



from the Board Table

The 2017-2021 Financial Plan

Sustainability: Always a Priority

On September 17, 2016, the Vancouver Island Regional Library (VIRL) Board of Trustees adopted a [balanced operating budget](#) of \$35,583,706 for 2017. The Board's commitment to meeting its core [service standards](#) sustainably is underscored in the adopted [2017-2021 Financial Plan \(Sustainability: Always a Priority\)](#). Highlights of the adopted 2017 Budget include additional staffing to improve service levels, a reaffirmed commitment to the children's Read Down Your Fines initiative for 2017, and an integrated financial system review.

Financial planning is the process of allocating resources to achieve the Board's established service standards. The Board's budget and financial planning supports Vancouver Island Regional Library's service standards by developing a long term view of VIRL requirements and by attempting to balance the timing and funding of programs, corporate initiatives, infrastructure renewal, and revitalization of service locations which are essential to maintaining a relevant library system.

The focus of the 2017 Budget is to ensure that VIRL continues to meet its service standards, and to incorporate the requirement to keep costs in line while meeting the needs of our communities. The 2017 Budget supports the Board's Strategic Plan: Your Voice, Your Library, and reinforces the principles of the [15-year Consolidated Facilities Master Plan](#).



A first annual event, [GeekCON 2016](#) drew hundreds to the Nanaimo Harbourfront branch, which combined comic culture with literacy.

Financial Plan

2017 Business Cases



Read Down Your Fines (on children's cards): Fines represent a significant barrier for many families in VIRL's service area. In fact, 10% of children's card holding customers cannot access their library's services because they have fines above \$10 – and 60% of those children have not visited their library in over a year. With early literacy such an important part of achieving VIRL's mission, the VIRL Board approved a Read Down Your Fines initiative in 2015. Based on the results of the 2015 initiative, which returned many children to borrowing again, the Board approved the initiative again for 2017. The Read Down Your Fines initiative takes place during the Summer Reading Club (SRC), which sees an average of 5,000 children participate. Participation in SRC has increased steadily: up 6% in 2016 over 2015.



Additional Staff Support (new positions and replacement hours): With 39 branch libraries across a wide, geographic area, and many located in rural communities, ensuring adequate staffing during operating hours at every branch has been extraordinarily difficult. The result is an impact on service. The Board has approved replacement hours which will provide relief for these anticipated staff shortages where required. Additional positions including Community Support Technicians and a Systems Support Technician, allow VIRL to bridge service gaps today to ensure that library service levels are sustainable across the system.



Integrated Financial System Review: VIRL employs a number of third-party services to manage finance and accounting, human resources and payroll, and general internal and external records. Held fiscally responsible for a \$35 million budget, as well as the records, management and payroll of over 390 employees (full and part-time), the Board has approved the review of an integrated financial system that would improve efficiencies and reduce redundancy in managing these critical assets. The financial system review would not only mitigate increasing staff hours required to maintain these multiple services, it would seek to better serve VIRL stakeholders, including staff.



2017 BUDGET

Sustainability: Always a Priority

- The 2017 Budget is firmly grounded in the deliverables designated by the Board of Trustees and follows the direction provided by and supported by the Board's 5-year Strategic Plan: Your Voice, Your Library;
- The Budget continues to balance the aspirations of the present with the need for financial sustainability;
- The Budget addresses the challenges of meeting our service standards and the needs of our communities, as well as the need to maintain our facilities in a sustainable manner;
- 2017 represents year 7 of a 15-year program developed under the Consolidated Facilities Master Plan to fund the rejuvenation and the long term sustainability of our facilities;
- New budget requests consist of staff-driven proposals to improve customer service and accessibility to VIRL's services;
- The Board of Trustees takes the management and stewardship of public funds very seriously and continues to demonstrate financial leadership, ensuring value for the tax dollars spent. The 2017 Budget will continue to build on core values and business practices, with consensus and cooperation to move the Strategic Plan forward.



