

SURREY PUBLIC LIBRARY

**STATEMENT OF FINANCIAL
INFORMATION**

Year Ended December 31, 2015

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

Libraries
Statement of Financial Information (SOFI)
Surrey Public Library
Fiscal Year Ended December 31, 2015

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Approval of Statement of FIA

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Melanie Houlden
Chief Librarian

April 14, 2016

Financial Information Act - Submission Checklist

DUE DATE: MAY 16, 2016

- a) ☒ Approval of Statement of Financial Information.
- b) ☒ A Management Report approved by the Library Board and Library Director.
- c) ☒ An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited¹ financial statements)
- d) ☒ A statement of assets and liabilities (audited¹ financial statements).
- e) ☒ A schedule of debts (audited¹ financial statements). If no debt, or if the information is found elsewhere in the SOFI, an explanation must be provided in the Schedule.
- f) ☒ A 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) A schedule of remuneration and expenses, including:
 - ☒ i) an alphabetical list of employees (first and last names) earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differ from the audited financial statements, an explanation is required.
 - ☒ ii) a list by name and position of Board Members with the amount of any remuneration paid to or on behalf of the member.
 - ☒ iii) 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) A schedule of payments for the provision of goods and services including:
 - ☒ 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.

Library Name: **Surrey Public Library**

For Fiscal Year Ending: **December 31, 2015**

¹ Municipal Libraries and Regional Library Districts must provide audited financial statements as per the *Libraries Act* section 11(2) and 26(2)(a).
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.

Management Report

The Financial Statements contained in this Statement of Financial Information have been prepared on behalf of the Library Board in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are the responsibility of the Library Board. The Library Board is also responsible for all statements and schedules and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The Library Board is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The Library Board has the responsibility for assessing the management systems and practices of the Library.

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 and statements required by the Financial Information Act. Their examination includes a review and evaluation of the Library's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and fair access to the Library Board.

On behalf of The Surrey Public Library



Upkar Tatlay
The Chairperson of the Library Board



Melanie Houlden
Chief Librarian

April 14, 2016

SURREY PUBLIC LIBRARY



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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of the Surrey Public Library

We have audited the accompanying financial statements of the Surrey Public Library, which comprise the statement of financial position as at December 31, 2015, and the statements of operations, changes in net debt and cash flows for the year then ended, and notes and other explanatory information, including Schedules 1 and 2, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Surrey Public Library as at December 31, 2015 and its results of operations, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants
April 14, 2016
Burnaby, Canada

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.

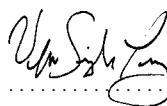
Surrey Public Library
STATEMENT OF FINANCIAL POSITION

As at December 31, 2015, with comparative figures for 2014

	2015	2014
FINANCIAL ASSETS		
Due from the City of Surrey (note 2)	\$ 1,811,571	\$ 1,689,350
	1,811,571	1,689,350
LIABILITIES		
Employee future benefits (note 3)	1,908,872	1,732,277
Deferred revenue (note 4)	45,507	83,831
	1,954,379	1,816,108
NET DEBT	(142,808)	(126,758)
NON-FINANCIAL ASSETS		
Tangible capital assets (note 5)	5,418,102	5,672,972
Prepaid expenses	95,086	33,758
	5,513,188	5,706,730
ACCUMULATED SURPLUS (note 7)	\$ 5,370,380	\$ 5,579,972



