

**The City of Prince Albert Public Library Board**  
**Consolidated Financial Statements**  
*December 31, 2020*

# The City of Prince Albert Public Library Board Contents

*For the year ended December 31, 2020*

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# Independent Auditor's Report

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To the Trustees of The City of Prince Albert Public Library Board:

## Opinion

We have audited the consolidated financial statements of The City of Prince Albert Public Library Board (the "Library"), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, changes in fund balances, remeasurement gains and losses and cash flows for the year then ended, supporting schedules, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Library as at December 31, 2020, and the results of its consolidated operations, its consolidated remeasurement gains and losses and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of the consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

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

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

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

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

## Independent Auditor's Report *continued*

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

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

Prince Albert, Saskatchewan

March 23, 2021

*MNP* **LLP**

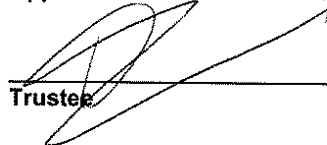
Chartered Professional Accountants

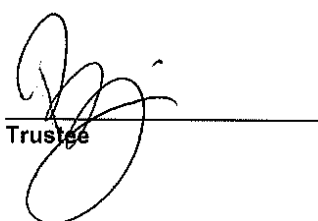
# The City of Prince Albert Public Library Board Consolidated Statement of Financial Position

As at December 31, 2020

	General Fund	Scholarship Fund	Children's Library Fund	General Trust Fund	2020	2019
<b>Assets</b>						
<b>Current</b>						
Cash	593,674	-	-	-	593,674	449,309
Interfund receivable (Note 3)	1,750	-	-	52,000	53,750	53,750
Investments (Note 4)	217,072	81,309	263,810	32,410	594,601	612,728
Accounts receivable (Note 5)	25,253	-	-	63	25,316	43,131
Prepaid expenses	45,530	-	-	-	45,530	31,454
	<b>883,279</b>	<b>81,309</b>	<b>263,810</b>	<b>84,473</b>	<b>1,312,871</b>	<b>1,190,372</b>
<b>Capital assets (Note 6)</b>	595,396	-	-	-	595,396	372,781
<b>SILS Membership (Note 7)</b>	50,000	-	-	-	50,000	50,000
	<b>1,528,675</b>	<b>81,309</b>	<b>263,810</b>	<b>84,473</b>	<b>1,958,267</b>	<b>1,613,153</b>
<b>Liabilities</b>						
<b>Current</b>						
Accounts payable and accruals	81,346	-	-	-	81,346	65,986
Interfund payable (Note 3)	52,000	1,750	-	-	53,750	53,750
Deferred contributions (Note 8)	7,500	-	-	-	7,500	-
	<b>140,846</b>	<b>1,750</b>	<b>-</b>	<b>-</b>	<b>142,596</b>	<b>119,736</b>
<b>Fund Balances</b>						
Accumulated remeasurement gains (losses)	-	332	(989)	151	(506)	33,406
Externally restricted	-	79,227	264,799	84,322	428,348	416,581
Internally restricted (Note 9)	1,387,829	-	-	-	1,387,829	1,043,430
	<b>1,387,829</b>	<b>79,559</b>	<b>263,810</b>	<b>84,473</b>	<b>1,815,671</b>	<b>1,493,417</b>
	<b>1,528,675</b>	<b>81,309</b>	<b>263,810</b>	<b>84,473</b>	<b>1,958,267</b>	<b>1,613,153</b>

Approved on behalf of the Trustees

  
Trustee

  
Trustee

The accompanying notes are an integral part of these consolidated financial statements

# The City of Prince Albert Public Library Board

## Consolidated Statement of Operations

For the year ended December 31, 2020

	2020	2020	2020	2019
General Fund (see Schedule 2 and 3)	Scholarship Fund	Children's Library Fund	General Trust Fund	2019
<i>Budget</i>				
<b>Revenue</b>				
Grant - City of Prince Albert (Note 12)	2,085,870	-	-	1,993,830
Grant - Ministry of Education	108,178	-	-	107,175
Miscellaneous	60,409	-	-	61,810
Interest income	12,130	-	-	17,556
Overdue fines	7,699	-	-	25,155
Photocopying and fax	2,046	-	-	7,856
Room fees	1,495	-	-	6,327
Donations	518	-	-	566
	<b>2,278,345</b>	<b>-</b>	<b>-</b>	<b>2,220,275</b>
<b>Expenses (Schedule 1)</b>	<b>1,933,946</b>	<b>-</b>	<b>-</b>	<b>1,914,229</b>
<b>Excess of revenue over expenses before other items</b>	<b>344,399</b>	<b>-</b>	<b>-</b>	<b>306,046</b>
<b>Other items</b>				
Investment income	-	2,445	8,347	975
				<b>11,767</b>
<b>Excess of revenue over expenses</b>	<b>344,399</b>	<b>2,445</b>	<b>8,347</b>	<b>321,289</b>
				<b>356,166</b>

