

## draft 2025 Budget

### BUDGET NOTES

#### Key Budget Assumptions:

The Library has prepared a balanced budget for 2025, with revenues and expenditures both increasing by 40.67%. The Library is requesting a 46.82% increase in operating grant funds from the City of Airdrie. The total operating grant funding request from the City of Airdrie for 2025 is \$3,009,512. For the majority of expenses, the library has budgeted for eight out of twelve months in the current facility and four out of twelve months in the new facility. Staffing costs are budgeted to increase by 33.26%, as is expected moving into a building that is 39,159 square feet (283%) bigger than our current facility. The Library's FTE will be 34.10 which includes 16.66 full-time and 17.44 part-time FTE. This is 6.84 FTE more than 2024. Beginning in October 2025 and going forward, the City of Airdrie will be treating building rent and common costs as "in kind", and therefore not included in the budget.

ACTIVITY		EXPLANATION FOR INCREASE (DECREASE)
<b>Revenues</b>	<b>\$\$+(-)</b>	
Fines & User Fees	-\$21,375	Airdrie Public Library will be moving to a fine free model in 2025.
Investment Income	\$40,000	APL reserves are held in low-risk investments. 2025 estimates reflect 2024 actuals.
Provincial Operating Grant	\$0	The Province adopted 2019 population figures in calculating 2024 grants. The Library's assumption is that 2019 population figures will be used again in 2025.
Marigold Operating Grant	-\$15,305	The Marigold operating grant is calculated on a per capita basis. Marigold Library System now uses 2023 Alberta Municipal Affairs population estimates instead of the Treasury Board or Municipal census information.
Rocky View County Operating Grant	\$0	RVC updated its population figures in 2023. Support increased from \$4 to \$6 per capita. The assumption is that this will remain stable in 2025.
Other grants, donations & fund dev.	\$684,910	All new facility fundraising is being counted here.
Transfer from reserves	-\$106,350	This includes \$20,000 from APL's program enhancement reserve for exciting and engaging new facility programming and events. 2024 included a transfer of money for the Capital Campaign Fund Developer.
Operating grant (City of Airdrie)	\$959,719	This represents a 46.82% increase over our 2024 grant amount. If we include the building grant in this calculation, this would then be a 39.23% increase.
Building grant (City of Airdrie)	-\$49,029	In October 2025 and moving forward, the City of Airdrie will treat the building grant as an in-kind donation.
Other revenue	-\$2,284	This includes the city services transfer, photocopying and printing, book sale, and program revenue. APL has stopped budgeting for summer staffing grants as they are not stable.
<b>Net Increase (Decrease)</b>	<b>\$1,490,286</b>	
<b>Expenditures</b>	<b>\$\$+(-)</b>	
Administration	-\$12,673	In 2024, the Library moved website administration in-house.
Personnel Services	\$744,906	The Library will be increasing personnel costs to operate the new facility. This includes salary, wages, recognition programs, benefits, WCB, vacation accrual and personnel recruiting.
Programs	\$40,625	The Library will be increasing programming, events, and outreach in 2025 with the move into the new facility. The use of this money will be informed by the library's plan of service. This includes \$20,000 for exciting and engaging new facility programming and events.
Materials	\$33,798	The Library is increasing materials purchasing for the new facility. These funds are over and above the one-time Capital Campaign Opening Day collection money, which is being used to right size the collection for our community in a facility 283% larger. This annual increase is to support the ongoing growth and collection maintenance at this larger facility.
Building	-\$70,285	In October 2025 and moving forward, the City of Airdrie will treat the building grant, including lease, common costs, maintenance, and janitorial as an in-kind donation.
Utilities	-\$9,250	In October of 2025, the City of Airdrie will be treating utilities as an in-kind donation.
Transfer to Capital	\$200,333	This includes replacement and new staffing IT equipment, and moving and decommissioning costs. For equipment, this includes additional staffing computers, telephones and other equipment for staff to support public service. These costs are not included in the capital project budget.
Transfer to Reserves	-\$310,000	All money previously transferred to reserves for the new facility will be expended in 2025.
Transfer to City for Services	\$0	This covers accounting, benefits and payroll services from the City of Airdrie, and remains stable.
Professional Fees	\$902,645	This number includes annual audit fees and \$922,000 for professional fees paid to a vendor for the library's opening day collection in 2025.
Marigold Services Fee	-\$29,813	The Marigold operating grant is calculated on a per capita basis. Marigold Library System now uses 2023 Alberta Municipal Affairs population estimates instead of the Treasury Board or Municipal census information.
<b>Net Increase (Decrease)</b>	<b>\$1,490,286</b>	

