

Report to / Rapport au:

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

August 13, 2019 / 13 août 2019

**Submitted by / Soumis par:
Danielle McDonald, CEO / Directrice générale**

*Contact Person / Personne Ressource :
Brenda Gorton, Financial Services / Services financières
613-580-2424 x24351, brenda.gorton@ottawa.ca*

File Number: OPLB-2019-0803

SUBJECT: 2018 Financial Statements

OBJET: Rapport financier 2018

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive the 2018 Financial Statements.

RECOMMANDATION DU RAPPORT

Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne connaissance du rapport financier 2018.

BACKGROUND

Ottawa Public Library (OPL) is required to produce audited annual financial statements as a condition to receiving the Ontario Ministry of Tourism, Culture, and Sport (MTCS) Public Libraries Operating Grant (PLOG). *The Municipal Act, 2001, s. 296 (11) 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 Municipal Act, 2001*, s. 296 (12) 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 OPL 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 Corporate Financial Service Department, in support of *The Municipal Act, 2001*, 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.

DISCUSSION

Attached in Appendix 1 is a copy of the Ottawa Public Library schedule that formed part of the audited 2018 City of Ottawa Consolidated Financial Statements. This schedule has been approved by the Province. Based on that approval, the Province will release the 2019 PLOG by December 31, 2019.

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

CONSULTATION

There were no consultations performed for the purpose of 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.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

BOARD PRIORITIES

This report falls within the Board core value of Accountability.

SUPPORTING DOCUMENTATION

Appendix 1 – City of Ottawa Audit – Condensed supplementary information from
Audited Statements - Ottawa Public Library Board

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

DISPOSITION

Upon receipt by the Ottawa Public Library Board, staff will forward the 2018 Financial Statement and Appendix 1 to The Ontario Ministry of Tourism, Culture, and Sport as a requirement of the application process for the Public Library Operating, Pay Equity, and First Nations Salary Supplement Grant.