

TABLE OF CONTENTS

Financial Information Act - Statement of Financial Information

**Library Name:** Taylor 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:** Taylor Public Library

**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 <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.
	<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.
g)	<input checked="" type="checkbox"/>	Schedule of Remuneration and Expenses, including:
	<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.	
h)	<input checked="" type="checkbox"/>	Schedule of Payments for the Provision of Goods and Services including:
	<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.

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>Taylor Public Library</i>	FISCAL YEAR END (YYYY) 2022	
LIBRARY ADDRESS 10008 – 104 Avenue, PO Box 730	TELEPHONE NUMBER 250-789-9878	
CITY Taylor	PROVINCE British Columbia	POSTAL CODE V0C 2K0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Ashlee Kirschner	TELEPHONE NUMBER 250-256-1900	
NAME OF THE LIBRARY DIRECTOR Sherry Murphy	TELEPHONE NUMBER 250-789-9878	

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

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD\*



DATE SIGNED (DD-MM-YYYY)

11-05-2023  
DD-MM-YYYY

SIGNATURE OF THE LIBRARY DIRECTOR



DATE SIGNED (DD-MM-YYYY)

DD-MM-YYYY  
11-05-2023

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Taylor Public Library

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.

The external auditors, KPMG, 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 Taylor Public Library

Name, Chairperson of the  
Library Board [Print]

Ashlee Kirschner

Signature,

Chairperson of the Library  
Board



Date  
(MM-DD-YYYY)

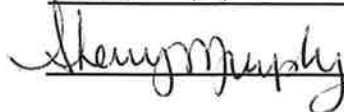
05-11-2023

Name,  
Library Director [Print]

Sherry Murphy

Signature,

Library Director



Date  
(MM-DD-YYYY)

05-11-2023

**Taylor Public Library**  
**Statement of Financial Activities**

Year ended December 31, 2022

2022 Actual    2022 Budget    2021 Actual

**Revenue**

Fines	\$ 1,191	\$ 600	\$ 282
Special Events	\$ -		\$ -
Municipal Funds	\$ 87,937	\$ 104,188	\$ 84,737
Municipal Funds Capital			
Government grants & Donations	\$ 27,264	\$ 15,862	\$ 22,926
Government Grants Capital	\$ -	\$ -	\$ -
	<b>\$ 116,392</b>	<b>\$ 120,650</b>	<b>\$ 107,945</b>

**Expenditure**

Building/Grounds Maintenance	\$ 1,763	\$ 600	\$ 3,332
Computer and Telephone Expenses	\$ 4,521	\$ 5,300	\$ 4,591
Stock Purchases	\$ 6,439	\$ 6,500	\$ 4,911
Utilities	\$ 2,097	\$ 2,400	\$ 1,898
Programs and Special Events	\$ 11,178	\$ 4,200	\$ 6,773
Stationary & Misc Exp	\$ 7,111	\$ 8,150	\$ 7,627
Training & Staff Travel		\$ 1,500	\$ -
Library Board Expenses		\$ 1,000	\$ -
Library Staff Wages	\$ 83,275	\$ 91,000	\$ 78,559
Other Staff Wages	\$ 6	\$ -	\$ 254
Capital Expenses		\$ -	\$ -
	<b>\$ 116,392</b>	<b>\$ 120,650</b>	<b>\$ 107,945</b>

Excess of revenue over expenditure	\$ (0)	\$ -	\$ 0
Increase (decrease) in fund balances	\$ -	\$ -	\$ -

On behalf of the Taylor Public Library

Name:   
 Position: Chairperson

**Taylor Public Library**  
**Statement of Financial Position**  
Year ended December 31, 2022

	<b>2022</b>		<b>2021</b>	
<b>Financial assets</b>				
Cash on hand	\$	100	\$	100
Bank Account General	\$	31,882	\$	15,862
Accounts receivable (note 1)	\$	726	\$	1,872
	\$	32,708	\$	17,834
<b>Liabilities</b>				
Accounts payable and accrued liabilities (note 2)	\$	32,709	\$	17,834
	\$	32,709	\$	17,834
<b>Net financial assets (liabilities)</b>	\$	(0)	\$	(0)
<b>Prepaid expenses</b>	\$	-	\$	-
<b>Capital assets</b>	\$	-	\$	-
<b>Net Position</b>	\$	(0)	\$	(0)

