,328	328	0.0%	
Library Reserve Fund	227,000	227,000	-	227,000	-	0.0%	
Facilities Rental	595,000	394,759	3,673	398,432	(196,568)	-33.0%	Makes provision for the loss of lease revenue for garage repairs estimated at \$138,000
Library Fines	1,082,451	709,453	261,645	971,098	(111,353)	-10.3%	
Library Fees	258,245	189,810	71,890	261,700	3,455	1.3%	Tracking the same as Q2 2015
Miscellaneous Revenue	50,391	29,183	11,303	40,486	(9,905)	-19.7%	Consists of donations, interlibrary loans, vending machines, sundry
<b>Total Revenues</b>	<b>3,593,087</b>	<b>2,930,533</b>	<b>348,511</b>	<b>3,279,044</b>	<b>(314,043)</b>	<b>-8.7%</b>	
<b>EXPENDITURES</b>							
Salary & Benefits	33,719,676	24,699,492	8,720,576	33,420,068	299,608	0.9%	
Pay Equity	-	-	100,000	100,000	(100,000)		Pay Equity estimate for Pay Grade 18 to be completed in October
Purchased Services	2,172,757	1,607,484	568,553	2,176,037	(3,280)	-0.2%	
Library Materials	4,382,000	3,193,343	1,188,657	4,382,000	-	0.0%	
Materials & Supplies	523,745	271,649	100,833	372,482	151,263	28.9%	
Financial	3,000	221	579	800	2,200	73.3%	
Fixed Assets	517,600	294,390	97,876	392,266	125,334	24.2%	
Operating Recovery	(230,000)	(201,799)	(28,201)	(230,000)	-	0.0%	Includes transfers to Central Library for 2 staff plus DC growth materials staffing costs
Facility Program Costs	4,192,212	3,078,435	1,113,777	4,192,212	-	0.0%	
Fleet Costs	155,416	95,033	40,437	135,470	19,946	12.8%	Forecast based on comparision to Q3 2015
Corporate Allocations - Merchant Fees, Insurance Claims, Software Mtce	68,213	60,371	20,637	81,008	(12,795)	-18.8%	Tracking higher costs for merchant fees resulting from higher revenue achieved for fees and fines
Secondary Costs (COE)	124,551	136,676	31,768	168,444	(43,893)	-35.2%	Forecast based on comparision to Q3 2015
<b>Total Expenditures</b>	<b>45,629,170</b>	<b>33,235,295</b>	<b>11,955,492</b>	<b>45,190,787</b>	<b>438,383</b>	<b>1.0%</b>	
<b>CITY OF OTTAWA CONTRIBUTION</b>	<b>42,036,083</b>	<b>30,304,762</b>	<b>11,606,981</b>	<b>41,911,743</b>	<b>124,340</b>	<b>0.3%</b>	<b>Projected Surplus</b>