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Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library
December 31, 2023

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Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library

Fiscal Year Ended: December 31, 2023

a)	X	Approval of Statement of Financial Information
b)	X	A Management Report signed and dated by the Library Board and Library Director
An operational statement including:		
c)	X	i) Statement of Income
	<input 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)	X	Statement of assets and liabilities (audited ¹ financial statements)
e)	X	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)	X	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.
Schedule of Payments for the Provision of Goods and Services including:		
h)	X	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 <i>Alert Bay Public Library</i>	FISCAL YEAR END (YYYY) <i>December 31, 2023</i>
LIBRARY ADDRESS <i>116 Fir Street</i>	TELEPHONE NUMBER <i>250 974 5721</i>
CITY <i>Alert Bay.</i>	PROVINCE <i>British Columbia</i>
<i>Click here to enter text.</i>	
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD <i>Colin Skinner</i>	TELEPHONE NUMBER <i>250 974 8217.</i>
NAME OF THE LIBRARY DIRECTOR <i>Joyce M. Wilby</i>	TELEPHONE NUMBER <i>250 974 5420</i>

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, 2023 for Alert Bay Public Library as required under Section 2 of the Financial Information Act.

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD*

Colin Skinner

DATE SIGNED (DD-MM-YYYY)

04 03 2024
DD-MM-YYYY

SIGNATURE OF THE LIBRARY DIRECTOR

Joyce M. Wilby

DATE SIGNED (DD-MM-YYYY)

04-03-2024
DD-MM-YYYY

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library
Fiscal Year Ended: December 31, 2023

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 Alert Bay Public Library

**Name. Chairperson of
the Library Board**

[Print] Colin Skinner

**Signature,
Chairperson of the
Library Board**

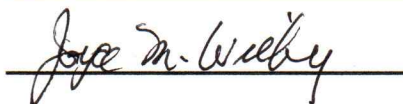


Date
(MM-DD-YYYY) 4th 03 2024

**Name,
Library Director [Print]**

Joyce M. Wilby

**Signature,
Library Director**



Date
(MM-DD-YYYY) 04-03-2024

Alert Bay Public Library

Income Statement 2023-01-01 to 2023-12-31

REVENUE

Revenue	
Grants	139,638.36
Miscellaneous Income	32.54
Photographs	0.00
Printing	70.50
Research Centre	0.00
Sales	1,072.00
Sales - DVDs	0.00
Interest	0.00
Donation	1,487.80
GST Rebate	0.00
Fines	0.00
University/BC/Digital Grant	0.00
Revenue	<u>142,301.20</u>
TOTAL REVENUE	<u>142,301.20</u>

EXPENSE

Expenses	
Book Purchases	3,882.46
Book Replacement	0.00
Computer Expenses	0.00
Dues	245.00
Evergreen/Stika	1,135.37
GST Expenses	0.00
Insurance	1,086.00
Internet Expenses	1,267.33
Library Supplies	2,195.45
Office Expense	5,209.35
Postage	2,017.12
Staff Training	0.00
Telephone	1,775.11
Membership Dues	200.00
Digital Programs	869.02
Technical Help	4,731.60
Consignment Expense	462.90
Tiffany Rose Killer Signs	0.00
Expenses	<u>25,076.71</u>
Payroll Expenses	0.00
Wages	28,655.49
Employment Insurance	766.09
Canada Pension	1,145.08
WorkSafe BC	60.26
EI Adjustment	0.00
DNU consignment expense	150.00
Payroll Total	<u>30,776.92</u>
Expenses Total	<u>55,853.63</u>
TOTAL EXPENSE	<u>55,853.63</u>
NET INCOME	<u>86,447.57</u>

Alert Bay Public Library
Balance Sheet As at 2023-12-31

ASSET

Assets	
VanCity Credit Union	126,576.55
VanCity Share Acct	5.85
Cash	39.47
Accounts Receivable	0.00
Equipment	26,359.17
Payroll Advances	0.02
Stock Inventory	0.00
GST Paid on Purchases	1,884.45
Term Deposit	30,000.00
Asset Total	<u>184,865.51</u>
TOTAL ASSET	<u><u>184,865.51</u></u>

