

**SURREY PUBLIC LIBRARY**

**STATEMENT OF FINANCIAL INFORMATION**

**Year Ended December 31, 2024**

**(In Compliance with the Public Bodies Financial Information Act Statutes of  
British Columbia, Chapter 140)**

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**Library Name:** Surrey Public Library  
**Fiscal Year Ended:** December 31, 2024

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**SUBMISSION CHECKLIST**

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

**Library Name:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

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 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.
		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
g)	<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.

<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>Surrey Public Library</i>		FISCAL YEAR END (YYYY) 2024
LIBRARY ADDRESS 10350 University Drive		TELEPHONE NUMBER 604-598-7300
CITY Surrey	PROVINCE British Columbia	POSTAL CODE V3T 4B8
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Balbir Gurm		TELEPHONE NUMBER Click here to enter text.
NAME OF THE LIBRARY DIRECTOR Surinder Bhogal		TELEPHONE NUMBER 604-598-7304

**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 Surrey 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) DD-MM-YYYY <i>10-04-2025</i>
SIGNATURE OF THE LIBRARY DIRECTOR	DATE SIGNED (DD-MM-YYYY) DD-MM-YYYY <i>10-04-2025</i>

**MANAGEMENT REPORT**

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

**Library Name:** Surrey Public Library  
**Fiscal Year Ended:** December 31, 2024

**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, BDO, 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 Library's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of Surrey Public Library

**Name. Chairperson of the  
Library Board [Print]**

Balbir Gurm

**Signature,  
Chairperson of the Library  
Board**



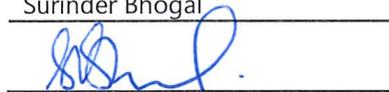
**Date  
(MM-DD-YYYY)**

04-10-2025

**Name,  
Library Director [Print]**

Surinder Bhogal

**Signature,  
Library Director**



**Date  
(MM-DD-YYYY)**

04-10-2025

**FINANCIAL STATEMENTS  
OF SURREY PUBLIC LIBRARY**

YEAR ENDED DECEMBER 31, 2024



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## Independent Auditor's Report

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To the Board of Trustees of the Surrey Public Library

### Opinion

We have audited the financial statements of the Surrey Public Library (the "Library") which comprise the Statement of Financial Position as at December 31, 2024 and the Statements of Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024 and its result of operations, its changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Library in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect



a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*BDO Canada LLP*

Chartered Professional Accountants

Vancouver, British Columbia

April 14, 2025

# STATEMENT OF FINANCIAL POSITION SURREY PUBLIC LIBRARY

As at December 31, 2024, with comparative figures for 2023

	2024	2023
<b>FINANCIAL ASSETS</b>		
Due from the City of Surrey (Note 2)	\$ 2,875,428	\$ 2,656,876
	<b>2,875,428</b>	<b>2,656,876</b>
<b>LIABILITIES</b>		
Employee future benefits (Note 3)	1,895,379	1,990,722
Deferred revenue (Note 4)	8,718	440,901
	<b>1,904,097</b>	<b>2,431,623</b>
<b>NET FINANCIAL ASSETS</b>	<b>971,331</b>	<b>225,253</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 5)	5,125,991	5,137,778
Prepaid expenses (Note 6)	1,324,385	216,620
	<b>6,450,376</b>	<b>5,354,398</b>
<b>ACCUMULATED SURPLUS (Note 8)</b>	<b>\$ 7,421,707</b>	<b>\$ 5,579,651</b>

**Surinder Bhogal**  
Chief Librarian

**Balbir Gurm**  
Chairperson

*To be read in conjunction with the Notes and Schedules to the Financial Statements*

