

SURREY PUBLIC LIBRARY

STATEMENT OF FINANCIAL INFORMATION

Year Ended December 31, 2016

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

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Fiscal Year Ended: December 31, 2016

File Name

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Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

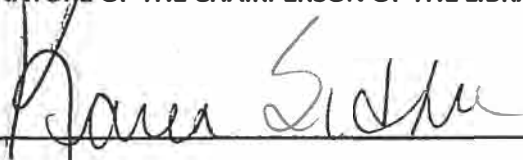

Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY <i>Surrey Libraries</i>	FISCAL YEAR END (YYYY) 2016
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 Karen Reid Sidhu	TELEPHONE NUMBER 604-598-7300
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 Dec. 31, 2016 for Surrey Libraries as required under Section 2 of the Financial Information Act.

SIGNATURE OF THE CHAIRPERSON OF THE LIBRARY BOARD* 	DATE SIGNED (DD-MM-YYYY) 04-13-2017
SIGNATURE OF THE LIBRARY DIRECTOR 	DATE SIGNED (DD-MM-YYYY) 04-13-2017

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.

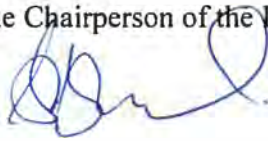
The Library Board is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The Library Board has the responsibility for assessing the management systems and practices of the Library.

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



Karen Reid Sidhu
The Chairperson of the Library Board



Surinder Bhogal
Chief Librarian

April 13, 2017

Prepared as required by Financial Information Regulation, Schedule 1, section 9

SURREY PUBLIC LIBRARY



KPMG Enterprise™
Metro Tower I
4710 Kingsway, Suite 2400
Burnaby BC V5H 4M2
Canada
Telephone (604) 527-3600
Fax (604) 527-3636

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, 2016, 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, 2016 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.

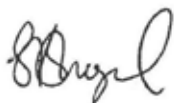
KPMG LLP

Chartered Professional Accountants
April 13, 2017
Burnaby, Canada

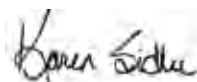
STATEMENT OF FINANCIAL POSITION SURREY PUBLIC LIBRARY

As at December 31, 2016, with comparative figures for 2015

	2016	2015
FINANCIAL ASSETS		
Due from the City of Surrey <i>(Note 2)</i>	\$ 2,052,772	\$ 1,811,571
	2,052,772	1,811,571
LIABILITIES		
Employee future benefits <i>(Note 3)</i>	2,080,093	1,908,872
Deferred revenue <i>(Note 4)</i>	58,943	45,507
	2,139,036	1,954,379
NET DEBT	(86,264)	(142,808)
NON FINANCIAL ASSETS		
Tangible capital assets <i>(Note 5)</i>	5,299,890	5,418,102
Prepaid expenses	34,799	95,086
	5,334,689	5,513,188
ACCUMULATED SURPLUS <i>(Note 7)</i>	\$ 5,248,425	\$ 5,370,380



Surinder Bhogal
Chief Librarian



Karen Reid Sidhu
Chairperson

STATEMENT OF SURREY PUBLIC LIBRARY OPERATIONS

For the year ended December 31, 2016, with comparative figures for 2015

	2016 Budget	2016	2015
	<i>(Note 9)</i>		
REVENUES			
City of Surrey grant	\$ 16,909,000	\$ 16,270,240	\$ 16,074,834
Provincial and federal grants <i>(Note 6)</i>	970,500	972,843	970,516
Neighborhood community plan	-	508,720	152,965
Fines and fees	495,000	536,313	544,273
Other	47,500	138,305	337,613
	18,422,000	18,426,421	18,080,201
EXPENSES			
Salaries and benefits	13,368,333	13,281,634	12,969,416
Site operations	1,528,174	1,577,399	1,556,868
Library materials collection	744,000	942,159	844,376
Supplies and materials	307,163	236,438	295,880
Inter-library services	140,000	134,283	135,092
Professional services	192,000	226,099	262,811
Other	42,330	161,351	192,251
Amortization	2,154,000	1,989,013	2,033,099
	18,476,000	18,548,376	18,289,793
ANNUAL DEFICIT	\$ (54,000)	\$ (121,955)	\$ (209,592)
Accumulated Surplus, beginning of year	5,370,380	5,370,380	5,579,972
Accumulated Surplus, end of year <i>(Note 7)</i>	5,316,380	\$ 5,248,425	\$ 5,370,380

