

**PALLISER REGIONAL LIBRARY**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**DECEMBER 31, 2016**

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The library board is composed of appointed officials who are not employees of the Library. The board is responsible for overseeing management in the performance of its financial reporting responsibilities. The board fulfils these responsibilities by reviewing the financial information prepared by the administration and discussing relevant matters with external auditors. The board is also responsible for recommending the appointment of the Library's external auditors.

Stark & Marsh CPA LLP, an independent firm of Chartered Professional Accountants, is appointed by the board to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the board and administration to discuss their audit findings.

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Board Chairperson

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Library Director



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Palliser Regional Library:

We have audited the accompanying consolidated financial statements of the Palliser Regional Library, which comprise the consolidated statement of financial position as at December 31, 2016, and the consolidated statements of operations and accumulated surplus, remeasurement gains and losses, changes 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 consolidated 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 consolidated 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 consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the consolidated 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 organization'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 consolidated 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 consolidated financial statements present fairly, in all material respects, the financial position of the Palliser Regional Library as at December 31, 2016, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

A handwritten signature in black ink that reads 'Stark &amp; Marsh'.

CPA LLP  
Chartered Professional Accountants  
Licensed Professional Accountants

Swift Current, Saskatchewan  
March 23, 2017

**Palliser Regional Library  
Consolidated Statement of Financial Position  
As at December 31, 2016**

**Statement 1**

|  | 2016                | 2015                |
|--|---------------------|---------------------|
| <b>ASSETS</b>                            |                     |                     |
| <b>Financial Assets</b>                  |                     |                     |
| Cash                                     | \$ 390,543          | \$ 280,904          |
| Investments - Note 7                     | 507,803             | 500,479             |
| Accounts Receivable                      | 28,305              | 25,584              |
| Member Deposits                          | 47,475              | 47,475              |
|  | <u>974,126</u>      | <u>854,442</u>      |
| <b>LIABILITIES</b>                       |                     |                     |
| Accounts Payable and Accrued Liabilities | 189,645             | 77,182              |
| Vacation Pay                             | 94,604              | 115,115             |
| Unearned Revenue                         | 109,421             | 102,194             |
| <b>Total Liabilities</b>                 | <u>393,670</u>      | <u>294,491</u>      |
| <b>NET FINANCIAL ASSETS</b>              | 580,456             | 559,951             |
| <b>Non-Financial Assets</b>              |                     |                     |
| Tangible Capital Assets (Schedule 1)     | 1,558,350           | 1,548,676           |
| Prepaid Expenses                         | 23,102              | 16,122              |
| <b>Total Non-Financial Assets</b>        | <u>1,581,452</u>    | <u>1,564,798</u>    |
| <b>Accumulated Surplus</b>               | <u>\$ 2,161,908</u> | <u>\$ 2,124,749</u> |

