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Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2023

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Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library Association

Fiscal Year Ended: December 31, 2023

a)	<input checked="" type="checkbox"/>	Approval of Statement of Financial Information
<hr/>		
b)	<input checked="" type="checkbox"/>	A Management Report signed and dated by the Library Board and Library Director
<hr/>		
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)
<hr/>		
d)	<input checked="" type="checkbox"/>	Statement of assets and liabilities (audited ¹ financial statements)
<hr/>		
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.
<hr/>		
f)	<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.
<hr/>		
Schedule of Remuneration and Expenses, including:		
	<input type="checkbox"/>	i) An alphabetical list of employees (first and last names) earning over \$75,000
	<input type="checkbox"/>	ii) Total amount of expenses paid to or on behalf of each employee under 75,000
g)	<input 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.
		v) The number of severance agreements started during the fiscal year and the range of months` pay covered by the agreement, in respect of

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.

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) 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.
-


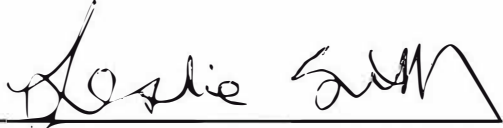
Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY <i>Greenwood and District Public Library</i>	FISCAL YEAR END (YYYY) 2023
LIBRARY ADDRESS PO Box 279, 346 Copper Avenue	TELEPHONE NUMBER 250 445 6111
CITY Greenwood	PROVINCE British Columbia
	POSTAL CODE V0H 1J0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Susan Harris	TELEPHONE NUMBER 250 443 5154
NAME OF THE LIBRARY DIRECTOR Leslie Crompton Smith (Acting)	TELEPHONE NUMBER 250 445 2214

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 2023 for Greenwood and District 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)
	13-05-2024
SIGNATURE OF THE LIBRARY DIRECTOR	DATE SIGNED (DD-MM-YYYY)
	13-05-2024

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library
Fiscal Year Ended: December 31, 2023

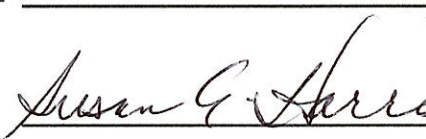
MANAGEMENT REPORT

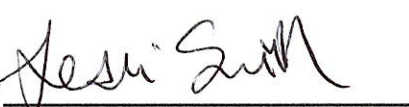
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

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 Greenwood Public Library

Name. Chairperson of the Library Board [Print] Susan Harris
Signature, Chairperson of the Library Board  **Date (MM-DD-YYYY)** May 13, 2024

Name, Library Director [Print] Leslie Crompton Smith (Acting Library Director)
Signature, Library Director  **Date (MM-DD-YYYY)** May 13, 2024

Greenwood Public Library

Comparative Income Statement

	Actual 01/01/2023 to 12/31/2023	Actual 01/01/2022 to 12/31/2022
REVENUE		
OPERATING REVENUE		
City of Greenwood	8,000.00	8,000.00
BC Government	14,217.52	13,629.00
Regional District Kootenay-Boundary	3,450.00	3,450.00
Quilt Raffle	0.00	2,552.00
Bank Interest	366.90	309.48
Donations	3,100.58	1,157.61
In House Services	475.90	298.50
Book & DVD Sales	1,227.85	1,170.40
Bake Sale Fundraising	1,089.25	1,025.00
Inter-Library Loan Revenue	76.97	0.00
Re-Imbursed ILL Book	0.00	29.25
Re-Imbursed Expenses	17.50	9.99
Lori's Donations	0.00	740.00
Face Mask Donations	0.00	0.00
Bottle Drive	8,824.80	8,800.50
Reoccurring Auto Deposit	300.00	300.00
Online Auction	2,663.00	2,564.00
Resale Items	101.00	0.00
Community Futures Rent	3,642.50	4,800.00
TOTAL OPERATING REVENUE	<u>47,553.77</u>	<u>48,835.73</u>
NON OPERATING REVENUE		
BC Gaming Commission	7,000.00	7,000.00
CRRC - Grant Prov of BC	0.00	26,417.32
BC Enhancement Grant	107,264.78	0.00
Kootenay Library Federation Grant	300.00	1,104.00
BC Library Coop - Top up Tech	0.00	0.00
CR- United Way Grant - Literacy	18,500.00	0.00
TOTAL NON OPERATING REVENUE	<u>133,064.78</u>	<u>34,521.32</u>
SPECIFIED USE REVENUE		
Law Matters	1,000.00	1,000.00
Phoenix Foundation	5,000.00	0.00
The Greenwood Improvement Society	1,200.48	793.17
West Boundary Community Forest	7,000.00	3,960.00
Heritage CU	0.00	1,250.00
TOTAL SPECIFIED USE REVENUE	<u>14,200.48</u>	<u>7,003.17</u>

Specified

Reading Link Challenge	72.83	86.81
Specified Group Total	72.83	86.81

TOTAL REVENUE	194,891.86	90,447.03
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EXPENSE**Expenses**

