

Langdon Library Society

April 27, 2021

President: Debra Carrobourg



Langdon Library Society

Creation of the society is to fulfill a need that is missing in the Hamlet of Langdon.

It was identified at a Langdon Community Collaborative meeting that a library is missing in our community. A library is not only a location to borrow books, it is a gathering location; it is a location that is used by people of all ages and stages of life.

Public library use has increased with widespread availability of accessible technologies, online and digital content, physical collections and in-person services and programs.

Having a public library not only opens up the world to library users, it also facilitates access to library collections throughout the world.




Community of Langdon

- Population of Langdon over 5300
- 28.9% are under 14 years and unable to drive
- There is no other community in Alberta with such a large population (over 5,300 residents) that does not have a public library facility.
- For the Division 4 area population of 7,010 today, there is an expectation of over 1,500 registered library cardholders in the first year, and more in subsequent years.



Benefits of a Library

- Community centre hub and gathering place
- Tutoring & summer programs
- Early childhood development programs
- Employment/volunteer opportunities
- Learning and Skill Development
- Digital inclusion, eliminating barriers to technology
- Resources for local small businesses and immigrants
- Teaching teens important life skills
- Strengthening the community



Library Survey Results for community of Langdon

- ▶ Survey Monkey tool was used to collect data from community members.
 - ▶ Survey started Friday, March 19th and concluded on Friday, April 2nd.
 - ▶ Results are showing a pattern that Langdon residents desire a more conveniently located library in their community.
 - ▶ Desire to have library provide traditional library services such as being able to borrow books and attend programs.
- ▶ Survey numerical results pending:



Donation from Cereal

The Village of Cereal is dissolving into the Special Areas; when this happens the community is not able to sustain its library.

They have gifted to Langdon their collection of:

- approximately 4,000 books
- AV items
- custom-made circulation desk
- shelving, tables
- chairs
- computers
- couch
- and More...

Donation from Cereal

- The replacement value of this gift is estimated at \$150,000. The replacement value of the collection alone is over \$100,000.
- The library in Cereal is to operate until June 30, 2021.
- We need to decide if we can accept this gift before the library closes.
- At that time, it will be boxed up but can only remain in storage until January 1, 2022.
- After this date the items will no longer be stored and will either be destroyed or split into other locations. The floor space required for this storage is far more than the Marigold Library System facility can or will ever be able to accommodate



Locations for Library

Site 1 – Old Fire Hall

- Temporary location
- Only looking at the administrative portion of the building
- Visible central location
- Barrier-free ground floor to accommodate mobility-challenged visitors and deliveries
- Pedestrian access
- Available parking
- Existing amenities such as a washroom
- Low renovation cost to bring building up to fire codes ~ \$9,700

Site 2 – Modular Unit

- Location on same lot as old Fire Hall

Structure purchase (2,280 sq. ft., 30 x 70)	\$350,000
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Piles	\$10,000
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Site Preparation	\$10,000
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Site Services:

Power	\$10,000
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Water & sewer hook-up	\$60,000
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Landscaping	\$15,000
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Barrier Free install	\$8,000
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Gas line install	\$2,000
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Phone	\$500
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	\$465,500
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Locations for Library

Site 3 – Commercial loc.

- There is some existing space located on Centre Street
- 1,100 sq. ft. Main / 1,300 sq.ft. Upstairs; Lease for 5 years @ \$18.00 per sq./ft. Utilities not included.
- $2,400 \text{ sq./ft.} \times \$18.00 = \$43,200$ per year, OR $\$3,600.00$ per month.
- \$216,000 for a 5-year lease.
- The costs listed do not include the renovation costs to bring the site to code

Site 4 – ATCO Trailers

- Facility 24' x 60' (1,440 sq./ft.)
- Location on lot of old Fire Hall
- Rental per month = \$1,400.00 (based on 2-3 year agreement)
- Water / Sewer Tanks rental per month = \$500 (for washrooms)
- ATCO Property Insurance = \$130
- NO Liability or contents = \$2,030
- Monthly expense for one year = \$12,550
- Monthly expense for two years = \$7,290

Location

After review of the 4 options that were investigated, it was recognized that the use of the Administration portion of the Old Fire Hall would be the most economical. The use of this location had the lowest cost to be operational, especially when looking at a temporary location.

The Library would only need what was used by the Fire Department for Administration. The bays would still be available for the Road Maintenance Crew for their equipment.

Pending approval of location for Library, we can then move forward with our proposed budget.

