

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**AS AT DECEMBER 31, 2012**

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Sections 1 to 4 as applicable**  
**AS AT DECEMBER 31, 2012**

Per attached audited financial statements

**District of North Vancouver Municipal Public Library**  
**Financial Statements**  
**December 31, 2012**

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## INDEPENDENT AUDITORS' REPORT

To the Chair and Members of the Board of Trustees

We have audited the accompanying financial statements of the District of North Vancouver Municipal Public Library ("the Entity"), which comprise the statement of financial position as at December 31, 2012, and the statement of operations, changes in net financial assets, and cash flows for the year then ended, and notes, comprising 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 an 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 judgment, 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 for our audit opinion.

### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of the District of North Vancouver Municipal Public Library as at December 31, 2012, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Accountants

April 11, 2013  
Burnaby, Canada

# District of North Vancouver Municipal Public Library

## Statement of Financial Position

December 31

2012

2011

### Financial assets

Cash	\$ 48,231	\$ 43,467
Payroll loans receivable (Note 3)	335	569
Due from the District of North Vancouver (Note 4)	1,633,229	1,562,653
	<u>1,681,795</u>	<u>1,606,689</u>

### Liabilities

Accounts payable and accrued liabilities	297,847	254,932
Due to governments	26,881	24,322
Restricted revenue	32,504	45,687
Capital lease obligations (Note 5)	18,294	36,153
Post-employment benefits (Note 6)	577,500	605,200
	<u>953,026</u>	<u>966,294</u>

### Net financial assets

	<u>728,769</u>	<u>640,395</u>
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### Non-financial assets

Tangible capital assets (Note 7)	2,083,906	2,255,430
Prepaid expenses	30,453	26,184
	<u>2,114,359</u>	<u>2,281,614</u>

### Accumulated Surplus (Note 8)

	<u>\$ 2,843,128</u>	<u>\$ 2,922,009</u>
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### Commitments and contingencies (Note 9)

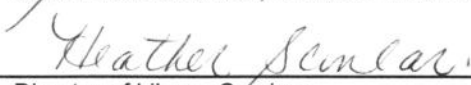
Approved by



Chair of the Board



Chief Financial Officer, District of North Vancouver



Director of Library Services

See accompanying notes to the financial statements

# District of North Vancouver Municipal Public Library

## Statement of Operations

Year ended December 31

	2012 Budget	2012	2011
	(Unaudited - note 11)		
Revenue			
District of North Vancouver grant	\$ 5,320,886	\$ 5,320,886	\$ 5,351,334
Contributed tangible capital assets	-	-	27,788
Provincial grants	202,875	225,435	216,436
Donations	-	30,771	42,571
Book fines, photocopy charges and sundry	317,417	280,261	314,618
	<u>5,841,178</u>	<u>5,857,353</u>	<u>5,952,747</u>
Expenses			
Salaries and benefits	4,327,302	4,155,287	3,903,843
Other material purchases	129,279	119,441	93,998
Maintenance of equipment and premises	465,340	463,893	473,969
Rent and building services	176,433	157,413	155,349
Sundry	138,860	144,478	132,009
Book repairs and supplies	48,535	39,438	47,301
Federated library services	43,889	36,253	46,565
Minor equipment	4,635	24,520	9,188
Interest expense	-	882	1,639
Depreciation	-	615,768	636,701
Loss on disposal of tangible capital assets	-	77,083	79,435
	<u>5,334,273</u>	<u>5,834,456</u>	<u>5,579,997</u>
Annual surplus, before distribution of surplus	\$ <u>506,905</u>	22,897	372,750
Surplus returned to the District of North Vancouver (Note 10)		<u>(101,778)</u>	<u>(231,897)</u>
Annual surplus (deficit)		(78,881)	140,853
Accumulated surplus, beginning of year		<u>2,922,009</u>	<u>2,781,156</u>
Accumulated surplus, end of year		<u>\$ 2,843,128</u>	<u>\$ 2,922,009</u>

See accompanying notes to the financial statements

**District of North Vancouver Municipal Public Library**  
**Statement of Changes in Net Financial Assets**  
**Year Ended December 31**