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Director

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Director

**Palliser Regional Library  
Consolidated Statement of Operations and Accumulated Surplus  
As at December 31, 2016**

**Statement 2**

|   | 2016 Budget<br>(unaudited) | 2016             | 2015                |
|---|----------------------------|------------------|---------------------|
| <b>Revenues</b>                                       |                            |                  |                     |
| Provincial Operating Grant                            | \$ 665,928                 | 686,812          | 686,959             |
| Municipal Grants                                      | 1,428,584                  | 1,476,885        | 1,424,383           |
| Other Grants  | 111,158                    | 102,343          | 107,917             |
| Donations   | 1,700                      | 8,237            | 123,783             |
| Special contracts                                     |                            | -                | -                   |
| Interest  |                            | 11,904           | 11,298              |
| SILS Revenues (Note 6)                                | 20,341                     | 57,094           | 66,864              |
| Other   | 12,875                     | 17,963           | 25,049              |
|   | <u>2,240,586</u>           | <u>2,361,238</u> | <u>2,446,253</u>    |
| <b>Expenses</b>                                       |                            |                  |                     |
| Governance (Schedule 2-1)                             | 20,400                     | 16,103           | 16,383              |
| Administration (Schedule 2-1)                         | 196,016                    | 514,083          | 501,611             |
| Services to Branches (Schedule 2-1)                   | 470,641                    | 469,204          | 451,277             |
| Regional Resource Centre (Schedule 2-1)               | 1,063,379                  | 865,388          | 826,408             |
| Area Branch Services (Schedule 2-2)                   | 86,508                     | 77,427           | 69,242              |
| Local Branch Services (Schedule 2-2)                  | 403,893                    | 329,336          | 337,948             |
| SILS Expenses (Note 6)                                | 51,322                     | 51,322           | 90,044              |
|   | <u>2,292,159</u>           | <u>2,322,863</u> | <u>2,292,913</u>    |
| <b>Surplus (Deficit) for the Year from Operations</b> | (51,573)                   | 38,375           | 153,340             |
| <b>Accumulated Surplus, Beginning of Year</b>         |                            | 2,124,749        | 1,971,658           |
| <b>Change in ownership of SILS (Note 2a)</b>          |                            | -                | (193)               |
| <b>Prior period adjustment</b>                        |                            | (1,217)          | (57)                |
|   |                            | <u>(1,217)</u>   | <u>(250)</u>        |
| <b>Accumulated Surplus, End of Year</b>               | <u>\$ (51,573)</u>         | <u>2,161,908</u> | <u>\$ 2,124,749</u> |

**Palliser Regional Library  
Consolidated Statement of Remeasurement Gains and Losses  
As at December 31, 2016**

**Statement 3**

There are no remeasurement gains or losses for the Library.

**Palliser Regional Library**  
**Consolidated Statement of Change in Net Financial Assets (Net Debt)**  
**As at December 31, 2016**

**Statement 4**

|   | 2016 Budget<br>(unaudited) | 2016           | 2015              |
|---|----------------------------|----------------|-------------------|
| <b>Net Financial Assets (Net Debt), Beginning of Year</b> |                            | 559,951        | 413,875           |
| Surplus (Deficit) for the Year from Operations            | (51,573)                   | 38,375         | 153,340           |
| Change in ownership of SILS                               |                            | -              | (193)             |
| Acquisition of Tangible Capital Assets                    | -                          | (312,108)      | (331,208)         |
| Capital Assets - other                                    |                            | -              | 6,429             |
| Amortization of Tangible Capital Assets                   |                            | 302,434        | 317,613           |
| (Acquisition)/Use of Prepaid Expenses                     |                            | (6,979)        | 152               |
| Prior period adjustment                                   |                            | (1,217)        | (57)              |
| <b>Change in Net Financial Assets</b>                     | (51,573)                   | 20,505         | 146,076           |
| <b>Net Financial Assets (Net Debt), End of Year</b>       | <b>\$ (51,573)</b>         | <b>580,456</b> | <b>\$ 559,951</b> |

