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Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

September 10, 2024 / 10 septembre 2024

Submitted by / Soumis par:

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File Number: OPLB-2024-0910-11.1

SUBJECT: 2023 Financial Statements

OBJET: Rapport Financier 2023

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive the 2023 Financial Statements.

RECOMMANDATION DU RAPPORT

**Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne
connaissance du rapport financier 2023.**

BACKGROUND

Ottawa Public Library (OPL) is required to produce audited annual financial statements as a condition to receiving the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTC) Public Library Operating, Pay Equity, and First Nations Salary Supplement Grant, commonly referred to as the "PLOG." The *Municipal Act, 2001*, s.

296 (11) (*“the Act”*) states that it is acceptable for an external board to supply its financial information in a consolidated audited municipal financial statement so long as the financial information on the external board is provided in a separate schedule or appendix for the benefit of the external board. Additionally, the Act states that an external [library] board is not required to have its own auditor. Accordingly, at its meeting on November 20, 2006, the OPL Board consolidated the annual financial audit into the overall municipal audit and no longer completes its own audited financial statement. (Appendix 1 attached)

The Accounting Branch of the City of Ottawa’s Finance and Corporate Services Department, in support of the Act, prepares an appendix (Appendix 2 attached) that includes detailed information of revenues, expenditures, and reserves. This detailed information is considered to be unaudited, although summary of the detailed information in the appendix supports the condensed totals included in the consolidated audited municipal financial statement.

The purpose of this report is to provide the Board with the 2023 audited financial statements.

DISCUSSION

Attached in APPENDIX 1 is a copy of the OPL schedule that formed part of the audited 2023 City of Ottawa Consolidated Financial Statements (APPENDIX 3), provided to Ottawa City Council on June 25, 2024. This schedule format has been approved by the Province. Library references can be found in APPENDIX 3 on pages 70-71.

In addition to providing consolidated financial statements for 2023, it should be noted that the 2022 figures noted in APPENDIX 1 were restated to remove reported revenue of more than \$16M from federal grants, as this funding was related to the Ādisōke project which should have been assigned to the City of Ottawa.

OPL unaudited financial statements are attached in APPENDIX 2 to provide more detailed, supplemental information to the Board.

CONSULTATION

There were no consultations undertaken for the purpose of this report.

ACCESSIBILITY IMPACTS

Ottawa Public Library complies with the *Accessibility for Ontarians with Disabilities Act, (2005)* in its operations. There are no accessibility impacts associated with this report.

BOARD PRIORITIES

This report aligns with OPL Board Policy OPLB-0010 CEO Reporting and Board Monitoring, falls within the Board core value of Integrity, and is a fundamental citizen expectation of good governance and stewardship of public funds.

BUSINESS ANALYSIS IMPLICATIONS

There are no business analysis implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

SUPPORTING DOCUMENTATION

Appendix 1 – City of Ottawa Audit – Condensed supplementary information from Audited Statements – OPLB 2023

Appendix 2 – 2023 Ottawa Public Library Board Financial Statements (Unaudited)

Appendix 3 – 2023 City of Ottawa Consolidated Financial Statements – AODA

DISPOSITION

Upon receipt by the Board, staff will forward the 2023 Financial Statement and Appendix 1 to the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTC) as a requirement of the application process for the 2024/2025 PLOG.