TABLE OF CONTENTS

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

Documents are in the following order:

- 1) Table of Contents
- 2) Financial Information Act Submission Checklist
- 3) Board Approval Form
- 4) Management Report
- 5) Financial Statements
 - a. Statement of Revenue and Expenditures
 - b. Statement of Assets and Liabilities
- 6) Schedule of Debt
- 7) Schedule of Guarantee and Indemnity Agreements
- 8) Schedule of Remuneration and Expenses
- 9) Statement of Severance Agreements
- 10) Statement of Changes in Financial Position
- 11) Schedule of Payments for the Provision of Goods and Services

Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

a)	Х	Approval of Statement of Financial Information
b)	v	A Management Report signed and dated by the Library Board and
D)	Х	Library Director
		An operational statement including:
	х	i) Statement of Income
c)	X	ii) Statement of Changes in Financial Position, or, if omitted, an
	Λ	explanation in the Notes to the Financial Statements (audited ¹
		financial statements)
d)	Х	Statement of assets and liabilities (audited ¹ financial statements)
		Schedule of debts (audited ¹ financial statements) If there is no debt,
e)	Х	or if the information is found elsewhere in the SOFI, an explanation
		must be provided in the Schedule.
		Schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. If
f)	Х	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:
	х	i) An alphabetical list of employees (first and last names) earning
	x	over \$75,000
	x	ii) Total amount of expenses paid to or on behalf of each
	~	employee under 75,000
	х	iii) If the total wages and expenses differs from the audited
g)	^	financial statements, an explanation is required
97		iv) A list, by name and position, of Library Board Members with
	Х	the amount of any remuneration paid to or on behalf of the
		member.
		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.

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.

Statements, an explanation is required	h)	x	Schedule of Payments for the Provision of Goods and Services including: 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.

Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY		FISCAL YEAR END (YYYY)		
McBride & District Public Library LIBRARY ADDRESS PO Box 489		December 31, 2022		
				250-569-2411
		CITY	PROVINCE	POSTAL CODE
McBride	BC	VOJ 2EO		
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD		TELEPHONE NUMBER		
Harold Edwards		250-569-2411		
NAME OF THE LIBRARY DIRECTOR		TELEPHONE NUMBER		
Abigail Ward		250-569-2411		

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 December 31, 2022 for McBride & District Public

Library as required under Section 2 of the Financial Information Act.

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD*

Hall GMA

SIGNATURE OF THE LIBRARY DIRECTOR

ALMES

DATE SIGNED (DD-MM-YYYY) 04 -05 - 202 <u>3</u> DD-MM-YYYY

DATE SIGNED (DD-MM-YYYY)

04-05-2023 DD-MM-YYYY

Management Report

Financial Information Act - Statement of Financial Information

Library Name:McBride & District Public LibraryFiscal YearDecember 31, 2022

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 McBride & District Public Library

Name. Chairperson of the Library Board [Print] Signature,	Harold Edwards	Date	
Chairperson of the Library Board	Hall VER	(MM-DD- YYYY)	05-04-2023
Name, Library Director [Print]	ABI WARD		

Signature, Library Director

Date (MM-DD-YYYY)