**Palliser Regional Library**  
**Consolidated Statement of Cash Flows**  
**As at December 31, 2016**

**Statement 5**

|   | <b>2016</b>       | <b>2015</b>       |
|---|-------------------|-------------------|
| <b>Cash provided by (used for) the following activities</b>     |                   |                   |
| <b>Operating Activities</b>                                     |                   |                   |
| Surplus for the Year from Operations                            | \$ 38,375         | \$ 153,340        |
| Prior period adjustment   | (1,217)           | (57)              |
| Change in ownership of SILS                                     | -                 | (193)             |
| Non-Cash Items Included in Surplus / Deficit                    |                   |                   |
| Amortization of Tangible Capital Assets                         | 302,434           | 317,613           |
| Capital Assets - other  | -                 | 6,429             |
|   | <u>339,592</u>    | <u>477,132</u>    |
| Changes in Non-Cash Working Capital:                            |                   |                   |
| Decrease (Increase) in Accounts Receivable                      | (2,721)           | 12,869            |
| Decrease (Increase) in Member Deposits                          | -                 | (5)               |
| Increase (Decrease) in Accounts Payable and Accrued Liabilities | 91,952            | (39,909)          |
| Increase (Decrease) in Deferred Revenue                         | 7,227             | (487,598)         |
| Decrease (Increase) in Prepaid Expenses                         | (6,979)           | 152               |
| <b>Cash Provided (Used) by Operating Activities</b>             | <u>429,071</u>    | <u>(37,360)</u>   |
| <b>Capital Activities</b>                                       |                   |                   |
| Cash Used to Acquire Tangible Capital Assets                    | (312,108)         | (331,208)         |
| Proceeds on Disposal of Tangible Capital Assets                 | -                 | -                 |
| <b>Cash Provided (Used) by Capital Activities</b>               | <u>(312,108)</u>  | <u>(331,208)</u>  |
| <b>Investing Activities</b>                                     |                   |                   |
| Cash Used to Acquire Investments, net                           | (7,324)           | (192,280)         |
| <b>Cash Provided (Used) by Investing Activities</b>             | <u>(7,324)</u>    | <u>(192,280)</u>  |
| <b>Increase (Decrease) in Cash and Cash Equivalents</b>         | 109,639           | (560,848)         |
| <b>Cash and Cash Equivalents, Beginning of Year</b>             | <u>280,904</u>    | <u>841,751</u>    |
| <b>Cash and Cash Equivalents, End of Year</b>                   | <u>\$ 390,543</u> | <u>\$ 280,904</u> |



**Palliser Regional Library**  
**Notes to the Consolidated Financial Statements**  
**As at December 31, 2016**

**1. Purpose and Authority**

Palliser Regional Library (the "Library") offers services and programs under the authority of The Public Libraries Act, 1996. The Library's Board of Directors (The "Board") plays an integral part in the Library's strategic direction and management guidance. The purpose of the Library is to ensure the provision of library services as set out in the Act, within the boundaries of the Library's region as established by regulation.

The Library is a registered charity and is therefore exempt from the payment of income tax pursuant to Section 149 of The Income Tax Act.

**2. Significant accounting policies**

These financial statements have been prepared in accordance with Canadian public sector accounting standards, as recommended by the Chartered Professional Accountants of Canada (CPA Canada)

Significant accounting policies are as follows:

- a) **Basis of Consolidation:** These consolidated financial statements include the Library's interest in the Saskatchewan Information & Library Services Consortium ("SILS") which has been proportionately consolidated. In the current year, the Library's share of SILS was 5.05% (2015 - 5.05%). All inter-entity transactions have been eliminated. Information on this Government Partnership can be found in Note 6 - Note regarding "Investment in Government Partnerships".
- b) **Revenue Recognition:** Levy revenue is recognized in the period for which the levy was assessed. Grant revenue is recognized when the funds are received, unless the grant is restricted for a specific purpose. Other revenue is recognized when it is earned.
- c) **Expenditure Recognition:** Expenditures are accounted for in the period in which the goods and services are acquired and a liability is incurred.
- d) **Capital Assets:** All capital asset acquisitions or betterments made throughout the year are recorded at their acquisition cost. Donated capital assets received are recorded at their fair market value at the date of contribution. Capital assets individually costing less than \$500 are expensed in the current year, except for library books and other resource materials that are capitalized as a group each year. Capital assets are amortized on a straight line basis over their estimated useful lives. The library's tangible capital asset useful lives are estimated as follows:

| <u>Asset</u>                    | <u>Useful Life</u> |
|---------------------------------|--------------------|
| <b>Land</b>                     | Indefinite         |
| <b>Buildings</b>                | 30 Yrs             |
| <b>Vehicles &amp; Equipment</b> |                    |
| Vehicles                        | 4-5 Yrs            |
| Office furniture and equipmer   | 8 Yrs              |
| Computer equipment              | 5 Yrs              |
| <b>Library Collection</b>       | 10 Yrs             |
| <b>SILS Assets</b>              | 3-8 years          |