Melanie Houlden
Chief Librarian



Upkar Tatlay
Chairperson

Surrey Public Library
STATEMENT OF OPERATIONS

For the year ended December 31, 2015, with comparative figures for 2014

	2015 Budget <i>(note 9)</i>	2015	2014
REVENUES			
City of Surrey grant	\$ 16,806,000	\$ 16,074,834	\$ 15,059,681
Provincial and federal grants <i>(note 6)</i>	933,500	970,516	933,231
Neighborhood community plan contributions	-	152,965	667,400
Fines and fees	580,000	544,273	567,382
Other	47,250	337,613	164,326
	18,366,750	18,080,201	17,392,020
EXPENSES			
Salaries and benefits	13,213,360	12,969,416	12,411,105
Site operations	1,485,721	1,556,868	1,482,872
Library materials collection	744,000	844,376	795,110
Supplies and materials	279,669	295,880	296,047
Inter-library services	148,000	135,092	141,658
Professional services	202,000	262,811	226,088
Other	194,000	192,251	187,709
Amortization	2,741,000	2,033,099	2,035,991
	19,007,750	18,289,793	17,576,580
ANNUAL DEFICIT	\$ (641,000)	\$ (209,592)	\$ (184,560)
Accumulated Surplus, beginning of year	-	5,579,972	5,764,532
Accumulated Surplus, end of year <i>(note 7)</i>	-	\$ 5,370,380	\$ 5,579,972

Surrey Public Library
STATEMENT OF CHANGE IN NET DEBT

As at December 31, 2015, with comparative figures for 2014

	2015 Budget (note 9)	2015	2014
ANNUAL DEFICIT	\$ (641,000)	\$ (209,592)	\$ (184,560)
Acquisition of tangible capital assets	(2,100,000)	(1,778,229)	(1,874,224)
Amortization of tangible capital assets	2,741,000	2,033,099	2,035,991
	-	45,278	(22,793)
Acquisition of prepaid expenses	-	(95,086)	(33,758)
Use of prepaid expenses	-	33,758	34,665
	-	(61,328)	907
CHANGE IN NET DEBT	\$ -	\$ (16,050)	\$ (21,886)
Net Debt, beginning of year	(126,758)	(126,758)	(104,872)
Net Debt, end of year	\$ (126,758)	\$ (142,808)	\$ (126,758)

For the year ended December 31, 2015, with comparative figures for 2014

	2015	2014
CASH PROVIDED BY (USED IN):		
OPERATIONAL ACTIVITY		
Annual Deficit	\$ (209,592)	\$ (184,560)
Items not involving cash		
Amortization expense	2,033,099	2,035,991
Employee future benefits expense <i>(note 3)</i>	246,995	221,667
Change in non-cash assets and liabilities		
Decrease(Increase) in prepaid expenses	(61,328)	907
Increase(Decrease) in deferred revenue	(38,324)	(9,867)
Increase in Due from the City of Surrey	(122,221)	(79,914)
Employee Future Benefits paid by the City of Surrey <i>(note 3)</i>	(70,400)	(110,000)
Net change in cash from operating activities	1,778,229	1,874,224
CAPITAL ACTIVITY		
Cash used to acquire tangible capital assets	(1,778,229)	(1,874,224)
Net change in cash from capital activity	(1,778,229)	(1,874,224)
Net change in cash	\$ -	\$ -
Cash, beginning of year	-	-
Cash, end of year	\$ -	\$ -

For the year ended December 31, 2015

The Surrey Public 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, 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 Council of the City of Surrey.

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

The financial statements of the Surrey Public Library are prepared by management in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants Canada. These financial statements are included in the Consolidated Financial Statements of the City of Surrey. The significant accounting policies are as follows:

a) **Basis of accounting**

The City follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. 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.

b) **Budget information**

The budget data presented in these Financial Statements was included in the City of Surrey's 2015 – 2019 Consolidated Financial Plan and was adopted through By-law #18381 on February 2, 2015.

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	5 to 10 years

Amortization commences when the asset is put into use.

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 fair value at the date of receipt and recorded as revenue.

For the year ended December 31, 2015

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 Surrey Public Library's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

e) **Government transfers**

Restricted transfers from governments are deferred and recognized as revenue in the year in which the stipulations are met. Unrestricted transfers are recognized as revenue when received.

f) **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.

g) **Segment disclosure**

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.

h) **Fines and Fees**

The Library recognizes fines and fees as revenue upon receipt.

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.

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, 2015 (2014 – nil). Printing, marketing, risk management and information technology services along with facility and grounds maintenance costs related to the Library of \$315,161 (2014 - \$296,945) were charged from the City of Surrey and are shown as expenses in the financial statements.

For the year ended December 31, 2015

3. EMPLOYEE FUTURE BENEFITS

The Surrey Public 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.

