

MANAGEMENT REPORT

Management's Responsibility for the Consolidated Financial Statements:

The accompanying consolidated financial statements of **THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN LIBRARY BOARD** are the responsibility of the Board's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants.

A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Board's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Board's Council meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the Council's approval of the financial statements.


The consolidated financial statements have been audited by Welch LLP, independent external auditors appointed by the Board. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Board's financial statements.

Clerk Treasurer



Harold Luckasavitch

Mayor



Jane Dumas

May 15, 2014

INDEPENDENT AUDITORS' REPORT

To the Board Members, Members of Council, Inhabitants
and Ratepayers of the **CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN**

We have audited the accompanying financial statements of **THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN LIBRARY BOARD**, which comprise the statement of financial position as at December 31, 2013, and the statements of operations, change in net financial assets 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.

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 the auditor's judgement, 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 of our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN LIBRARY BOARD** as at December 31, 2013, and the results of its operations, change in net financial assets and cash flows for the year then ended, in accordance with Canadian public sector accounting standards.



CHARTERED ACCOUNTANTS
LICENSED PUBLIC ACCOUNTANTS

Pembroke, Ontario
May 15, 2014

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2013

	<u>2013</u>	<u>2012</u>
ASSETS		
Cash	\$ 6,477	\$ -
Due from own municipality	<u>16,844</u>	<u>33,828</u>
	<u>23,321</u>	<u>33,828</u>
LIABILITIES		
Accounts payable and accrued liabilities	<u>-</u>	<u>-</u>
NET FINANCIAL ASSETS	23,321	33,828
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 1)	<u>226,223</u>	<u>230,780</u>
ACCUMULATED SURPLUS (Note 2)	<u>\$ 249,544</u>	<u>\$ 264,608</u>

(See accompanying notes and schedule)

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget <u>2013</u>	Actual <u>2013</u>	Actual <u>2012</u>
REVENUE			
Contribution from own municipality	\$ 30,333	\$ 30,333	\$ 36,242
Provincial grants	6,464	7,635	14,092
Fundraising, donations and fines	<u>-</u>	<u>168</u>	<u>110</u>
	<u>36,797</u>	<u>38,136</u>	<u>50,444</u>
EXPENSES			
Salaries, wages and employee benefits	29,241	25,356	28,495
Books, periodicals and small equipment	4,000	6,459	4,178
Operating supplies and maintenance	18,884	16,828	16,724
Amortization	<u>-</u>	<u>4,557</u>	<u>4,557</u>
	<u>52,125</u>	<u>53,200</u>	<u>53,954</u>
EXCESS OF REVENUE OVER EXPENSES (EXPENSES OVER REVENUE)	(15,328)	(15,064)	(3,510)
ACCUMULATED SURPLUS AT BEGINNING OF YEAR	<u>264,608</u>	<u>264,608</u>	<u>268,118</u>
ACCUMULATED SURPLUS AT END OF YEAR	<u>\$ 249,280</u>	<u>\$ 249,544</u>	<u>\$ 264,608</u>

(See accompanying notes and schedule)

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget <u>2013</u>	Actual <u>2013</u>	Actual <u>2012</u>
EXCESS OF REVENUE OVER EXPENSES (EXPENSES OVER REVENUES)	\$ <u>(15,328)</u>	\$ <u>(15,064)</u>	\$ <u>(3,510)</u>
Acquisition of tangible capital assets	(7,000)	-	-
Amortization of tangible capital assets	<u>-</u>	<u>4,557</u>	<u>4,557</u>
	<u>(7,000)</u>	<u>4,557</u>	<u>4,557</u>
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(22,328)	(10,507)	1,047
NET FINANCIAL ASSETS AT BEGINNING OF YEAR	<u>33,828</u>	<u>33,828</u>	<u>32,781</u>
NET FINANCIAL ASSETS AT END OF YEAR	\$ <u>11,500</u>	\$ <u>23,321</u>	\$ <u>33,828</u>

(See accompanying notes and schedule)