05-64-2023

McBride & LSRR Combined 2022 Expenses

	McBride	LSRR	Combined
Expenses	Budget Spent	Budget Spent	Budgets
-	12-31-2022	12-31-2022	12-31-2022
Administrative Expense:			
Ads & Promotions	\$1,130.00		\$1,130.00
Bank Charges	\$375.96	\$50.00	\$425.96
Computer & Software Expenses	\$945.38	 \$0.00	 \$945.38
Technical Administration	\$0.00	\$0.00	\$0.00
Library & Office Supplies	\$1,800.37	\$23.53	\$1,823.90
Memberships	\$724.97		\$724.97
Office Equipment Expense	\$2,300.35		\$2,300.35
Postage & Freight	\$2,118.44	\$75.40	\$2,193.84
Professional Fees	\$0.00	\$750.00	\$750.00
Total Administrative Expense	\$9,395.47	 \$898.93	 \$10,294.40
Building Expense			
Building Repair/Maint Library	\$832.68		\$832.68
Hydro – Library – 521 Main	\$7,834.01		\$7,834.01
Insurance	\$4,209.00	\$205.00	 \$4,414.00
Janitorial	\$4,000.00	\$600.00	\$4,600.00
Grounds Maintenance	\$348.63		\$348.63
Telephone - Library	\$963.00		\$963.00
Utilities -521 Main	\$444.21		\$444.21
Utilities – 501 & 511 Main	\$309.95		\$309.95
Taxes – 501 & 511 Main	\$1,386.25		\$1,386.25
Total Building Expense	\$20,327.73	\$805.00	\$21,132.73
Labour			
Wages	\$126,203.59	\$8,734.89	\$134,938.48
EI, & CPP Expense	\$6,773.06	\$274.54	\$7,047.60
WCB Expense	\$286.49	\$19.76	\$306.25
Health Benefits	\$3,000.00		\$3,000.00
Payroll Expense Total	\$136,263.14	\$9,029.19	\$145,292.33
Operating Expense			
Audio/Visual Purchases	\$2,295.95		\$2,295.95
Automation Software Support	\$745.50		\$745.50
Book Purchases	\$12,626.52	\$319.89	\$12,946.41
Internet Total Expense	\$1,502.28	\$868.04	\$2,370.32
Web Maintenance	\$460.75		\$460.75
Magazine Purchases	\$859.95	\$205.82	\$1,065.77
Subscriptions	\$1,177.82	\$67.00	\$1,244.82
Library Programming Expenses	\$492.70	\$83.27	\$575.97
Total Operating Expense	\$20,161.47	\$1,544.02	\$21,705.49
Miscellaneous Expense			
Depreciation - Computers	\$177.37		\$177.37
Depreciation - Office Equipment	\$412.62		\$412.62
Education/Training Total	\$298.37		\$298.37
Equipment/Furniture Purchases	\$0.00		\$0.00
Miscellaneous Expense	\$40.10		 \$40.10
Gifts/Donations	\$22.00		 \$22.00
Library Bursary	\$200.00		 \$200.00
Travel Expense Total	\$1,469.41	\$100.00	 \$1,569.41
X-fer to Reserve Accts.	\$41,536.61	\$2,325.00	 \$43,861.61
	\$44,156.48	\$2,425.00	\$46,581.48
Total Miscellaneous Expense	344,130.40	 φ L)4L3100	 φ+0)00±1+0

McBride & LSRR Combined 2022 Revenue

	McBride		LSRR		Combined
Revenue	Revenue		Revenue		Revenue
	12-31-2022				
	12-31-2022		12-31-2022		12-31-2022
Grant Revenue					
Regional District Grant	\$166,047.00		\$14,705.00		\$180,752.00
Regional District Grant-in-aid					
Provincial Book Grant	\$6,608.00				
Resource Sharing Grant	\$2,350.00				
Student Grant – Federal	\$2,193.00				
NCLF Grant	\$1,356.72				
Equity Grant	\$2,242.00				
Provincial Grant	\$6,350.00				
Miscellaneous Grant	\$28,227.91				
Total Grant Revenue	\$215,374.63	\$0.00	\$14,705.00	\$0.00	\$230,079.63
Other Revenue					
Other Revenue Donations	\$7,880.20				
	\$7,880.20 \$442.00				
Donations					
Donations Fines	\$442.00				
Donations Fines Book Sales	\$442.00 \$501.00				
Donations Fines Book Sales Photocopy Expense Recovery	\$442.00 \$501.00 \$2,065.50				
Donations Fines Book Sales Photocopy Expense Recovery Temporary Library Cards	\$442.00 \$501.00 \$2,065.50 \$80.00				
Donations Fines Book Sales Photocopy Expense Recovery Temporary Library Cards Interest Income	\$442.00 \$501.00 \$2,065.50 \$80.00 \$2,163.22				
Donations Fines Book Sales Photocopy Expense Recovery Temporary Library Cards Interest Income Meeting Room Rental	\$442.00 \$501.00 \$2,065.50 \$80.00 \$2,163.22 \$200.00				
Donations Fines Book Sales Photocopy Expense Recovery Temporary Library Cards Interest Income Meeting Room Rental LSRR Expense Recovery	\$442.00 \$501.00 \$2,065.50 \$80.00 \$2,163.22 \$200.00 \$800.00		\$0.00		\$14,929.66