 → Perspective Location for ATCO Trailers or Modular Building



Financial Considerations



- Public libraries are fiscally responsible, accountable and transparent, and like businesses, financial sustainability is always on their mind.
- Municipalities that provide library services in a hamlet commit to financial support for that library on an annual basis. It is expected that Rocky View County would sign an agreement with the Langdon Library Society and with Marigold Library System to support the library.
- Langdon Library Society will have a significant role in supporting and operating the library in the years to come. The society must be active to receive operational funds from Marigold Library System.

SuperNet

- Internet is required for the Library
- Provides connection to Marigold to track books and programs
- Connection for members to access the Internet
- Libraries are connected using the SuperNet
- Due to estimate, the Marigold IT staff are looking into other estimates for Internet



Proposed 3 – Year Budget - Revenue

	Sep - Dec 2021	Jan - Dec 2022	Jan - Dec 2023	
Estimated Revenue				
Community Library Grant from Marigold	\$2,220	\$6,660	\$6,660	
Services Grant from Marigold	\$1,033	\$3,100	\$3,100	Services Grant helps to pay for costs associated with resource sharing. The grant is paid in three installments - March, August and November.
Donations	\$200	\$850	\$1,100	
Fines and fees	\$333	\$1,000	\$1,000	
Fundraising	\$0	\$1,000	\$1,500	
Rocky View County Grant	\$7,152	\$21,456	\$21,456	Rocky View County grant is \$4/capita based on 2018 Census data for Langdon at 5,364.
Total Estimated Revenue	\$10,938	\$34,066	\$34,816	

Proposed 3 – Year Budget - Expense

Estimated Expenses

Staff

Conferences and Prof Development	\$533	\$1,600	\$1,600
Salaries and Benefits	\$11,833	\$36,500	\$37,500
Total Staff	\$12,366	\$38,100	\$39,100

Library Resources

Books, periodicals, supplies	\$333	\$1,100	\$1,200
Program expenses	\$333	\$1,100	\$1,200
Total Library Resources	\$667	\$2,200	\$2,400

Administration

Association memberships	\$333	\$1,000	\$1,000
Bank charges	\$133	\$400	\$400
Board Expenses (e.g. travel)	\$250	\$750	\$750
Computer equipment	\$333	\$1,000	\$1,000
Office supplies	\$333	\$1,000	\$1,000
Telephone and communications	\$400	\$1,200	\$1,200
Total Administration	\$1,783	\$5,350	\$5,350

One paid employee. Salary rate based on the average salary for comparable population range for one employee at 25 hours per week (\$22.00/hr plus 20% benefits) and library opening hours of 22/week + 3 hours/week for administration.

Marigold pays for the Internet connection at its libraries.

Proposed 3 –Year Budget - Expense Cont.

Building (estimated costs)

Cleaning/janitorial	\$167	\$500	\$500
Insurance	\$833	\$2,500	\$2,600
Repairs/maintenance	\$500	\$1,500	\$1,500
Utilities	\$1,667	\$5,000	\$5,000
Total Building Costs	\$3,167	\$9,500	\$9,600
Total Estimated Expenses	\$17,983	\$55,150	\$56,450
Surplus/Deficit	-\$7,045	-\$21,084	-\$21,634

Building expenses are unknown. For the purposes of budgeting, averages have been taken from other libraries. Cleaning expense is only for supplies, not a cleaner.

Marigold insures the collection materials at member libraries. The library and municipality are responsible for insuring the building, furniture, etc.

Proposed Expenses to be paid by Rocky View County


Operating budget deficit	\$7,045	\$21,084	\$21,634
Rocky View County Grant (\$4.00 per capita)	\$7,152	\$21,456	\$21,456
	\$14,197	\$42,540	\$43,090

Note: Marigold provides a \$1,000/year technology grant to each library to help cover the cost of computers, printers, etc.

Conclusion

To turn this possibility into reality, there are several important decisions that rest with Rocky View County:

- To provide a facility for the Langdon public library. The recommended option by the Langdon Library Society is to use the old fire hall for a starter library for several years until a more permanent facility can be opened.
- To provide Rocky View administration and facilities staff with direction to prepare the facility for library operations.
- To accommodate the gift that will make the Cereal residents feel a bit better about losing their library. This gift will be the basis of a library that can continue to grow and flourish into the future.
- To provide operational capital to fund the public library service operations going forward.



Thank you to Council, Administration, and
Marigold Library System for all your
assistance.