	2011 Budget	2012	2011
	(Unaudited - note 11)		
Annual surplus (deficit)	\$ 506,905	\$ (78,881)	\$ 140,853
Acquisition of tangible capital assets	(503,905)	(521,327)	(585,470)
Contributed tangible capital assets	-	-	(27,788)
Depreciation of tangible capital assets	-	615,768	636,701
Loss on disposal of tangible capital assets	-	77,083	79,435
Proceeds on disposal of tangible capital assets	-	-	5,067
	<u>(503,905)</u>	<u>171,524</u>	<u>107,945</u>
Acquisition of prepaid expenses	-	(30,453)	(26,184)
Use of prepaid expenses	-	26,184	26,964
	<u>-</u>	<u>(4,269)</u>	<u>780</u>
Change in net financial assets	<u>\$ 3,000</u>	88,374	249,578
Net financial assets, beginning of year		<u>640,395</u>	<u>390,817</u>
Net financial assets, end of year		<u>\$ 728,769</u>	<u>\$ 640,395</u>

See accompanying notes to the financial statements



**District of North Vancouver Municipal Public Library**  
**Statement of Cash Flows**  
**Year Ended December 31**

	2012	2011
Operating transactions		
Annual surplus (deficit)	\$ (78,881)	\$ 140,853
Non-cash items:		
Depreciation	615,768	636,701
Loss on disposal of tangible capital assets	77,083	79,435
Contributed tangible capital assets	-	(27,788)
Change in other items:		
Payroll loans receivable	234	197
Due from the District of North Vancouver	(70,576)	(319,508)
Accounts payable and accrued liabilities	42,915	57,749
Due to governments	2,559	774
Restricted revenue	(13,183)	7,130
Post-employment benefits	(27,700)	(4,300)
Prepaid expenses	(4,269)	780
Cash provided by operating transactions	<u>543,950</u>	<u>572,023</u>
Capital transactions		
Proceeds on disposal of tangible capital assets	-	5,067
Acquisition of tangible capital assets	(521,327)	(585,470)
Cash applied to capital transactions	<u>(521,327)</u>	<u>(580,403)</u>
Financing transactions		
Capital lease obligations	(17,859)	16,100
Cash (applied to) provided by financing transactions	<u>(17,859)</u>	<u>16,100</u>
Increase in cash	4,764	7,720
Cash, beginning of year	<u>43,467</u>	<u>35,747</u>
Cash, end of year	<u>\$ 48,231</u>	<u>\$ 43,467</u>

See accompanying notes to the financial statements

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# District of North Vancouver Municipal Public Library

## Notes to the Financial Statements

### December 31, 2012

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#### 1. Nature of operations

The District of North Vancouver Municipal Public Library (the "Library") was established under the Library Act of British Columbia. The Library is governed by a Board of Trustees (the "Board") appointed by the Municipal Council of the District of North Vancouver ("DNV"). The Board, on behalf of the residents and taxpayers of the DNV, oversees the management and operation of the Library and further serves as its policy making body.

The Library is a registered charity and is exempt from income tax.

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#### 2. Summary of significant accounting policies

##### a) Basis of presentation

The financial statements of the Library are prepared by management in accordance with Canadian generally accepted accounting principles for local governments, established by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants.

##### b) Functional and object reporting

The operations of the Library are comprised of a single function, library operations. As a result, the expenses of the Library are presented by object in the Statement of Operations.

##### c) Revenue recognition

Revenue is recorded on the accrual basis and is recognized when it is earned. Revenue unearned in the current period is reported on the statement of financial position as restricted revenue.

##### d) Expense recognition

Expenses are recognized as they are incurred by the receipt of goods and services or the creation of a legal obligation to pay.

##### e) Use of accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the 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. Significant areas requiring the use of management estimates relate to the determination of post-employment benefits, estimates of useful lives of tangible capital assets and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

##### f) Restricted revenue

Receipts of funding which are restricted by the legislation of senior governments or by agreement with external parties are deferred. When qualifying expenses are incurred, the deferred amounts are recognized as revenue at amounts equal to the qualifying expenses.

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**District of North Vancouver Municipal Public Library**  
**Notes to the Financial Statements**  
**December 31, 2012**

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**2. Summary of significant accounting policies, continued**

**g) 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 ordinary course of operations, and include prepaid expenses and tangible capital assets.

**Tangible capital assets**

- i) Tangible capital assets consist of the Library collection, furniture, vehicle and information technology equipment. The collection and information technology equipment are pooled throughout the year into major groups and an average cost attributed. Furniture and vehicle are recorded at historical cost to acquire and put in service.