McBride & LSRR Combined Balance Sheets 2022

	McBride	LSRR	Combined
Balance Sheets			
	12-31-2022	12-31-2022	12-31-2022
Current Assets			
Petty Cash	\$50.00		\$50.00
Bank Account	\$55,512.16	\$15,926.84	\$71,439.00
Savings Account	\$60,923.63		
241 Dominion Investment GIC	\$68,378.79		\$68,378.79
Investment Account	\$97,976.40		\$97,976.40
Accounts Receivable	-\$577.30		-\$577.30
GST Receivable	\$3,311.54	\$53.48	\$3,365.02
Total Current Assets	\$285,575.22	\$15,980.32	\$301,555.54
Fixed Assets			
Computer Equipment	\$40,241.58	\$1,153.11	\$41,394.69
Computer Equipment: Depreciation	-\$39,460.04	-\$1,153.11	-\$40,613.15
Office Equipment	\$20,577.60		\$20,577.60
Office Equipment: Depreciation	-\$18,371.43		-\$18,371.43
Total Fixed Assets	\$2,987.71	\$0.00	\$2,987.71
Total Assets	\$288,562.93	\$15,980.32	\$304,543.25
Current Liabilities	¢0.00		±0.00
Accounts Payable	\$0.00		\$0.00
New Horizons-Senior Grant	\$14,450.02		\$14,450.02
Decoda Literacy Grant One-Time Tech Grant	\$9,948.94 \$3,579.63		\$9,948.94 \$3,579.63
NCLF-Covid Grant	\$255.25		
CPP Payable	\$255.25		\$255.25
El Payable	\$0.00		\$0.00
Income Tax Payable	\$0.00		\$0.00
WCB Payable	\$342.12	\$23.61	\$365.73
Total Current Liabilities	\$28,575.96	\$23.61	
Total Current Liabilities	\$28,575.90	\$23.01	\$28,599.57
Other Liabilities			
Building/Repair Maintenance Account	\$46,311.65		\$46,311.65
Computer/Software Replacement Acct	\$6,034.33		\$6,034.33
Office Equipment Replacement Acct	\$15,179.53		\$15,179.53
521 Main Infrastructure Reserve	\$68,378.79		\$68,378.79
Library Operating Reserve	\$68,127.07	\$9,887.00	\$78,014.07
Outdoor Development Reserve	\$14,798.99		\$14,798.99
Emergency Preparedness Reserve	\$2,854.10		
Total Other Liabilities	\$221,684.46	\$9,887.00	\$231,571.46
Total Liabilities	\$250,260.42	\$9,910.61	\$260,171.03
Capital Reserves	┥───┤───		
Capital	\$38,302.51	\$6,066.85	\$44,369.36
Current Change in Capital	\$36,502.51	\$0,000.85	\$44,369.36
Total Equity	\$38,302.51	\$6,069.71	\$44,372.22
Liabilities & Equity	\$288,562.93	\$15,980.32	\$304,543.25

McBride & District Public Library December 31. 2022 Notes to the Financial Information

Our financial information is prepared on an accrual basis. Our numbers are based on historical costs.

We depreciate computers over a 3-year period and furniture and equipment over a 10- year period using the straight line depreciation method. Costs under \$200 are expensed in the year of purchase.

Separate books are kept for the McBride Public Library and its small branch, the Lena Schultz Reading Room, located in Dome Creek, BC. The financial statements have been combined for this report.

The difference between income and expenses was allocated to our Operating Reserve.

Lots 501 & 511 are owned by the Valley Museum and Archives Society. A legal agreement allocates one of these lot for library usage. The costs (utilities and taxes) are shared between the Museum and the Library. This year saw the significant beginning of an outdoor park area adjacent to the library on this lot. This outdoor park area extends our children's and meeting room areas. Three grants were obtained to finance this outdoor area and some money and work remains.

These accompanying notes are an integral part of these financial statements.