# STATEMENT OF SURREY PUBLIC LIBRARY OPERATIONS

*As at December 31, 2024, with comparative figures for 2023*

	<i>2024</i>			<b>2024</b>	<b>2023</b>
	<i>Budget</i>				
	<i>(Note 11)</i>				
<b>REVENUES</b>					
City of Surrey grant	\$ 24,584,000	\$ 25,718,621	\$		22,094,789
Provincial and federal grants (Note 7)	1,072,000	1,124,786			2,898,050
Developer contributions	100,000	100,000			100,000
Fees and charges	368,000	406,886			403,631
Other	35,000	608,051			111,485
	<u>26,159,000</u>	<u>27,958,344</u>			<u>25,607,955</u>
<b>EXPENSES</b>					
Salaries and benefits	19,510,000	19,681,120			18,236,808
Site operations	2,688,705	2,546,766			2,527,980
Library materials collection	873,028	932,515			1,979,126
Supplies and materials	351,263	382,414			328,094
Inter-library services	100,000	98,055			79,822
Professional services	250,500	367,707			296,147
Other	285,504	251,841			273,616
Amortization	2,290,000	1,855,870			1,866,329
	<u>26,349,000</u>	<u>26,116,288</u>			<u>25,587,922</u>
ANNUAL SURPLUS (DEFICIT) (Note 8)	\$ (190,000)	\$ 1,842,056	\$		20,033
Accumulated Surplus, beginning of year	5,579,651	5,579,651			5,559,618
Accumulated Surplus, end of year (Note 8)	<u>\$ 5,389,651</u>	<u>\$ 7,421,707</u>	\$		<u>5,579,651</u>

***To be read in conjunction with the Notes and Schedules to the Financial Statements***

# STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

SURREY PUBLIC LIBRARY

As at December 31, 2024, with comparative figures for 2023

	<i>2024</i>					
	<i>Budget</i>		<b>2024</b>	<b>2023</b>		
	<i>(Note 11)</i>					
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$	<i>(190,000)</i>	\$	<b>1,842,056</b>	\$	<b>20,033</b>
Acquisition of tangible capital assets		<i>(2,100,000)</i>		<b>(1,844,083)</b>		<b>(1,939,104)</b>
Amortization of tangible capital assets		<i>2,290,000</i>		<b>1,855,870</b>		<b>1,866,329</b>
		<i>-</i>		<b>1,853,843</b>		<b>(52,742)</b>
Acquisition of prepaid expenses		<i>-</i>		<b>(1,324,385)</b>		<b>(216,620)</b>
Use of prepaid expenses		<i>-</i>		<b>216,620</b>		<b>228,625</b>
		<i>-</i>		<b>(1,107,765)</b>		<b>12,005</b>
<b>CHANGE IN NET FINANCIAL ASSETS (DEBT)</b>	\$	<i>-</i>	\$	<b>746,078</b>	\$	<b>(40,737)</b>
Net Financial Assets, beginning of year		<i>225,253</i>		<b>225,253</b>		<b>265,990</b>
<b>Net Financial Assets, end of year</b>	<b>\$</b>	<b><i>225,253</i></b>	<b>\$</b>	<b>971,331</b>	<b>\$</b>	<b>225,253</b>

*To be read in conjunction with the Notes and Schedules to the Financial Statements*

**STATEMENT OF**  
SURREY PUBLIC LIBRARY **CASH FLOWS**

*As at December 31, 2024, with comparative figures for 2023*

	<b>2024</b>	<b>2023</b>
<b>CASH PROVIDED BY (USED IN):</b>		
<b><u>OPERATIONAL ACTIVITY</u></b>		
Annual Surplus	\$ 1,842,056	\$ 20,033
Items not involving cash		
Amortization expense	1,855,870	1,866,329
Employee future benefits expense (Note 3)	31,694	22,075
Change in non-cash assets and liabilities		
Decrease (increase) in prepaid expenses	(1,107,765)	12,005
Decrease in deferred revenue	(432,183)	(99,024)
Decrease (increase) in Due from the City of Surrey	(218,552)	191,410
Decrease in employee future benefits (Note 3)	(127,037)	(73,724)
<b>Net change in cash from operating activities</b>	<b>1,844,083</b>	<b>1,939,104</b>
<b><u>CAPITAL ACTIVITY</u></b>		
Cash used to acquire tangible capital assets	(1,844,083)	(1,939,104)
<b>Net change in cash from capital activity</b>	<b>(1,844,083)</b>	<b>(1,939,104)</b>
<b>Net change in cash</b>	<b>\$ -</b>	<b>\$ -</b>
Cash, beginning of year	-	-
<b>Cash, end of year</b>	<b>\$ -</b>	<b>\$ -</b>

*To be read in conjunction with the Notes and Schedules to the Financial Statements*

Year ended December 31, 2024

The Surrey Public Library ("Library"), which is funded and supported primarily by the City of Surrey, was established in 1983 pursuant to the Library Act of British Columbia (Part 2) as a Municipal Public Library. The Library Board, on behalf of the residents and taxpayers of the City of Surrey ("City"), oversees the management and operation of the Surrey Public Library and further serves as a policy making body for the organization. The Library Board is appointed by the City. The Library is a registered charity under the provision of the *Income Tax Act* (Canada) and is not a taxable entity.