**Palliser Regional Library**  
**Notes to the Consolidated Financial Statements**  
**As at December 31, 2016**

**2. Significant accounting policies - continued**

- e) **Cash and cash equivalents:** Cash and cash equivalents are represented by cash on hand and temporary investments with original maturities of three months or less.
- f) **Investments:** Portfolio investments are valued at the lower of cost and market value.
- g) **Non-financial assets:** Tangible capital and other non-financial assets are accounted for as assets by the Library because
- h) **Appropriated Reserves:** Reserves are established at the discretion of the Board to designate surplus for future operating and capital transactions. Amounts so designated are described on Schedule 4.
- i) **Government contributions:** Government contributions for the acquisition of capital assets are reported as revenue and do not reduce the cost of the related asset.
- j) **Risk management:** Other than the risks noted below, it is management's opinion that the organization is not exposed to any significant risks arising from the financial instruments presented as of December 31, 2016.

**Liquidity risk:** Liquidity risk is the risk that the organization will not be able to meet financial obligations as they become due. The staff on behalf of the Library manages liquidity risk by continually monitoring cash flow requirements to ensure

**Interest rate risk:** Interest risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The Library is not exposed to significant interest rate risk.

- k) **Financial instruments:** The organization has financial instruments consisting of accounts receivable, temporary investments, accounts payable, accrued liabilities and unearned revenue. The carrying value of these financial instruments approximates fair value due to their short term to maturity.
- l) **Measurement uncertainty:** The preparation of the financial statements in accordance with Canadian generally accepted accounting principles 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 then ended. Actual amounts could differ from those estimates. Significant areas requiring the use of management estimates relate to the useful lives of buildings, furniture and equipment and the library collection (items with a definite life for amortization purposes), the cost of supplies inventories on hand and the amounts recorded as accrued liabilities.
- m) **Unearned revenue:** Unearned revenue consists of levy revenue received in advance, and certain restricted grants.

**3. Budget Amounts**

The budget amounts in these financial statements were prepared by library management and approved by the Board on November 13, 2015.

**4. Unearned Revenue**

|   | 2016              | 2015              |
|---|-------------------|-------------------|
| Levies                                      | \$ -              | \$ -              |
| Per Capita                                  |                   | -                 |
| SILS  | 2,968             | 2,968             |
| Carryforwards                               | 106,453           | 99,226            |
| <b>Total purchases of library materials</b> | <b>\$ 109,421</b> | <b>\$ 102,194</b> |

**Palliser Regional Library**  
**Notes to the Consolidated Financial Statements**  
**As at December 31, 2016**

**5. Library materials expenditures**

The following is information on the Library's purchases of library materials for 2016 in comparison to 2015 and 2016 budget.

|   | 2016           | 2016           | 2015           |
|---|----------------|----------------|----------------|
|   | Budget         | Actual         | Actual         |
| Books   | 277,963        | 218,528        | 232,228        |
| Audio-visual Materials                            | 11,276         | 70,892         | 59,586         |
| Serials/Periodicals                               | 14,375         | 12,328         | 14,965         |
| Electronic reference materials and info databases | 47,357         | 44,537         | 34,154         |
| Infotrac  |                | -              | 7,966          |
| <b>Total purchases of library materials</b>       | <b>350,971</b> | <b>346,285</b> | <b>348,899</b> |

**Note:** The books and audio visual materials amounts shown above were capitalized as Tangible Capital Assets.  
The remaining amounts have been expensed.

**6. Investment in Government Partnerships**

The Saskatchewan Information & Library Service Consortium ("SILS") was incorporated in 2009 as a non-profit organization. The purpose of SILS is to develop and maintain a single integrated library information system for the Province, providing a common experience for library users throughout the Province. Each of the ten regional libraries made a \$50,000 deposit in 2009 to provide working capital otherwise SILS is funded by grants from the Ministry of Education and member libraries. The member libraries share in the annual operating expenses based on a service level formula.