Lena Schultz Reading Centre Income Statement 1/1/2022 to 12/31/2022 REVENUE		
GRANT REVENUE Regional District Dome Creek Grant TOTAL GRANT REVENUE		14705 14705
TOTAL REVENUE		14705
EXPENSE	-	
ADMINISTRATIVE EXPENSE Bank Charges Library & Office Supplies Postage & Freight McBride Support Expenses TOTAL ADMINISTRATIVE EXPENSE		50 23.53 75.4 750 898.93
BUILDING EXPENSE Insurance Janitorial TOTAL BUILDING EXPENSE		205 600 805
LABOUR EXPENSE Payroll EI Expense Payroll CPP Expense Payroll Wages Expense - Staff Payroll WCB Expense Payroll Expense Total TOTAL LABOUR EXPENSE	193.3 81.24 8734.89 19.76	9029.19 9029.19
OPERATING EXPENSE Books & Audio/Visual Purchases Internet Expense Magazine Purchases Subscriptions Programming TOTAL OPERATING EXPENSE		319.89 868.04 205.82 67 83.27 1544.02
MISCELLANEOUS EXPENSE Travel Expense X-fer to Replacement Accounts TOTAL MISCELLANEOUS EXPENSE		100 2325 2425
TOTAL EXPENSE		14702.14
NET INCOME	-	2.86

=========

Generated On: 4/29/2023

McBride & District Public Library Income Statement 1/1/2022 to 12/31/2022 REVENUE

GRANT REVENUE Regional District Grant Provincial Book Grant Resource Sharing Grant Student Grant - Federal NCLF Grant Equity Grant Provincial One Card Grant Miscellaneous Grant TOTAL GRANT REVENUE		166047 6608 2350 2193 1356.72 2242 6350 28227.91 215374.63
OTHER REVENUE Donations Fines Book Sales Photocopy/Printer Expense Recovery Temporary Library Cards Meeting Room Expenses Recovery Reading Room Expense Recovery Interest Income Fundraising Revenue TOTAL OTHER REVENUE		7880.2 442 501 2065.5 80 200 800 2163.22 797.74 14929.66
TOTAL REVENUE		230304.29
EXPENSE	-	
ADMINISTRATIVE EXPENSE Ads & Promotions Bank Charges Computer & Software Expense Library & Office Supplies Memberships Office Equipment Expenses Postage & Freight TOTAL ADMINISTRATIVE EXPENSE		1130 375.96 945.38 1800.37 724.97 2300.35 2118.44 9395.47
BUILDING EXPENSE Building Repair/Maint Library		832.68

521 Main Utilities 501 & 511 Main Utilities Taxes on 501 & 511 Main TOTAL BUILDING EXPENSE		444.21 309.95 1386.25 20327.73
LABOUR EXPENSE Health Benefit Expense - ILL Assit Health Benefit Expense - BkkpAssit Health Benefit Expenses - Librarian Health Benefit Expense Total One-time Contract Payroll EI Expense Payroll CPP Expenses Payroll Wages Expense - Staff Payroll WCB Expense Payroll Expense Total TOTAL LABOUR EXPENSE	1000 1000 1000 2791.6 3981.46 126203.59 286.49	3000 0 133263.14 136263.14
OPERATING EXPENSE Audio/Visual Purchases Automation Software Support Book Purchases Internet Internet Web Page Internet Total Expense Magazine Purchases Subscriptions/Digital Subscriptions/Physical Library Programming Expenses TOTAL OPERATING EXPENSE	1502.28 460.75	2295.95 745.5 12626.52 1963.03 859.95 1110.82 67 492.7 20161.47
MISCELLANEOUS EXPENSE Acc Dep Expense - Computers Acc Dep Expense - Office Equipment Education/Training - Staff Education/Training - Trustees Education/Training Total Gifts/Donations McBride Library Bursary Miscellaneous Expense Travel Expense - Staff Travel Expense - Trustees Travel Expense - Trustees Travel Expense Total X-fer to Reserve Accounts TOTAL MISCELLANEOUS EXPENSE	273.37 25 1184.7 284.71	177.37 412.62 298.37 22 200 40.1 1469.41 41536.61 44156.48
	-	230304.29
NET INCOME		0

