

Budget by Service Department Name: Recreation Services Budget Code: 10-8303 Staff: 13% of Grace Wilson, Angela Schneider

Section: Norgan Theatre FTE: 0.25

Strategic Position: 8.0 Increase awareness of "Minto" as a destination by developing and supporting successful and sustainable tourism products that attract the traveling public, encourage spending on local products and services, and promote Minto as a great place to relocate and invest

Actions: 8.6 Support volunteers operations 12.8 community programming

Responsibility: Open for at least three shows per weekend and hosts a variety of weekday rentals and activities. There are volunteer crews in place to cover the weekend showing of films, projectionists to run the movie equipment, part-time employees to look after daily, weekly and monthly tasks and a board to oversee the general direction and operations of the theatre. The goal is to provide a great service to the community and now that the loan has been repaid, continue to operate as is and earmark any surpluses to a reserve account.

Ope	erating E	Budget Sumr	nary				
201	7 Budget	(Actual \$1,645	to Sept 2017)				\$0
Pas	t & Proj	ected (1%)	0.01				
	2016	2017	2018	2019		2020	
\$	16,000	\$-	\$-	\$-	\$	-	
Buc	lget Initi	iatives					
1. Ir	icrease m	eeting room r	evenue				-\$1,000
2. Increase insurance expense							\$200
3. Increase cleaning and washroom supplies expenses						\$250	
4. Increase building maintenance expense							\$500
5. Increase concession expenses							\$500
6. Decrease miscellaneous expenses						-\$250	
7. Decrease reserve contribution						-\$200	
Pro	nosed 2	018 Budget					\$0

Budget to Actual Issues

Revenues will exceed budgeted amounts in 2017, but so will expenses. The financial position as of September 30th indicates a year end balanced budget should be achieved. Building maintenance expenses are high as the Board decided to restore the terrazzo floor in the theatre entrance prior to the 70th Anniversary Celebrations in August. Special event costs are running higher than revenues as the expenses for the Christmas show on November 30th have been posted, but not the ticket sales income. There are also George Norgan books available for sale, with printing costs paid in full. Room rental revenues and film rental expenses are running above budget.

Issues for 2018 and Beyond

Building maintenance and equipment repair and maintenance expenses may increase over the next few years. 10 years has passed since the extensive building renovations and the digital projection equipment is 5 years year old. More preventative maintenance should be expected.

The Board is pursuing the purchase of an outdoor digital sign that can be placed inside one of the 'Now Playing' windows at the front of the theatre. The sign will be used to enhance the promotion of events as well as create a sponsorship revenue stream.

The Board looks forward to a continued partnership with the Town in funding the work to be done as per the arrangements in the ongoing Terms of Reference document.



Service measures	2013	2014	2015	2010	2017
Total admissions	7650	8424	8340	8321	8690
Total number of weekend shows	153	156	155	157	158
Average per show	50	54	54	53	55
Amount owing on loan	\$56K	\$36K	\$18K	\$0K	\$0K
Reserve Contributions	\$3.9K	\$3.4K	\$3.5K	\$7.5K	\$16K

<u>C.A.O. Clerk and Recreation Services Manager Recommendation</u> That the 2018 budget proposed for the Norgan Theatre be approved at $\underline{$ \$0}.

