



**Guelph Public Library**  
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**DAN ATKINS, ACTING CEO**

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April 1, 2025

Mayor Cam Guthrie

Guelph City Hall

1 Carden Street

Guelph, ON N1H 3A1

Your Worship:

At its meeting on March 31, 2025, the Guelph Public Library Board was advised that there is an anticipated \$12,272 year-end-surplus in the Guelph Public Library 2024 operating budget. The Board passed the following motion:

That the Guelph Public Library Board receives the Year-End Operating Variance Preliminary 2024 Report as written and directs staff to draft a letter to be forwarded to the City Treasurer requesting that the 2024 surplus be transferred to the Guelph Public Library Operating Contingency Reserve.

The Guelph Public Library Board would respectfully request consideration of the aforementioned recommendation by Guelph City Council.

I look forward to hearing from you.

Sincerely,

Danny Williamson, Chair

Copies: Shanna O'Dwyer, General Manager, Finance – City Treasurer and CFO, City of Guelph  
Dan Atkins, Chief Executive Officer, Guelph Public Library