The condensed supplementary financial information of SILS is as follows:

|  | 2016              | 2015                |
|--|-------------------|---------------------|
|  | Actual            | Actual              |
| <b>STATEMENT OF FINANCIAL POSITION</b> |                   |                     |
| Financial assets                       | \$ 1,975,346      | \$ 1,880,500        |
| Financial liabilities                  | (617,314)         | (671,332)           |
| <b>Net Financial Assets</b>            | <b>1,358,032</b>  | <b>1,209,168</b>    |
| <b>Non-Financial assets</b>            |                   |                     |
| Tangible capital assets                | 1,410             | 2,822               |
| Prepaid expenses                       | 337,786           | 317,434             |
|  | 339,196           | 320,256             |
| <b>Accumulated Surplus</b>             | <b>1,697,228</b>  | <b>1,529,424</b>    |
| <b>STATEMENT OF OPERATIONS</b>         |                   |                     |
| Revenue                                | 1,184,085         | 1,376,578           |
| Expenses                               | (1,016,281)       | (1,783,053)         |
| <b>Surplus (Deficit)</b>               | <b>\$ 167,804</b> | <b>\$ (406,475)</b> |

**Palliser Regional Library**  
**Notes to the Consolidated Financial Statements**  
**As at December 31, 2016**

**6. Investment in Government Partnerships cont'd**

The SILS financial statements are proportionately consolidated with the Library financial statements at 5.05% (2015 - 5.05%) representing the Library's interest in SILS. After eliminating intercompany transactions, the following amounts have been included in the consolidated financial statements:

|  | 2016<br>@ 5.05% | 2015<br>@ 5.05% |
|--|-----------------|-----------------|
| <b>STATEMENT OF FINANCIAL POSITION</b> |                 |                 |
| Financial assets                       | 97,053          | 92,312          |
| Financial liabilities                  | (28,649)        | (31,372)        |
| Net financial assets                   | 68,404          | 60,940          |
| <b>Non-financial assets</b>            |                 |                 |
| Tangible capital assets                | 71              | 143             |
| Prepaid expenses                       | 17,058          | 16,062          |
|  | 17,129          | 16,205          |
| <b>Accumulated surplus</b>             | <b>85,533</b>   | <b>77,145</b>   |
| <b>STATEMENT OF OPERATIONS</b>         |                 |                 |
| Revenue                                | 57,094          | 66,864          |
| Expenses                               | (51,322)        | (90,044)        |
| Surplus (deficit)                      | \$ 5,772        | \$ (23,180)     |

**7. Investments**

|   | 2016       | 2015       |
|---|------------|------------|
| Guaranteed Investment Certificates (GICs) | \$ 507,803 | \$ 500,479 |

**8. Comparative figures**

Certain of the prior year comparative figures have been reclassified to conform to the current year's presentation.

Palliser Regional Library  
 Consolidated Schedule of Tangible Capital Assets by Object  
 As at December 31, 2016

2016

2015

|   | Land             | Buildings      | Furniture & Equipment | Computer Equipment | Vehicle       | SILS           | Library Collection | Total            | Total               |
|---|------------------|----------------|-----------------------|--------------------|---------------|----------------|--------------------|------------------|---------------------|
| <b>Asset cost</b>                             |                  |                |                       |                    |               |                |                    |                  |                     |
| Opening Asset costs                           | \$ 29,250        | 319,141        | 241,846               | 59,930             | 62,972        | 159,192        | 2,876,988          | 3,749,319        | \$ 3,736,409        |
| Additions during the year                     |                  |                | 1,058                 | 20,429             |               | -              | 290,621            | 312,108          | 331,208             |
| Disposals during the year                     |                  |                |                       | (2,925)            |               |                | (293,881)          | (296,806)        | (318,298)           |
| Transfers (from) assets under construction    |                  |                |                       |                    |               |                |                    | -                |                     |
| <b>Closing Asset Costs</b>                    | <b>29,250</b>    | <b>319,141</b> | <b>242,904</b>        | <b>77,434</b>      | <b>62,972</b> | <b>159,192</b> | <b>2,873,728</b>   | <b>3,764,621</b> | <b>3,749,319</b>    |
| <b>Accumulated Amortization Cost</b>          |                  |                |                       |                    |               |                |                    |                  |                     |
| Opening Accumulated Amortization Costs        |                  | 250,732        | 223,572               | 56,375             | 36,314        | 159,047        | 1,474,603          | 2,200,643        | 2,194,936           |
| Add: Amortization taken                       |                  | 10,638         | 3,099                 | 8,378              | 7,259         | 71             | 272,989            | 302,434          | 317,613             |
| Less: Accumulated amortization on disposals   |                  |                |                       | (2,925)            |               |                | (293,881)          | (296,806)        | (318,298)           |
| Less: Other                                   |                  |                |                       |                    |               |                |                    | -                | 6,392               |
| <b>Closing Accumulated Amortization Costs</b> | <b>-</b>         | <b>261,370</b> | <b>226,671</b>        | <b>61,828</b>      | <b>43,573</b> | <b>159,118</b> | <b>1,453,711</b>   | <b>2,206,271</b> | <b>2,200,643</b>    |
| <b>Net Book Value</b>                         | <b>\$ 29,250</b> | <b>57,771</b>  | <b>16,233</b>         | <b>15,606</b>      | <b>19,399</b> | <b>74</b>      | <b>1,420,017</b>   | <b>1,558,350</b> | <b>\$ 1,548,676</b> |