The accompanying notes are an integral part of these consolidated financial statements

## The City of Prince Albert Public Library Board Consolidated Statement of Changes in Fund Balances

*For the year ended December 31, 2020*

	<i>General Fund</i>	<i>Scholarship Fund</i>	<i>Children's Library Fund</i>	<i>General Trust Fund</i>	<b>2020</b>	2019
<b>Fund balance, beginning of year</b>	1,043,430	76,782	256,452	83,347	<b>1,460,011</b>	1,138,722
<b>Excess of revenue over expenses</b>	344,399	2,445	8,347	975	<b>356,166</b>	321,289
<b>Fund balance, end of year</b>	<b>1,387,829</b>	<b>79,227</b>	<b>264,799</b>	<b>84,322</b>	<b>1,816,177</b>	1,460,011
<b>Accumulated remeasurement gains (losses)</b>	-	332	(989)	151	<b>(506)</b>	33,406
	<b>1,387,829</b>	<b>79,559</b>	<b>263,810</b>	<b>84,473</b>	<b>1,815,671</b>	1,493,417

*The accompanying notes are an integral part of these consolidated financial statements*

## The City of Prince Albert Public Library Board Consolidated Statement of Remeasurement Gains and Losses

*For the year ended December 31, 2020*

	<i>General Fund</i>	<i>Scholarship Fund</i>	<i>Children's Library Fund</i>	<i>General Trust Fund</i>	<b>2020</b>	2019
<b>Accumulated remeasurement gains, beginning of year</b>	-	7,547	22,832	3,027	<b>33,406</b>	29,373
<b>Unrealized remeasurement gains (losses)</b>						
Portfolio investments	-	(7,215)	(23,821)	(2,876)	<b>(33,912)</b>	4,033
<b>Accumulated remeasurement gains (losses), end of year</b>	-	<b>332</b>	<b>(989)</b>	<b>151</b>	<b>(506)</b>	33,406

*The accompanying notes are an integral part of these consolidated financial statements*



# The City of Prince Albert Public Library Board

## Consolidated Statement of Cash Flows

*For the year ended December 31, 2020*

	<b>2020</b>	<b>2019</b>
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Excess of revenue over expenses	<b>356,166</b>	321,289
Amortization	<b>180,325</b>	126,362
	<b>536,491</b>	447,651
Changes in working capital accounts		
Accounts receivable	<b>17,815</b>	(21,211)
Prepaid expenses	<b>(14,076)</b>	(13,020)
Accounts payable and accruals	<b>15,361</b>	13,273
Deferred contributions	<b>7,500</b>	-
	<b>563,091</b>	426,693
<b>Investing</b>		
Purchase of capital assets - Library materials (Note 10)	<b>(231,697)</b>	(263,584)
Purchase of capital assets - Other	<b>(171,243)</b>	-
Purchase of investments	<b>(15,786)</b>	(65,170)
	<b>(418,726)</b>	(328,754)
<b>Increase in cash resources</b>	<b>144,365</b>	97,939
<b>Cash resources, beginning of year</b>	<b>449,309</b>	351,370
<b>Cash resources, end of year</b>	<b>593,674</b>	449,309

*The accompanying notes are an integral part of these consolidated financial statements*

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

For the year ended December 31, 2020

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### 1. Incorporation and nature of the organization

The City of Prince Albert Public Library Board (the "Library") has been established by the City of Prince Albert to administer the funds of the Public Library under the Public Libraries Act, 1996. The Library was formerly named the John M. Cuelenaere Public Library Board.

### 2. Significant accounting policies

These consolidated financial statements are the representations of management, prepared in accordance with Canadian public sector accounting standards using the standards applicable to government not-for-profit organizations, including the following significant accounting policies:

#### ***Basis of consolidation***

These consolidated financial statements include the Library's proportionate share of Saskatchewan Information & Library Services Consortium Inc. (SILS).