Wages	17,322.79	18,281.59
CPP Expense	822.15	827.92
EI Expense	396.69	405.15
Casual Labour	1,016.01	355.86
Administration Expense	18,172.70	15,115.34
Grant Purchases	0.00	1,794.63
Allocation for Covid purchases gran	0.00	318.84
Books	6,677.11	7,011.24
Online Databases	228.60	701.46
Magazine Subscriptions	383.82	297.15
DVD Purchases	19.70	0.00
Fortis Electricity	1,934.56	2,104.04
Computer Equipment and Repair	157.40	121.07
Shaw Phone	176.28	127.78
Bake Sale Expenses	0.00	51.52
Mask Expense	0.00	0.00
Bottle Drive Exp	343.47	270.11
Covid Related Expenses	0.00	197.70
Repairs and Maintenance	554.87	21.07
Quilt Raffle Expense	0.00	161.71
Evergreen Expense	797.69	745.50
Office Supplies	888.93	451.69
Postage Paid	1,911.52	1,537.00
Security Monitoring	308.94	308.94
Book Supplies	371.72	709.22
Dues and Memberships	344.73	300.18
Janitorial Supplies and Expense	1,052.00	1,120.62
Photocopier & Printer Expenses	535.80	519.34
Advertising	83.64	86.94
Summer Reading Club Expense	1,562.81	0.00
Website Expenses	399.54	0.00
WCB Expense	92.13	96.09
Shaw (Internet)	1,149.12	946.60
Story Time Expense	0.00	10.70

Interlibrary Loan Expense	5.00	5.00
Building Rent	0.00	0.00
Volunteer Appreciation Dinner	223.21	0.00
The Greenwood Improvement Society	1,140.15	797.27
Phoenix Foundations	2,214.99	0.00
Law Matters	0.00	0.00
West Boundary Community Forest	7,402.74	8,194.09
Technology Grant Expenses	794.83	764.61
Heritage Credit Union grant expense	0.00	1,136.71
CR-United Way Expenses	11,237.75	0.00
KLF Expeniture	0.00	0.00
CRR- Grant exp	7,675.53	4,221.81
Freight & shipping	116.05	0.00
Computer Maintenance	0.00	0.00
Betterments & Improvements	0.00	0.00
Book Sale Expense	63.00	63.00
TOTAL EXPENSES	<u>88,577.97</u>	<u>70,179.49</u>
TOTAL EXPENSE	<u>88,577.97</u>	<u>70,179.49</u>
NET INCOME	<u>106,313.89</u>	<u>20,267.54</u>

Generated On: 03/31/2024

Greenwood Public Library
Balance Sheet As at 12/31/2023

ASSET

ASSETS

Bank - General	34,856.82
Bank - Gaming	2,675.16
Bank - High Interest Savings	51,132.74
Petty Cash	60.00
Heritage Credit Union Shares	70.81
GST Receivable - Books	1,574.71
Term Deposit	40,000.00
Term Dep 2	40,000.00
TOTAL ASSETS	<u>170,370.24</u>

TOTAL ASSET 170,370.24

LIABILITY

LIABILITIES

WCB Payable	53.40
Income Tax Payable	131.22
CPP Payable	236.55
EI Payable	109.07
TOTAL LIABILITIES	<u>530.24</u>

TOTAL LIABILITY 530.24

EQUITY

Beginning Balance Start of Year	64,065.35
Net Surplus (Defecit)	106,313.89
TOTAL EQUITY	<u>170,379.24</u>

TOTAL EQUITY 170,379.24

LIABILITIES AND EQUITY 170,909.48

March 31, 2024

The Greenwood Public Library
P.O. Box 279
Greenwood B.C V0H 1J0

To Whom it may concern

Notes to Bookkeeping records.

I have reviewed the financial records for the Greenwood Public Library for the fiscal year ending December 31, 2023. I have not performed an audit but have reconciled all revenue and expense records including bank deposits, journal entries, and cheques, and have found no discrepancies or anomalies. All records correspond with the accounting records and balances.

I have found the bookkeeping to be detailed and records well maintained.

Please note that I have no affiliation with The Greenwood Library or its Board of Directors.

Readers are cautioned that these statements may not be appropriate for their purposes.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kimberley Thermamoun', with a horizontal line extending to the right.

Kimberley Thermamoun,
CPA (retired)
Egmont, BC V0N 1N0

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library
Fiscal Year Ended: December 31, 2023

The **Greenwood and District Public Library** has no long term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library
Fiscal Year Ended: December 31 2023

Greenwood and District 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:	Greenwood and District Public Library
Fiscal Year Ended:	31-Dec-23

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.)
Total Board Members	\$0.00	\$0.00

Detailed Employees Exceeding \$75,000	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
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	\$17,322.79	

Consolidated Total	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
DO NOT USE - list totals only	\$17,322.79	\$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)	\$1,218.84
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Table 3: Reconciliation of Remuneration and Expenses

	Amount
Total Remuneration	

Reconciling Items	Amount
Total Reconciling Items	

	Amount
Total Per Statement of Revenue & Expenditure	\$18,541.63

	Amount
Variance	\$0

Variance explanation (if required):

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District Public Library

Fiscal Year Ended: December 31 2023

There were no severance agreements made between (**Greenwood and District Public Library**)
Library and its non-unionized employees during fiscal year 2023.

These agreements represent from ___ to ___ months' compensation.

Schedule of Changes in Financial Position

Financial Information Act - Statement of Financial Information

Library Name: Greenwood and District 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:	Greenwood and District Public Library
Fiscal Year Ended:	December 31, 2023

Table 1: Suppliers of Goods and Services

Name of Individual, Firm or Corporation	Total Amount Paid During Fiscal Year
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$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)	\$71,255.18
Consolidated Total	\$71,255.18

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	\$71,255.18

Reconciling Items	Amount
Wages	\$17,322.79
Total Reconciling Items	\$17,322.79

Reconciliation	Amount
Total Per Statement of Revenue and Expenditure	\$88,577.97
Variance	\$0.00

Variance explanation (if required):