

SURREY PUBLIC LIBRARY

STATEMENT OF FINANCIAL INFORMATION

Year Ended December 31, 2017

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

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Financial Information Act - Statement of Financial Information

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

File Name

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Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017

Submission Checklist

Financial Information Act - Statement of Financial Information

Library Name: Surrey Public Library

Fiscal Year Ended: December 31, 2017

Due Date: May 15th, 2018

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 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
	<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.

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.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017


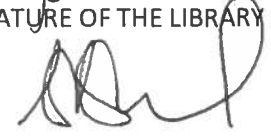
Board Approval Form

Financial Information Act - Statement of Financial Information

NAME OF LIBRARY <i>Surrey Libraries</i>	FISCAL YEAR END (YYYY) 2017
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 <i>Click here to enter text.</i>
NAME OF THE LIBRARY DIRECTOR Surinder Bhogal	TELEPHONE NUMBER <i>Click here to enter text.</i>

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, 2017 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)
	04-12-2018
SIGNATURE OF THE LIBRARY DIRECTOR	DATE SIGNED (DD-MM-YYYY)
	04-12-2018

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017

Financial Information Act - Statement of Financial Information

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

MANAGEMENT REPORT

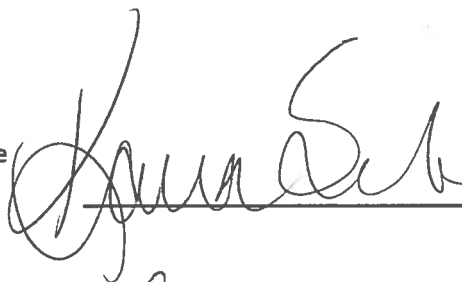
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by the Library Board in accordance with Canadian generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these 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, 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 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 Surrey Libraries

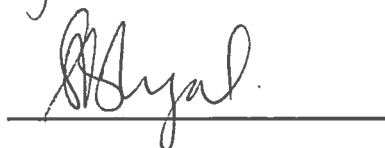
Signature,
Chairperson of the
Library Board



Date
(MM-DD-YYYY)

April 12 / 2018

Signature,
Chief Librarian



Date
(MM-DD-YYYY)

April 12 / 2018

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

04-Management Report

SURREY PUBLIC LIBRARY



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www.bdo.ca

BDO Canada LLP
600 Cathedral Place
925 West Georgia Street
Vancouver BC V6C 3L2 Canada

Independent Auditor's Report

To the Board of Trustees of 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, 2017, and the Statements of Operations, Changes in Net Debt and Cash Flows for the year then ended, and 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.

Auditor's 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 the auditor's 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, the auditor considers 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, 2017 and the results of its operations, changes in net debt and cash flows for the year ended in accordance with Canadian public sector accounting standards.

Other Matter

The financial statements of Surrey Public Library for the year ended December 31, 2016, were audited by another auditor who expressed an unmodified opinion on those statements on April 13, 2017.

Unaudited information

We have not audited, reviewed or otherwise attempted to verify the accuracy of completeness of the schedules on pages 13 and 14 of the Surrey Public Library's Financial Statements.

BDO Canada LLP

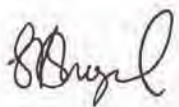
Chartered Professional Accountants

Vancouver, British Columbia
April 12, 2018

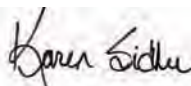
STATEMENT OF FINANCIAL POSITION SURREY PUBLIC LIBRARY

As at December 31, 2017, with comparative figures for 2016

	2017	2016
FINANCIAL ASSETS		
Due from the City of Surrey (Note 2)	\$ 2,109,550	\$ 2,052,772
	2,109,550	2,052,772
LIABILITIES		
Employee future benefits (Note 3)	2,151,405	2,080,093
Deferred revenue (Note 4)	42,940	58,943
	2,194,345	2,139,036
NET DEBT	(84,795)	(86,264)
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	5,452,898	5,299,890
Prepaid expenses	84,744	34,799
	5,537,642	5,334,689
ACCUMULATED SURPLUS (Note 7)	\$ 5,452,847	\$ 5,248,425