The Library assets are depreciated on a straight line basis over the estimated useful life by major group as follows:

<b>Asset</b>	<b>Life in Years</b>
Library collection	2 - 10
Information technology equipment	2 - 15
Furniture	10
Vehicle	10

- ii) Tangible capital assets received as contributions are recorded at their fair market value at the date of receipt and also are recorded as revenue.
- iii) Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets.

**h) Reserves**

Certain amounts, as approved by the Board, are set aside in reserves for future expenditures. Transfers to and from reserves are reflected as an adjustment to surplus.

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**3. Payroll loans receivable**

Payroll loans receivable were advanced to employees to cover the time lag between pay periods upon conversion to the computerized payroll. These non-interest bearing loans are due when the respective employees end their employment with the Library.

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**4. Due from the District of North Vancouver**

Amounts due from the District of North Vancouver are non-interest bearing, unsecured and have no specified terms of repayment.

**District of North Vancouver Municipal Public Library**  
**Notes to the Financial Statements**  
**December 31, 2012**

**5. Capital lease obligations**

The Library has capital lease obligations of \$18,294 (2011 - \$36,153) relating to information technology equipment.

Capital lease payments, including principal and interest are as follows:

<u>Year</u>	
2013	\$ 18,740
Amount representing interest at 2.44%	(446)
Present value of net minimum capital lease payments	<u>\$ 18,294</u>

Interest of \$882 (2011 - \$1,639) relating to capital lease obligations has been included in expenses in the Statement of Operations.

**6. Post-employment benefits**

As per the terms of its Collective Agreement and compensation policy, the Library provides its employees with sick days and certain employee benefits on termination and retirement. These include severance pay based on years of service and a full year's vacation entitlement in the year of retirement.

The Library uses an actuarial valuation to determine the estimated value of post-employment benefits. The estimated liability as of December 31, 2012 of \$577,500 is fully funded (2011 - \$605,200 fully funded).

Accrued benefit obligation:	<u>2012</u>	<u>2011</u>
Balance, beginning of year	\$ 611,200	\$ 512,100
Current service cost	37,700	39,600
Interest cost	20,200	22,000
Benefits paid	(79,800)	(50,300)
Actuarial loss/(gain)	(61,700)	87,800
Balance, end of year	<u>\$ 527,600</u>	<u>\$ 611,200</u>

Actuarial gains and losses are amortized over 8-10 years, being the expected average remaining service period of the related employee group, commencing the year after the gain or loss arises.

Accrued benefit obligation:	<u>2012</u>	<u>2011</u>
Liability, end of year	\$ 527,600	\$ 611,200
Unamortized actuarial loss/(gain)	49,900	(6,000)
Accrued benefit liability, end of year	<u>\$ 577,500</u>	<u>\$ 605,200</u>

The significant actuarial assumptions used in estimating the Library's accrued benefit obligation are as follows:

	<u>2012</u>	<u>2011</u>
Discount rate	3.40%	3.50%
Expected future inflation rates	2.50%	2.50%
Expected wage increases	2.58 - 4.63%	2.58 - 4.63%

**District of North Vancouver Municipal Public Library**  
**Notes to the Financial Statements**  
**December 31, 2012**

**7. Tangible capital assets**

	2012		
	Library Collection	Information technology, furniture & vehicle	Total
Cost, beginning of year	\$ 4,638,100	\$ 1,314,079	\$ 5,952,179
Additions	427,981	93,346	521,327
Disposals	(157,559)	(78,724)	(236,283)
Cost, end of year	<u>4,908,522</u>	<u>1,328,701</u>	<u>6,237,223</u>
Accumulated depreciation, beginning of year	3,115,847	580,902	3,696,749
Expense for the year	462,807	152,961	615,768
Disposals	(81,308)	(77,892)	(159,200)
Balance, end of year	<u>3,497,346</u>	<u>655,971</u>	<u>4,153,317</u>
Net book value, end of year	<u>\$ 1,411,176</u>	<u>\$ 672,730</u>	<u>\$ 2,083,906</u>
Net book value, beginning of year	<u>\$ 1,522,253</u>	<u>\$ 733,177</u>	<u>\$ 2,255,430</u>

Title to the land and buildings occupied by the Library is held by the District of North Vancouver.

Contributed capital assets have been recognized at fair market value at the date of receipt. The value of contributed assets received during the year to the Library collection is \$nil (2011 - \$27,788).

The write down of tangible capital assets during the year was \$nil (2011 - \$nil).