LIABILITY

Liabilities	
Accounts Payable	161.01
EI Payable	299.81
CPP Payable	-25.66
Tax Payable	0.00
WorkSafe Payable	60.26
Vacation Owed	0.00
Payroll Payable	<u>334.41</u>
Liabilities Total	<u>495.42</u>
TOTAL LIABILITY	<u>495.42</u>

EQUITY

Equity	
Capital Account	97,922.52
Current Earnings	86,447.57
Equity Total	<u>184,370.09</u>
TOTAL EQUITY	<u>184,370.09</u>
LIABILITIES AND EQUITY	<u><u>184,865.51</u></u>

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library Association

Fiscal Year Ended: December 31, 2023

The **Alert Bay Public Library Association** has no long term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library
Fiscal Year Ended: December 31, 2023

Alert Bay Public Library has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Schedule 8 - Remuneration and Expenses
Financial Information Act - Statement of Financial Information

Please enter data only in white fields - leave grey fields untouched.

Library Name:	Alert Bay Public Library Association
Fiscal Year Ended:	2023

Note: Total Remuneration and Total Expenses columns MUST REMAIN SEPARATE throughout the form.

Table 1: Total Remuneration and Expenses - Board and Employees

Board Members	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
nil		
Total Board Members	\$0.00	\$0.00

Detailed Employees Exceeding \$75,000	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
nil		
Total Employees Exceeding \$75,000	\$0.00	\$0.00

Total Employees Equal to or Less Than \$75,000	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
DO NOT USE - list totals only	\$28,655.49	

Consolidated Total	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
DO NOT USE - list totals only	\$28,655.49	\$0.00

Table 2: Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada Pension Plan and Employment Insurance (Component of Receiver General for Canada Supplier Payment)	\$1,911.17
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Table 3: Reconciliation of Remuneration and Expenses

	Amount
Total Remuneration	\$28,655.49

Reconciling Items	Amount
Benefits	\$2,121.43
Total Reconciling Items	\$2,121.43

	Amount
Total Per Statement of Revenue & Expenditure	\$30,776.92

	Amount
Variance	\$0.00

Variance explanation (if required):

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Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name: _____
Fiscal Year Ended: _____

There were ___ severance agreements made between (_____)
Library and its non-unionized employees during fiscal year _____.

These agreements represent from ___ to ___ months' compensation.

Schedule of Changes in Financial Position

Financial Information Act - Statement of Financial Information

Library Name: Alert Bay Public Library

Fiscal Year Ended: December 31, 2023

A Statement of Changes in Financial Position has not been prepared because this information is provided in the Financial Statements.

Schedule 11 - Provision of Goods and Services
Financial Information Act - Statement of Financial Information

Please enter data only in white fields - leave grey fields untouched.

Library Name:	Alert Bay Public Library Association
Fiscal Year Ended:	2023

Table 1: Suppliers of Goods and Services

Name of Individual, Firm or Corporation	Total Amount Paid During Fiscal Year
	\$0.00
	\$0.00
Total of all suppliers exceeding \$25,000	\$0.00

Totals	Amount
Total (Suppliers with payments exceeding \$25,000 (total from above))	\$0.00
Total (Suppliers with payments less than or equal to \$25,000)	\$25,226.71
Consolidated Total	\$25,226.71

Table 2: Reconciliation of Goods and Services

Reconciliation of Goods and Services	Amount
Total of Aggregate Payments Exceeding \$25,000 Paid to Suppliers	\$0.00
Consolidated total of suppliers with payments less than or equal to \$25,000	\$25,226.71

Reconciling Items	Amount
Wages	\$28,655.49
Employment Insurance	\$766.09
Canada Pension	\$1,145.08
WorkSafe Bc	\$60.26
Total Reconciling Items	\$30,626.92

Reconciliation	Amount
Total Per Statement of Revenue and Expenditure	\$55,853.63
Variance	\$0.00

Variance explanation (if required):