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1083-03-5890 Dona 1083-03-6011 Salar 1083-03-6021 Bene 1083-03-6020 Train 1083-03-6050 Train 1083-03-6060 Mile 1083-03-6090 Dona 1083-03-6090 Dona 1083-03-6110 Lega 1083-03-6110 Lega 1083-03-6110 Karr 1083-03-6310 Hydr 1083-03-6310 Hydr 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	ations & Misc. Revenue tal Revenue ary/Wages hefits ining eage unteer Appreciation hor Recognition al Services ra Services	1,713.00 85,604.38 3,445.86 339.03 120.00 0.00 0.00 0.00 0.00	3,439.50 117,234.69 9,609.33 2,000.12 120.00 0.00 232.98 0.00	2,500.00 105,000.00 9,000.00 990.00 0.00 0.00 200.00	1,491.02 98,603.17 3,999.47 395.79 0.00 0.00 0.00	2,500.00 106,000.00 9,000.00 990.00 0.00 0.00
Tota 1083-03-6011 Sala 1083-03-6021 Bene 1083-03-6050 Train 1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Done 1083-03-6100 Lega 1083-03-6110 Lega 1083-03-6170 Extra 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Build 1083-03-6360 Was 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	tal Revenue ary/Wages hefits ining eage unteer Appreciation hor Recognition al Services ra Services	85,604.38 3,445.86 339.03 120.00 0.00 0.00 0.00 0.00	117,234.69 9,609.33 2,000.12 120.00 0.00 232.98 0.00	105,000.00 9,000.00 930.00 0.00 0.00 200.00	98,603.17 3,999.47 395.79 0.00 0.00 0.00	9,000.00 9,000.00 990.00 0.00 0.00
1083-03-6011 Sala 1083-03-6021 Bene 1083-03-6050 Train 1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Dono 1083-03-6090 Dono 1083-03-6110 Lega 1083-03-6110 Extra 1083-03-6170 Extra 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	ary/Wages efits ining eage unteer Appreciation for Recognition al Services ra Services	3,445.86 339.03 120.00 0.00 0.00 0.00 0.00 0.00	9,609.33 2,000.12 120.00 0.00 232.98 0.00	9,000.00 990.00 0.00 0.00 200.00	3,999.47 395.79 0.00 0.00 0.00	9,000.00 990.00 0.00 0.00
1083-03-6021 Bene 1083-03-6050 Train 1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Dono 1083-03-6100 Lega 1083-03-6110 Lega 1083-03-6110 Lega 1083-03-6110 Extra 1083-03-6110 Extra 1083-03-6110 Extra 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6400 Offic 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equit	efits ining eage unteer Appreciation nor Recognition al Services ra Services	339.03 120.00 0.00 0.00 0.00 0.00	2,000.12 120.00 0.00 232.98 0.00	990.00 0.00 0.00 200.00	395.79 0.00 0.00 0.00	990.00 0.00 0.00
1083-03-6021 Bene 1083-03-6050 Train 1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Dono 1083-03-6100 Lega 1083-03-6110 Lega 1083-03-6110 Lega 1083-03-6110 Extra 1083-03-6110 Extra 1083-03-6110 Extra 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6400 Offic 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equit	efits ining eage unteer Appreciation nor Recognition al Services ra Services	339.03 120.00 0.00 0.00 0.00 0.00	2,000.12 120.00 0.00 232.98 0.00	990.00 0.00 0.00 200.00	395.79 0.00 0.00 0.00	990.00 0.00 0.00
1083-03-6050 Train 1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Dond 1083-03-6110 Lega 1083-03-6110 Extra 1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Was 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	ining eage unteer Appreciation nor Recognition al Services ra Services	120.00 0.00 0.00 0.00 0.00	120.00 0.00 232.98 0.00	0.00 0.00 200.00	0.00 0.00 0.00	0.00
1083-03-6060 Mile 1083-03-6080 Volu 1083-03-6090 Dom 1083-03-6100 Lega 1083-03-6110 Lega 1083-03-6170 Extra 1083-03-6170 Extra 1083-03-6170 Materia 1083-03-6310 Hydr 1083-03-6315 Wateria 1083-03-6315 Wateria 1083-03-6320 Heatria 1083-03-6350 Clear 1083-03-6350 Clear 1083-03-6360 Was 1083-03-6410 Office 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equit	eage unteer Appreciation nor Recognition al Services ra Services	0.00 0.00 0.00 0.00	0.00 232.98 0.00	0.00 200.00	0.00	0.00
