

**Federation of Ontario Public Libraries
2024 Budget Proposal**

[Strat Plan Legend](#)

AI - Advocacy and Influence

MVI - Marketing PL Value and Impact

	2023 Budget	2023 Actual	2024 Budget	Comments
REVENUE				
Revenue				
Sponsorships	0.00	500.00	0.00	
Gifts & Donations	0.00	0.00	0.00	
Membership Fees	285,025.00	279,775.00	280,000.00	Based on member renewals from 2023
Grants	0.00	0.00	0.00	
Sale of Material	0.00	0.00	0.00	
Other Revenues	0.00	0.00	0.00	
Special Peer Comparisons Fees	0.00	0.00	0.00	
Library Training & Dev Fees	0.00	162.03	0.00	Small income from webinars
Interest Income	0.00	3,912.53	3,200.00	High Interest Savings Account Revenue
Misc.	0.00	0.01	0.00	
Total Revenue	285,025.00	284,349.57	283,200.00	
TOTAL REVENUE	285,025.00	284,349.57	283,200.00	

EXPENSE

Payroll Expenses				
Part-Time Permanent Salaries	0.00	0.00	0.00	
Contract & Temporary Staff	0.00	0.00	0.00	
EI Expense	0.00	0.00	0.00	
CPP Expense	0.00	0.00	0.00	
Total Payroll Expense	0.00	0.00	0.00	

Office Consultants				
Executive Director	107,000.00	114,869.14	113,366.00	Raise in hourly rate as per contract. Includes HST.
Administrative Assistant	23,400.00	21,370.24	23,400.00	
Marketing & Social Media	9,000.00	7,935.58	9,000.00	
Total Office Consultants	139,400.00	144,174.96	145,766.00	

Administrative Expenses				
Admin Meeting	200.00	0.00	200.00	
Admin Travel	4,500.00	6,056.29	6,500.00	Includes travel for PLA 2024, all municipal conferences and OLA, misc meeting travel
Admin Professional Development	2,000.00	2,260.00	2,260.00	Did not account for HST in previous year.
Total Administrative Expenses	6,700.00	8,316.29	8,960.00	

Board Expenses				
Board Travel	9,000.00	8,887.89	6,000.00	
Board Meeting	3,000.00	1,516.05	2,000.00	
Board Professional Development	0.00	0.00	0.00	
Board Recruitment	0.00	0.00	0.00	
Annual General Meeting	0.00	0.00	0.00	
Legal	0.00	0.00	0.00	

Board Appreciation	200.00	187.32	500.00	
Total Board Expenses	12,200.00	10,591.26	8,500.00	

Committee Work				
CELUPL	500.00	0.00	500.00	
Working Groups	0.00	138.85		
Total Committee Work	500.00	138.85	500.00	

Operational Expenses				
General Office Supplies	500.00	17.86	500.00	
Postage & Courier	500.00	294.00	500.00	
Photocopying Supplies	150.00	55.91	150.00	
Printing	150.00	209.43	500.00	
Telephone	2,000.00	1507.55	2,000.00	Two cell phones
Telecommunication	200.00	0.00	200.00	Zoom subscription
Insurance	1,700.00	1,906.42	2,000.00	
FOPL Memberships	3,400.00	3,753.15	3,700.00	NIKLA, CFLA, Ontario Nonprofit Network, Ontario Library Association
Subscriptions	0.00	0.00		
Total Operational Expenses	8,600.00	7,744.32	9,550.00	

Furniture & Equipment				
Furniture	0.00	0.00	0.00	
Equipment	0.00	2,094.28	0.00	
Information Technology Hardware	2,000.00	1,129.99	1,000.00	Standing budget for repairs or replacements
Information Technology Software	1,500.00	3,176.22	1,700.00	Sage, Hootsuite, Canva
Total Furniture & Equipment	3,500.00	6,400.49	1,700.00	

Finance				
Bank Charges & Interest	600.00	322.17	600.00	
Credit Card Charges	115.00	150.00	100.00	
Audit	6,800.00	8,902.50	8,200.00	New auditor fee increase
Services & Consultants	0.00	-771.58		
Total Finance	7,515.00	8,603.09	8,900.00	

Marketing & Promotion				
Conferences & Exhibitions	12,000.00	21,443.67	20,000.00	Enhanced OLA booth, ROMA, AMO, FONOM, AMCTO, PLA 2024
Advertising & Promotions	250.00	7,031.86	250.00	
Special Events	0.00	0.00	0.00	
Publications & Printing	500.00	145.50	500.00	
Presentation Supplies	500.00	626.54	500.00	
Indigenous Language Translation	3,000.00	0.00	3,000.00	Standing budget
French Language Translation	1,000.00	0.00	1,000.00	Standing budget
Website	500.00	725.59	750.00	Annual domain and server costs
Total Marketing & Promotion	17,750.00	29,973.16	26,000.00	

Programs & Projects				
Contract Services	0.00	0.00	0.00	
Research & Development	600.00	282.50	600.00	
Statistician Fees	0.00	0.00	0.00	
Library Member Training	0.00	0.00	0.00	
Working Groups	5,000.00	3,287.95	5,000.00	Standing budget
Legal Opinions	0.00	0.00		
Public Relations Services	46,000.00	27,784.92	50,000.00	Slight increase in annual fee from CPA, lobby days Queens park
Total Programs & Projects	51,600.00	31,355.37	55,600.00	

Miscellaneous Expense				
UNKOWN EXPENSE	0.00	0.00		
Write-off	0.00	0.00		
Total Miscellaneous Expense	0.00	0.00	0.00	

TOTAL EXPENSE	247,765.00	247,297.79	255,876.00	
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NET INCOME	37,260.00	37,051.78	27,324.00	
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TD - Training and Development
OR - Organizational Resilience

Connection to Strategic Plan

OR 1. Seek alternate sources of funding to ensure fiscal stability.
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See Conferences and Exhibitions

OR 5. Overcome challenges of diversity and geography.
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MVI 2. Inspire and mobilize the library community. MVI 5. Pursue partnerships beyond traditional library partners such as AMO, school boards, vendors and media.

TD 2. Share expertise at professional conferences and events such as OLA Super Conference and Marketing Think Tank. AI 1. Build relationships with provincial elected officials and civil service to influence government policy and practices. AI 3. Support members' libraries efforts in municipal government advocacy. AI 5. Remain agile to enable timely response to emerging issues and opportunities. MVI 1. Be recognized as the trusted voice of Ontario Public Libraries.
AI 4. Support First Nations libraries with national and provincial advocacy.
OR 2. Grow and retain membership through increased member engagement.

MVI 3. Develop and provide research to inform marketing initiatives.
OR 4. Increase involvement and contribution of FOPL Working Groups.
AI 2. Collaborate with other library associations, organizations, and agencies to lobby for public libraries in provincial political arena such as Library Day at Queen's Park.
