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Financial Information Act - Statement of Financial Information

Library Name: Valemount Public Library

Fiscal Year Ended: December 31, 2024

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- 11) Schedule of Payments for the Provision of Goods and Services

Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name: Valemount 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 ¹ financial statements)
d)	<input checked="" type="checkbox"/>	Statement of assets and liabilities (audited ¹ financial statements)
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.
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
g)	<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.
		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.
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Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY <i>Valemount Public Library</i>	FISCAL YEAR END (YYYY) 2024	
LIBRARY ADDRESS 1090 A Main Street, Box 368	TELEPHONE NUMBER 250.566.4367	
CITY Valemount	PROVINCE BC	POSTAL CODE V0e2Z0
NAME OF THE CHAIRPERSON OF THE LIBRARY BOARD Darryl Polyk	TELEPHONE NUMBER 250.566.4347	
NAME OF THE LIBRARY DIRECTOR Kira Chalupa	TELEPHONE NUMBER 780.691.5958	

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, 2024 for Valemount 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 12-05-2025
SIGNATURE OF THE LIBRARY DIRECTOR	DATE SIGNED (DD-MM-YYYY)
	DD-MM-YYYY 12-05-2025

Management Report

Financial Information Act - Statement of Financial Information

Library Name: Valemount 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.

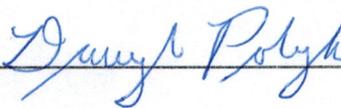
On behalf of Valemount Public Library

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

Darryl Polyk

Signature,

**Chairperson of the
Library Board**



Date

(MM-DD-YYYY)

07-21-2025

Name,

Library Director [Print]

Kira Chalupa

Signature,

Library Director



Date

(MM-DD-YYYY)

07-21-2025

Valemount Public Library

Income Statement 2024/01/01 to 2024/12/31

REVENUE

RECEIPTS

Grant, (United Way)	0.00	
Grant, CBT - Sust Grant	529.58	
Grant, PLSB, Book Purchases	6,992.00	
Grant, PLSB, One Card	6,350.00	
Grant PLB Enhancement Grant	0.00	
Grant, PLSB, Literacy	2,500.00	
Grant, NCLF	390.39	
Grant, InterLibrary Loan	2,694.72	
Grant, Regional District	142,752.00	
Grant, Lawmatters	1,000.00	
Total: Grants		163,208.69
FUNDRAISING & DONATIONS	2,309.12	
Donations- Pipeline	0.00	
Petty Cash, Fines, Lost Books	442.82	
Photocopier	1,049.79	
Total: Other Income		3,801.73
Interest Earned		3,023.51
Enhancement Grants -Phase 1	20,326.16	
Total Enhancement Grants		20,326.16
Previous Years Surplus		0.00
TOTAL RECEIPTS		190,360.09
TOTAL REVENUE		190,360.09

EXPENSE

EXPENDITURES

Professional Fees -Accounting	900.00	
Advertising & Promotion	558.00	
Bookkeeping	5,400.00	
Contingency Expenses	0.00	
Copier Lease & Supplies	3,012.38	
Custodian	5,700.00	
Expansion Plan - Phase 1	0.00	
Expansion Plan - Phase 2	0.00	
Events & Programs	540.75	
Sundry Supplies	0.00	
Electronic Databases	1,909.89	
Total Admin & Operating Expenses		2,450.64