#### ***Cash and cash equivalents***

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### ***Fund accounting***

The Library follows the deferral method of accounting for contributions and reports using fund accounting, and maintains four funds: a General Fund, which consists of an Operating Fund and Reserve Fund, and three Trust Funds, which are a Scholarship Fund, a Children's Library Fund, and a General Trust Fund.

The General Fund's Operating Fund reports the Library's general operations related to program delivery and administrative activities.

The General Fund's Reserve Fund is an internally restricted fund which reports resources restricted for various expenditures proposed by management and approved by the Board of Trustees.

The Scholarship Fund reports resources contributed to provide scholarships to Prince Albert and area students who are undertaking the study of Library Sciences. The fund contains initial capital of \$39,890 related to a bequest from the Estate of Helen Ferris. The Library has instituted a policy to spend only the annual investment income earned from these resources.

The Children's Library Fund reports resources contributed to provide for the maintenance of a Children's Library at the Library and for the encouragement of reading in children. The fund contains initial capital of \$123,600 comprised of a bequest from the Estate of Helen Ferris in the amount of \$108,600 and a bequest from the Estate of John V. Hicks in the amount of \$15,000. The Library has instituted a policy to spend only the annual investment income earned from these resources.

The General Trust Fund reports resources contributed to be used by the Library, as they deem proper, in the operation, maintenance and development of the Library. The Fund contains initial capital of \$65,000 comprised of a bequest from the Estate of John V. Hicks of \$15,000 and a bequest from the Estate of Monica Trombley of \$50,000. The Library has instituted a policy to spend only the annual investment income earned from these resources.

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

For the year ended December 31, 2020

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### 2. Significant accounting policies (Continued from previous page)

#### **Measurement uncertainty**

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards 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 consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

#### **Capital assets**

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

Major repairs are charged to operations in the year the expenditure is incurred, as the Library's premises are owned by the City of Prince Albert, except for property and facility improvements which are capitalized.

Computers and equipment	3 to 5 years
Furniture	3 to 10 years
Materials asset pool	5 years

#### **Portfolio investments**

Portfolio investments with prices quoted in an active market are measured at fair value while those that are not quoted in an active market are measured at cost less impairment.

#### **Revenue recognition**

The Library follows the deferral method of accounting for contributions. Restricted contributions related to general operations are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the Operating Fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Bequests given to, and investment income earned on, the Scholarship Fund resources are reported as revenue of the Scholarship Fund.

Bequests given to, and investment income earned on, the Children's Library Fund resources are reported as revenue of the Children's Library Fund.

Bequests given to, and investment income earned on, the General Trust Fund resources are reported as revenue of the General Trust Fund.

Overdue fines are recognized when collected.

#### **Contributed materials**

Contributions of materials are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials are used in the normal course of the Library's operations and would otherwise have been purchased.

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

For the year ended December 31, 2020

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### 2. Significant accounting policies (Continued from previous page)

#### **Deferred contributions related to capital assets**

Deferred contributions related to capital assets represent the unamortized portion of restricted contributions that were used to purchase the Library's capital assets. Recognition of these amounts as revenue is deferred to periods when the related capital assets are amortized.

#### **Financial instruments**

The Library recognizes its financial instruments when the Library becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Library may irrevocably elect to subsequently measure any financial instrument at fair value. The Library has not made such an election during the year.

The Library subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Transactions to purchase or sell these items are recorded on the trade date. Net gains and losses arising from changes in fair value are recognized in the statement of remeasurement gains and losses, while interest and dividend income is recognized in the statement of operations. With the exception of those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at cost or amortized cost.

Transaction costs directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses.

All financial assets are tested annually for impairment. Any impairment, which is not considered temporary, is recorded in the statement of operations. Write-downs of financial assets measured at cost and/or amortized cost to reflect losses in value are not reversed for subsequent increases in value. Reversals of any net remeasurements of financial assets measured at fair value are reported in the statement of remeasurement gains and losses.

#### **Statement of Remeasurement Gains and Losses**

By presenting remeasurement gains (losses) separately, changes in the carrying value of financial instruments arising from fair value measurement are distinguished from revenues and expenses reported in the statement of operations. The statement of operations reports the extent to which revenues raised in the period were sufficient to meet the expenses incurred. Remeasurement gains (losses) attributable to financial instruments in the fair value category do not affect this assessment as they are recognized in the statement of remeasurement gains and losses. Taken together, the two statements account for changes in a Library's net assets in the period.