Generated On: 5/3/2023

	15926.84 53.48 15980.32
1153.11 -1153.11	0 0
_	15980.32
-	
0 0 0	0 23.61 23.61
	9887 9887
	9910.61
-	<u> </u>
	6066.85 2.86 6069.71
	6069.71
-	15980.32
	-1153.11 = 0 0 0 0 -

Generated On: 4/29/2023

McBride & District Public Library Balance Sheet As At 12/31/2022 ASSETS

CURRENT ASSETS Petty Cash Scotia Bank Account Scotia Bank Savings 241 Dominion Investment GIC Investment Accounts Total Cash Accounts Receivable GST Receivable TOTAL CURRENT ASSETS	50 55512.16 60923.63 68378.79 97976.4	282840.98 -577.3 3311.54 285575.22
FIXED ASSETS Computer Equipment Accum Depred: Computer Equipment Net: Computer Equipment Office Equipment/Furniture Accum Deprec - Office Equip/Furn Net: Office Equipment/Furniture TOTAL FIXED ASSETS	40241.58 -39460.04 20577.6 -18371.43	781.54 2206.17 2987.71
TOTAL ASSETS LIABILITIES	=	288562.93
CURRENT LIABILITIES Accounts Payable New Horizons-Seniors Grant Decoda Literacy Grant One-Time Tech Grant NCLF-Covid Grant CPP Payable El Payable Income Tax Payable Total Receiver General Payable WCB Payable TOTAL CURRENT LIABILITIES	0 0 0	0 14450.02 9948.94 3579.63 255.25 0 342.12 28575.96
OTHER LIABILITIES Building Maintenance Reserve Computer/Software Reserve Office Equip. & Furniture Reserve 521 Main Infrastructure Reserve Library Operating Reserve Outdoor Development Reserve Emergency Preparedness Reserve		46311.65 6034.33 15179.53 68378.79 68127.07 14798.99 2854.1

TOTAL OTHER LIABILITIES	221684.46
TOTAL LIABILITIES	250260.42
EQUITY	
CAPITAL RESERVES Capital Current Change in Capital TOTAL CAPITAL RESERVES	38302.51 0 38302.51
TOTAL EQUITY	38302.51
LIABILITIES AND EQUITY	288562.93

Generated On: 4/29/2023

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

The McBride & District Public Library has no long term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

McBride & District Public Library 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:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

Table 1 - Total Remuneration & Total Expenses

	Total	Total Expenses
	Remuneratio	(Reimbursement
	n	for
	(Wages/Sala	Conferences/Mileag
	ries)	e etc.)
Board Members	incs/	
1)	\$	\$
2)	\$	\$
3)	\$	\$
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	\$ 134,938.48	\$ 1569.41
Consolidated Total* (Sum of column)	\$ V	\$

Table 2 - Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada		
Pension Plan and Employment	DO NOT USE	\$ 7047.60
Insurance		

* 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		\$ 134,938.48
Reconciling Items		
	EI, CPP WCB Health Benefit	\$ 7047.60 \$ 306.25 \$ 3000.00
Total Per Statement of Revenue and Expenditure		\$ 145,292.33
Variance*		\$ 0

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	<u>December 31, 2022</u>

There were <u>0</u> severance agreements made between McBride & District Public Library and its non-unionized employees during fiscal year 2022.

Schedule of Changes in Financial Position

Financial Information Act - Statement of Financial Information

Library Name:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

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:	McBride & District Public Library
Fiscal Year Ended:	December 31, 2022

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)	\$ 53,493.09
Consolidated Total	\$ 53,493.09

Reconciliation of Goods and Services

Total of Suppliers with Payments Exceeding \$25,000		\$ 0
Consolidated Total of Supplier Payments of \$25,000 or Less		\$ 53,493.09
Reconciling Items		
	Amortization	\$ 589.99
	Travel	\$ 1569.41
	Payroll	\$ 145,292.33
	Bursary	\$ 200
	X-fer to Reserves	\$ 43,861.61
Total Per Statement of Revenue and Expenditure		\$ 245,006.43
Variance*		\$ 0