**Library position**

Financial equity	\$	-	\$	-
Equity in capital assets	\$	-	\$	-
Library position	\$	-	\$	-

Notes:

<b>1. Accounts receivable:</b>	<b>2022</b>		<b>2021</b>	
Trade accounts receivable	\$	-	\$	-
Municipal Funds	\$	726	\$	1,872
Government grants	\$	-	\$	-
Other	\$	-	\$	-
	\$	726	\$	1,872
<b>2. Accounts payable and accrued liabilities:</b>	<b>2022</b>		<b>2021</b>	
Trade accounts payable	\$	-	\$	-
Wages and related costs	\$	726	\$	1,872
Grants & donations received in advance	\$	31,882	\$	15,862
Other accrued liabilities	\$	100	\$	100
	\$	32,709	\$	17,834
On behalf of the Taylor Public Library				
Annual Surplus	\$	(0)	\$	(0)

Name: 


Position: Chairperson

**Taylor Public Library**  
**Consolidated Statement of Equity in Fund Balances**

Year ended December 31, 2022

		2022		2021
Equity in fund balances, beginning of year	\$	-	\$	-
Increase (decrease) in financial equity	\$	-	\$	-
Increase in equity in capital assets	\$	-	\$	-
Equity in fund balances, end of year	\$	-	\$	-

On behalf of the Taylor Public Library

Name:   
Position: Chairperson

**Schedule of Debt**

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

**Library Name:** Taylor Public Library

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

The **Taylor Public Library** has no long-term debt.



Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

**Library Name:** Taylor Public Library

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

**Taylor 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: Taylor Public Library

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) Ashlee Kirschner	\$0	\$0
2) Julie Roach-Burns	\$0	\$0
3) Jaclyn Jones	\$0	\$0
4) Betty Ponto	\$0	\$0
5) Amanda White	\$0	\$0
<b>Total Board Members</b>	<b>\$</b>	<b>\$</b>

<b>Detailed Employees Exceeding \$75,000</b>		
1) N/A	\$	\$
2)	\$	\$
3)	\$	\$
<b>Total Detailed Employees Exceeding \$75,000</b>	<b>\$0</b>	<b>\$0</b>

<b>Total Employees Equal to or Less Than \$75,000</b>	<b>\$78,115</b>	
<b>Consolidated Total* (Sum of column)</b>	<b>\$78,115</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>\$5,167</b>
--	-------------------	----------------

\* 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>		\$78,115
<b>Reconciling Items</b>		
	Total Employer Premium for Canada Pension Plan and Employment Insurance.	\$5,167
		\$ 0
		\$ 0
		\$ 0
<b>Total Per Statement of Revenue and Expenditure</b>		\$83,282
<b>Variance*</b>		\$ 0

**Statement of Severance Agreements**

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

**Library Name:** Taylor Public Library

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

There were 0 severance agreements made between Taylor Public Library and its non-unionized employees during fiscal year 2022.

These agreements represent from      to      months' compensation.

**Schedule of Changes in Financial Position**

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

**Library Name:** Taylor 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:** Taylor Public Library

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

<b>Name of Individual, Firm or Corporation</b>	<b>Total Amount Paid During Fiscal Year</b>
1) No Suppliers with payments exceeding \$25,000	\$
2)	\$
3)	\$
<b>Total (Suppliers with payments exceeding \$25,000)</b>	<b>\$</b>
<b>Total (Suppliers where payments are \$25,000 or less)</b>	<b>\$33,110</b>
<b>Consolidated Total</b>	<b>\$33,110</b>

**Reconciliation of Goods and Services**

<b>Total of Suppliers with Payments Exceeding \$25,000</b>		\$ 0
<b>Consolidated Total of Supplier Payments of \$25,000 or Less</b>		\$ 33,110
<b>Reconciling Items</b>		
	Library Staff Wages	\$83,275
	Other Staff Wages	\$6
<b>Total Per Statement of Revenue and Expenditure</b>		116,392
<b>Variance*</b>		\$ 0