An actuarial valuation for these benefits was performed to determine the Library's accrued benefit obligation as at December 31, 2015. The difference between the actuarially determined accrued benefit obligation of \$1,959,499 and the accrued benefit liability of \$1,908,871 as at December 31, 2015 is an unamortized actuarial loss of \$50,628. The actuarial loss is amortized over a period equal to the employees' average remaining service lifetime.

	2015	2014
Accrued benefit obligation		
Balance at beginning of year	\$ 1,914,900	\$ 1,689,300
Interest cost	63,500	69,800
Current service cost	142,200	126,000
Actuarial loss (gain)	(90,700)	139,800
Benefits paid	(70,400)	(110,000)
Accrued benefit obligation, end of year	\$ 1,959,500	\$ 1,914,900

Reconciliation of accrued benefit obligation to accrued benefit liability:

	2015	2014
Accrued benefit obligation, end of year	\$ 1,959,500	\$ 1,914,900
Unamortized actuarial loss	(50,628)	(182,623)
Accrued benefit liability, end of year	\$ 1,908,872	\$ 1,732,277

The total expenses recorded in the financial statements in respect of obligations under these plans amounts to \$246,995 (2014 - \$221,667)

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

	2015	2014
Discount rate	3.20%	3.20%
Expected future inflation rate	2.50%	2.50%
Expected wage and salary inflation	2.50%	2.50%
Expected wage and salary range increases	0.50%	0.50%
Expected average remaining service life (years)	11	11

For the year ended December 31, 2015

4. DEFERRED REVENUE

	2015	2014
Balance, beginning of year	\$ 83,831	\$ 93,698
Amounts received for grants, sponsorships and other	132,807	151,786
Amounts recognized as Provincial and Federal grants revenue	(171,131)	(161,653)
Balance, end of year	\$ 45,507	\$ 83,831

5. TANGIBLE CAPITAL ASSETS

Cost	Balance at December 31, 2014	Additions	Disposals / Write-downs/ Allocations	Balance at December 31, 2015
Books and publications	\$ 9,477,354	\$ 1,658,087	\$ 2,006,486	\$ 9,128,955
Machinery and equipment	1,914,758	120,142	118,388	1,916,512
Total	\$ 11,392,112	\$ 1,778,229	\$ 2,124,874	\$ 11,045,467

Accumulated Amortization	Balance at December 31, 2014	Amortization	Accumulated Amortization on Disposals	Balance at December 31, 2015
Books and publications	\$ 4,883,818	\$ 1,860,646	\$ 2,006,486	\$ 4,737,978
Machinery and equipment	835,322	172,453	118,388	889,387
Total	\$ 5,719,140	\$ 2,033,099	\$ 2,124,874	\$ 5,627,365

Net Book Value	Balance at December 31, 2014	Balance at December 31, 2015
Books and publications	\$ 4,593,536	\$ 4,390,977
Machinery and equipment	1,079,436	1,027,125
Total	\$ 5,672,972	\$ 5,418,102

Surrey Public Library
NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2015

6. GOVERNMENT TRANSFERS

The Government transfers reported on the Statement of Operations are:

	2015	2014
Provincial grants:		
Operating	\$ 898,491	\$ 859,445
BC One Card	31,688	32,696
Resource Sharing	28,689	12,401
Literacy and Equity	11,648	28,689
Total revenues	\$ 970,516	\$ 933,231

7. ACCUMULATED SURPLUS

	2015	2014
Tangible Capital Assets	\$ 5,418,102	\$ 5,672,972
Appropriated for Materials on Order	276,465	231,187
Unappropriated Surplus	173,338	173,338
Unfunded Employee Future Benefits	(497,525)	(497,525)
Total surplus	\$ 5,370,380	\$ 5,579,972

For the year ended December 31, 2015

8. 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, 2015, the Plan has about 185,000 active members and approximately 80,000 retired members. Active members include approximately 37,000 contributors from local government.

The most recent valuation for the Plan as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2015 with results available in 2016.

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 Library paid \$866,000 (2014 - \$797,000) for employer contributions while employees contributed \$788,000 (2014 - \$718,000) to the Plan in fiscal 2015.