Assets

Amortization

**Palliser Regional Library**  
**Supplementary Details of Expenses**  
**As at December 31, 2016**

**Schedule 2 - 1**

|   | 2016              | 2015              |
|---|-------------------|-------------------|
| <b>Governance Expense</b>                     |                   |                   |
| Purchased services                            | \$ 16,103         | \$ 16,383         |
| <b>Total Governance Expense</b>               | <b>16,103</b>     | <b>16,383</b>     |
| <br>  |                   |                   |
| <b>Administration Expense</b>                 |                   |                   |
| Salaries and wages                            | 164,945           | 158,767           |
| Employee benefits                             | -                 | -                 |
| Purchased services                            | 46,507            | 35,305            |
| Library materials                             | 268               | 728               |
| Amortization                                  | 302,363           | 306,811           |
| <b>Total Administration Expense</b>           | <b>514,083</b>    | <b>501,611</b>    |
| <br>  |                   |                   |
| <b>Service to Branches</b>                    |                   |                   |
| Salaries and wages                            | 248,760           | 226,650           |
| Employee benefits                             | 31,886            | 30,897            |
| Purchased services                            | 44,143            | 43,020            |
| ILLO  | 91,072            | 98,059            |
| SILS Fee                                      | 50,808            | 49,882            |
| Library materials                             | 2,535             | 2,769             |
| <b>Total Service to Branches Expense</b>      | <b>469,204</b>    | <b>451,277</b>    |
| <br>  |                   |                   |
| <b>Regional Resource Centre</b>               |                   |                   |
| Salaries and wages                            | 688,795           | 665,483           |
| Employee benefits                             | 100,579           | 100,611           |
| Purchased services                            | 15,313            | 15,538            |
| Library materials                             | 60,701            | 44,776            |
| <b>Total Regional Resource Centre Expense</b> | <b>\$ 865,388</b> | <b>\$ 826,408</b> |

**Palliser Regional Library**  
**Supplementary Details of Expenses**  
**As at December 31, 2016**

**Schedule 2 - 2**

|  | 2016                | 2015                |
|--|---------------------|---------------------|
| <b>Area Branch Services</b>                |                     |                     |
| Salaries and wages                         | \$ 64,403           | \$ 56,714           |
| Employee benefits                          | 8,258               | 8,480               |
| Purchased services                         | 3,246               | 3,219               |
| Library materials                          | 1,520               | 829                 |
| <b>Total Area Branch Services Expense</b>  | <b>77,427</b>       | <b>69,242</b>       |
| <b>Local Branch Services</b>               |                     |                     |
| Salaries and wages                         | 272,823             | 274,901             |
| Employee benefits                          | 28,322              | 29,736              |
| Purchased services                         | 16,330              | 24,388              |
| Library materials                          | 11,861              | 8,923               |
| <b>Total Local Branch Services Expense</b> | <b>329,336</b>      | <b>337,948</b>      |
| <b>SILS Expenses (Note 6)</b>              | <b>51,322</b>       | <b>90,044</b>       |
| <b>TOTAL EXPENSES FOR THE YEAR</b>         | <b>\$ 2,322,863</b> | <b>\$ 2,292,913</b> |