Upon settlement of a financial asset or liability measured at fair value, the cumulative gain (loss) is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to all financial instruments are reported in the statement of operations.

#### **Pension expense**

Employees of the Library participate in the Municipal Employees Pension Plan ("MEPP"). Since this plan is a multi-employer defined benefit plan, defined contribution accounting has been applied and the Library's pension expense is limited to its contributions to the plan.

### 3. Interfund balances

In the 2013 fiscal year, an investment in the General Trust Fund matured and proceeds were deposited in the Operating Fund bank account resulting in \$52,000 receivable in the General Trust Fund and an offsetting payable in the Operating Fund.

In prior years, the Library paid expenses from the General Operating Fund for the Scholarship Fund resulting in \$1,750 (2019 - \$1,750) receivable in the General Operating Fund and an offsetting payable in the Scholarship Fund.

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

*For the year ended December 31, 2020*

#### 4. Investments

	2020	2019
Measured at fair value:		
General Fund - Credential Asset Management	124,902	124,065
General Fund - SILS GIC	92,170	88,990
Children's Library Fund - VPI Cardinal Canadian Income	263,810	279,283
General Trust Fund - VPI Cardinal Canadian Income	32,410	34,311
Scholarship Fund - VPI Cardinal Canadian Income	81,309	86,079
	594,601	612,728

Cost amounts are as follows:

General Fund - Credential Asset Management \$124,902 (2019- \$124,064)  
 General Fund - SILS GICs \$92,170 (2019 - \$88,990)  
 Children's Library Fund - VPI Cardinal Canadian Income \$268,520 (2019 - \$260,061)  
 General Trust Fund - VPI Cardinal Canadian Income \$31,362 (2019 - \$30,374)  
 Scholarship Fund - VPI Cardinal Canadian Income \$78,661 (2019 - \$76,183)

#### 5. Accounts receivable

	2020	2019
GST receivable	23,901	33,305
Trade receivables-SILS	1,352	9,763
Trade receivables	63	63
	25,316	43,131

#### 6. Capital assets

	2020 Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Materials asset pool	754,646	307,392	447,254	366,486
Furniture	142,373	23,690	118,683	4,951
Computers and equipment	236,195	206,736	29,459	1,344
	1,133,214	537,818	595,396	372,781

#### 7. SILS Membership

As a condition of membership in Saskatchewan Information & Library Services Consortium (SILS) the Library has placed a \$50,000 deposit with SILS.

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

*For the year ended December 31, 2020*

### 8. Deferred contributions

Deferred contributions consist of unspent contributions externally restricted to support resources promotion and activities related to 2021 Family Literacy Day/Week. Recognition of these amounts as revenue is deferred to periods when the specified expenditures are made. Changes in the deferred contribution balance are as follows:

	<i>General Fund</i>	<i>Scholarship Fund</i>	<i>Children's Library Fund</i>	<i>General Trust Fund</i>	<b>2020</b>	<b>2019</b>
Amount received during the year	<b>7,500</b>	-	-	-	<b>7,500</b>	-
Balance, end of year	<b>7,500</b>	-	-	-	<b>7,500</b>	-

### 9. Internally restricted funds

The Library has internally restricted funds for the following purposes:

	Beginning of year	Excess of Revenue over Expenses	Transfers	End of year
Internally restricted:				
Investment in SILS	152,755	-	7,472	<b>160,227</b>
Investment in capital assets	372,781	-	222,615	<b>595,396</b>
Unrestricted Free Reserve	8,000	(74,990)	66,990	-
Renovation projects	345,888	-	122,312	<b>468,200</b>
Maintenance	20,000	-	-	<b>20,000</b>
Computers	20,000	-	-	<b>20,000</b>
Equipment	20,000	-	-	<b>20,000</b>
Conferences and workshops	13,249	-	-	<b>13,249</b>
Furnishings	11,000	-	-	<b>11,000</b>
Gallery Reserve	10,000	-	-	<b>10,000</b>
Carpet	20,000	-	-	<b>20,000</b>
MF Circulation Renovation	5,507	-	-	<b>5,507</b>
Security System	32,000	-	-	<b>32,000</b>
Website	1,000	-	-	<b>1,000</b>
Scholarships	1,250	-	-	<b>1,250</b>
Telephone System	10,000	-	-	<b>10,000</b>
	<b>1,043,430</b>	<b>(74,990)</b>	<b>419,389</b>	<b>1,387,829</b>
Unrestricted	-	419,389	(419,389)	-
	<b>1,043,430</b>	<b>344,399</b>	-	<b>1,387,829</b>