9. BUDGET FIGURES

The budget data presented in these financial statements is based on the 2015-2019 Financial Plan of the City of Surrey. A reconciliation of budgeted results to reported results is as follows:

		2015 Budget
Budgeted operating surplus as approved	\$	-
Less: Amortization		(2,741,000)
Add: Budgeted acquisitions of tangible capital assets		2,100,000
Budgeted deficit as presented	\$	(641,000)

SURREY PUBLIC LIBRARY
SUPPLEMENTARY FINANCIAL
INFORMATION

Surrey Public Library
STATEMENT OF FINANCIAL POSITION BY FUND *Schedule 1*

As at December 31, 2015, with comparative figures for 2014

	Operating Fund	Capital Fund	2015	2014
FINANCIAL ASSETS				
Due from the City of Surrey <i>(note 2)</i>	\$ 1,811,571	\$ -	\$ 1,811,571	\$ 1,689,350
	1,811,571	-	1,811,571	1,689,350
LIABILITIES				
Employee future benefits <i>(note 3)</i>	1,908,872	-	1,908,872	1,732,277
Deferred revenue <i>(note 4)</i>	45,507	-	45,507	83,831
	1,954,379	-	1,954,379	1,816,108
NET DEBT	(142,808)	-	(142,808)	(126,758)
NON-FINANCIAL ASSETS				
Tangible capital assets <i>(note 5)</i>	-	5,418,102	5,418,102	5,672,972
Prepaid expenses	95,086	-	95,086	33,758
	95,086	5,418,102	5,513,188	5,706,730
Accumulated Surplus (Deficit)	\$ (47,722)	\$ 5,418,102	\$ 5,370,380	\$ 5,579,972

Surrey Public Library
Schedule 2 STATEMENT OF OPERATIONS BY FUND

For the year ended December 31, 2015, with comparative figures for 2014

	Operating Fund	Capital Fund	2015	2014
REVENUES				
City of Surrey operating grant	\$ 14,562,579	\$ -	\$ 14,562,579	\$ 13,852,913
City of Surrey capital grant	-	1,512,255	1,512,255	1,206,768
Provincial and federal grants <i>(note 6)</i>	970,516	-	970,516	933,231
Neighborhood community plan contributions	-	152,965	152,965	667,400
Fines and fees	544,273	-	544,273	567,382
Other	224,568	113,045	337,613	164,326
	16,301,936	1,778,265	18,080,201	17,392,020
EXPENSES				
Salaries and benefits	12,969,416	-	12,969,416	12,411,105
Site operations	1,556,868	-	1,556,868	1,482,872
Library materials collection	844,376	-	844,376	795,110
Supplies and materials	295,880	-	295,880	296,047
Inter-library services	135,092	-	135,092	141,658
Professional services	262,811	-	262,811	226,088
Other	192,215	36	192,251	187,709
Amortization	-	2,033,099	2,033,099	2,035,991
	16,256,658	2,033,135	18,289,793	17,576,580
ANNUAL DEFICIT	45,278	(254,870)	(209,592)	(184,560)
Accumulated Surplus (Deficit), beginning of year	(93,000)	5,672,972	5,579,972	5,764,532
Accumulated Surplus (Deficit), end of year	\$ (47,722)	\$ 5,418,102	\$ 5,370,380	\$ 5,579,972

SCHEDULE OF DEBT

A Schedule of Debts has not been prepared because the Surrey Public Library does not have any long term debt as of December 31, 2015.