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>2013</u>	<u>2012</u>
CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES		
Excess of revenues over expenses (expenses over revenues)	\$ (15,064)	\$ (3,510)
Adjustment for non-cash items included in excess of revenues over expenses (expenses over revenues)		
Amortization expense	<u>4,557</u>	<u>4,557</u>
	(10,507)	1,047
Increase in due from own municipality	<u>16,984</u>	<u>(1,047)</u>
	<u>6,477</u>	<u>-</u>
CASH FLOWS FROM (USED IN) INVESTING ACTIVITIES		
Acquisition of tangible capital assets	<u>-</u>	<u>-</u>
INCREASE (DECREASE) IN CASH	6,477	-
CASH AT BEGINNING OF YEAR	<u>-</u>	<u>-</u>
CASH AT END OF YEAR	<u>\$ 6,477</u>	<u>\$ -</u>

(See accompanying notes and schedule)

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD

SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2013

SCHEDULE 1

	Land Improvements	Buildings	2013	2012
COST				
Balance, beginning of year	\$ 9,639	\$ 234,811	\$ 244,450	\$ 244,450
Disposal of tangible capital assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>9,639</u>	<u>234,811</u>	<u>244,450</u>	<u>244,450</u>
ACCUMULATED AMORTIZATION				
Balance, beginning of year	1,928	11,742	13,670	9,113
Amortization	643	3,914	4,557	4,557
Accumulated amortization of assets disposed	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>2,571</u>	<u>15,656</u>	<u>18,227</u>	<u>13,670</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 7,068</u>	<u>\$ 219,155</u>	<u>\$ 226,223</u>	<u>\$ 230,780</u>
2012 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 7,711</u>	<u>\$ 223,069</u>	<u>\$ 230,780</u>	

(See accompanying notes)

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

LIBRARY BOARD

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2013

The Library board is a board of the Township of South Algonquin organized to direct the provision of Library services to residents of the Township.

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

These financial statements are prepared by management in accordance with Canadian public sector accounting standards for local governments as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the Board are as follows:

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Revenue recognition

The Library is funded primarily by the Township of South Algonquin in accordance with the budget approved by the Township's council. These financial statements reflect agreed funding arrangements approved by the Township with respect to the year ended December 31, 2013.

Grant revenue is recognized when the related expenditure is incurred and collection is reasonably assured. Interest is recognized as earned. Fines, user fees and service charges and donations are recognized when received.

(See accompanying schedule)

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THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN
LIBRARY BOARD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2013

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Use of estimates

The preparation of 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 financial statements and the reported amounts of revenues and expenses during the reporting period. Management makes estimates when it estimates the useful life of its tangible capital assets. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of (expenses over revenues) revenues over expenses, provides the consolidated Change in Net Financial (Debt) Assets for the year.

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 life as follows:

	<u>Years</u>
Buildings	60
Land improvements	15

Annual amortization is charged in the year of acquisition and the year of disposal.

ii) **Contribution of Tangible Capital Assets**

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are also recorded as revenue.

Contributed services

A substantial number of volunteers contribute a significant amount of their time each year. Some other services are also contributed to the Library. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

(See accompanying schedule)

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THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

LIBRARY BOARD

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2013

NOTE 2 ACCUMULATED SURPLUS

Accumulated surplus consists of the following:

	<u>2013</u>	<u>2012</u>
Unrestricted surplus	\$ 6,821	\$ 15,328
Internally restricted reserves	16,500	18,500
Equity in tangible capital assets	<u>226,223</u>	<u>230,780</u>
	<u>\$ 249,544</u>	<u>\$ 264,608</u>

NOTE 3 FINANCIAL INSTRUMENTS

The Library's financial instruments consist of amounts due from own municipality.

Risk

It is management's opinion that the Library is not exposed to significant interest, currency or credit risks arising from its financial instruments.

Fair market value

The fair value of the Library's financial instruments approximates their carrying value due to their short term nature.

(See accompanying schedules)