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### Financial Information Act - Statement of Financial Information

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2021

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## Submission Checklist

### Financial Information Act - Statement of Financial Information

**Library Name:** Lillooet Area 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 <sup>1</sup> financial statements)
d)	<input checked="" type="checkbox"/>	Statement of assets and liabilities (audited <sup>1</sup> financial statements)
e)	<input checked="" type="checkbox"/>	Schedule of debts (audited <sup>1</sup> 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 checked="" 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 checked="" 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.

<sup>1</sup> 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.

**Board Approval Form**

**Financial Information Act - Statement of Financial Information**

NAME OF LIBRARY <i>Lillooet Area Library Association</i>	FISCAL YEAR END (YYYY) December 31, 2021
LIBRARY ADDRESS 930 Main Street, PO Box 939	TELEPHONE NUMBER 250-256-7944
CITY Lillooet	PROVINCE British Colombia
	POSTAL CODE V0K 1V0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Jane Duber	TELEPHONE NUMBER 250-256-7944
NAME OF THE LIBRARY DIRECTOR Toby Mueller	TELEPHONE NUMBER 250-256-7944

**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 the Lillooet Area Library Association as required under Section 2 of the Financial Information Act.*

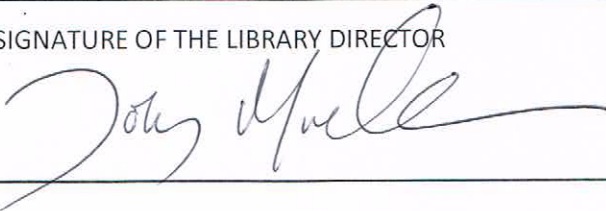
SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD\*



DATE SIGNED (DD-MM-YYYY)

30-03-2022

SIGNATURE OF THE LIBRARY DIRECTOR



DATE SIGNED (DD-MM-YYYY)

30-03-2022

## Management Report

### Financial Information Act - Statement of Financial Information

Library Name: Lillooet Area 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.

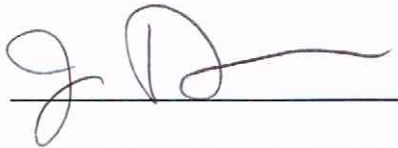
The Board of the Library is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

On behalf of [Library name]

Name, Chairperson of the  
Library Board [Print]

Jane Duber

Signature,  
Chairperson of the Library  
Board

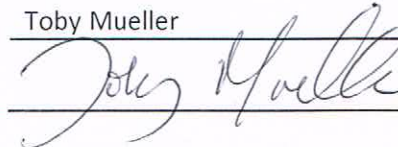


Date  
(MM-DD-YYYY) 03-30-2022

Name,  
Library Director [Print]

Toby Mueller

Signature,  
Library Director



Date  
(MM-DD-YYYY) 03-30-2022

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Financial Statements**  
**Year Ended December 31, 2021**

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Index to Financial Statements**  
**Year Ended December 31, 2021**

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## COMPILATION ENGAGEMENT REPORT

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On the basis of information provided by management, I have compiled the statement of financial position of Lillooet Area Library Association as at December 31, 2021 and the statements of revenues and expenditures and changes in fund balances for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial statements.

Management is responsible for the accompanying financial statements, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I have not performed an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Lillooet, British Columbia  
February 14, 2022

Debra Neufeld, CPA  
Chartered Professional Accountant

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Financial Position**  
**December 31, 2021**

	Operating Fund 2021 \$	Capital Fund 2021 \$	Total 2021 \$	Total 2020 \$
<b>ASSETS</b>				
<b>CURRENT</b>				
Cash	149,562	-	149,562	173,778
Term deposits	253,068	156,834	409,902	402,045
Accounts receivable	4,937	-	4,937	8,757
Prepaid expenses	5,411	-	5,411	-
	412,978	156,834	569,812	584,580
<b>EQUIPMENT (Net)</b>	20,838	-	20,838	28,693
	433,816	156,834	590,650	613,273
<b>LIABILITIES AND FUND BALANCES</b>				
<b>CURRENT</b>				
Accounts payable	10,018	-	10,017	6,408
<b>DEFERRED INCOME</b>	62,035	-	62,035	82,479
	72,053	-	72,052	88,887
<b>FUND BALANCES</b>	361,763	156,834	518,598	524,386
	433,816	156,834	590,650	613,273

**ON BEHALF OF THE BOARD**

Regan Dixon  
Regan Dixon (Feb 17, 2022 11:31 PST)

Director

Betty Weaver  
Betty Weaver (Feb 16, 2022 09:36 PST)

