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### Financial Information Act - Statement of Financial Information

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2022

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## Submission Checklist

### Financial Information Act - Statement of Financial Information

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2022

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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 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 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.

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<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.

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 <i>Lillooet Area Library Association</i>	FISCAL YEAR END (YYYY) December 31, 2022
LIBRARY ADDRESS PO Box 939, 930 Main Street	TELEPHONE NUMBER 250-256-7944
CITY Lillooet	PROVINCE British Columbia
	POSTAL CODE V0K 1V0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Bain Gair	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 December 31, 2022 for 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)



05-05-2023

SIGNATURE OF THE LIBRARY DIRECTOR

DATE SIGNED (DD-MM-YYYY)



05-05-2023

**Management Report**

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

**Library Name:** Lillooet Area Library Association  
**Fiscal Year Ended:** December 31, 2022


**MANAGEMENT REPORT**

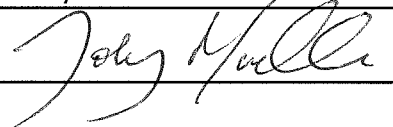
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

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 Lillooet Area Library Association

**Name, Chairperson of the Library Board [Print]** Bain Gair  
**Signature, Chairperson of the Library Board**  **Date (MM-DD-YYYY)** 05-05-2023

**Name, Library Director [Print]** Toby Mueller  
**Signature, Library Director**  **Date (MM-DD-YYYY)** 05-05-2023

**LILLOOET AREA LIBRARY ASSOCIATION**

**Compiled Financial Information**

**Year Ended December 31, 2022**

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Index to Compiled Financial Information**  
**Year Ended December 31, 2022**

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## COMPILATION ENGAGEMENT REPORT

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To the Directors of Lillooet Area Library Association

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, 2022, 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 information ("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.

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 did not perform 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.

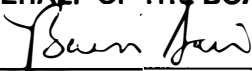
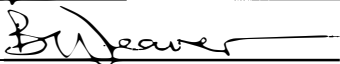
Lillooet, British Columbia  
February 22, 2023

Debra Neufeld, CPA  
Chartered Professional Accountant

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Financial Position**  
**December 31, 2022**

	Operating Fund 2022 \$	Capital Fund 2022 \$	2022 2022 \$	2021 2021 \$
<b>ASSETS</b>				
<b>CURRENT</b>				
Cash	197,284	-	197,284	149,562
Term deposits	254,878	159,724	414,602	409,902
Accounts receivable	41,321	-	41,321	4,938
Prepaid expenses	-	-	-	5,411
	493,483	159,724	653,207	569,813
<b>EQUIPMENT (Net)</b>	15,719	-	15,719	20,839
	509,202	159,724	668,926	590,652
<b>LIABILITIES AND FUND BALANCES</b>				
<b>CURRENT</b>				
Accounts payable	5,878	-	5,878	10,019
<b>DEFERRED INCOME</b>	94,276	-	94,276	62,035
	100,154	-	100,154	72,054
<b>FUND BALANCES</b>	409,048	159,724	568,772	518,598
	509,202	159,724	668,926	590,652

**ON BEHALF OF THE BOARD**

  
 \_\_\_\_\_ Director  
  
 \_\_\_\_\_ Director



**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Revenues and Expenditures**  
**Year Ended December 31, 2022**

	Operating Fund 2022 \$	Capital Fund 2022 \$	2022 2022 \$	2021 2021 \$
<b>REVENUES</b>				
Municipal tax support	217,652	-	217,652	162,725
Regional district tax support	95,141	-	95,141	80,778
Provincial library grants	59,378	-	59,378	26,879
Project grants	37,476	-	37,476	111,116
Federal grants	16,826	-	16,826	17,026
Provincial operating grants	14,406	-	14,406	14,406
Library revenues	8,186	-	8,186	4,579
Interest	1,928	2,890	4,818	8,042
Donations and fundraising	1,855	-	1,855	7,334
	452,848	2,890	455,738	432,885
<b>EXPENSES</b>				
Advertising and promotion	6,378	-	6,378	2,750
Amortization	5,120	-	5,120	7,854
Book and audio visual collection	41,364	-	41,364	31,548
Computers and furniture	8,541	-	8,541	2,049
Conferences and training	2,357	-	2,357	3,713
Interest and bank charges	947	-	947	782
Library facilities	51,492	-	51,492	53,126
Licenses, dues and fees	2,188	-	2,188	976
Other projects	37,476	-	37,476	111,768
Professional fees	6,260	-	6,260	5,628
Salaries and wages	196,973	-	196,973	188,644
Special events	2,493	-	2,493	1,868
Supplies	26,651	-	26,651	11,524
Tech support	5,866	-	5,866	5,070
Telephone	8,918	-	8,918	8,387
Travel	2,542	-	2,542	2,988
	405,566	-	405,566	438,675
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	47,282	2,890	50,172	(5,790)