STATEMENT OF CHANGE IN NET DEBT SURREY PUBLIC LIBRARY

As at December 31, 2016, with comparative figures for 2015

	2016 Budget	2016	2015
	<i>(Note 9)</i>		
ANNUAL DEFICIT	\$ (54,000)	\$ (121,955)	\$ (209,592)
Acquisition of tangible capital assets	(2,100,000)	(1,870,801)	(1,778,229)
Amortization of tangible capital assets	2,154,000	1,989,013	2,033,099
	-	(3,743)	45,278
Acquisition of prepaid expenses	-	(34,799)	(95,086)
Use of prepaid expenses	-	95,086	33,758
	-	60,287	(61,328)
CHANGE IN NET DEBT	\$ -	\$ 56,544	\$ (16,050)
Net Debt, beginning of year	(142,808)	(142,808)	(126,758)
Net Debt, end of year	\$ (142,808)	\$ (86,264)	\$ (142,808)

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

STATEMENT OF SURREY PUBLIC LIBRARY CASH FLOWS

For the year ended December 31, 2016, with comparative figures for 2015

	2016	2015
CASH PROVIDED BY (USED IN):		
OPERATIONAL ACTIVITY		
Annual Deficit	\$ (121,955)	\$ (209,592)
Items not involving cash		
Amortization expense	1,989,013	2,033,099
Employee future benefits expense (Note 3)	260,321	246,995
Change in non-cash assets and liabilities		
Decrease(Increase) in prepaid expenses	60,287	(61,328)
Increase(Decrease) in deferred revenue	13,436	(38,324)
Increase in Due from the City of Surrey	(241,201)	(122,221)
Employee Future Benefits paid by the City of Surrey (Note 3)	(89,100)	(70,400)
Net change in cash from operating activities	1,870,801	1,778,229
CAPITAL ACTIVITY		
Cash used to acquire tangible capital assets	(1,870,801)	(1,778,229)
Net change in cash from capital activity	(1,870,801)	(1,778,229)
Net change in cash	-	\$ -
Cash, beginning of year	-	-
Cash, end of year	\$ -	\$ -

For the year ended December 31, 2016

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 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 Library 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 2016 – 2020 Consolidated Financial Plan and was adopted through By-law #18572 on March 7, 2016.

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.

The cost of electronic resources, including books, magazines and other periodicals is expensed as they are generally licensed on an annual basis.

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.

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) **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.

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. 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, 2016 (2015 – nil). Printing, marketing, risk management and information technology services along with facility and grounds maintenance costs related to the Library of \$334,155 (2015 - \$315,161) were charged from the City of Surrey and are shown as expenses in the financial statements.

For the year ended December 31, 2016

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, 2016. The difference between the actuarially determined accrued benefit obligation of \$1,566,700 and the accrued benefit liability of \$2,080,093 as at December 31, 2016 is an unamortized actuarial gain of \$513,393. The actuarial gain is amortized over a period equal to the employees' average remaining service lifetime.

	2016	2015
Accrued benefit obligation		
Balance at beginning of year	\$ 1,959,500	\$ 1,914,900
Interest cost	65,100	63,500
Current service cost	151,600	142,200
Actuarial gain	(520,400)	(90,700)
Benefits paid	(89,100)	(70,400)
Accrued benefit obligation, end of year	\$ 1,566,700	\$ 1,959,500

Reconciliation of accrued benefit obligation to accrued benefit liability:

	2016	2015
Accrued benefit obligation, end of year	\$ 1,566,700	\$ 1,959,500
Unamortized actuarial (loss) gain	513,393	(50,628)
Accrued benefit liability, end of year	\$ 2,080,093	\$ 1,908,872

The total expenses recorded in the financial statements in respect of obligations under these plans amounts to \$260,321 (2015 - \$246,995)

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

	2016	2015
Discount rate	3.20%	3.20%
Expected future inflation rate	1.80%	2.50%
Expected wage and salary inflation	1.80%	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, 2016

4. DEFERRED REVENUE

	2016		2015
Balance, beginning of year	\$ 45,507	\$	83,831
Amounts received for grants, sponsorships and other	132,895		132,807
Amounts recognized as Provincial and Federal grants revenue	(119,459)		(171,131)
Balance, end of year	\$ 58,943	\$	45,507

5. TANGIBLE CAPITAL ASSETS

Cost	Balance at December 31, 2015	Additions	Disposals / Write-downs/ Allocations	Balance at December 31, 2016
Books and publications	\$ 9,128,955	\$ 1,744,697	\$ 1,966,262	\$ 8,907,390
Machinery and equipment	1,916,512	126,104	23,471	2,019,145
Total	\$ 11,045,467	\$ 1,870,801	\$ 1,989,733	\$ 10,926,535