The Library is economically dependent on the City to provide certain services on behalf of the Library and to provide sufficient operating grants to cover any expenses incurred directly by the Library.

## 1. Significant accounting policies

### a) Basis of accounting

The financial statements of the Surrey Public Library are prepared by management in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board ("PSAB").

### b) Budget information

The budget data presented in these Financial Statements was included in the City of Surrey's 2024 – 2028 Consolidated Financial Plan and was adopted through Bylaw #21216 on May 6, 2024.

### c) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

#### (i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful lives of the assets as follows:

Books and publications	5 years
Machinery and equipment	10 years

Amortization commences when the asset is available for use.

**1. Significant accounting policies (continued)**

c) Non-financial assets (continued)

(i) Tangible capital assets (continued)

The cost of electronic resources, including books, magazines, database subscriptions, and other periodicals are expensed when acquired or over the period of benefit and are not included in tangible capital assets.

Land and buildings acquired for Library purposes and funded by the City are recorded in the City's financial statements and are not included in these financial statements. The Library uses the land and buildings at no charge.

Contributed tangible capital assets received are recorded at their estimated fair value at the date of receipt and recorded as revenue.

d) Employee future benefits

The Library and its employees make contributions to the Municipal Pension Plan, a defined benefit multi-employer plan. These contributions are expensed as incurred.

Sick leave and post-employment benefits also accrue to the Library's employees. The costs of these benefits are actuarially determined based on length of service and best estimates of retirement ages, expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits prorated as the employees render services necessary to earn the future benefits.

Actuarial gains or losses are amortized over the expected average remaining service life of the related employee group.

The liability for event driven benefits, such as disability benefits, is calculated when the event occurs. The expense is recognized in the year the event occurs.

e) Asset retirement obligation

In accordance with PS 3280, a liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made.

Year ended December 31, 2024

**Significant accounting policies (continued)**

e) Asset retirement obligation (continued)

The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date.

As at December 31, 2024 and December 31, 2023, no asset retirement obligation has been identified for the Library.

f) Financial Instruments

In accordance with PS3450, due from the City of Surrey is measured at cost or amortized cost. The carrying amount of this financial instrument is presented on the statement of financial position. Financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

g) Revenue recognition

(i) Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Government transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

(ii) The Library recognizes fees and charges as revenue upon receipt as collectability is uncertain until that time.

h) Expenses

Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

i) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant areas requiring the use of management estimates relate to the determination of accrued employee future benefits, and useful lives of tangible capital assets.

Actual results could differ from these estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

j) Functional reporting

The operations of the Surrey Public Library are comprised of a single function. As a result, the expenses of the Library are presented by object in the statement of operations.

k) New accounting standards

Effective January 1, 2024, the Library adopted the new Public Sector Accounting Standards, PSG - 8 Purchased Intangibles, and PS 3400 Revenue.

Under the new PSG - 8 guidance, purchased intangibles are identifiable non-monetary economic resources without physical substances acquired through an arm's length exchange transaction between knowledgeable, willing parties who are under no compulsion to act.

As at December 31, 2024 and December 31, 2023, no purchased intangibles have been identified for the Library.

The new PS 3400 standard establishes revenue recognition standards on how to differentiate between revenue arising from transactions that include performance obligations, referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.

Revenue with performance obligation(s) are recognized when, or as, the entity has satisfied the performance obligation either through a point in time or over a period of time. The Library satisfies the performance obligation(s), when control of the benefits associated with the promised goods or services has passed to the payor. Revenues included under exchange transactions are, but not limited to:

Year ended December 31, 2024

k) New accounting standards (continued)

- Revenue recognition on donation revenue, printing and copying fees, and room rentals are recognized at a specific point in time when the performance obligations are satisfied.

Revenue from transactions with no performance obligation are recognized at realizable value when the Library has the authority to claim or retain an inflow of economic resources and a past event giving rise to an asset has occurred. Revenues included under non-exchange transactions are, but not limited to:

- Developer contributions and damaged book fines are non-exchange transactions and are recognized at the transaction price when the Library has the authority to claim the inflow of economic resources.