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Statement of Changes in Fund Balances**  
**Year Ended December 31, 2022**

	2021 Balance \$	Excess of revenues over expenses \$	<b>2022 Balance \$</b>
Operating Fund	361,764	47,282	<b>409,046</b>
Capital Fund	156,834	2,890	<b>159,724</b>
	<b>518,598</b>	<b>50,172</b>	<b>568,770</b>
	2020 Balance \$	Excess of revenues over expenses \$	2021 Balance \$
Operating Fund	370,945	(9,181)	361,764
Capital Fund	153,443	3,391	156,834
	<b>524,388</b>	<b>(5,790)</b>	<b>518,598</b>

**LILLOOET AREA LIBRARY ASSOCIATION**  
**Notes to Compiled Financial Information**  
**Year Ended December 31, 2022**

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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, 2022, and the statements of revenues and expenditures and changes in fund balances for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable and prepaid expenses
  - equipment recorded at historical cost and amortized on a declining balance method
  - accounts payable
  - deferred income
-

**Schedule of Debt**

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

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2022

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 31,2022

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, 2022

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

	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
<b>Board Members</b>		
1) Jessica Johnson	\$	\$345
2) Betty Weaver	\$	\$126
3)	\$	\$
<b>Total Board Members</b>	<b>\$</b>	<b>\$471</b>

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

<b>Total Employees Equal to or Less Than \$75,000</b>	<b>\$198,980</b>	<b>\$2,071</b>
<b>Consolidated Total* (Sum of column)</b>	<b>\$198,980</b>	<b>\$2,542</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>\$14,932</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>		198,980
<b>Reconciling Items</b>		
	Item 1 CPP Expense	\$ 10,503
	Item 2 EI Expense	\$ 4,429
	Item 3 Salaries and Wages	\$ 178,441
	Item 4 Special project wages and benefits	\$ 22,607
	Item 5 Employee Benefits & WCB	3,600
<b>Total Per Statement of Revenue and Expenditure</b>		196,973
<b>Variance*</b>		22,607

\*Variance is equal to item 4 \$22,607 special project wages and benefits included in Other Projects amount \$37,476 on the Income Statement.

**Statement of Severance Agreements**

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

**Library Name:** Lillooet Area Library Association

**Fiscal Year Ended:** December 31, 2022

There was one severance agreement made between the Lillooet Area Library Association and its non-unionized employees during fiscal year 2022.

This agreement represent six weeks compensation.



**Schedule of Changes in Financial Position**

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

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

**Fiscal Year Ended:** December 31, 2022

<b>Name of Individual, Firm or Corporation</b>	<b>Total Amount Paid During Fiscal Year</b>
1) District of Lillooet	\$ 43,875
2)	\$
3)	\$
<b>Total (Suppliers with payments exceeding \$25,000)</b>	<b>\$ 43,875</b>
<b>Total (Suppliers where payments are \$25,000 or less)</b>	<b>\$ 136,991</b>
<b>Consolidated Total</b>	<b>\$ 180,866</b>

**Reconciliation of Goods and Services**

<b>Total of Suppliers with Payments Exceeding \$25,000</b>	\$ 43,875
<b>Consolidated Total of Supplier Payments of \$25,000 or Less</b>	\$ 136,991
<b>Reconciling Items</b>	
Item 1 Wages and benefits	\$ 196,973
Item 2 Special project Wages and Benefits	\$ 22,607
Item 3 Amortization expense	\$ 5,120
Item 4	\$ 0
<b>Total Per Statement of Revenue and Expenditure</b>	<b>\$ 405,566</b>
<b>Variance*</b>	<b>\$0</b>