Accumulated Amortization	Balance at December 31, 2015	Amortization	Accumulated Amortization on Disposals	Balance at December 31, 2016
Books and publications	\$ 4,737,978	\$ 1,803,366	\$ 1,966,262	\$ 4,575,082
Machinery and equipment	889,387	185,647	23,471	1,051,563
Total	\$ 5,627,365	\$ 1,989,013	\$ 1,989,733	\$ 5,626,645

Net Book Value	Balance at December 31, 2015	Balance at December 31, 2016
Books and publications	\$ 4,390,977	\$ 4,322,308
Machinery and equipment	1,027,125	967,582
Total	\$ 5,418,102	\$ 5,299,890

For the year ended December 31, 2016

6. GOVERNMENT TRANSFERS

The Government transfers reported on the Statement of Operations are:

	2016	2015
Provincial grants:		
Operating	\$ 898,491	\$ 898,491
BC One Card	31,688	31,688
Resource Sharing	28,689	28,689
Literacy and Equity	13,975	11,648
Total revenues	\$ 972,843	\$ 970,516

7. ACCUMULATED SURPLUS

	2016	2015
Tangible Capital Assets	\$ 5,299,890	\$ 5,418,102
Appropriated for Materials on Order	272,722	276,465
Unappropriated Surplus	173,338	173,338
Unfunded Employee Future Benefits	(497,525)	(497,525)
Total surplus	\$ 5,248,425	\$ 5,370,380

For the year ended December 31, 2016

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, 2016, the Plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

The most recent valuation for the Plan as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019.

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 \$872,000 (2015 - \$866,000) for employer contributions while employees contributed \$797,000 (2015 - \$788,000) to the Plan in fiscal 2016.

9. BUDGET FIGURES

The budget data presented in these financial statements is based on the 2016- 2020 Financial Plan of the City of Surrey. A reconciliation of budgeted results to reported results is as follows:

	2016 Budget
Budgeted operating surplus as approved	\$ -
Less: Amortization	(2,154,000)
Add: Budgeted acquisitions of tangible capital assets	2,100,000
Budgeted deficit as presented	\$ (54,000)

SURREY PUBLIC LIBRARY
**SUPPLEMENTARY
FINANCIAL INFORMATION**

SCHEDULE 1 STATEMENT OF FINANCIAL POSITION BY FUND SURREY PUBLIC LIBRARY

As at December 31, 2016, with comparative figures for 2015

	Operating Fund	Capital Fund	2016	2015
FINANCIAL ASSETS				
Due from the City of Surrey (Note 2)	\$ 2,052,772	\$ -	\$ 2,052,772	\$ 1,811,571
	2,052,772	-	2,052,772	1,811,571
LIABILITIES				
Employee future benefits (Note 3)	2,080,093	-	2,080,093	1,908,872
Deferred revenue (Note 4)	58,943	-	58,943	45,507
	2,139,036	-	2,139,036	1,954,379
NET DEBT	(86,264)	-	(86,264)	(142,808)
NON-FINANCIAL ASSETS				
Tangible capital assets (Note 5)	-	5,299,890	5,299,890	5,418,102
Prepaid expenses	34,799	-	34,799	95,086
	34,799	5,299,890	5,334,689	5,513,188
Accumulated Surplus (Deficit) (Note 7)	\$ (51,465)	\$ 5,299,890	\$ 5,248,425	\$ 5,370,380

SCHEDULE 2 STATEMENT OF OPERATIONS
BY FUND SURREY PUBLIC LIBRARY

For the year ended December 31, 2016, with comparative figures for 2015

	Operating Fund	Capital Fund	2016	2015
REVENUES				
City of Surrey operating grant	\$ 14,932,712	\$ -	\$ 14,932,712	\$ 14,562,579
City of Surrey capital grant	-	1,337,528	1,337,528	1,512,255
Provincial and federal grants (Note 6)	972,843	-	972,843	970,516
Neighborhood community plan	-	508,720	508,720	152,965
Fines and fees	536,313	-	536,313	544,273
Other	113,752	24,553	138,305	337,613
	16,555,620	1,870,801	18,426,421	18,080,201
EXPENSES				
Salaries and benefits	13,281,634	-	13,281,634	12,969,416
Site operations	1,577,399	-	1,577,399	1,556,868
Library materials collection	942,159	-	942,159	844,376
Supplies and materials	236,438	-	236,438	295,880
Inter-library services	134,283	-	134,283	135,092
Professional services	226,099	-	226,099	262,811
Other	161,351	-	161,351	192,251
Amortization	-	1,989,013	1,989,013	2,033,099
	16,559,363	1,989,013	18,548,376	18,289,793
ANNUAL DEFICIT	(3,743)	(118,212)	(121,955)	(209,592)
Accumulated Surplus (Deficit), beginning of year	(47,722)	5,418,102	5,370,380	5,579,972
Accumulated Surplus (Deficit), end of year	\$ (51,465)	\$ 5,299,890	\$ 5,248,425	\$ 5,370,380