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

*For the year ended December 31, 2020*

### 10. Library Material Purchases

For information purposes, the following is information on the Library's purchases of library materials in 2020:

	<i>2020 Budget</i>	<i>2020 Actual</i>	<i>2019 Actual</i>
<b>Included in acquisition expense (Schedule 1)</b>			
Digital Materials	<b>36,000</b>	<b>62,444</b>	20,576
<b>Included in materials asset pool</b>			
Books	<b>290,975</b>	<b>186,186</b>	191,490
DVDS	<b>26,000</b>	<b>15,812</b>	25,193
CD - Books/V Games	<b>20,800</b>	<b>13,015</b>	14,470
CD - Music	<b>5,000</b>	<b>4,896</b>	4,430
Subscriptions	<b>16,800</b>	<b>11,788</b>	28,001
	<b>359,575</b>	<b>231,697</b>	263,584
<b>Total</b>	<b>395,575</b>	<b>294,141</b>	284,160

### 11. Financial instruments

The Library, as part of its operations, carries a number of financial instruments. It is management's opinion that the Library is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

#### **Credit Risk**

Credit risk is the risk of financial loss because a counter party to a financial instrument may fail to discharge its contractual obligations.

The carrying amount of the Library's financial instruments best represents the maximum exposure to credit risk.

#### **Liquidity risk**

Liquidity risk is the risk that the Library may encounter difficulty in meeting financial obligations as they fall due. The Library's financial liabilities as at December 31, 2020 have contractual maturities of less than one year.

#### **Other price risk**

The Library is exposed to market risk on its investments as the fair value will fluctuate based on changes in market prices.

### 12. Related party transactions

The following transactions with entities that are under common control and/or influence occurred during the year:

Included in revenue for the current year is \$2,085,870 (2019 - \$1,993,830) in grant revenue received from the City of Prince Albert.

The Library's premises are provided by the City of Prince Albert for \$nil (2019 - \$nil) in the current year.

These transactions are in the normal course of operations and therefore measured at the exchange amount, which is the amount of consideration established and agreed to by the parties.

# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

*For the year ended December 31, 2020*

### 13. Pension expense

Employees of the Library participate in MEPP at a contribution rate of 9.0% of salary. The Library matches all the employees' contributions to the plan. Pension expense for the year included in payroll expense is \$64,752 (2019 - \$89,413).

Based on the latest information available, MEPP had net assets available for benefits of \$2,803,037 as of December 31, 2019. The Library's portion of this is not readily determinable.

### 14. Investment in Saskatchewan Information & Library Services Consortium (SILS)

SILS was incorporated in 2009 as a non-profit membership corporation by public library systems in Saskatchewan. The purpose of SILS is to develop and maintain a single integrated library information system and provide a common experience for library users throughout the province. SILS is funded by member libraries and grants from the Ministry of Education. The member libraries share in annual operating expenses based on a service level formula.

The condensed supplementary financial information of SILS is as follows:

#### Statement of Financial Position

	<b>2020</b>	2019
Financial assets	<b>\$2,883,728</b>	\$2,736,312
Financial Liabilities	<u>689,315</u>	<u>705,802</u>
Net financial assets	<u><b>2,194,413</b></u>	<u>2,030,510</u>
Non-financial assets:		
Prepaid expenses	<u>326,050</u>	<u>324,767</u>
Accumulated surplus	<u><b>\$2,520,463</b></u>	<u>\$2,355,277</u>

#### Statement of Operations

Revenue	<b>\$1,282,214</b>	\$1,259,685
Expenses	<u>1,117,028</u>	<u>1,138,204</u>
Surplus	<u><b>\$ 165,186</b></u>	<u>\$ 121,481</u>

The financial statements shown are proportionately consolidated with the Library financial statements at 4.68% (2019 – 4.60%) representing the Library's interest in SILS.

In the event that SILS is dissolved, the Library is responsible for its share of any costs in excess of the net assets of SILS. At December 31, 2020, SILS plans to continue operations for the foreseeable future.