Surinder Bhogal
Chief Librarian



Karen Reid Sidhu
Chairperson

STATEMENT OF SURREY PUBLIC LIBRARY OPERATIONS

For the year ended December 31, 2017, with comparative figures for 2016

	2017 Budget	2017	2016
	<i>(Note 9)</i>		
REVENUES			
City of Surrey grant	\$ 17,858,000	\$ 17,354,950	\$ 16,270,240
Provincial and federal grants <i>(Note 6)</i>	972,500	1,004,729	972,843
Neighbourhood community plan	-	191,300	508,720
Fines and fees	495,700	601,952	536,313
Other	51,800	113,314	138,305
	19,378,000	19,266,245	18,426,421
EXPENSES			
Salaries and benefits	13,951,900	13,532,634	13,281,634
Site operations	1,709,050	1,734,880	1,577,399
Library materials collection	751,500	1,040,067	942,159
Supplies and materials	330,763	301,412	236,438
Inter-library services	140,000	129,182	134,283
Professional services	194,000	186,056	226,099
Other	200,787	176,991	161,351
Amortization	2,032,000	1,960,601	1,989,013
	19,310,000	19,061,823	18,548,376
ANNUAL SURPLUS (DEFICIT)	\$ 68,000	\$ 204,422	\$ (121,955)
Accumulated Surplus, beginning of year	5,248,425	5,248,425	5,370,380
Accumulated Surplus, end of year <i>(Note 7)</i>	\$ 5,316,425	\$ 5,452,847	\$ 5,248,425

STATEMENT OF CHANGE IN NET DEBT SURREY PUBLIC LIBRARY

As at December 31, 2017, with comparative figures for 2016

	2017 Budget	2017	2016
		(Note 9)	
ANNUAL SURPLUS (DEFICIT)	\$ 68,000	\$ 204,422	\$ (121,955)
Acquisition of tangible capital assets	(2,100,000)	(2,113,609)	(1,870,801)
Amortization of tangible capital assets	2,032,000	1,960,601	1,989,013
	-	51,414	(3,743)
Acquisition of prepaid expenses	-	(84,744)	(34,799)
Use of prepaid expenses	-	34,799	95,086
	-	(49,945)	60,287
CHANGE IN NET DEBT	\$ -	\$ 1,469	\$ 56,544
Net Debt, beginning of year	(86,264)	(86,264)	(142,808)
Net Debt, end of year	\$ (86,264)	\$ (84,795)	\$ (86,264)

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, 2017, with comparative figures for 2016

	2017	2016
CASH PROVIDED BY (USED IN):		
OPERATIONAL ACTIVITY		
Annual Surplus (Deficit)	\$ 204,422	\$ (121,955)
Items not involving cash		
Amortization expense	1,960,601	1,989,013
Employee future benefits expense <i>(Note 3)</i>	115,312	260,321
Change in non-cash assets and liabilities		
Decrease(Increase) in prepaid expenses	(49,945)	60,287
Increase(Decrease) in deferred revenue	(16,003)	13,436
Increase in Due from the City of Surrey	(56,778)	(241,201)
Employee future benefits <i>(Note 3)</i>	(44,000)	(89,100)
Net change in cash from operating activities	2,113,609	1,870,801
CAPITAL ACTIVITY		
Cash used to acquire tangible capital assets	(2,113,609)	(1,870,801)
Net change in cash from capital activity	(2,113,609)	(1,870,801)
Net change in cash	\$ -	\$ -
Cash, beginning of year	-	-
Cash, end of year	\$ -	\$ -

For the year ended December 31, 2017

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 of 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 2017 – 2021 Consolidated Financial Plan and was adopted through Bylaw #18955 on December 21, 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 are expensed when acquired 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.

For the year ended December 31, 2017

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) 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. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

ii) The library recognizes fines and fees as revenue upon receipt.

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.