GST (5%) Expense		0.00
Utilities - Hydro		2,241.90
not in use In-Library Accessories		476.60
Insurance		1,549.00
not in use Inter-Library Expense		1,896.00
Interest, Bank Charges, & Penalties		85.37
Internet		952.56
Medical Benefits Reimbursed		2,315.63
Licenses, Fees, Dues, Memberships		2,139.71
not in use CBT- Sust Grant		529.58
not in use Office Supplies		1,313.60
not in use Postage & Freight		156.80
Purchases, Books	11,661.88	
Purchases, Games	557.97	
Purchases, Lawmatters Special Grant	953.73	
Purchases, Magazines	877.72	
Purchases, CD's	51.00	
Purchases, DVD	1,779.50	
Total Books/Games/Magazine/ DVD/CD		15,881.80
R & M Building	111.25	
Total Maintenance & Repair		111.25
Purchases Technology	285.26	
Purchases PLSB Grant Literacy	2,415.00	
not in use R & M Equipment	287.50	
Enhancement #1 Expenses	20,326.16	
Enhancement Grant TOTAL		23,313.92
not in use Sundry Supplies		547.42
Telephone		1,794.13
Volunteer Recognition Expenses		2,639.97
Wages	116,604.17	
Vacation Pay Expense	0.00	
EI Expense	2,709.87	
CPP Expense	6,058.05	
WCB Expense	240.43	
Total Wages and Benefits		125,612.52
TOTAL EXPENDITURES		<u>201,578.78</u>
TOTAL EXPENSE		<u>201,578.78</u>
NET INCOME		<u><u>-11,218.69</u></u>

Generated On: 2025/04/28

Valemount Public Library

Balance Sheet As at 2024/12/31

ASSET

CURRENT ASSETS

Petty Cash	100.00	
CIBC - Current Account	<u>54,141.80</u>	
Cash: Total		54,241.80
Term Deposits		249,469.83
GST Rebate Receivable		2,732.35
2017 GST Rebate Receivable		0.00
Accounts Receivable	<u>35,688.00</u>	
Receivables: Net		<u>35,688.00</u>
TOTAL CURRENT ASSETS		<u>342,131.98</u>

FIXED ASSETS

Improvements: Buildings & Equip.	<u>122,189.72</u>	
Buildings, Net		122,189.72
SIDEWALK		2,138.86
Furniture & Equipment	<u>31,392.32</u>	
Furniture & Equipment: Net		31,392.32
Books & Videos	<u>217,699.18</u>	
Books & Videos: Net		217,699.18
Computer Equipment	<u>10,112.18</u>	
Computer Equipment: Net		<u>10,112.18</u>
TOTAL FIXED ASSETS		<u>383,532.26</u>

TOTAL ASSET 725,664.24

LIABILITY

CURRENT LIABILITIES

Deferred Revenue: Enhancement #1	47,708.17	
Deferred Revenue: TMX Community	1,469.01	
Deferred Revenue: CBT - HVac/Roof	1,159.94	
Deferred Revenue: C Relief/Recovery	4,994.89	
Deferred Revenue: Enhancement #2	51,877.00	
Deferred Revenue: Enhancement #3	<u>7,237.28</u>	
Total: Deferred Revenue		114,446.29
Accrued Accounting		500.00
WCB Payable		<u>240.43</u>
TOTAL CURRENT LIABILITIES		<u>115,186.72</u>

TOTAL LIABILITY 115,186.72

EQUITY

EQUITY IN CAPITAL ASSETS

Equity in Capital Assets	<u>383,023.99</u>
TOTAL EQUITY IN CAPITAL ASSETS	<u><u>383,023.99</u></u>

MEMBER'S EQUITY

Reserve Fund: Covid Emergency Fund	3,000.00
Surplus	235,672.21
Excess of Receipts over Expenditure	<u>-11,218.69</u>
TOTAL MEMBER'S EQUITY	<u><u>227,453.52</u></u>

TOTAL EQUITY	<u><u>610,477.51</u></u>
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LIABILITIES AND EQUITY	<u><u>725,664.23</u></u>
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Generated On: 2025/04/28

VALEMOUNT PUBLIC LIBRARY
Compiled Financial Information
Year Ended December 31, 2024



COMPILATION ENGAGEMENT REPORT

To the Members of Valemount Public Library

On the basis of information provided by management, we have compiled the statement of financial position of Valemount Public Library as at December 31, 2024, and the statements of revenues and expenditures and changes in net assets 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.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we 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.

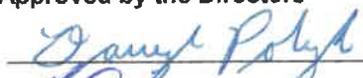
Kamloops, British Columbia
April 17, 2025

Campbell & Schreurs
Chartered Professional Accountants Inc.