Palliser Regional Library  
 Consolidated Schedule of Expenses by Object  
 As at December 31, 2016

Schedule 3

|                                | Governance | Administration | Services to Branches | Regional Resource Centre | Area Resource Services | Local Branch Services | SILS Expenses | 2016 Budget | 2016 Actual | 2015 Actual  |
|--------------------------------|------------|----------------|----------------------|--------------------------|------------------------|-----------------------|---------------|-------------|-------------|--------------|
| \$                             | 16,103     | 164,945        | 280,646              | 789,374                  | 72,661                 | 301,145               |               |             | 1,608,771   | \$ 1,552,239 |
| Wages, Benefits, and Honoraria |            | 46,507         | 44,143               | 15,313                   | 3,246                  | 16,330                |               |             | 141,642     | 137,853      |
| Purchased Goods and Services   |            | 302,363        |                      |                          |                        |                       | 71            |             | 302,434     | 317,613      |
| Amortization                   |            |                | 91,072               |                          |                        |                       |               |             | 91,072      | 98,059       |
| ILLO                           |            | 268            | 2,535                | 60,701                   | 1,520                  | 11,861                |               |             | 76,885      | 58,025       |
| Library Materials              |            |                | 50,808               |                          |                        |                       | 51,251        |             | 50,808      | 49,882       |
| SILS Fee                       |            |                |                      |                          |                        |                       |               |             |             |              |
| SILS Expenses                  |            |                |                      |                          |                        |                       |               |             | 51,251      | 79,242       |
| \$                             | 16,103     | 514,083        | 469,204              | 865,388                  | 77,427                 | 329,336               | 51,322        | 0           | 2,322,863   | \$ 2,292,913 |



**Palliser Regional Library  
Consolidated Schedule of Accumulated Surplus  
As at December 31, 2016**

**Schedule 4**

|  | 2015                | Changes       | 2016                |
|--|---------------------|---------------|---------------------|
| <b>UNAPPROPRIATED SURPLUS</b>                    | \$ (30,415)         | 14,580        | \$ (15,835)         |
| <b>APPROPRIATED RESERVES</b>                     |                     |               |                     |
| Automation                                       | 114,986             | 1,779         | 116,765             |
| General Automation                               | -                   |               | -                   |
| Equipment  | 64,391              | 996           | 65,387              |
| Vehicle  | 129,142             | 14,145        | 143,287             |
| Building   | 53,830              | 12,980        | 66,810              |
| Sick Pay Reserve - Local Branches                | 18,307              | 283           | 18,590              |
| Sick Pay Reserve - Assiniboia                    | 10,020              | 155           | 10,175              |
| Evergreen Reserve                                | 30,171              | (8,127)       | 22,044              |
| Public Access Computers                          | 11,674              | 4,998         | 16,672              |
| Joan Heaton Estate Donation - MJ                 | 52,500              | 639           | 53,139              |
| Joan Heaton Estate Donation - BR                 | 52,500              | 270           | 52,770              |
| SILS Reserves                                    | 68,967              | (13,997)      | 54,971              |
| <b>Total Appropriated</b>                        | <b>606,488</b>      | <b>14,121</b> | <b>620,610</b>      |
| <b>NET INVESTMENT IN TANGIBLE CAPITAL ASSETS</b> |                     |               |                     |
| Tangible capital assets (Schedule 1)             | 1,548,676           | 9,674         | 1,558,350           |
| Less: Related debt                               |                     |               | -                   |
| <b>Net Investment in Tangible Capital Assets</b> | <b>1,548,676</b>    | <b>9,674</b>  | <b>1,558,350</b>    |
| Prior period adjustment                          |                     |               | (1,217)             |
| <b>Total Accumulated Surplus</b>                 | <b>\$ 2,124,749</b> | <b>38,375</b> | <b>\$ 2,161,908</b> |