The adoption of the PS 3400 standard has been applied on a prospective basis and did not result in changes to existing accounting policies.

**2. Due from the City of Surrey**

All cash transactions of the Surrey Public Library are handled by the City of Surrey, including payroll and accounts payable processing. The amount shown as due from City of Surrey represents the net cash balance held by the City of Surrey owed to the Surrey Public Library. No interest is earned or paid on the balance shown as due from City of Surrey.

During the year, certain employees of the City of Surrey performed administrative services for the Library, including legal, human resources, payroll and financial services. The Library was not charged by the City of Surrey for these services for the year ended December 31, 2024 or 2023.

Printing, marketing, risk management and information technology services along with facilities and grounds maintenance costs related to the Library of \$668,694 (2023-\$813,794) were charged by the City of Surrey and are shown as expenses in the financial statements.

**3. Employee future benefits**

The Library provides certain post-employment and sick leave benefits to its employees. These benefits include accumulated non-vested sick leave, post-employment service pay and post-employment top-ups for dental, life insurance and accidental death and dismemberment insurance.

**3. Employee future benefits (continued)**

<b>Accrued benefit liability:</b>	<u><b>2024</b></u>	<u><b>2023</b></u>
Balance, beginning of year	<b>\$ 1,990,722</b>	\$ 2,042,371
Current service cost	<b>77,465</b>	68,958
Interest cost	<b>60,755</b>	61,894
Amortization of net actuarial gain	<b>(106,526)</b>	(108,777)
Benefits paid	<b>(127,037)</b>	(73,724)
Accrued benefit liability, end of year	<u><b>\$ 1,895,379</b></u>	<u>\$ 1,990,722</u>

An actuarial valuation for these benefits was performed to determine the Library's accrued benefit obligation as at December 31, 2024. The difference between the actuarially determined accrued benefit obligation of \$1,543,690 and the accrued benefit liability of \$1,895,378 as at December 31, 2024 is an unamortized actuarial gain of \$351,689. The actuarial gain is amortized over a period equal to the employees' expected average remaining service life.

**Reconciliation of accrued benefit liability to accrued benefit obligation:**

	<u><b>2024</b></u>	<u><b>2023</b></u>
Accrued benefit liability, end of year	<b>\$ 1,895,379</b>	\$ 1,990,722
Unamortized actuarial gain	<b>(351,689)</b>	(532,591)
Accrued benefit obligation, end of year	<u><b>\$ 1,543,690</b></u>	<u>\$ 1,458,131</u>

The total expenses recorded in the financial statements in respect of obligations under these plans amounts to \$31,694 (2023 – \$22,075).

Actuarial assumptions used to determine the Library's accrued benefit obligation are as follows:

	<u><b>2024</b></u>	<u><b>2023</b></u>
Discount rate	<b>4.30%</b>	4.10%
Expected future inflation rate	<b>2.50%</b>	2.50%
Expected average remaining service life (years)	<b>12.00</b>	12.00

# NOTES TO FINANCIAL STATEMENTS

SURREY PUBLIC LIBRARY

Year ended December 31, 2024

## 4. Deferred Revenue

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 440,901	\$ 539,925
Amounts received for grants, sponsorships and other	128,423	217,296
Amounts recognized for grants, sponsorships and other	<u>(560,606)</u>	<u>(316,320)</u>
Balance, end of year	<u>\$ 8,718</u>	<u>\$ 440,901</u>

## 5. Tangible Capital Assets

	<b>Books and publications</b>	<b>Machinery and equipment</b>	<b>Balance at December 31, 2024</b>
<b>COST</b>			
Opening Balance	\$ 8,698,881	\$ 2,058,038	\$ 10,756,919
Additions	1,709,790	134,293	1,844,083
Disposals	(1,807,888)	(105,890)	(1,913,778)
<b>Ending Balance</b>	<b>\$ 8,600,783</b>	<b>\$ 2,086,441</b>	<b>\$ 10,687,224</b>
<b>ACCUMULATED AMORTIZATION</b>			
Opening Balance	\$ 4,192,130	\$ 1,427,011	\$ 5,619,141
Additions	1,727,607	128,263	1,855,870
Disposals	(1,807,888)	(105,890)	(1,913,778)
<b>Ending Balance</b>	<b>\$ 4,111,849</b>	<b>\$ 1,449,384</b>	<b>\$ 5,561,233</b>
<b>NET BOOK VALUE</b>	<b>\$ 4,488,934</b>	<b>\$ 637,057</b>	<b>\$ 5,125,991</b>