1083-03-6080 Volu 1083-03-6090 Dom 1083-03-6110 Lega 1083-03-6170 Extra 1083-03-6170 Extra 1083-03-6170 Extra 1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wate 1083-03-6315 Wate 1083-03-6320 Heat 1083-03-6350 Cleat 1083-03-6350 Cleat 1083-03-6360 Wast 1083-03-6380 Build 1083-03-6410 Offict 1083-03-6411 Freigt 1083-03-6420 Cash 1083-03-6430 Equit	unteer Appreciation nor Recognition al Services ra Services	0.00 0.00 0.00	232.98 0.00	200.00	0.00	
1083-03-6090 Dong 1083-03-6110 Lega 1083-03-6170 Extra 1083-03-6170 Extra 1083-03-6170 Mark 1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Cleat 1083-03-6350 Cleat 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offict 1083-03-6411 Freigt 1083-03-6420 Cash 1083-03-6430 Equit	nor Recognition al Services ra Services	0.00	0.00			
1083-03-6110 Lega 1083-03-6170 Extra 1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	al Services a Services	0.00		0.00		0.00
1083-03-6170 Extra 1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6350 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	a Services		0.00	0.00	0.00	0.00
1083-03-6210 Annu 1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		1,100.001	1,650.00	1,750.00	1.090.00	1,750.00
1083-03-6310 Hydr 1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6410 Freig 1083-03-6420 Cash 1083-03-6430 Equi		3,034.91	3,034.91	3,200.00	3,274.68	3,400.00
1083-03-6315 Wat 1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6350 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	•	2,218.88	3,023.32	2,500.00	1,715.58	2,500.00
1083-03-6320 Heat 1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		768.76	1,119.18	1,250.00	530.38	1,250.00
1083-03-6350 Clea 1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		2,104.31	2,786.28	3,000.00	1,947.49	3,000.00
1083-03-6350 Clea 1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		315.00	590.00	750.00	544.67	750.00
1083-03-6360 Was 1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		131.60	241.88	250.00	311.84	
1083-03-6380 Build 1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi			377.62	400.00	516.98	400.0
1083-03-6410 Offic 1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi		327.67				500.00
1083-03-6411 Freig 1083-03-6420 Cash 1083-03-6430 Equi	-	1,608.17	2,010.90	1,500.00	2,499.01	2,000.00
1083-03-6420 Cash 1083-03-6430 Equi		291.82 1,430.34	393.76 1,933.95	350.00 2,100.00	290.59 1,477.42	350.00
1083-03-6430 Equi	-					2,100.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
	urity System Monitoring	0.00	0.00	240.00	0.00	240.00
	ertising & Promotions	2,618.06	3,610.31	4,000.00	1,914.87	4,000.00
	ephone & Service Charges	562.01	765.65	820.00	475.08	820.00
1083-03-6540 Web		637.40	851.10	1,000.00	787.40	1,000.00
1083-03-6700 Tfrs 1	1	0.00	10,478.25	0.00	0.00	0.00
	ipment Repair & Maintenance	1,686.49	2,142.77	2,000.00	1,572.66	2,000.00
1083-03-6800 Tran		0.00	7,491.71	16,200.00	16,200.00	16,000.00
	cession Booth Supplies	15,377.30	18,921.65	17,500.00	17,690.48	18,000.00
1083-03-6830 Spec		5,041.28	8,583.09	0.00	15,053.82	0.00
1083-03-6840 Book	-	4,018.24	4,718.24	5,000.00	3,668.32	5,000.00
1083-03-6841 Film		22,723.48	29,016.12	30,000.00	23,445.66	30,000.00
1083-03-6850 Misc	cellaneous Expenses	4,894.38	1,531.57	1,000.00	412.82	750.00
Tota	tal Expenditures	74,844.99	117,234.69	105,000.00	100,247.25	106,000.00