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Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31 2021

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- 11) Schedule of Payments for the Provision of Goods and Services

Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association
Fiscal Year Ended: December 31 2021

a)	<input checked="" type="checkbox"/>	Approval of Statement of Financial Information
b)	<input checked="" type="checkbox"/>	A Management Report signed and dated by the Library Board and Library Director
An operational statement including:		
c)	<input checked="" type="checkbox"/>	i) Statement of Income
	<input checked="" type="checkbox"/>	ii) Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to the Financial Statements (audited ¹ financial statements)
d)	<input checked="" type="checkbox"/>	Statement of assets and liabilities (audited ¹ financial statements)
e)	<input checked="" type="checkbox"/>	Schedule of debts (audited ¹ financial statements) If there is no debt, or if the information is found elsewhere in the SOFI, an explanation must be provided in the Schedule.
f)	<input checked="" type="checkbox"/>	Schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. If no agreements, or if the information is found elsewhere in the SOFI, an explanation must be provided in the Schedule.
Schedule of Remuneration and Expenses, including:		
g)	<input type="checkbox"/>	i) An alphabetical list of employees (first and last names) earning over \$75,000
	<input checked="" type="checkbox"/>	ii) Total amount of expenses paid to or on behalf of each employee under 75,000
	<input type="checkbox"/>	iii) If the total wages and expenses differs from the audited financial statements, an explanation is required
	<input checked="" type="checkbox"/>	iv) A list, by name and position, of Library Board Members with the amount of any remuneration paid to or on behalf of the member.
	<input checked="" type="checkbox"/>	v) The number of severance agreements started during the fiscal year and the range of months` pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required.
Schedule of Payments for the Provision of Goods and Services including:		
h)	<input checked="" type="checkbox"/>	i) An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.

¹ Municipal Libraries and Regional Library Districts must provide audited financial statements as per the *Libraries Act* section 11(2) and 26(2) (a). Audited statements are not required for the SOFI but if available, please include them.

As per the *Libraries Act* section 40(3)(a) Public Library Associations must prepare annual financial statements in accordance with generally accepted accounting principles. This also applies to Library Federations.

Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY		FISCAL YEAR END (YYYY)
Greenwood and District Public Library Association		2021
LIBRARY ADDRESS		TELEPHONE NUMBER
P.O. Box 279, 346 S. Copper Avenue		250 445 6111
CITY	PROVINCE	POSTAL CODE
Greenwood	British Columbia	V0H 1J0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD		TELEPHONE NUMBER
Susan Harris		250 443 5154
NAME OF THE LIBRARY DIRECTOR		TELEPHONE NUMBER
Leslie Crompton Smith – Acting Director		250 445 2214

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information of the year ended Dec 31, 2021 for Greenwood and District Public Library Association as required under Section 2 of the Financial Information Act.

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD*

DATE SIGNED (DD-MM-YYYY)

Susan C. Harris

16/05/2022

SIGNATURE OF THE LIBRARY DIRECTOR

DATE SIGNED (DD-MM-YYYY)

Leslie Smith

16/05/2022

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association
Fiscal Year Ended: December 31, 2021

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of the Library is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

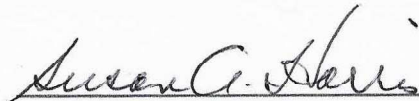
The external auditors, _____, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of Greenwood and District Public Library Association

**Name. Chairperson of the
Library Board [Print]**

Susan Harris

**Signature,
Chairperson of the Library
Board**

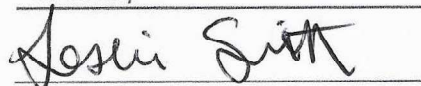


**Date
(MM-DD-YYYY)** 05/16/2022

**Name,
Library Director [Print]**

Leslie Crompton-Smith (acting
director)

**Signature,
Library Director**



**Date
(MM-DD-YYYY)** 05/16/2022

Greenwood Public Library
Comparative Income Statement

Actual 01/01/2021 to 12/31/2021

REVENUE

OPERATING REVENUE

City of Greenwood	8,000.00
BC Government	13,629.00
Regional District Kootenay-Boundary	4,150.00
Bank Interest	115.43
Donations	3,587.80
In House Services	688.10
Book & DVD Sales	1,376.40
Library Fines	0.00
Bake Sale Fundraising	1,891.80
Inter-Library Loan Revenue	0.00
Re-Imbursed ILL Book	0.00
Re-Imbursed Expenses	86.97
Vessey Fundraising	0.00
Lori's Donations	1,769.00
Face Mask Donations	655.00
Bottle Drive	6,717.40
Reoccurring Auto Deposit	300.00
Online Auction	2,865.00
Special Donor	0.00
HCU - Jeans Day Donation	0.00
Community Futures Rent	4,800.00
TOTAL OPERATING REVENUE	<u>50,631.90</u>

NON OPERATING REVENUE

BC Gaming Commission	7,000.00
Technology Grant	0.00
Human Resources Development Canada	3,515.00
The Greenwood Improvement Society	0.00
Kootenay Library Federation Grant	822.49
Other Specified Use Grants	0.00
BC Library Coop - Top up Tech	0.00
TOTAL NON OPERATING REVENUE	<u>11,337.49</u>

SPECIFIED USE REVENUE

Law Matters	2,500.00
Phoenix Foundation	0.00
The Greenwood Improvement Society	1,323.17
West Boundary Community Forest	4,150.00
Heritage CU	0.00
TOTAL SPECIFIED USE REVENUE	<u>7,973.17</u>