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, 2017 (2016 – nil). Printing, marketing, risk management and information technology services along with facility and grounds maintenance costs related to the Library of \$367,487 (2016 - \$334,155) were charged from the City of Surrey and are shown as expenses in the financial statements.

For the year ended December 31, 2017

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, 2017. The difference between the actuarially determined accrued benefit obligation of \$1,583,100 and the accrued benefit liability of \$2,151,405 as at December 31, 2017 is an unamortized actuarial gain of \$568,305. The actuarial gain is amortized over a period equal to the employees' average remaining service lifetime.

	2017	2016
Accrued benefit obligation		
Balance at beginning of year	\$ 1,566,700	\$ 1,959,500
Interest cost	51,300	65,100
Current service cost	107,600	151,600
Actuarial gain	(98,500)	(520,400)
Benefits paid	(44,000)	(89,100)
Accrued benefit obligation, end of year	\$ 1,583,100	\$ 1,566,700

Reconciliation of accrued benefit obligation to accrued benefit liability:

	2017	2016
Accrued benefit obligation, end of year	\$ 1,583,100	\$ 1,566,700
Unamortized actuarial gain	568,305	513,393
Accrued benefit liability, end of year	\$ 2,151,405	\$ 2,080,093

The total expenses recorded in the financial statements in respect of obligations under these plans amounts to \$115,312 (2016 - \$260,321)

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

	2017	2016
Discount rate	3.00%	3.20%
Expected future inflation rate	1.80%	1.80%
Expected wage and salary inflation	1.80%	1.80%
Expected wage and salary range increases	0.50%	0.50%
Expected average remaining service life (years)	11	11

For the year ended December 31, 2017

4. DEFERRED REVENUE

	2017	2016
Balance, beginning of year	\$ 58,943	\$ 45,507
Amounts received for grants, sponsorships and other	97,176	132,895
Amounts recognized as Provincial and Federal grants revenue	(113,179)	(119,459)
Balance, end of year	\$ 42,940	\$ 58,943

5. TANGIBLE CAPITAL ASSETS

Cost	Balance at December 31, 2016	Additions	Disposals / Write-downs/ Allocations	Balance at December 31, 2017
Books and publications	\$ 8,907,390	\$ 1,899,597	\$ 1,983,748	\$ 8,823,239
Machinery and equipment	2,019,145	214,012	-	2,233,157
Total	\$ 10,926,535	\$ 2,113,609	\$ 1,983,748	\$ 11,056,396

Accumulated Amortization	Balance at December 31, 2016	Amortization	Accumulated Amortization on Disposals	Balance at December 31, 2017
Books and publications	\$ 4,575,082	\$ 1,773,669	\$ 1,983,748	\$ 4,365,003
Machinery and equipment	1,051,563	186,932	-	1,238,495
Total	\$ 5,626,645	\$ 1,960,601	\$ 1,983,748	\$ 5,603,498

Net Book Value	Balance at December 31, 2016	Balance at December 31, 2017
Books and publications	\$ 4,322,308	\$ 4,458,236
Machinery and equipment	967,582	994,662
Total	\$ 5,299,890	\$ 5,452,898

For the year ended December 31, 2017

6. PROVINCIAL AND FEDERAL GRANTS

The grant revenue reported on the Statement of Operations includes:

	2017	2016
Provincial grants:		
Operating	\$ 936,533	\$ 898,491
BC One Card	30,390	31,688
Resource Sharing	28,689	28,689
Literacy and Equity	9,117	13,975
Total revenues	\$ 1,004,729	\$ 972,843

7. ACCUMULATED SURPLUS

	2017	2016
Tangible Capital Assets	\$ 5,452,898	\$ 5,299,890
Appropriated for Materials on Order	324,136	272,722
Unappropriated Surplus	173,338	173,338
Unfunded Employee Future Benefits	(497,525)	(497,525)
Total surplus	\$ 5,452,847	\$ 5,248,425

For the year ended December 31, 2017

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, 2017, the Plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 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 \$905,000 (2016 - \$872,000) for employer contributions while employees contributed \$815,000 (2016 - \$797,000) to the Plan in fiscal 2017.

