

REPORT TO THE LIBRARY BOARD

DECEMBER 4, 2025

SUBJECT: Schedule of Monetary Charges Update

PURPOSE: For Approval

PREPARED BY Michael Ciccone, Nancy Collister

PRESENTED BY: Michael Ciccone - CEO

RECOMMENDATION

It is recommended that the Library Board approve the Schedule of Monetary Charges, updated to reflect recent additions and changes.

BACKGROUND

Changes to the Schedule of Monetary Charges, as legislated in the Ontario *Public Libraries Act*, requires Board Approval. Changes are highlighted in yellow. Additions to are highlighted in blue.

London Public Library Schedule of Monetary Charges

Taxes included where applicable.

LIBRARY SUBSCRIPTION CARD FEES

Visitors, Non-residents, all ages: \$10.00/month to a maximum of \$50.00

Or \$50.00/ year non-refundable

Standard Collections Materials Replacement Charges

Replacement costs for lost or damaged materials will be charged at the list price the Library paid. In the event that the item does not have a list price recorded, the charges will default as follows:

Material Type	Default Price
Inter-Library Loan material from other library systems	\$50.00
Books, DVD, CD	\$30.00
Periodicals	\$3.00
CDs, from multi-disc set (each) (audio books only)	\$10.00

Service Charges

- Collection agency fee: \$15.00
- NSF (Not Sufficient Funds) Cheques: the user will be charged the amount the Library is charged by the financial institution.

Consumable Supplies

Item	Unit	Price
Photocopying/Computer Printing: black & white	One page	\$0.25
Photocopying/Computer Printing: colour	One page	\$0.50
Lab Fees	3D Printing Base Fee	\$2.00
Lab Fees	3D Printing per 1 g of filament	\$0.10
Lab Fees	Per Button	\$0.25 to .50
Lab Fees	One magnet	\$0.25 to .50
Lab Fees	12 x 12 sheet of Sheet of Vinyl	\$2.00 to \$3.00
Lab Fees	8.5 x 11 Sheet of Cardstock	\$0.25 to .30

Lab Fees	Scrapbook Paper	\$1.00
Lab Fees	Sticker Sheet	\$1.00
Lab Fees	Iron-on Vinyl	\$1.30
Head Phones/Ear Phones	One unit	\$1.00
USB Flash Drives	One unit	\$6.00
London Room Research Service	30 minutes	\$25.00
Reproduction - Digitized image for publication/broadcast (one-time use)	One image	\$75.00
Exam Proctoring	Three hours (includes HST)	\$62.15
Long Distance Service (fax)	One fax	\$2.00

Meeting & Function Room Rates

Meeting/Function Rooms	Unit	Rate	Non-Profit Rate
Central/Branch Primary Function Rooms (includes AV, tables, chairs, etc.)	Per Hour	\$60	\$40
Adjoining Meeting Rooms (i.e. Meeting rooms A & B)	Per Hour	\$70	\$50
Central/ Branch Secondary Function Rooms	Per Hour	\$40	\$25
Central/Branch Study, Community or Music Practice Rooms*	First two hours (booked within seven days)	n/a	Complimentary

* Package available upon request.

Central Branch Spaces/ Rooms

Space	Unit	Rate	Non-Profit Rate
Wolf Performance Hall	Per Hour (Minimum four hours)	\$200	\$125
Reading Garden	Per Hour (minimum four hours)	\$150 to \$200.00	\$100 to \$125.00
Concession Room	Per booking	\$100	Free to \$50.00
Technology Lab	Per Hour	\$125	\$80

Third Floor	Per Hours (Minimum four hours)	\$300	\$200
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Equipment and Service Rental Rates

Item	Unit	Rate
Yamaha Grand Piano (Wolf PH only & includes tuning)	Per Booking	\$350
Steinway Grand Piano (subject to availability & includes tuning)	Per Booking	\$600
Audio Visual Technician	Per Hour (Four hour minimum)	\$45
Audio Visual Technician Overtime rate	Per Hour	\$67.50
Security	Per Hour/ Per Guard (Four hour minimum)	\$40
Security: Statutory Holiday	Per Hour/Per Guard (Four hour minimum)	\$75.00
Box Office Support	Per Hour/Per Person	\$50.00
Box Office Support: Statutory Holiday	Per Hour/Per Person	\$80.00
SOCAN (Society of Composers, Authors and Music Publishers of Canada)	Subject to established rates	Subject to established rates
City of London Insurance Fees	Subject to established rates	Subject to established rates
Cleaning (Meeting room)	Per room	\$200
Cleaning Cleaning fees may be applied in advance of the event (as a deposit) and refunded immediately following the event or retained through ticket sales remittance, subject to inspection.	Wolf Performance Hall, Dressing Rooms & Green Room	\$500
Stage Risers	Per riser	\$25
Stage Lighting ground package	n/a	\$200
Hazer	n/a	\$50
Portable Speaker (includes wireless mic)	Each	\$50

Livestreaming/Recording package (includes AV Operator)		\$200.00
Central Cruiser Tables	Per table	\$10
Pre-printed tickets	Per ticket	\$0.10