



MEMORANDUM

TO: Mayor Lawlor and Members of Council

FROM: Beverley King, Chief Librarian & CEO

DATE: October 11, 2024

MEMO NO.: LIB-2024-002

SUBJECT: Halton Hills Public Library 2023 Annual Report

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to share Halton Hills Public Library's 2023 Annual Report with Council.

BACKGROUND:

Halton Hills Public Library (HHPL) produces an annual report to highlight the previous year's achievements. These reports are available on the library's website for the public to view and are shared with patrons, partners, donors, and stakeholders. Community partners and donors receive a copy of the Annual Report along with a personal note of thanks to acknowledge the impact of their contributions.

The Library Board reviewed and approved this document on October 2, 2024. Previous Annual Reports are available on the [library's website](#).

COMMENTS:

HHPL's Annual Report highlights key achievements, shows the connections between the library's mission and strategy, and demonstrates the impact the library has on our community. The financial information is not the final year-end audited report. Once the annual audit is completed, the website will be updated to include a link to the year-end audited financial report.

CONCLUSION:

The Annual Report is an important communication tool that shares the library's organizational story and impact with the community. It demonstrates the library's accountability to its stakeholders and celebrates achievements from the preceding year. HHPL is dedicated to offering the residents of Halton Hills a variety of collections, services, and programs to enrich their lives and foster lifelong learning and connection.

Reviewed and approved by,

Chris Mills, Chief Administrative Officer