Prepared under the Financial Information Regulation, Schedule 1, section 4

SCHEDULE OF GUARANTEES AND INDEMNITIES

A Schedule of Guarantees and Indemnity payments has not been prepared because the Surrey Public Library has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Prepared under the Financial Information Regulation, Schedule 1, section 5

SCHEDULE OF REMUNERATION AND EXPENSES

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.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(2)

Surrey Public Library
Statement of Financial Information (SOFI)

Fiscal Year Ended December 31, 2015

Schedule of Remuneration and Expenses

BOARD MEMBERS	BASE SALARY REMUNERATION	TAXABLE BENEFIT & OTHER	TOTAL EXPENSES
Linda Stromberg			1,982.87
John Shepherd			325.00
James Bennett			253.42
Karen Reid Sidhu			150.00
Stanley Chang			0.00
Upkar Tatlay			451.45
Sara Salmond			36.67
Marina Haddad			150.00
Perbeen Mann			36.67
Total Board Members	\$ -	\$ -	\$ 3,386.08

EMPLOYEE NAME	BASE SALARY REMUNERATION	TAXABLE BENEFIT & OTHER	TOTAL EXPENSES
Aho, Virginia P.	76,433.42	2,273.09	390.72
Andrews, Kristen T.	102,243.27	2,626.45	445.75
Ashmore, Amy	76,374.06	1,800.84	1,029.62
Bhogal, Surinder K.	126,256.81	2,624.45	2,057.10
Casenas, Carolyn S.	74,436.40	1,725.31	197.80
Castleton, Jennie	78,512.56	1,634.42	214.78
Cooke, Laurie J	96,174.38	1,369.91	1,094.92
Cox, April L.	116,678.56	2,400.88	571.73
Forouzi, Saied	78,518.49	2,112.12	71.68
Fry, Jennifer J.	80,742.36	2,524.04	1,412.79
Goossen, Linda A.	78,512.58	1,457.91	140.00
Grant, Sara C.	88,974.54	3,434.23	483.88
Harris, Gayle J.	78,512.53	2,305.02	600.22
Hill, Cyndy L.	87,876.63	3,808.51	1,802.45
Ho, Michael C.	116,678.58	5,185.36	2,633.64
Houlden, Melanie G.	148,936.47	9,261.70	6,533.86
Kerr, David G	78,512.51	2,541.68	388.29
Larssen, Elizabeth A.	77,951.47	2,242.65	2,557.35
MacDonell, Paul C.	76,765.93	742.12	120.00
Mandera, Iwona	94,828.39	2,488.91	991.78
Or, Victor C.	78,506.63	2,066.77	33.83
Patrick, Valerie A	74,462.15	754.84	458.75
Prophet, Katherine T.	89,596.93	2,187.50	12.33
Savage, Meghan J.	76,359.08	2,543.14	1,597.46
Scott, Deanna	78,512.57	2,095.28	351.25
Stachura, Ilona	83,096.99	2,652.68	437.46
Thind, Harjinderpal S.	88,091.70	3,981.56	1,053.03
Tong, Tania W	78,820.63	1,471.62	95.00
Walsh, W James	89,596.93	1,839.01	152.33
Wile, Jennifer R.	89,596.94	1,567.84	2,641.77
Total Employees Exceeding \$75,000	\$2,660,560.49	\$75,719.84	\$30,571.57
Total Employees Equal to or Less than \$75,000	\$7,778,787.44	\$272,970.03	\$19,558.83
Consolidated Total	\$10,439,347.93	\$348,689.87	\$53,516.48

"Taxable Benefit & Other" included payout of earned time for vacation, gratuity payments pay for performance, banked time, and/or vehicle allowance.

SCHEDULE OF SEVERANCE AGREEMENTS

There were **no** severance agreements made between the Surrey Public Library and its non-unionized employees during the fiscal year ending December 31, 2015

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

Surrey Public Library
Schedule of Remuneration and Expenses
Reconciliation to Financial Statements
Fiscal Year Ended December 31, 2015

<u>RECONCILIATION:</u>			<u>2015</u>
Base salary remuneration			\$10,439,347.93
Taxable benefit & other			348,689.87
			<u>10,788,037.80</u>
Reconciling items:	<i>Add: Other benefit overhead</i>	2,072,035.41	
	<i>Less: Prior year accrual</i>	(411,025.79)	
	<i>Add: Current year accrual</i>	462,127.75	
		<u></u>	<u>2,123,137.37</u>
Total Library Salary and Benefits			<u>\$ 12,911,175.17</u>
Total Library Salaries and Benefits per Statement of Operations			\$ 12,969,416.00
<i>Less Payroll labour allocations</i>			(58,240.83)
Total Library Salary and Benefits			<u>\$ 12,911,175.17</u>
Variance			\$ -

SCHEDULE OF PAYMENTS TO SUPPLIERS FOR GOODS AND SERVICES

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.