Specified

Reading Link Challenge	0.00
Specified Group Total	0.00

TOTAL REVENUE	69,942.56
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EXPENSE**Expenses**

Wages	20,800.86
CPP Expense	886.64
EI Expense	460.07
Casual Labour	202.50
Administration Expense	13,949.41
Books	6,962.23
Online Databases	402.15
Magazine Subscriptions	130.27
Fortis Electricity	1,819.61
Computer Equipment and Repair	594.84
Craft Fair Expenses	0.00
Shaw Phone	127.52
Bake Sale Expenses	0.00
Mask Expense	0.00
Bottle Drive Exp	251.49
Covid Related Expenses	709.11
Repairs and Maintenance	12.24
Quilt Raffle Expense	0.00
Evergreen Expense	740.54
Office Supplies	272.64
Postage Paid	1,707.12
Security Monitoring	299.94
Book Supplies	479.75
Dues and Memberships	246.47
Janitorial Supplies and Expense	1,244.80
Photocopier & Printer Expenses	179.46
Honorariums Paid	200.00
Advertising	89.82
Summer Reading Club Expense	175.10
Website Expenses	266.30
Miscellaneous Expense	0.00
WCB Expense	93.71
Shaw (Internet)	945.60
Professional Services	0.00
Story Time Expense	0.00
Reading Link Challenge	0.00
Interlibrary Loan Expense	0.00

Building Rent	10.00
STEAM	0.00
The Greenwood Improvement Society	1,305.50
Phoenix Foundations	0.00
Law Matters	1,500.00
West Boundary Community Forest	0.00
Technology Grant Expenses	5,333.89
Heritage Credit Union grant expense	0.00
KLF Expeniture	0.00
Computer Maintenance	0.00
Book Sale Expense	0.00
GST Paid	362.95
GST Paid - Books	338.81
PST Paid	0.00
TOTAL EXPENSES	<u>63,101.34</u>
 TOTAL EXPENSE	 <u>63,101.34</u>
 NET INCOME	 <u><u>6,841.22</u></u>

Generated On: 04/04/2022

Greenwood Public Library
Balance Sheet As at 12/31/2021

ASSET

ASSETS

Bank - General	14,785.32
Bank - Gaming	1,631.55
Bank - High Interest Savings	28,742.64
Petty Cash	60.00
GST Receivable	266.82
Heritage Credit Union Shares	66.60
GST Receivable - Books	157.04
TOTAL ASSETS	45,709.97

TOTAL ASSET	45,709.97
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LIABILITY

LIABILITIES

CPP Payable	3.00
GST	120.00
TOTAL LIABILITIES	123.00

TOTAL LIABILITY	123.00
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EQUITY

EQUITY

Beginning Balance Start of Year	41,029.90
Net Surplus (Defecit)	4,557.07
TOTAL EQUITY	45,586.97

TOTAL EQUITY	45,586.97
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LIABILITIES AND EQUITY	45,709.97
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Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2021

The **Greenwood and District Public Library Association** has no long term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2021

Greenwood and District Public Library Association has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Schedule of Remuneration and Expenses

Financial Information Act - Statement of Financial Information

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Fiscal Year Ended: December 31, 2021

Table 1 – Total Remuneration & Total Expenses

	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
Board Members		
1) Susan Harris - Chair	0	0
2) Roegan Lloyd – Vice Chair	0	0
3) Lori Huberman	0	0
4) David Evas	0	0
5) Gerri Hollett	0	0
Total Board Members	\$	\$

Detailed Employees Exceeding \$75,000		
1)	\$	\$
2)	\$	\$
3)	\$	\$
Total Detailed Employees Exceeding \$75,000	\$	\$

Total Employees Equal to or Less Than \$75,000	\$20800.86	\$
Consolidated Total* (Sum of column)	\$20800.86	\$

Table 2 – Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada Pension Plan and Employment Insurance	DO NOT USE	\$1346.71
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* A Reconciliation to the financial statements is required, and any variance must be explained.

* The Total Remuneration column and the Total Expenses Column **MUST REMAIN SEPARATE** throughout the form.

Reconciliation of Remuneration and Expenses

Total Remuneration		\$ 20800.86
Reconciling Items		
	Item 1	\$1346.71
	Item 2	\$ 0
	Item 3	\$ 0
	Item 4	\$ 0
Total Per Statement of Revenue and Expenditure Variance*		\$ 21147.57
		\$ 0

Total is incorrect - s/b \$22,147.57

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2021

There were no severance agreements made between (**Greenwood and District Public Library Association**) Library and its non-unionized employees during fiscal year _____.

These agreements represent from _____ to _____ months' compensation.

Schedule of Changes in Financial Position

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2021

A Statement of Changes in Financial Position has not been prepared because this information is provided in the Financial Statements.

Schedule of Payments Made For the Provision of Goods and Services

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library

Fiscal Year Ended: December 31, 2021

Name of Individual, Firm or Corporation	Total Amount Paid During Fiscal Year
1)	\$
2)	\$
3)	\$
Total (Suppliers with payments exceeding \$25,000)	\$
Total (Suppliers where payments are \$25,000 or less)	\$40751.27
Consolidated Total	\$40751.27

Reconciliation of Goods and Services

Total of Suppliers with Payments Exceeding \$25,000		\$ 0
Consolidated Total of Supplier Payments of \$25,000 or Less		\$ 40751.27
Reconciling Items		
	Wages	\$20800.86
	CCP	\$ 886.64
	EI	\$ 460.07
	Casual Labour	\$ 202.5
Total Per Statement of Revenue and Expenditure		\$ 63101.34
Variance*		\$ 0