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Financial Information Act - Statement of Financial Information

Library Name: _____

Fiscal Year Ended: _____

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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: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

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.
		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.
g)	<input checked="" type="checkbox"/>	Schedule of Remuneration and Expenses, including:
		i) An alphabetical list of employees (first and last names) earning over \$75,000
		ii) Total amount of expenses paid to or on behalf of each employee under 75,000
		iii) If the total wages and expenses differs from the audited financial statements, an explanation is required
		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.
		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.
h)	<input checked="" type="checkbox"/>	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.

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

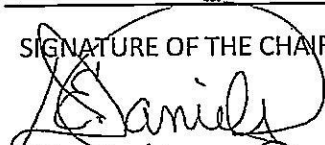
NAME OF LIBRARY Fraser Lake Public Library Association	FISCAL YEAR END (YYYY) 2022	
LIBRARY ADDRESS 228 Endako Ave. (box 520)	TELEPHONE NUMBER 250-699-8888	
CITY Fraser Lake	PROVINCE BC	POSTAL CODE V0J 1S0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Evelyn Daniels	TELEPHONE NUMBER 2506990035	
NAME OF THE LIBRARY DIRECTOR Audrey Fennema	TELEPHONE NUMBER 2506991022	

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 2022 for Fraser Lake Public Library Association as required under Section 2 of the Financial Information Act.

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD*

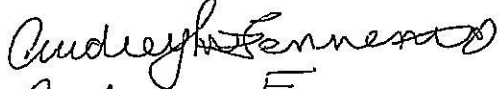
DATE SIGNED (DD-MM-YYYY)


Evelyn Daniels

DD-MM-YYYY 28-02-2023

SIGNATURE OF THE LIBRARY DIRECTOR

DATE SIGNED (DD-MM-YYYY)


Audrey Fennema

DD-MM-YYYY 28/02/23

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Fraser Lake Public Library Association
Fiscal Year Ended: December 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.

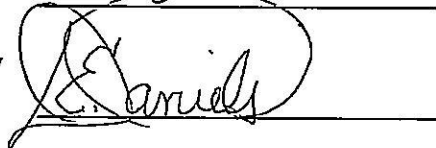
The Board of the Library is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

On behalf of Fraser Lake Public Library Association

Name, Chairperson of the
Library Board [Print]

Evelyn Daniels

Signature,
Chairperson of the Library
Board



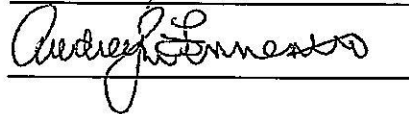
Date
(MM-DD-YYYY)

02/28/23

Name,
Library Director [Print]

Audrey Fennema

Signature,
Library Director



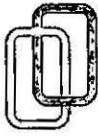
Date
(MM-DD-YYYY)

Feb 28/23

FRASER LAKE PUBLIC LIBRARY ASSOCIATION

Compiled Financial Information

December 31, 2022



**beswick
hildebrandt
lund**

CHARTERED PROFESSIONAL ACCOUNTANTS

COMPILATION ENGAGEMENT REPORT

February 15, 2023

To Management of Fraser Lake Public Library Association

On the basis of information provided by management, we have compiled the statement of financial position of Fraser Lake Public Library Association as at December 31, 2022, the statement of operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information.

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

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

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we 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.

Beswick Hildebrandt Lund

Beswick Hildebrandt Lund
Chartered Professional Accountants
Prince George, British Columbia

Partners

- Allison Beswick CPA, CA
- Norm Hildebrandt CPA, CA
- Robin Lund CPA, CGA
- Dane Soares CPA
- Taylor Turkington CPA

•Denotes professional corporation

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
Prince George BC, Canada V2K 1A1
T: +1 250 564 2515, F: +1 250 562 8722



CHARTERED PROFESSIONAL ACCOUNTANTS

Yours truly,

Beswick Hildebrandt Lund

Beswick Hildebrandt Lund

Acknowledged and agreed on behalf of the management of Fraser Lake Public Library Association.