# The City of Prince Albert Public Library Board

## Notes to the Consolidated Financial Statements

*For the year ended December 31, 2020*

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### **15. Significant event**

In early March 2020 the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The Library's operations were impacted by COVID-19 due to closure of operations and lay-off of staff. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Library as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canadian, provincial and municipal governments to fight the virus.

### **16. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.

**The City of Prince Albert Public Library Board**  
**Schedule 1 - Consolidated Schedule of Expenses**  
*For the year ended December 31, 2020*

	General Fund	Scholarship Fund	Children's Library Fund	General Trust Fund	2020 Budget	2020 Actual	2019 Actual
<b>Expenses</b>							
Payroll	1,056,420	-	-	-	1,317,428	1,056,420	1,288,414
Renovation projects	175,253	-	-	-	-	175,253	-
Service contracts	187,932	-	-	-	199,000	187,932	200,133
Amortization	180,325	-	-	-	-	180,325	126,362
Databases, networks, and internet	145,621	-	-	-	62,200	145,621	102,174
Acquisitions (Note 10)	62,444	-	-	-	36,000	62,444	20,576
Utilities	54,320	-	-	-	67,500	54,320	57,390
Supplies	43,841	-	-	-	39,900	43,841	41,040
Conferences - board	7,145	-	-	-	-	7,145	613
Sundry	6,316	-	-	-	10,200	6,316	10,782
Publicity	4,506	-	-	-	15,700	4,506	15,621
Programs and films	3,110	-	-	-	18,450	3,110	15,627
Conferences - staff	2,688	-	-	-	25,450	2,688	28,345
Meeting rooms	2,000	-	-	-	-	2,000	6,000
Bank charges and interest	1,389	-	-	-	-	1,389	1,135
Grace Campbell Gallery	636	-	-	-	-	636	17
	<b>1,933,946</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,791,828</b>	<b>1,933,946</b>	<b>1,914,229</b>

**The City of Prince Albert Public Library Board**  
**Schedule 2 - Consolidated Schedule of Operating Fund Revenues and Expenses**

*For the year ended December 31, 2020*

	<b>2020</b> <i>Budget</i>	<b>2020</b> <i>Actual</i>	<b>2019</b> <i>Actual</i>
<b>Revenue</b>			
Donations	1,200	518	566
Overdue fines	30,000	7,699	25,155
Photocopying	7,200	2,046	7,856
Interest income	10,000	12,130	17,556
Miscellaneous	2,500	60,409	61,810
Room fees	7,500	1,495	6,327
Grant - City of Prince Albert	1,985,828	1,985,870	1,985,830
Grant - Ministry of Education	107,175	108,178	107,175
	<b>2,151,403</b>	<b>2,178,345</b>	<b>2,212,275</b>
<b>Expenses</b>			
Payroll	1,317,428	1,056,420	1,288,414
Service contracts	199,000	187,932	200,133
Amortization	-	180,325	126,362
Databases, networks, and internet	62,200	145,621	102,174
Acquisitions <i>(Note 10)</i>	36,000	62,444	20,576
Utilities	67,500	54,320	57,390
Supplies	39,900	43,841	41,040
Conferences - board	-	7,145	613
Sundry	10,200	6,316	10,782
Publicity	15,700	4,506	15,621
Programs and films	18,450	3,110	15,627
Conferences - staff	25,450	2,688	28,345
Meeting rooms	-	2,000	6,000
Bank charges and interest	-	1,389	1,135
Grace Campbell Gallery	-	636	17
Renovation projects	-	263	-
	<b>1,791,828</b>	<b>1,758,956</b>	<b>1,914,229</b>
<b>Excess of revenue over expenses</b>	<b>359,575</b>	<b>419,389</b>	<b>298,046</b>

**The City of Prince Albert Public Library Board**  
**Schedule 3 - Consolidated Schedule of Reserve Fund Revenues and Expenses**

*For the year ended December 31, 2020*

	<i>2020 Budget</i>	<i>2020 Actual</i>	<i>2019 Actual</i>
<b>Revenue</b>			
Grant - City of Prince Albert	100,000	100,000	8,000
<b>Expenses</b>			
Renovation projects	-	174,990	-
<b>Excess (deficiency) of revenue over expenses</b>	<b>100,000</b>	<b>(74,990)</b>	<b>8,000</b>