**5. Tangible Capital Assets (continued)**

	<b>Books and publications</b>	<b>Machinery and equipment</b>	<b>Balance at December 31, 2023</b>
<b>COST</b>			
Opening Balance	\$ 8,665,517	\$ 2,122,864	\$ 10,788,381
Additions	1,828,435	110,669	1,939,104
Disposals	(1,795,071)	(175,495)	(1,970,566)
<b>Ending Balance</b>	<b>\$ 8,698,881</b>	<b>\$ 2,058,038</b>	<b>\$ 10,756,919</b>
<b>ACCUMULATED AMORTIZATION</b>			
Opening Balance	\$ 4,252,604	\$ 1,470,774	\$ 5,723,378
Additions	1,734,597	131,732	1,866,329
Disposals	(1,795,071)	(175,495)	(1,970,566)
<b>Ending Balance</b>	<b>\$ 4,192,130</b>	<b>\$ 1,427,011</b>	<b>\$ 5,619,141</b>
<b>NET BOOK VALUE</b>	<b>\$ 4,506,751</b>	<b>\$ 631,027</b>	<b>\$ 5,137,778</b>

**6. Prepaid Expenses**

	<u>2024</u>	<u>2023</u>
Electronic resources	<b>\$ 1,072,933</b>	\$ -
License, software subscriptions, and others	<b>251,452</b>	216,620
Prepaid expense balance, end of year	<b>\$ 1,324,385</b>	<b>\$ 216,620</b>

Electronic resources, including subscriptions for books, magazines, audios, and other periodicals, with periods longer than one year have been recorded as a prepaid expenses as a result of guidance under PSG – 8, on a prospective basis.

# NOTES TO FINANCIAL STATEMENTS

SURREY PUBLIC LIBRARY

Year ended December 31, 2024

## 7. Provincial and Federal Grants

The grant revenue reported on the statement of operations includes:

	<u>2024</u>	<u>2023</u>
Provincial grants:		
Operating	\$ 1,011,739	\$ 1,011,739
Enhancement Grant	50,566	1,634,255
BC One Card	20,186	20,186
Literacy and Equity	28,700	28,700
Resource Sharing	13,595	11,384
COVID Relief and Recovery	-	191,786
Total	<u>\$ 1,124,786</u>	<u>\$ 2,898,050</u>

## 8. Accumulated Surplus

	<u>2024</u>	<u>2023</u>
Invested in Tangible Capital Assets	\$ 5,125,991	\$ 5,137,778
Unappropriated Surplus	1,803,429	-
Appropriated Surplus	492,287	441,873
Total surplus	<u>\$ 7,421,707</u>	<u>\$ 5,579,651</u>

For the 2024 fiscal year, \$1,684,821 of the BC Enhancement Grant was allocated to the Library's unappropriated surplus, for the purpose of funding future operating and capital expenditures.

## **9. Pension Plan**

The Library and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits.

The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2023, the Plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The most recent valuation for the Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Library paid \$1,226,809 (2023 - \$1,086,408) for employer contributions while employees contributed \$1,134,382 (2023 - \$1,004,723) to the Plan in fiscal 2024.

The next valuation will be as at December 31, 2024, with results available in 2025.

## **10. Funds Held in Trust**

### **i) Vancouver Foundation**

On October 25, 2019, the Library established the Gayle Harris Memorial Education Fund (the "Endowment Fund") with the Vancouver Foundation, using a \$100,000 donor gift of irrevocable capital to be placed in an endowment fund to generate investment income. The fund is open to accepting additional donations from other sources.

The Library receives annual distributions generated from the investment income to provide education awards to library staff in need.

Amounts contributed to the Vancouver Foundation are held in trust in a segregated account. The fair market value of the Endowment Fund as at December 31, 2024 is \$120,748 (2023 - \$112,259).