A handwritten signature in black ink, appearing to read "Audrey Fennema", written over a horizontal line.

Ms. Audrey Fennema

Date January 25, 2023

Partners

Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

Dane Soares, CPA
Taylor Turkington, CPA

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
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T: +1 250 564 2515, F: +1 250 562 8722



CHARTERED PROFESSIONAL ACCOUNTANTS

January 31, 2023

Ms. Audrey Fennema,
Fraser Lake Public Library Association
228 Endako Avenue
Box 520
Fraser Lake, BC
V0J 1S0

Dear Ms. Fennema:

Further to our engagement letter dated January 20, 2023, you acknowledge that you are responsible for:

- a. The final version of the compiled financial information;
- b. Selecting the basis of accounting to be applied in the preparation of the compiled financial information that is appropriate for the intended use;
- c. The accuracy and completeness of the information provided to us; and
- d. Attaching the compilation engagement report when distributing or reproducing the compiled financial information.

If you have any questions about the contents of this letter, please raise them with us. Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, your responsibilities for the compilation engagement.

We appreciate the opportunity of continuing to be of service to your company.

Partners

Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

Dane Soares, CPA
Taylor Turkington, CPA

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
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T: +1 250 564 2515, F: +1 250 562 8722

FRASER LAKE PUBLIC LIBRARY ASSOCIATION

STATEMENT OF FINANCIAL POSITION

December 31, 2022

ASSETS

	<u>2022</u>	<u>2021</u>
CURRENT ASSETS		
Cash	\$ 82,946	\$ 62,960
Prepays	3,713	2,899
Payroll deductions receivable	891	-
GST receivable	<u>766</u>	<u>2,175</u>
	<u>88,316</u>	<u>68,034</u>
 PROPERTY PLANT AND EQUIPMENT		
Collection inventory	62,903	62,903
Shelving	50,000	50,000
Computer equipment	16,000	16,000
Office furniture and equipment	9,273	8,000
Computer software	3,000	3,000
Less: Accumulated amortization	<u>(35,787)</u>	<u>(17,778)</u>
	<u>105,389</u>	<u>122,125</u>
	<u>\$ 193,705</u>	<u>\$ 190,159</u>

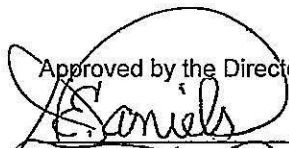
LIABILITIES AND NET ASSETS

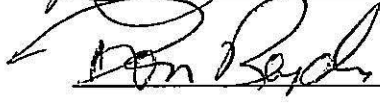
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	<u>\$ 3,123</u>	<u>\$ 2,911</u>

NET ASSETS

GENERAL FUND	85,193	65,123
CAPITAL FUND	<u>105,389</u>	<u>122,125</u>
	<u>190,582</u>	<u>187,248</u>
	<u>\$ 193,705</u>	<u>\$ 190,159</u>

Approved by the Directors:

 Director Evelyn Daniels, Board Chair

 Director Don Ryden, Treasurer

FRASER LAKE PUBLIC LIBRARY ASSOCIATION
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
For the year ended December 31, 2022

