

Report to / Rapport au:

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

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**Submitted by / Soumis par:
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File Number: OPLB-2020-1005

SUBJECT: 2019 Financial Statements

OBJET: Rapport financier 2019

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive the 2019 Financial Statements.

RECOMMANDATION DU RAPPORT

Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne connaissance du rapport financier 2019.

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) 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 City of Ottawa's 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 2019 City of Ottawa Consolidated Financial Statements (Document 1). This schedule format has been approved by the Province.

OPL has successfully applied for, and received, the 2020 PLOG. The Province of Ontario (Province) accelerated the distribution of the 2020 PLOG as a proactive measure in anticipation of financial and timing pressures created by the COVID-19 Pandemic. The Province has stipulated that, in return for the accelerated release of PLOG funding, the financial statements required for 2020 PLOG application, and included in this report be uploaded to the Province at any time prior to March 31, 2021.

The OPL 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 Integrity.

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)

Document 1 – Consolidated Financial Statements – The City of Ottawa – December 31,
2019

DISPOSITION

Upon receipt by the OPL Board, staff will forward the 2019 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 Public Library Operating, Pay Equity, and First Nations Salary Supplement Grant.