9. BUDGET FIGURES

The budget data presented in these financial statements is based on the 2017-2021 Financial Plan of the City of Surrey. A reconciliation of budgeted results to reported results is as follows:

	2017 Budget
Budgeted operating surplus as approved	\$ -
Less: Amortization	(2,032,000)
Add: Budgeted acquisitions of tangible capital assets	2,100,000
Budgeted surplus as presented	\$ 68,000

SURREY PUBLIC LIBRARY
**SUPPLEMENTARY
FINANCIAL INFORMATION**

SCHEDULE 1 UNAUDITED STATEMENT OF FINANCIAL POSITION BY FUND SURREY PUBLIC LIBRARY

As at December 31, 2017, with comparative figures for 2016

	Operating Fund	Capital Fund	2017	2016
FINANCIAL ASSETS				
Due from the City of Surrey	\$ 2,109,550	\$ -	\$ 2,109,550	\$ 2,052,772
	2,109,550	-	2,109,550	2,052,772
LIABILITIES				
Employee future benefits	2,151,405	-	2,151,405	2,080,093
Deferred revenue	42,940	-	42,940	58,943
	2,194,345	-	2,194,345	2,139,036
Net Debt	(84,795)	-	(84,795)	(86,264)
NON-FINANCIAL ASSETS				
Tangible capital assets	-	5,452,898	5,452,898	5,299,890
Prepaid expenses	84,744	-	84,744	34,799
	84,744	5,452,898	5,537,642	5,334,689
ANNUAL SURPLUS (DEFICIT)	\$ (51)	\$ 5,452,898	\$ 5,452,847	\$ 5,248,425

SCHEDULE 2 UNAUDITED STATEMENT OF OPERATIONS BY FUND SURREY PUBLIC LIBRARY

For the year ended December 31, 2017, with comparative figures for 2016

	Operating Fund	Capital Fund	2017	2016
REVENUES				
City of Surrey operating grant	\$ 15,454,894	\$ -	\$ 15,454,894	\$ 14,932,712
City of Surrey capital grant	-	1,900,056	1,900,056	1,337,528
Provincial and federal grants	1,004,729	-	1,004,729	972,843
Neighbourhood community plan	-	191,300	191,300	508,720
Fines and fees	601,952	-	601,952	536,313
Other	91,061	22,253	113,314	138,305
	17,152,636	2,113,609	19,266,245	18,426,421
EXPENSES				
Salaries and benefits	13,532,634	-	13,532,634	13,281,634
Site operations	1,734,880	-	1,734,880	1,577,399
Library materials collection	1,040,067	-	1,040,067	942,159
Supplies and materials	301,412	-	301,412	236,438
Inter-library services	129,182	-	129,182	134,283
Professional services	186,056	-	186,056	226,099
Other	176,991	-	176,991	161,351
Amortization	-	1,960,601	1,960,601	1,989,013
	17,101,222	1,960,601	19,061,823	18,548,376
ANNUAL SURPLUS (DEFICIT)	51,414	153,008	204,422	(121,955)
Accumulated Surplus (Deficit), beginning of year	(51,465)	5,299,890	5,248,425	5,370,380
Accumulated Surplus (Deficit), end of year	\$ (51)	\$ 5,452,898	\$ 5,452,847	\$ 5,248,425

**Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017**

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, 2017, and therefore no Schedule of Debt has been prepared.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017

SCHEDULE OF GUARANTEE AND INDEMNITY

Financial Information Act - Statement of Financial Information

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

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, 2017

Schedule of Remuneration and Expenses

Financial Information Act - Statement of Financial Information

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

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.