	<u>2022</u>	<u>2021</u>
GRANTS AND FUNDING		
Village of Fraser Lake	\$ 63,672	\$ 62,424
Regional District Bulkley Nechako	37,683	36,384
BC Libraries Branch - Literacy/Equi	36,603	6,858
BC Libraries Branch- Per Capita	11,078	11,078
Donations	8,083	32,550
BC Libraries Branch- BC OneCard	7,400	7,400
BC Libraries Branch - Resource Shar	3,786	3,786
Canada - Student Grant - SRC	1,880	3,648
NCLF Literacy Grant	1,308	2,540
NCLF Annual Conference grant	1,000	1,000
Donations in kind	-	10
	<u>172,493</u>	<u>167,678</u>
SALES AND SERVICES		
Book sales old	2,863	736
Computer copies	989	925
Fines	470	563
Lost and damaged books	263	176
Faxes	256	204
Book sales patron	108	219
Photocopies	60	147
Patron cards	25	10
Computer fees	3	-
	<u>5,037</u>	<u>2,980</u>
TOTAL REVENUE	<u>177,530</u>	<u>170,658</u>
EXPENDITURES		
Wages	116,124	106,832
Materials	10,442	661
Supplies	4,597	4,559
Licenses, dues and fees	4,756	3,691
Repairs and maintenance	4,509	3,518
Postage	3,340	1,635
Advertising and promotion	3,302	307
Professional fees	2,868	2,964
Programs and training	2,107	217
Telephone	2,020	1,873
Travel	481	240
Insurance	1,217	1,405
Staff and board appreciation	200	-
Computer expenses	26	1,128
Penalties and interest	198	191
Amortization	18,009	17,778
	<u>174,196</u>	<u>146,999</u>
EXCESS REVENUE FOR THE YEAR	3,334	23,659
NET ASSETS AT BEGINNING OF THE YEAR	<u>187,248</u>	<u>163,589</u>
NET ASSETS AT END OF THE YEAR	<u>\$ 190,582</u>	<u>\$ 187,248</u>

FRASER LAKE PUBLIC LIBRARY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the balance sheet for Fraser Lake Public Library Association as at December 31 2022 and the income statement for the year then ended reflects cash transactions with the addition of:

- GST receivable
- Prepaid expenses as an advance for items that are expected to provide future use
- Property plant and equipment recorded at cost and amortized based on the assets useful life
- Accounts payable and accrued liabilities

FRASER LAKE PUBLIC LIBRARY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the balance sheet for Fraser Lake Public Library Association as at December 31 2022 and the income statement for the year then ended reflects cash transactions with the addition of:

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- Accounts payable and accrued liabilities

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

The **Fraser Lake Public Library Association** has no long-term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

Fraser Lake 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

Library Name: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

Table 1 – Total Remuneration & Total Expenses

	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
Board Members		
1) Not applicable	\$0	\$0
2)	\$	\$
3)	\$	\$
Total Board Members	\$	\$

Detailed Employees Exceeding \$75,000		
1) Not applicable	\$0	\$0
2)	\$	\$
3)	\$	\$
Total Detailed Employees Exceeding \$75,000	\$	\$

Total Employees Equal to or Less Than \$75,000	\$107,926.87	\$0
Consolidated Total* (Sum of column)	\$107,926.87	\$0

Table 2 – Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada Pension Plan and Employment Insurance	DO NOT USE	\$7927.53
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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		107,926.87
Reconciling Items		
	WCB	\$269.82
	CPP	\$5,234.56
	EI	\$ 2,692.970
Total Per Statement of Revenue and Expenditure		\$ 116,124
Variance*		\$ 0

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

There were 0 severance agreements made for the Fraser Lake 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: Fraser Lake Public Library Association

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: Fraser Lake Public Library Association

Fiscal Year Ended: December 31, 2022

Name of Individual, Firm or Corporation	Total Amount Paid During Fiscal Year
1)	\$0
2)	\$0
3)	\$0
Total (Suppliers with payments exceeding \$25,000)	\$0
Total (Suppliers where payments are \$25,000 or less)	\$40,063
Consolidated Total	\$40,063

Reconciliation of Goods and Services

Total of Suppliers with Payments Exceeding \$25,000	\$ 0
Consolidated Total of Supplier Payments of \$25,000 or Less	\$ 40,063
Reconciling Items	
Amortization	\$ 18,009
Wages & Expense	\$ 116,124
Item 3	\$ 0
Item 4	\$ 0
Total Per Statement of Revenue and Expenditure	\$ 174,196
Variance*	\$ 0