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Debt

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2017

The Surrey Libraries has no long term debt as of December 31, 2016, therefore no Schedule of Debt has been prepared.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

SCHEDULE OF GUARANTEE AND INDEMNITY

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2016

Library (Surrey Libraries) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Remuneration and Expenses

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2016

Regulations require the Surrey Libraries 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 following pages for detailed schedule of remuneration and expenses along with reconciliation to the financial statements.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Remuneration and Expenses

BOARD MEMBERS	BASE SALARY REMUNERATION	TAXABLE BENEFIT & OTHER	TOTAL EXPENSES
James Bennett			492.50
Stanley Chang			295.00
Greg Down			220.00
Bill King			215.00
Perbeen Mann			90.00
Susan Muraja			310.00
Neelam Sahota			220.00
John Shepherd			675.00
Karen Reid Sidhu			90.00
Upkar Tatlay			1,097.25
Total Board Members	\$ -	\$ -	\$ 2,607.50

EMPLOYEES EXCEEDING \$75,000	BASE SALARY REMUNERATION	TAXABLE BENEFIT & OTHER	TOTAL EXPENSES
Aho, Virginia P.	78,559.90	2,424.59	284.56
Andrews, Kristen T.	104,659.01	2,936.27	597.12
Ashmore, Amy	78,559.90	2,622.22	2,186.75
Basi, Ravinder K	72,338.33	27,564.54	292.88
Bhogal, Surinder K.	137,630.00	5,954.36	3,014.29
Castleton, Jennie	78,538.34	1,535.53	370.00
Cooke, Laurie J	100,526.50	1,627.11	207.16
Cox, April L.	116,748.96	2,633.89	280.76
Forouzi, Saied	78,559.90	2,683.90	0.00
Franklin, Carolyn A	77,448.42	3,162.46	44.82
Fry, Jennifer J.	84,411.44	2,695.29	1,477.77
Goossen, Linda A.	78,452.02	1,594.30	451.50
Grant, Sara C.	89,651.02	2,760.88	110.24
Harris, Gayle J.	78,559.95	2,754.70	1,044.81
Hill, Cyndy L.	89,651.01	3,843.74	1,821.46
Ho, Michael C.	116,748.93	5,484.66	2,319.28
Houlden, Melanie G.	80,466.98	13,994.80	537.70
Kerr, David G	78,559.95	2,772.70	314.96
MacDonell, Paul C.	78,559.97	955.18	927.54
Mandera, Iwona	99,120.57	2,713.76	377.85
Patrick, Valerie A	77,844.53	3,293.75	657.64
Prophet, Katherine T.	89,650.96	2,302.91	13.85
Savage, Meghan J.	78,559.95	2,873.88	414.55
Scott, Deanna	78,559.96	2,326.31	36.00
Stachura, Ilona	86,859.19	2,698.74	519.53
Teixeira, Cristina M	74,243.97	1,400.15	31.90
Thind, Harjinderpal S.	92,536.93	4,269.57	609.44
Tong, Tania W	78,559.93	2,106.37	508.76
Walsh, W James	89,651.05	2,574.63	247.55
Wile, Jennifer R.	88,678.12	1,836.27	12,845.67
Total Employees Exceeding \$75,000	\$2,632,895.69	\$118,397.46	\$32,546.35
Total Employees Equal to or Less than \$75,000	\$7,835,340.99	\$283,249.50	\$15,841.81
Consolidated Total	\$10,468,236.68	\$401,646.96	\$50,995.66

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

Prepared as required by Financial Information Regulation, Schedule 1, section 6

07-Schedule of Remuneration Expenses

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Remuneration and Expenses

RECONCILIATION:		2016
Base salary remuneration		\$10,468,236.68
Taxable benefit & other		401,646.96
		<u>10,869,883.64</u>
Reconciling items:	<i>Add: Other benefit overhead</i>	2,619,655.85
	<i>Less: Prior year payroll accrual</i>	<i>(462,127.75)</i>
	<i>Add: Current year payroll accrual</i>	<i>214,724.84</i>
		<u>2,372,252.94</u>
Total Library Salary and Benefits		\$ 13,242,136.58
Total Library Salaries and Benefits per Statement of Operations		\$ 13,281,634.00
Less Payroll labour allocations		<i>(39,497.42)</i>
Total Library Salary and Benefits		\$ 13,242,136.58
Variance		\$ -