Prepared under the Financial Information Regulation, Schedule 1, subsection 7(1)

Statement of Financial Information (SOFI)

For the year ended December 31, 2015

Schedule of Payments for Provision of Goods & Services

SUPPLIER NAME	TOTAL AMOUNT PAID DURING FISCAL YEAR
3M CANADA COMPANY COMPAGNIE 3M CANADA	193,797.09
ARGUS CARRIERS LTD.	139,294.61
BC HYDRO & POWER AUTHORITY	285,961.11
BC LIBRARIES COOPERATIVE	183,913.66
BEST SERVICE PROS LTD.	120,488.10
BLACKBURN YOUNG OFFICE SOLUTIONS	34,921.60
CAROLYN JACK	37,253.80
CasCade Energy Ltd	36,876.64
CENTRE FOR EQUITABLE LIBRARY ACCESS	31,889.55
CLEAN FOR YOU CLEANING SERVICES LTD.	48,891.97
CVS MIDWEST TAPE LLC	394,726.63
EBSCO CANADA LTD.	38,566.30
FORTISBC ENERGY INC.	49,203.55
GDI SERVICES (CANADA) LP	60,536.66
IMPERIAL HOBBIES	37,735.50
LIBRARY BOUND INC.	65,346.49
MILLS BASICS	26,051.19
OVERDRIVE, INC.	324,514.85
PALADIN SECURITY GROUP LTD.	129,934.00
PRIME BUILDING MAINTENANCE LTD.	106,078.14
PUBLIC LIBRARY INTERLINK	239,189.11
RECORDED BOOKS, INC	35,738.47
RICOH CANADA INC	55,725.38
RIOKIM HOLDINGS (STRAWBERRY HILL) INC.	43,260.71
SAVOURY CITY FOODS LTD.	27,012.11
SURREY CRIME PREVENTION SOCIETY	25,000.00
THE NEWS GROUP KELOWNA	76,079.10
UNITED LIBRARY SERVICES INC.	34,321.73
VANCOUVER KIDSBOOKS	517,476.60
WHITEHOTS INC.	590,910.23
TOTAL PAYMENT TO SUPPLIERS WHO RECEIVED AGGREGATE PAYMENTS OF \$25,000 OR MORE	3,990,694.87
TOTAL PAYMENT TO SUPPLIERS WHO RECEIVED AGGREGATE PAYMENTS OF \$25,000 OR LESS	852,333.58
CONSOLIDATED TOTAL	4,843,028.45

Surrey Public Library

Schedule of Payments to Suppliers for Goods and Services

For the year ended December 31, 2015

Reconciliation to Financial Statements

<u>RECONCILIATION:</u>		<u>2015</u>
Total of aggregate payments exceeding \$25,000 paid to suppliers	\$3,990,695	
Consolidated total of payments of \$25,000 or less paid to suppliers	852,334	
Employee remuneration expenses	53,516	
Less: 2014 vouchers posted to 2014 period but paid in 2015	(158,943)	
Add: 2015 vouchers posted to 2015 period but paid in 2016	208,337	
Less: Prior-year accruals	(51,750)	
Add: Current-year accruals	<u>8,020</u>	
		4,902,209
Add: Net capital acquisitions		
Cash used to acquire tangible capital assets	(1,778,229)	
Amortization expense	2,033,099	
Reconciling capital item *	<u>(20,725)</u>	
		234,145
Increase/(Decrease) in prepaid expenses		61,327
less: Sales tax rebate		(198,251)
Other Interest & Fiscal Services		5,786
Net Cost Recoveries		315,161
Total Library Operating Expenses		<u>\$5,320,377</u>
 Total Statement of Operations		 18,289,793
Less: Salary and Benefits per Statement of Operations		(12,969,416)
Total Library Operating Expenses		<u>\$5,320,377</u>

* 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.