

September 16, 2024

Dear CAOs, Library Board Chairs, and Library Managers,

On August 24, 2024, the Marigold Board approved the motion:

To apply the Municipal Affairs population from April 1 of the year preceding the fiscal year when levy invoices are issued for municipalities and library boards.

This motion by the Marigold Board was approved in response to feedback from Marigold members. The timing of the release of Municipal Affairs official population, which is used by Marigold to issue levy invoices to municipalities and library boards, made it difficult for members to prepare their own budgets and plans.

With this motion, a set date for determining the population is firmly established so that member municipalities and libraries can accurately plan for Marigold levies for the coming year and going forward. For 2025 levies, Marigold will invoice based on the Municipal Affairs population as posted on April 1, 2024. For 2026, it will be the Municipal Affairs population as posted on April 1, 2025, etc.

Background information

The Marigold Agreement with municipalities and member library boards states:

“For the purposes of the per capita requisition..... the population of a Municipality that is a Party to this Agreement shall be deemed to be the population for the Municipality published by the Government of Alberta for the fiscal year prior to the fiscal year in which the requisition is paid.”

Historically, the Ministry of Municipal Affairs issued official population for the year in December (at year-end). Over time, the information was released later - early January, then late January, and this year, mid-February. As a result, Marigold did not have information on the population numbers we would be invoicing members for until we were well into the first quarter of the year. The population numbers are also used to establish Marigold Board Transfer Payments (services grant) and Collection Management Policy schedules for libraries. This resulted in the Marigold Board passing the budget in January with a “best guess” of what our total population, and therefore our revenue, would be.

This situation also made it difficult for our members to prepare their own budgets. The Marigold Board’s decision – “to apply the Municipal Affairs population from April 1 of the year preceding the fiscal year when levy invoices are issued for municipalities and library boards” – will allow your municipality and library board to plan your coming year’s budget accurately.

This change has a financial impact on Marigold, and it may result in a deficit for us in 2025. However, we believe the benefits to our members outweigh the impact on Marigold. This decision will provide stability and clarity for all of us to plan annual budgets going forward. It is our expectation that the financial impact on Marigold will stabilize in 2026.

Please let me know if you have any questions.



Sincerely,
Lynne

Encl. Population for 2025 invoicing



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