**8. Accumulated surplus**

Accumulated surplus is comprised of:

	2012	2011
Operating contingency reserve	\$ 365,562	\$ 260,778
Equipment replacement reserve	14,431	14,431
General surplus	397,523	397,523
Committed capital reserve	-	30,000
Equity in tangible capital assets	2,065,612	2,219,277
	<u>\$ 2,843,128</u>	<u>\$ 2,922,009</u>

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**District of North Vancouver Municipal Public Library**  
**Notes to the Financial Statements**  
**December 31, 2012**

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**9. Commitments and contingencies**

The Library and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusted pension plan. The Board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investments of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 176,000 active members and approximately 67,000 retired members. Active members include approximately 35,000 contributors from local governments.

The most recent actuarial valuation as at December 31, 2009, indicated a funding deficit of \$1,024 million for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. Defined contribution plan accounting is applied to the Plan as the Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with the result that there is no consistent and reliable basis for allocating the obligation, Plan assets and cost to individual entities participating in the Plan.

The Library paid \$278,816 (2011- \$270,546) for employer contributions to the Plan in fiscal 2012.

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**10. Surplus returned to the District of North Vancouver**

All operating surplus is to be allocated so that 50% is retained by the Library and 50% is returned to the District of North Vancouver unless specified otherwise by mutual consent.

Distribution calculation:

	2012	2011
Annual surplus, before distribution	\$ 22,897	\$ 372,750
Decrease (increase) in reserves	26,994	(33,000)
Change in equity in tangible capital assets	153,665	124,044
	<u>\$ 203,556</u>	<u>\$ 463,794</u>
50% returned to the District of North Vancouver	<u>\$ 101,778</u>	<u>\$ 231,897</u>

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**District of North Vancouver Municipal Public Library**  
**Notes to the Financial Statements**  
**December 31, 2012**

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**11. Budget data:**

The unaudited budget data presented in these financial statements is based upon the 2012 operating and capital budgets approved by Council as part of the 2012 - 2016 Financial Plan Approval Bylaw No. 7926 and later amended by Bylaw No. 7967. Depreciation was not included on development of the budget and, as such, has not been included. The chart below reconciles the approved budget to the budget figures reported in these financial statements.

	<b>Budget</b>
Revenues	
Operating revenues	\$ 5,337,273
Capital revenue	503,905
Total revenue	<u>5,841,178</u>
Expenses	
Operating budget	<u>5,334,273</u>
Total expenses	5,334,273
Annual surplus, as previously approved	<u>506,905</u>
Acquisition of tangible capital assets	<u>(503,905)</u>
Change in net financial assets	<u>\$ 3,000</u>

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 5 (4)**  
**AS AT DECEMBER 31, 2012**

**Schedule of Guarantees and Indemnity Agreements**

A Schedule of Guarantees and Indemnity Payments has not been prepared because this organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.



**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 6(2)(a)**  
**AS AT DECEMBER 31, 2012**

**Schedule of Expenses - Board Members**

Cayuela, Lucy	Chair, Board	\$	135
Chande, Gopi	Member, Board		75
DeBock, Matthew	Member, Board		-
Kelly, Fiona	Member, Board		-
Lim, Ken	Member, Board		-
McGraw, Mike	Member, Board		-
Nixon, Alan	Member, Board		-
Osler, Sanford	Member, Board		602
Sullivan, Frank	Vice Chair, Board		135

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**\$ 947**

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Comments:

No remuneration paid.

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Sections 6(2)(b)&(c)**  
**AS AT DECEMBER 31, 2012**

**Remuneration and Expenses**

	<b>Remuneration</b>	<b>Expenses</b>
<b>Paid over \$ 75,000</b>		
Section 6(2)(b)		
DeKoven, Michael	\$ 103,674	\$ 544
Kaiser, Helen	93,257	135
Larsen, Susan	92,793	464
Manchester, Penny Forsyth	101,822	135
McConchie, Corinne	92,633	135
Scoular, Heather	138,369	1,108
	<u>622,548</u>	<u>\$ 2,521</u>
<b>Paid under \$ 75,000</b>		
Section 6(2)(c)		
Remainder of employees	2,906,312	
	<u>2,906,312</u>	
<b>Total</b>	<b>\$ <u>3,528,860</u></b>	

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 6(2)(d)**  
**AS AT DECEMBER 31, 2012**