Year ended December 31, 2024

**10. Funds Held in Trust (continued)**

ii) SurreyCares Community Foundation

On January 25, 2002, the Library established the Surrey Public Library Legacy Fund (the "Fund") with the SurreyCares Community Foundation (formerly, the Surrey Community Foundation). The initial capital and additions to the fund will be held in perpetuity by the SurreyCares Community Foundation.

The Fund is open to accepting additional donations from other sources. Distributed earnings from the Fund will benefit the Library.

The fair market value of the Fund as at December 31, 2024 is \$99,203 (2023 - \$90,278).

As the Library has the right to only receive the investment income and not the contributed principal, the financial statements do not include amounts held by the Vancouver Foundation or SurreyCares Community Foundation. During the year, the foundations distributed grants of \$5,577 and \$3,779 (2023 - \$5,212 and \$3,925), respectively, which was received by the Library or reinvested in the fund.

**11. Budget Figures**

The budget data presented in these financial statements is based on the 2024-2028 Financial Plan of the City of Surrey. A reconciliation of budgeted operating surplus in the plan to budgeted deficit results is as follows:

	<b>2024 Budget</b>
Budgeted operating surplus as approved	\$ -
Less: Amortization	(2,290,000)
Add: Budgeted acquisitions of tangible capital assets	2,100,000
Budgeted deficit as presented	<u><u>\$ (190,000)</u></u>

Surrey Public Library  
Statement of Financial Information (SOFI)  
Fiscal Year Ended December 31, 2024

**SCHEDULE OF DEBT**

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

**Library Name:** Surrey Public Library  
**Fiscal Year Ended:** December 31, 2024

The Surrey Public Library has no long-term debt as of December 31, 2024, and therefore no Schedule of Debt has been prepared.

Surrey Public Library  
Statement of Financial Information (SOFI)  
Fiscal Year Ended December 31, 2024

**SCHEDULE OF GUARANTEE AND INDEMNITY**

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

**Library Name:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

Surrey 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:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

Regulations require the Surrey Public Library to report the total amount of remuneration for each employee that exceeds \$75,000 in the year reported. However, certain exceptions have been noted below:

1. Certain employees were hired part way through the year and their remuneration does not reflect a full year's cost.
2. Some employees terminated their employment part way through the year and their remuneration does not reflect a full year's cost.

Please see the following pages for the detailed schedule of remuneration and expenses along with reconciliation to the financial statements.

**Schedule 8 - Remuneration and Expenses**

Board Members	Board Titles	Total Remuneration (Wages/Salaries)	Total CPP/EI (Employer Portion)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
Cuenca, Dulce Amba	Trustee	0	0	20
Gillies, John	Trustee	0	0	0
Gurm, Balbir	Chair (Newly Elected)	0	0	1,151
Herrmann, Marilyn	Chair (Previously Elected)	0	0	0
Kaluarachchi, Saman	Trustee	0	0	326
Kooner, Pardeep	Councillor	0	0	0
Kular, Kulvinder	Trustee	0	0	20
Pascal, Patria	Trustee	0	0	0
Pham, Alisa-Thao	Trustee	0	0	20
Smith, Rachel	Trustee	0	0	439
Sohal, Tanveer	Vice Chair	0	0	205
Werring, Lisa	Trustee	0	0	0
<b>Total Board Members</b>		<b>\$ -</b>	<b>\$ -</b>	<b>2,180</b>