VALEMOUNT PUBLIC LIBRARY
Statement of Financial Position
December 31, 2024

	2024	2023
Assets		
Current		
Cash	\$ 54,242	\$ 229,287
Term deposits	249,470	101,995
Accounts receivable	35,688	33,988
Goods and services tax recoverable	2,732	1,912
	342,132	367,182
Property and equipment (note 2)	383,532	383,532
	\$ 725,664	\$ 750,714
 Liabilities and Net Assets		
Current		
Accounts payable	\$ 740	\$ 946
Employee deductions payable	-	6
Deferred revenue	117,446	131,065
	118,186	132,017
 Net Assets		
General fund	223,946	235,165
Invested in property and equipment	383,532	383,532
	607,478	618,697
	\$ 725,664	\$ 750,714

Approved by the Directors

 _____ Director
 _____ Director

See notes to financial information

VALEMOUNT PUBLIC LIBRARY
Statement of Revenues and Expenditures
Year Ended December 31, 2024

	2024	2023
Revenues		
Grants	\$ 162,679	\$ 156,848
Restricted grants	20,856	63,430
Interest	3,024	776
Fundraising	2,309	2,011
Photocopier	1,050	1,166
Fines	443	634
	<u>190,361</u>	<u>224,865</u>
Expenses		
Advertising and promotion	558	210
Bookkeeping fees	5,400	5,100
Copier lease	3,012	2,784
Custodian	5,700	5,400
Employee benefits	2,556	2,547
Grant expenses	-	20,005
Insurance	1,549	1,549
Interest and bank charges	86	61
Internet	953	924
Licences and dues	2,140	1,470
Office	9,481	7,030
Professional fees	900	846
Repairs and maintenance	20,725	3,855
Telephone	1,794	1,997
Utilities	2,242	2,664
Videos, books and magazines	19,112	56,424
Wages	125,372	93,905
	<u>201,580</u>	<u>206,771</u>
Excess (deficiency) of revenues over expenses	\$ (11,219)	\$ 18,094

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Valemount Public Library

Fiscal Year Ended: December 31, 2024

The **Valemount Public Library** has no long term debt.

Schedule of Guarantee and Indemnity

Financial Information Act - Statement of Financial Information

Library Name: Valemount Public Library 2024
Fiscal Year Ended: December 31, 2024

Valemount 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:	VALEMOUNT PUBLIC LIBRARY
Fiscal Year Ended:	2024

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.)
POLYK, DARRYL - Chair	\$0.00	\$0.00
BROWNLEE, MAUREEN - Director	\$0.00	\$0.00
TAKACH, PETER - Director	\$0.00	\$0.00
VANDERZWAN, JANIECE - Director	\$0.00	\$0.00
HOLMIN, JUDY - Director	\$0.00	\$0.00
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
DO NOT USE - list totals only	\$116,604.17	

Consolidated Total	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for
DO NOT USE - list totals only	\$116,604.17	\$0.00

Table 2: Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada Pension Plan and Employment	\$8,767.92
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Table 3: Reconciliation of Remuneration and Expenses

	Amount
Total Remuneration	\$116,604.17

Reconciling Items	Amount
EI EXPENSE	\$2,709.87
CPP EXPENSE	\$6,058.05
WCB EXPENSE	\$240.43
Total Reconciling Items	\$9,008.35

	Amount
Total Per Statement of Revenue & Expenditure	\$125,612.52

	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: Valemount Public Library

Fiscal Year Ended: December 31, 2024

There were NO severance agreements made between Valemount Public Library and its non-unionized employees during fiscal year 2024.

Schedule of Changes in Financial Position

Financial Information Act - Statement of Financial Information

Library Name: VALEMOUNT 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 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:	Valemount Public Library
Fiscal Year Ended:	December 31, 2024

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)	\$84,734.18
Consolidated Total	\$84,734.18

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	\$84,734.18

Reconciling Items	Amount
WCB EXPENSES- accounts payable	\$240.43
ACCOUNTING ACCURAL	\$500.00
WAGES - schedule 8	\$116,104.17
Total Reconciling Items	\$116,844.60

Reconciliation	Amount
Total Per Statement of Revenue and Expenditure	\$201,578.78
Variance	\$0.00

Variance explanation (if required):