



2020 REVISED BUDGET

ARTS AND HERITAGE ST. ALBERT ■■■

Revised April 20, 2020



While our facilities have been closed to the public since March 14th, most of our staff are working remotely as recommended by all levels of government and health officials. For some staff their regular work has been disrupted and for others there has been little change. To meet the challenges the Covid-19 pandemic has put on museums and galleries, and to continue to serve the community, AHF staff are taking on new initiatives that include: providing online resources for the public, developing new online curriculum based educational programs, updating our Health and Safety Management System, and continuing the monitoring and scheduled maintenance of the historic buildings.

As requested by Mayor Heron in her April 9, 2020 letter (file M3008) we are presenting a revised 2020 Budget for Council and City Administration. This revised budget is based on information available as of April 20, 2020. If government support programs change we will revise the budget accordingly.

LOSS OF EARNED REVENUE

- The AHF have identified earned revenue areas that will be affected by facility and school closures, and the downturn in the economy as a result of the Covid-19 pandemic; we are expecting a \$477,425 or 73% decrease in earned revenues from those originally budgeted for 2020.
- This significant revenue loss is primarily from school and community programs, retail sales (gift shops, and art rental and sales), as well as donations at the door.

FEDERAL GOVERNMENT SUPPORT PROGRAMS

- The AHF has been proactively reviewing documentation for federal wage subsidies, in consultation with our external auditors, and we believe we are eligible for the Canada Emergency Wage Subsidy (CEWS). This subsidy will cover 75% of our core staff's wages from March 15 to June 6, 2020 and it is expected to be \$166,973.
- On April 17 a new fund was announced to support culture, heritage and sport. This recognizes how this sector has been negatively impacted by Covid-19. Although details have not been released early indications are that it is for organizations that do not qualify for the wage subsidy.



REDUCTION IN EXPENSES

The AHF has also identified expenses that can be reduced in response to the expected decrease in revenues. These reductions include:

- Temporary layoffs effective April 16 of approximately 15 contract staff whose primary role is program delivery
- Elimination of seasonal staff positions at our facilities (9 positions)
- One (1) staff vacancy will not be filled until we re-open and our revenues have returned to budgeted levels
- Core staff hours have been reduced by 20% (equivalent of 4 layoffs) effective April 16, until our facilities reopen to the public and revenues recover. We have taken this approach to retain our experienced staff who are essential to our post Covid-19 pandemic recovery and restructuring.
- Reduction in program supplies and associated expenses
- Organizational projects and staff training are on hold

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The following assumptions have been made:

- The AHF receive the CEWS
- Provincial grants remain at the original budgeted level
- Earned revenue projections have been lowered to the end of the year
- Reallocation of some of the City Operational Grant, as discussed and approved with City Administration in an email dated April 2, 2020
- AHF using reserve funds of approximately \$22,130 to cover the projected operating deficit

The revised 2020 budget shows the AHF's original budget, as presented to Council in November 2019, as well as our revised 2020 budget. **The revised budget shows a \$217,838 (12%) reduction in the AHF's annual operating funding from the City of St. Albert for 2020.**

Barry Bailey
Chair of the Board of Trustees

Ann Ramsden
Executive Director



REVENUE	2020 BUDGET AS ORIGINALLY APPROVED		REVISED 2020 BUDGET		OVERALL \$	DIFFERENCE %
	IN FULL	CITY PORTION	IN FULL	CITY PORTION		
Grants Conditional (City of St. Albert)	1,792,628	1,792,628	1,574,790	1,574,790	(217,838)	-12%
Grants Conditional (Other)	259,130		233,477		(25,653)	-10%
City Historical Sites Reserves	48,100	48,100	48,100	48,100	-	0%
Federal Wage Subsidy Programs			166,974		166,974	100%
Program and Site Administration	283,498		75,079		(208,418)	-74%
Father Lacombe Chapel	64,600				(64,600)	-100%
Gift Shop Sales & Rentals	54,375		11,222		(43,153)	-79%
Donations and Fundraising	127,607		30,702		(96,905)	-76%
Art Rental & Sales	45,700		16,063		(29,637)	-65%
Miscellaneous	139,844		40,533		(99,311)	-71%
TOTAL REVENUE	2,815,481	1,840,728	2,196,939	1,622,890	(618,542)	-22%
EXPENSES						
Wages, Benefits and Contracted Services	1,786,569	1,591,762	1,574,040	1,306,828	(212,529)	-12%
Projects	108,026		4,915		(103,111)	-95%
Office	110,244		101,113	38,523	(9,131)	-8%
Rent	78,799	76,863	73,775	73,775	(5,024)	-6%
Exhibition & Collections Supplies & Expenses	84,166	12,733	55,113	12,952	(29,053)	-35%
Repairs and Maintenance	239,702	118,286	225,188	108,076	(14,514)	-6%
Father Lacombe Chapel	70,382				(70,382)	-100%
Utilities and Telephone	55,535	41,084	56,166	56,166	631	1%
Program Supplies and Expenses	114,681		31,060		(83,621)	-73%
Advertising and Promotion	59,486		30,084		(29,402)	-49%
Goods Purchased for Resale	52,971		17,194		(35,777)	-68%
Professional Fees	17,000		19,850	15,375	2,850	17%
Insurance	11,757		13,417	11,195	1,660	14%
Professional Development	15,090		6,869		(8,221)	-54%
Amortization	10,823		10,285		(538)	-5%
TOTAL EXPENSES	2,815,231	1,840,728	2,219,069	1,622,889	(596,162)	-21%
Net Total	250	0	(22,130)	0	(22,380)	



THANK YOU
ARTS AND HERITAGE ST. ALBERT ■■■