**2017
BUDGET**

AT A GLANCE:
LEVY INCREASE

FACILITIES MASTER PLAN
1.19%

NEW BUDGET REQUESTS
1.72%

NET OPERATIONS
1.34%

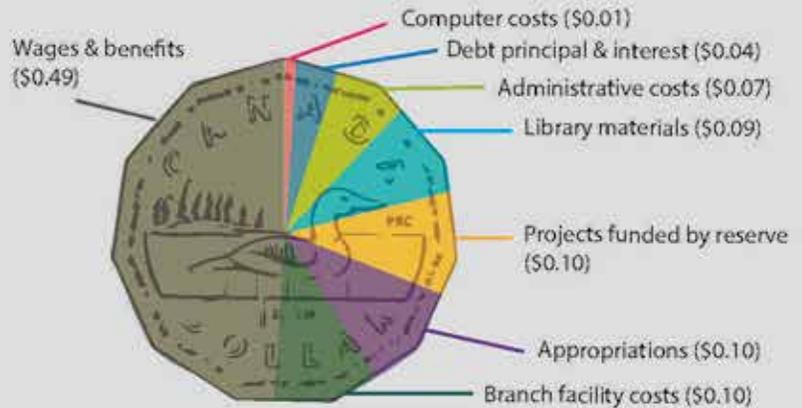
TOTAL AVERAGE INCREASE

4.25%

BUDGET BREAKDOWN

1 AVERAGE PER CAPITA INCREASE \$1.59

2 HOW YOUR \$1.00 IS SPENT



3 THE 4.25% INCREASE EXPLAINED

1.19% CONSOLIDATED FACILITIES MASTER PLAN



\$0.25 Facilities maintenance
\$0.21 Furniture, fixtures and equipment

1.72% NEW BUDGET REQUESTS



Read Down Your Fines for Children's Cards
Additional Staff Hours to Increase Service
Increased Office Space
Finance System Review

1.34% NET OPERATIONS

\$0.06 Library materials
\$0.24 Wages benefits & provisions
\$0.03 Debt servicing
\$0.17 Other operating costs

TOTAL VISITORS TO VIRL* IN 2016...

3.5 million



*in-branch & online



Facilities Updates



The refreshed Port Hardy branch

Sooke

The District of Sooke [announced on May 28th](#) that land is confirmed for a new 10,000 - 12,000 sq. ft. library near the town centre and that planning is underway. The public will soon be invited to a public consultation session to provide feedback and receive information about their new branch.

Chemainus

A site has been selected and work is being conducted to ensure the land meets all environmental standards. The planning process will commence shortly and a public consultation session is being arranged for the near future.

Tahsis

A suitable space was found in the local school to house the Tahsis branch. VIRL staff are working with the Village towards the next steps in the planning process.

Tofino

A feasibility study has been conducted and pre-planning is being considered. VIRL staff have made a presentation to Council regarding the Board's Facility Policy & Funding.

Nanaimo Wellington

Following the [public open house held on April 14th](#), customer feedback has since been incorporated in the planning process. The new facility, located at the Country Club Centre, is expected to open in 2017.

Sidney/North Saanich

VIRL staff have reviewed a stand-alone location for a new North Saanich branch at the Panorama Recreational Centre. Following the results of a joint public consultation session, the District of North Saanich is pursuing further feedback from the community. VIRL is in dialogue with both Sidney and North Saanich with respect to facilities for both jurisdictions.



The bustling Creativity Commons during GeekCON 2016

Facilities Updates (continued)

“Investment in our organization moves our Strategic Plan forward.”

Hornby Island

The branch is currently undergoing refurbishment and expected to reopen in November, 2016.

Masset

Discussions regarding a new library are underway with Masset seeking to identify viable land for the project.

What's Happening @



Welcome, Port Hardy!

On June 11, the community of Port Hardy gathered to celebrate the official opening of the Port Hardy branch of Vancouver Island Regional Library (VIRL). Over 200 members of the community gathered in their refreshed, 3,200 sq. ft. library to the tune of a magic act, ribbon and cake cutting and a new collection of materials. Outside of the fanfare, 12 new library card customers were signed up.

VIRL's Human Library

A growing global phenomenon, "The Human Library", is where you can borrow a 'human book' and get to know the real story behind the "cover" of stories or labels people struggle with. ShawTV covered the story about this new edition to VIRL's growing, progressive collection at the Gabriola branch: [Shaw TV Spot](#).



GeekCON 2016

A [first annual celebration](#) of geek culture drew big crowds to the Nanaimo Harbourfront library on Saturday, August 20. Over 300 turned out for the first event of its kind and featured a panel from the gaming industry, a cosplay competition, Magic the Gathering tournament, Minecraft tournament, Medieval Chaos demo, Harry Potter and the Cursed Child discussion group, and book signing by fantasy author, Cynthea Masson, live drawing demonstrations from comic artist Ken Steacy, plus a visit by the 501st Legion (Star Wars Cosplay Charity Organization).



Lynda.com Live!

Starting September 17, VIRL is offering customers access to one of the most popular online learning tools [available with Lynda.com](#)! Now library cardholders can gain unlimited access to thousands of industry-leading, video tutorials on everything from graphic design to marketing and business - supporting VIRL's mission to enrich lives through universal access to knowledge and lifelong learning!



International Award Winners

Two VIRL staff are recipients of two of only five 2016 American Libraries Association Presidential Citation Awards. The international award recognizes innovation in programs and library services. The two awards honoured [VIRL's Correctional Centre Book Club](#) and Library, and [Librarians on the Radio](#) program.