Director



**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Revenues and Expenditures**  
**Year Ended December 31, 2021**

	Operating Fund 2021 \$	Capital Fund 2021 \$	Total 2021 \$	Total 2020 \$
<b>REVENUES</b>				
Municipal tax support	162,725	-	162,725	168,287
Regional district tax support	80,778	-	80,778	80,778
Provincial operating grants	14,406	-	14,406	14,406
Federal grants	17,026	-	17,026	15,302
Provincial library grants	26,879	-	26,879	26,865
Library revenues	4,579	-	4,579	4,018
Donations and fundraising	7,334	-	7,334	2,852
Interest	4,651	3,391	8,042	6,275
Project grants	111,116	-	111,116	83,062
	429,494	3,391	432,885	401,845
<b>EXPENSES</b>				
Advertising and promotion	2,750	-	2,750	2,574
Amortization	7,854	-	7,854	8,998
Book and audio visual collection	31,548	-	31,548	37,780
Conferences and training	3,713	-	3,713	1,206
Interest and bank charges	501	-	501	439
Library facilities	53,126	-	53,126	47,957
Licenses, dues and fees	1,256	-	1,256	1,407
Other projects	111,768	-	111,768	83,944
Professional fees	5,628	-	5,628	5,429
Repairs and maintenance	2,049	-	2,049	2,908
Salaries and wages	188,644	-	188,644	174,015
Special events	1,868	-	1,868	334
Supplies	11,524	-	11,524	16,346
Tech support	5,070	-	5,070	4,956
Telephone	8,387	-	8,387	8,683
Travel	2,988	-	2,988	1,079
	438,674	-	438,674	398,055
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	(9,180)	3,391	(5,789)	3,790

See notes to the financial statements

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Changes in Fund Balances**  
**Year Ended December 31, 2021**

	2020 Balance \$	Excess or Deficiency of revenues over expenses \$	Contributions \$	Withdrawals \$	2021 Balance \$
Operating Fund	370,943	(9,180)	-	-	361,763
Capital Fund	153,443	3,391	-	-	156,834
	524,386	(5,789)	-	-	518,597

	2019 Balance \$	Excess or Deficiency of revenues over expenses \$	Contributions \$	Withdrawals \$	2020 Balance \$
Operating Fund	370,984	(41)	-	-	370,943
Capital Fund	149,612	3,831	-	-	153,443
	520,596	3,790	-	-	524,386

Excess revenue in the capital fund are interest amounts gained on the term deposits.

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Notes to Financial Statements**  
**Year Ended December 31, 2021**

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1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Lillooet Area Library Association as at December 31, 2021 and the statements of revenues and expenditures and changes in fund balances for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Accounts receivable less an allowance for doubtful accounts.
  - Property and equipment are amortized over their estimated useful life.
  - Accounts payable and accrued liabilities.
-

**Schedule of Debt**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2021

The **Lillooet Area Library Association** has no long term debt.

**Schedule of Guarantee and Indemnity**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2021

The Lillooet Area 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

Library Name: Lillooet Area Library Association

Fiscal Year Ended: December 31, 2021

**Table 1 – Total Remuneration & Total Expenses**

	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
<b>Board Members</b>		
1) Jessica Johnson	\$	\$ 240
2)	\$	\$
3)	\$	\$
<b>Total Board Members</b>	<b>\$</b>	<b>\$</b>

<b>Detailed Employees Exceeding \$75,000</b>		
1)	\$	\$
2)	\$	\$
3)	\$	\$
<b>Total Detailed Employees Exceeding \$75,000</b>	<b>\$</b>	<b>\$</b>

\$160 variance from next page total wages - immaterial

<b>Total Employees Equal to or Less Than \$75,000</b>	<b>\$201,977</b>	<b>\$2,988</b>
<b>Consolidated Total* (Sum of column)</b>	<b>\$</b>	<b>\$</b>

**Table 2 – Total Employer Premium to Receiver General for Canada**

<b>Total Employer Premium for Canada Pension Plan and Employment Insurance</b>	<b>DO NOT USE</b>	<b>\$12,466</b>
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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**

<b>Total Remuneration</b>		<b>\$217,431</b>
<b>Reconciling Items</b>		
	1. CPP Expense	\$7,897
	2. EI Expense	\$4,569
	3. Employee Benefits	\$2,826
	4. Salaries and Wages	\$173,351
	5. Special project wages and benefits	\$28,786
<b>Total Per Statement of Revenue and Expenditure</b>		<b>\$188,644</b>
<b>Variance*</b>		<b>\$ 28,786</b>

Variance is equal to item 5, \$28,786. These are special project wages and benefits, included in Other Projects amount \$111,768 on the Statement of Revenue and Expenses.

**Statement of Severance Agreements**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2021

There were no severance agreements made between the Lillooet Area Library Association and its non-unionized employees during fiscal year 2021.



**Schedule of Changes in Financial Position**

**Financial Information Act - Statement of Financial Information**

**Library Name:** Lillooet Area 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:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2021

<b>Name of Individual, Firm or Corporation</b>	<b>Total Amount Paid During Fiscal Year</b>
1) District of Lillooet	\$43,627
2)	\$
3)	\$
<b>Total (Suppliers with payments exceeding \$25,000)</b>	<b>\$43,627</b>
<b>Total (Suppliers where payments are \$25,000 or less)</b>	<b>\$169,762</b>
<b>Consolidated Total</b>	<b>\$213,389</b>

**Reconciliation of Goods and Services**

<b>Total of Suppliers with Payments Exceeding \$25,000</b>		<b>\$ 43,627</b>
<b>Consolidated Total of Supplier Payments of \$25,000 or Less</b>		<b>\$ 169,762</b>
<b>Reconciling Items</b>		
	Item 1 Wages and benefits	\$ 188,644
	Item 2 Special project Wages and Benefits	\$ 28,787
	Item 3 Amortization expense	\$ 7,854
	Item 4	\$ 0
<b>Total Per Statement of Revenue and Expenditure</b>		<b>\$438,674</b>
<b>Variance*</b>		<b>\$0</b>