Prepared as required by Financial Information Regulation, Schedule 1, section 6

07-Schedule of Remuneration Expenses

**Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016**

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2016

There were **no** severance agreements made between the Surrey Libraries and its non-unionized employees during the fiscal year ending December 31, 2016.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

SCHEDULE OF CHANGES IN FINANCIAL POSITION

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2016

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

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Payments Made For The Provisions of Goods and Services

Financial Information Act - Statement of Financial Information

Library Name: Surrey Libraries
Fiscal Year Ended: December 31, 2016

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 Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Payments for Provision of Goods & Services

NAME OF INDIVIDUAL, FIRM OR CORPORATION	TOTAL AMOUNT PAID DURING FISCAL YEAR
3M CANADA COMPANY COMPAGNIE 3M CANADA	60,564.25
ARGUS CARRIERS LTD.	144,576.14
BC HYDRO & POWER AUTHORITY	264,485.92
BC LIBRARIES COOPERATIVE	170,011.14
BEST SERVICE PROS LTD.	152,478.13
BIBLIOCOMMONS INC.	59,446.61
BIBLIOTHECA	128,756.15
CASCADE ENERGY	30,498.72
CENTRE FOR EQUITABLE LIBRARY ACCESS	31,702.30
CLEAN FOR YOU CLEANING SERVICES LTD.	50,736.08
CVS MIDWEST TAPE LLC	339,601.41
EBSCO CANADA LTD.	38,799.98
FORTISBC ENERGY INC.	46,833.58
HARBOUR WEST CONSULTING INC.	28,071.77
IMPERIAL HOBBIES	34,320.15
JONATHAN MORGAN & COMPANY LTD.	27,434.19
LIBRARY BOUND INC.	49,439.70
LYNDA.COM, INC.	37,554.00
MILLS BASICS	50,165.26
NUTECH FACILITY SERVICES LTD	48,313.88
OVERDRIVE, INC.	432,886.09
PALADIN SECURITY GROUP LTD.	121,729.83
PRIME BUILDING MAINTENANCE LTD.	83,202.88
PUBLIC LIBRARY INTERLINK	243,929.61
RICOH CANADA INC	59,629.60
RIOKIM HOLDINGS (STRAWBERRY HILL) INC.	41,723.09
SURREY CRIME PREVENTION SOCIETY	25,000.00
THE NEWS GROUP KELOWNA	65,578.60
UNITED LIBRARY SERVICES INC.	29,176.17
VANCOUVER KIDSBOOKS	505,075.39
WHITEHOTS INC.	636,841.90
TOTAL (SUPPLIERS WITH PAYMENTS EXCEEDING \$25,000)	4,038,562.52
TOTAL (SUPPLIERS WHERE PAYMENTS ARE \$25,000 OR LESS)	834,844.25
CONSOLIDATED TOTAL	4,873,406.77

Prepared under the Financial Information Regulation, Schedule 1, Section 7

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

10-Schedule of Payments for Provision of Goods Services

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2016

Schedule of Payments for Provision of Goods & Services

<u>RECONCILIATION:</u>		<u>2016</u>
Total of aggregate payments exceeding \$25,000 paid to suppliers	4,038,562.52	
Consolidated total of payments of \$25,000 or less paid to suppliers	834,844	
Employee remuneration expenses	50,996	
Less: 2015 dated vouchers that are posted to 2015 but paid in 2016	(208,337)	
Add: 2016 dated vouchers posted to 2016 but paid in 2017	256,453	
Less: Prior-year accruals	(8,020)	
Add: Current-year accruals	<u>8,057</u>	
		4,972,555
Add: Net capital acquisitions		
Cash used to acquire tangible capital assets	(1,870,801)	
Amortization expense	1,989,013	
Reconciling capital item *	<u>(17,578)</u>	
		100,634
Increase/(Decrease) in prepaid expenses		60,287
less: Sales tax rebate		(205,230)
Other Interest & Fiscal Services		4,341
Net Cost Recoveries		334,155
Total Library Operating Expenses		<u>\$5,266,742</u>
Per Statement of Operations:		
Total Operation Expenses		18,548,376
Less: Salary and Benefits		(13,281,634)
Total Library Operating Expenses		<u>\$5,266,742</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.

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