Detailed Employees Exceeding \$75,000	Total Remuneration (Wages/Salaries)	Total CPP/EI (Employer Portion)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
An, E	78,612	5,509	0
Andrews, K	102,043	5,193	180
Badali, C	96,224	5,381	489
Balenzano, J	145,356	5,381	505
Basi, R	114,700	5,381	592
Baum, S	95,365	5,381	343
Bhogal, S	254,902	5,381	916
Castleton, J	100,105	5,381	165
Church, S	119,226	5,381	160
Connors, S	96,134	5,381	775
Davies, K	108,710	5,381	2,383
Dickie, M	86,348	5,381	315
Forouzi, S	100,556	5,381	55
Fry, J	143,649	5,381	1,663
George, R	84,574	5,381	0
Gill, A	85,098	5,381	1,147
Gill, N	91,347	5,381	22
Goossen, L	99,995	5,381	107
Grant, S	132,793	5,381	486
Ho, M	193,434	5,381	2,701
Humphreys, C	114,832	5,381	6,033
Hunc, M	90,153	5,381	362
Johnstone, M	81,250	5,386	731
Kerr, D	120,361	5,381	410
Kitano, R	99,585	5,381	66
Kutan, S	151,794	5,381	374
Larssen, E	96,087	5,381	0
Lau, K	98,325	5,381	706
Lu, M	85,841	5,381	0
MacDonell, P	100,080	5,381	107
Mann, P	98,021	5,381	0
Mawhinney, R	89,613	5,381	0
McDill, D	84,864	5,381	30
McInnes, K	75,853	5,443	50
McNeil, S	90,887	5,381	20
Meech, A	96,198	5,381	249
Merrells, C	81,330	5,381	1,647
Moreno, I	108,068	5,381	130
Morgan, N	100,705	5,381	160
Olcay, E	128,415	5,381	569
Patrick, V	93,389	5,381	128
Penz, N	131,649	5,381	6,369
Quintana Crellis, L	97,705	5,381	0
Quizon, S	129,179	5,381	8,920
Reid, L	97,279	5,381	38
Ricardo De Sanchez, Y	99,071	5,381	3,147
Roach, B	93,253	5,381	160
Savage, M	136,377	5,381	113
Scott, D	99,542	5,381	680
Stachura, I	132,711	5,381	0
Tartaglio, A	123,288	5,381	0
Teixeira, C	92,555	5,381	0
Thiessen, T	107,392	5,381	3,640
Thind, H	136,907	5,381	0
Thomas, T	100,853	5,381	0
Tokhtarova, M	90,256	5,381	0
Tong, T	100,575	5,381	0
Wilson, J	120,147	5,381	170
Woo, A	83,792	5,381	7
Yang, Q	109,378	5,381	130
<b>Total Employees Exceeding \$75,000</b>	<b>\$6,496,728</b>	<b>\$322,841</b>	<b>\$48,149</b>
<b>Total Employees Equal to or Less Than \$75,000</b>	<b>\$9,774,068</b>	<b>\$734,090</b>	<b>\$11,250</b>
<b>Consolidated Total</b>	<b>\$16,270,797</b>	<b>\$1,056,931</b>	<b>\$61,580</b>

Total remuneration may include payout of earned time for vacation, gratuity payments pay for performance, banked time, and/or vehicle allowance.

**Schedule 8 - Remuneration and Expenses**

**Reconciliation of Remuneration and Expenses**

**Per Schedule of Remuneration & Expenses**

	Base salary remuneration	\$	15,622,855	
	Taxable benefit & other		647,941	
				\$ 16,270,797
Reconciling items:	<i>Add: Employer share of EI and CPP*</i>		1,056,931	
	<i>Add: Other benefit*</i>		2,211,523	
	<i>Less: Prior year payroll accrual</i>	-	474,590	
	<i>Add: Current year payroll accrual</i>		616,459	
				<b>3,410,323</b>
	<b>Total Library Salary and Benefits</b>	<b>\$</b>	<b>19,681,120</b>	

**Per Statement of Operations:**

Total Library Salaries and Benefits per Statement of Operations		\$	19,681,120
<b>Total Library Salary and Benefits</b>	<b>\$</b>	<b>19,681,120</b>	

<b>Variance</b>		\$	-
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\* Payments to the Receiver General, Municipal Pension Plan, and service provider for extended health or dental plans are made directly by the City of Surrey on behalf of the Library. These payments are shown on this schedule at the standard rate allocated by the City of Surrey, and not on the Schedule of Payments for the Provision of Goods and Services.

**STATEMENT OF SEVERANCE AGREEMENT**

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

**Library Name:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

There were no severance agreements made between the Surrey Public Library and its non-unionized employees during fiscal year ending December 31, 2024.

**SCHEDULE OF CHANGES IN FINANCIAL POSITION**

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

**Library Name:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

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:** Surrey Public Library

**Fiscal Year Ended:** December 31, 2024

Regulations require the Surrey Public Library to report the total amount paid to each supplier for goods and services that exceeds \$25,000 in the year reported.

Please see following pages for detailed schedule of payments made for the provision of goods and services along with reconciliation to the financial statements.

