

**2012 Interim Budget Estimates**

<b>Date:</b>	November 21, 2011
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

**SUMMARY**

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The purpose of this report is to request the Toronto Public Library Board to adopt the 2012 interim operating and capital budget estimates, subject to City Council approval at its meeting of November 29 and 30, 2011, in order to enable Toronto Public Library (TPL) to carry out normal operations during the period between January 1, 2012 and the date on which Council approves the 2012 operating and capital budgets, expected on January 17-20, 2012.

The interim operating budget for TPL is \$36.846 million gross and \$34.160 million net, which is based on 20% of TPL's 2011 approved budget (Attachment 1). The interim capital budget is \$2.358 million gross and \$1.163 million net, which is based on 10% of the 2012 funding commitments for previously approved capital projects (Attachment 2).

**RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. adopts the 2012 interim operating budget of \$36.846 million gross and \$34.160 million net, subject to City Council approval; and
2. adopts the 2012 interim capital budget of \$2.358 million gross and \$1.163 million net, subject to City Council approval.

**FINANCIAL IMPACT**

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The 2012 interim budget estimates will enable TPL to carry out normal operations during the period between January 1, 2011 and the date on which Council approves the 2011 operating and capital budgets, expected on January 17-20, 2012.

The 2012 interim operating budget for TPL is \$36.846 million gross and \$34.160 million net, which represents 20% of TPL's 2011 approved operating budget (Attachment 1).

The interim capital budget is \$2.358 million gross and \$1.163 million net, which represents 10% of the 2012 funding commitments for previously approved capital projects (Attachment 2).

The Director, Finance and Treasurer has reviewed this financial impact statement and is in agreement with it.

## **ISSUE BACKGROUND**

In accordance with TPL's Financial Control Policy, prior to the approval of the annual operating budget, the Library Board needs to adopt the Council-approved interim estimates to fund the continuance of the Library's business from the first day of January to the date the operating budget for that year is approved. A similar pre-approval process is required for the capital budget if it is not approved by Council before the budget year begins. The 2012 operating and capital budgets are expected to be approved during Council's special meeting of January 17-20, 2012.

## **COMMENTS**

The interim operating budget for TPL is \$36.846 million gross and \$34.160 million net, which represents 20% of TPL's 2011 approved budget. This level of funding is considered adequate to meet expenditure requirements for the first two months of the year.

The interim capital budget is \$2.358 million gross and \$1.163 million net, which represents 10% of the 2012 funding commitments for previously approved capital projects. The level of capital pre-approval is based on a City-wide analysis of average capital expenditures for the years 2008 - 2011 which indicate that approximately 10% of the annual capital budget is spent during the first two months of the year. Any unspent capital funds from 2011 will also be available during the interim period of 2012. The combination of the 10% funding and 2011 unspent carry-forwards will be adequate to meet TPL's capital needs in the interim period.

Attachments 1 and 2 are the 2012 interim budget estimates for the operating and capital budgets respectively, to be presented to Council for approval at its meeting of November 29 and 30, 2011, to enable City Programs, Agencies, Boards and Commissions to carry out their normal operations until Council approves the 2012 operating and capital budgets.

Expenditures made during the period beginning January 1, 2012 until Council approves the 2012 operating and capital budgets must be restricted to normal operations.

## **CONTACT**

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## **SIGNATURE**

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Jane Pyper  
City Librarian

## **ATTACHMENTS**

Attachment 1 – *2012 Interim Operating Estimates*  
Attachment 2 – *2012 Interim Capital Estimate*