**Reconciliation of Remuneration per Section 6(2)(b) to Financial Statements**

Total remuneration per T4 (box 14)	\$	3,448,312
Total remuneration per T4 (box 66 & box 67)		80,548
<b>Sub-Total</b>		<b>3,528,860</b>
<b>Add (Deduct):</b>		
Employer costs		609,800
2012 accruals		121,253
2011 accruals		(56,103)
Net changes in payroll liability accounts		(48,523)
<b>Salaries and benefits per financial statements</b>	<b>\$</b>	<b>4,155,287</b>

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 6(7) & (8)**  
**AS AT DECEMBER 31, 2012**

**Schedule of Severance Agreements**

There were no severance agreements made between the District of North Vancouver Municipal Public Library and its non-unionized employees during fiscal year 2012.

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Sections 7(1)(a)&(b)**  
**AS AT DECEMBER 31, 2012**

**Schedule of Payments to Suppliers of Goods and Services**

**Paid over \$ 25,000**  
**Section 7(1)(a)**

B.C. Hydro	\$ 54,034
BC Libraries Cooperative	48,464
C&L Multimedia	53,981
Corporation of the District of North Vancouver	71,688
CVS Midwest Tape LLC	54,981
Invictus Building Maintenance	69,811
Microserve	57,633
Municipal Pension Plan	278,816
Pacific Blue Cross	117,702
Public Library InterLINK	63,456
Receiver General for Canada	191,115
SirsiDynix	43,963
Tech Logic Corp	61,998
Transpacific Realty Advisors	225,784
United Library Services Inc.	236,299
Total Section 7(1)(a)	<u>1,629,725</u>
<b>Paid under \$ 25,000</b>	
<b>Section 7(1)(b)</b>	
Sundry	490,754
<b>Grand Total</b>	<b>\$ <u><u>2,120,479</u></u></b>

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 7(1)(c)**  
**AS AT DECEMBER 31, 2012**

**Reconciliation to Financial Statements**

**As reported:**

Board Expenses per Schedule 1, Section 6(2)(a)	\$	947
Employee Expenses per Schedule 1, Section 6(2)(b) & (c)		2,521
Salaries and benefits per Schedule 1, Section 6(2)(d)		4,155,287
Supplier payments per Schedule 1, Sections 7(1)(a) & (b)		<u>2,120,479</u>
Subtotal		6,279,234

**Add/(Deduct):**

Provisions, accruals and other net adjustments		13,110
Net change in prepaid expenses		(4,269)
Depreciation of tangible capital assets		615,768
Loss on disposal of tangible capital assets		77,083
Employer portion of benefits on supplier payments section		(607,284)
Acquisition of tangible capital assets		(521,327)
Capital Lease payments		<u>(17,859)</u>

**Total expenses on financial statements** \$ 5,834,456

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 7 (2) (b)**  
**AS AT DECEMBER 31, 2012**

**Statement of Payments for the Purposes of Grants or Contributions**

District of North Vancouver Municipal Public Library did not make any payments of grants or contributions in the current year.

**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 9(1)**  
**AS AT DECEMBER 31, 2012**

**Statement of Financial Information Approval**

The undersigned represents the Board of Trustees of the District of North Vancouver Municipal Public Library and approves all the statements and the schedules included in the Statement of Financial Information, produced under the *Financial Information Act*.

A handwritten signature in cursive script, appearing to read "Lucy Cayuela", is written above a horizontal line.

Lucy Cayuela  
Chair, Library Board

May 9, 2013



**DISTRICT OF NORTH VANCOUVER MUNICIPAL PUBLIC LIBRARY**  
**Statement of Financial Information**  
**FIR Schedule 1, Section 9(3)**  
**AS AT DECEMBER 31, 2012**

**Management Report**

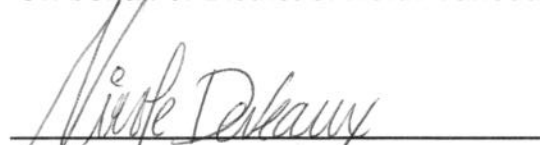
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles for local governments, established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Trustees is responsible for ensuring that management fulfils its responsibilities for the financial reporting and internal control and exercises this responsibility through the Finance Committee of the Board. The Finance Committee meets with management once a year.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Finance Committee of the Board.

On behalf of District of North Vancouver Municipal Public Library



Nicole Deveaux  
Chief Financial Officer, District of North Vancouver

May 9, 2013