**Surrey Public Library**  
**Statement of Financial Information (SOFI)**  
**Fiscal Year Ended December 31, 2024**

**Schedule 11 - Provision of Goods and Services**

<b>Name of Individual, Firm or Corporation</b>	<b>Total Amount Paid During Fiscal Year</b>
4TH UTILITY INCORPORATED	30,483
A&G SUPPLY LTD.	57,235
BC HYDRO & POWER AUTHORITY	275,418
BC LIBRARIES COOPERATIVE	258,386
BDO CANADA LLP	54,572
BIBLIOCOMMONS CORP.	97,922
BIBLIOTHECA CANADA INC.	151,281
CENTRE FOR EQUITABLE LIBRARY ACCESS	32,682
COMMUNICO LLC	48,928
CVS MIDWEST TAPE LLC	165,767
FORTISBC ENERGY INC.	95,226
GDI SERVICES (CANADA) LP	233,299
GREAT PACIFIC ENTERPRISES INC DBA TNG (CANADA)	40,830
GUARDTECK SECURITY CORP	260,894
HOULE ELECTRIC LIMITED	53,516
INTEGRAL BUILDING MAINTENANCE INC.	32,783
KANOPY INC.	37,694
LANDMARK BUILDING MAINTENANCE CORPORATION	117,963
LIBRARY BOUND INC.	191,966
NORTON ROSE FULBRIGHT CANADA LLP	30,125
OVERDRIVE, INC.	1,381,665
PATRON POINT INC.	51,188
PLAYAWAY PRODUCTS LLC	39,432
PROGRESS LOGISTICS LTD	48,089
PROGRESSIVE MESSENGER LTD	158,602
PUBLIC LIBRARY INTERLINK	123,550
SIMPURGO MAINTENANCE MANAGEMENT CORP.	152,404
STAPLES BUSINESS ADVANTAGE	69,892
VANCOUVER KIDSBOOKS	154,521
WARRINGTON PCI ITF STRAWBERRY HILLS LIMITED PARTNERSHIP	51,731
WHITEHOTS INC.	1,058,492
<b>TOTAL (SUPPLIERS WITH PAYMENTS EXCEEDING \$25,000)</b>	<b>5,556,535</b>
<b>TOTAL (SUPPLIERS WHERE PAYMENTS ARE \$25,000 OR LESS)</b>	<b>1,356,415</b>
<b>CONSOLIDATED TOTAL</b>	<b>6,912,949</b>

Prepared as required by Financial Information Regulation, Schedule 1, section 7

11-Schedule of Payments for Provision of Goods and Services

**Surrey Public Library**  
**Statement of Financial Information (SOFI)**  
**Fiscal Year Ended December 31, 2024**

**Schedule 11 - Provision of Goods & Services**

<b>Reconciliation of Goods and Services</b>		
<b>Per Schedule of Provision of Goods and Services</b>		
Total of aggregate payments exceeding \$25,000 paid to suppliers	5,556,535	
Consolidated total of payments of \$25,000 or less paid to suppliers	1,356,415	
Employee remuneration expenses	61,580	
Less: 2023 dated vouchers posted to 2023 but paid in 2024	(433,042)	
Add: 2024 dated vouchers posted to 2024 but paid in 2025	406,430	
Less: Prior-year accruals	(33,706)	
Add: Current-year accruals	23,850	
	<u>6,938,061</u>	6,938,061
<b>Net capital acquisitions</b>		
Cash used to acquire tangible capital assets	(1,844,083)	
Amortization expense	1,855,870	
Reconciling capital item *	(86,497)	
	<u>(74,710)</u>	(74,710)
<b>Other Reconciling items:</b>		
Increase/(Decrease) in prepaid expenses	(1,107,765)	
Less: Sales tax rebate	0	
Add: Other Interest & Fiscal Services	10,888	
Add: Net Cost Charges & Recoveries	668,694	
	<u>(428,183)</u>	(428,183)
<b>Total Library Operating Expenses</b>		<b>\$6,435,168</b>
<b>Total Per Statement of Operations:</b>		
Total Operation Expenses		26,116,288
Less: Salary and Benefits		(18,641,099)
Less: Employer Share of EI and CPP		(1,040,021)
<b>Total Library Operating Expenses</b>		<b>\$6,435,168</b>
<b>Variance</b>		<b>-</b>

\* The Library Financial Statements are prepared using the accrual method of accounting, whereas the supplier payments schedule is prepared on a cash basis. The Library supplier payment schedule includes expenditures on both capital and operations.