Schedule of Remuneration and Expenses

BOARD MEMBERS	BASE SALARY	BENEFIT & OTHER	EXPENSES
Greg Down			
Karen Reid Sidhu			322.50
Michael Kendler			
Neelam Sahota			
Perbeen Mann			
Seline Kutan			482.50
Stanley Chang			405.25
Upkar Tatlay			110.00
Total Board Members	\$ -	\$ -	\$ 1,320.25
EMPLOYEES EXCEEDING \$75,000	BASE SALARY	BENEFIT & OTHER	EXPENSES
Aho, Virginia P.	80,888.00	4,207.55	707.42
Ali, Mehjabeen	80,238.85	3,090.03	214.01
Andrews, Kristen T.	116,307.67	4,745.21	1,886.92
Ashmore, Amy	80,887.93	4,184.75	1,779.29
Balenzano, Julie N	86,270.29	4,661.86	1,091.79
Basi, Ravinder K	73,850.02	7,391.89	749.07
Bhagal, Surinder K.	154,379.28	11,417.17	2,806.27
Castleton, Jennie	82,554.84	3,823.61	240.82
Church, Sara J	76,007.62	1,637.52	490.15
Cox, April L.	120,672.27	6,158.40	1,159.43
Forouzi, Saied	80,888.00	4,217.26	376.19
Franklin, Carolyn A	80,576.70	3,767.33	34.02
Fry, Jennifer J.	90,481.49	4,428.62	820.53
Goossen, Linda A.	80,728.38	2,763.02	0.00
Grant, Sara C.	92,308.45	4,216.54	133.45
Harris, Gayle J.	80,883.38	3,913.92	525.72
Hill, Cyndy L.	92,307.48	3,040.27	2,093.56
Ho, Michael C.	120,276.42	9,036.50	3,925.15
Johnson, Sarah Elizabeth	74,816.25	2,479.65	245.32
Kerr, David G	80,442.91	5,333.11	354.79
MacDonell, Paul C.	81,199.19	1,826.68	367.60
Mandera, Iwona	105,195.45	5,000.29	2,048.76
Merrells, Carmen E	72,047.80	5,051.24	260.45
Olcay, Erol E.	75,868.77	3,875.26	166.76
Prophet, Katherine T.	92,308.42	3,484.63	0.00
Ricardo De Sanchez, Yesenia	72,259.55	3,302.70	282.44
Savage, Meghan J.	86,188.14	5,122.98	818.67
Scott, Deanna	80,883.34	3,649.34	20.00
Stachura, Ilona	92,308.48	3,964.90	592.82
Teixeira, Cristina M	79,885.27	2,689.56	134.36
Thiessen, Tanya D.I.	89,220.84	3,282.13	1,620.03
Thind, Harjinderpal S.	99,594.03	5,335.68	383.07
Tong, Tania W	80,887.98	2,775.50	705.15
Walsh, W James	92,308.51	3,772.83	799.13
Wile, Jennifer R.	91,128.56	3,688.26	12,150.90
Total Employees Exceeding \$75,000	\$3,117,050.56	\$151,336.19	\$39,984.04
Total Employees Equal to or Less than \$75,000	\$7,772,098.97	\$410,548.97	\$14,923.52
Consolidated Total	\$10,889,149.53	\$561,885.16	\$56,227.81

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

Schedule of Remuneration and Expenses

RECONCILIATION:		2017
Base salary remuneration		\$10,889,149.53
Taxable benefit & other		561,885.16
		<u>11,451,034.69</u>
Reconciling items:	<i>Add: Employer share of EI, CPP and Other benefit*</i>	2,242,026.45
	<i>Less: Prior year payroll accrual</i>	<i>(214,724.84)</i>
	<i>Add: Current year payroll accrual</i>	<u>17,207.92</u>
		<u>2,044,509.53</u>
Total Library Salary and Benefits		<u>\$ 13,495,544.22</u>
Total Library Salaries and Benefits per Statement of Operations		\$ 13,532,634.00
Less Payroll labour allocations		<i>(37,089.78)</i>
Total Library Salary and Benefits		<u>\$ 13,495,544.22</u>
Variance		\$ -

* Payments to the Receiver General 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.

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017

Statement of Severance Agreements

Financial Information Act - Statement of Financial Information

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

There were **no** severance agreements made between the Surrey Libraries and its non-unionized employees during the fiscal year ending December 31, 2017.

**Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017**

SCHEDULE OF CHANGES IN FINANCIAL POSITION

Financial Information Act - Statement of Financial Information

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

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, 2017**

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, 2017

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, 2017

Schedule of Payments for Provision of Goods & Services

NAME OF INDIVIDUAL, FIRM OR CORPORATION	TOTAL AMOUNT PAID DURING FISCAL YEAR
A&G SUPPLY LTD.	28,613.63
ACCESS GAS	30,069.76
ACOM BUILDING MAINTENANCE LTD.	40,283.42
ARGUS CARRIERS LTD.	167,521.03
BC HYDRO & POWER AUTHORITY	288,195.51
BC LIBRARIES COOPERATIVE	261,003.31
BEST SERVICE PROS LTD.	160,565.49
BIBLIOCOMMONS INC.	74,069.16
BIBLIOLABS LLC	28,300.93
BIBLIOTHECA CANADA INC.	258,266.90
BRODART CANADA COMPANY	26,819.32
CENTRE FOR EQUITABLE LIBRARY ACCESS	31,702.30
CLEAN FOR YOU CLEANING SERVICES LTD.	77,305.01
CVS MIDWEST TAPE LLC	431,833.84
FORTISBC ENERGY INC.	52,419.40
HORIZON LANDSCAPE CONTRACTORS INC.	38,107.24
IMPERIAL HOBBIES	31,459.27
LIBRARY BOUND INC.	54,771.24
LINKEDIN IRELAND UNLIMITED COMPANY	37,746.50
MILLS BASICS	40,850.66
NUTECH FACILITY SERVICES LTD	54,891.39
OVERDRIVE, INC.	448,995.18
PALADIN SECURITY GROUP LTD.	126,261.70
PUBLIC LIBRARY INTERLINK	137,801.86
RICOH CANADA INC	49,718.12
RIOKIM HOLDINGS (STRAWBERRY HILL) INC.	82,038.89
SERVANTAGE SERVICES CORP.	43,999.03
SURREY CRIME PREVENTION SOCIETY	25,000.00
THE NEWS GROUP KELOWNA	70,508.84
UNITED LIBRARY SERVICES INC.	33,293.33
VANCOUVER KIDSBOOKS	520,542.27
WHITEHOTS INC.	814,665.19
TOTAL (SUPPLIERS WITH PAYMENTS EXCEEDING \$25,000)	4,567,619.72
TOTAL (SUPPLIERS WHERE PAYMENTS ARE \$25,000 OR LESS)	757,769.90
CONSOLIDATED TOTAL	5,325,389.62

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

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

Surrey Libraries
Statement of Financial Information (SOFI)
Fiscal Year Ended December 31, 2017

Schedule of Payments for Provision of Goods & Services

RECONCILIATION:		2017
Total of aggregate payments exceeding \$25,000 paid to suppliers	4,567,619.72	
Consolidated total of payments of \$25,000 or less paid to suppliers	757,770	
Employee remuneration expenses	54,908	
Less: 2016 dated vouchers that are posted to 2016 but paid in 2017	(257,939)	
Add: 2017 dated vouchers posted to 2017 but paid in 2018	329,507	
Less: Prior-year accruals	(8,057)	
Add: Current-year accruals	<u>7,917</u>	
		5,451,725
Add: Net capital acquisitions		
Cash used to acquire tangible capital assets	(2,113,609)	
Amortization expense	1,960,601	
Reconciling capital item *	<u>(362)</u>	
		(153,370)
Increase/(Decrease) in prepaid expenses		(49,945)
less: Sales tax rebate		(54,354)
Other Interest & Fiscal Services		4,736
Net Cost Recoveries		330,398
Total Library Operating Expenses		<u>\$5,529,189</u>
Per Statement of Operations:		
Total Operation Expenses		19,061,823
Less: Salary and Benefits		(13,532,634)
Total Library Operating Expenses		<u>\$5,529,189</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.