



Society #: 106912439

Name: Chetwynd Public Library

Civic Address: 5012 46th Street

Mailing Address: PO Box 1420

City: Chetwynd

Postal Code: V0C 1J0

Contact Person: Melissa Millsap

Alternate Person: Kayla MacDonald

Tel: 250-788-2559

Tel: 250-788-2559

Email: librarydirector@chetwynd.bclibrary.ca

Email: assistantdirector@chetwynd.bclibrary.ca

SOCIETY EXECUTIVES

President: Dana Bergen

Vice President:

Treasurer:

PROJECT COSTS

Total Cost of Project: 9300

Amount Requested per 4000

For how many years? 1 yr ☒ 2 yrs ☐ 3 yrs ☐Have you applied to a municipality for funding? Yes ☐ No ☒ If so, how much did you apply for?Was your application successful? Yes ☐ No ☐ If so, how much did you receive?

Describe the project for which your organization is requesting a grant and the reason for your request.

If more space is needed, please add it as an attachment to your application.

The Chetwynd Public Library usually hosts an Annual Young @ Heart Community Christmas Dinner. This is a heartfelt event where our Elders and seniors enjoy a turkey dinner together with all the fixings. Due to the pandemic last year, we still wanted to do something for our Elders and seniors to let them know they are thought of during the holiday season. We decided to do a Christmas Pen Pal Program where the local students wrote personalized letters and we put gift cards in each card. Gift cards were from local stores, restaurants, and grocery stores. This turned out to be a heartfelt surprise for our Elders and seniors and helped them to feel loved and thought of during a time of social isolation. Although we would love to host the turkey dinner this year, with the Provincial Health Orders we are finding ourselves in a similar situation. Not only because of the outpour of thankyou's we received from the Elders and seniors to the library and generous sponsors, but also because of the health and wellbeing it provides to our senior population; we have decided to do the Senior/Elder Christmas Pen Pal Program again this year. We want to let our senior population know they are valued, loved, and cared for. We will reach approximately 350 seniors and Elders from Chetwynd, Saulteau First Nations, and West Moberly First Nations. Your consideration in contributing to the spread of Christmas cheer for our Elders and seniors is greatly appreciated. Thank you and please feel free to contact me if you require any further information.

Sincerely, Melissa.

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ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant

Date: Nov 04/21

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐
PRA: B ☐ C ☐ D ☐ E ☐
BCR/PRA: B ☐ C ☐ D ☐ E ☐

Gas Tax: ☐
Other: ☐

Senior & Elder Christmas Pen Pals 2021

5-Nov-21

Chetwynd Public Library

PO Box 1420

Chetwynd, BC V0C 1J0

EXPENSES	
Christmas Cards	\$ 350.00
Postage	\$ 200.00
Gift Cards	\$ 8,750.00
TOTAL	\$ 9,300.00

CHETWYND PUBLIC LIBRARY**Statement of Financial Position****December 31, 2020***(Unaudited - See Review Engagement Report)*

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 1,289,163	\$ 1,134,545
Receivables	128	900
Goods and services tax receivable	6,400	6,515
Prepaid expenses	14,295	14,776
	1,309,986	1,156,736
TANGIBLE CAPITAL ASSETS		
(Note 3)	412,374	528,117
	\$ 1,722,360	\$ 1,684,853
LIABILITIES AND FUND BALANCES		
CURRENT		
Trade payables	\$ 22,008	\$ 11,738
Source deductions payable	4,717	5,318
Wages payable	4,287	2,774
	31,012	19,830
FUND BALANCES		
Invested in tangible capital assets	412,374	528,117
Externally restricted	73,430	36,966
Internally restricted	1,186,025	812,359
Unrestricted	19,519	287,581
	1,691,348	1,665,023
	\$ 1,722,360	\$ 1,684,853

Director

Director

See accompanying notes to the financial statements

CHETWYND PUBLIC LIBRARY
Statement of Revenue and Expenditures
Year Ended December 31, 2020
(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2020	2019
REVENUE						
Book Sales	\$ 79	\$ -	\$ -	\$ -	\$ 79	\$ 229
Fundraising	2,052	8,625	1,115	-	11,792	14,703
Grants						
Peace River Regional District	460,150	3,000	-	-	463,150	463,150
Provincial operating	27,482	-	-	-	27,482	16,720
Interlibrary loan	1,958	-	-	-	1,958	1,958
Early years service	-	39,900	-	-	39,900	13,300
Equity	9,680	-	-	-	9,680	9,680
One card program	7,400	-	-	-	7,400	7,400
Canadian summer student	2,916	-	-	-	2,916	-
CALP	-	14,950	-	-	14,950	10,450
Other	500	10,239	-	-	10,739	16,409
Interest and miscellaneous	5,644	1,375	87	-	7,106	12,823
Overdue and damaged book fees	75	-	-	-	75	184
Photocopies	2,090	-	-	-	2,090	5,201
Rent - Bistro	4,855	-	-	-	4,855	8,724
Rentals	4,246	-	-	-	4,246	3,999
	529,127	78,089	1,202	-	608,418	584,930
EXPENSES (page 11)	395,819	52,815	9,244	124,215	582,093	511,619
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 133,308	\$ 25,274	\$ (8,042)	\$ (124,215)	\$ 26,325	\$ 73,311

CHETWYND PUBLIC LIBRARY

Statement of Changes in Fund Balances Year Ended December 31, 2020

(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2020	2019
FUND BALANCES, beginning of the year	\$ 287,581	\$ 36,966	\$ 812,359	\$ 528,117	\$ 1,665,023	\$ 1,591,712
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	133,308	25,274	(8,042)	(124,215)	26,325	73,311
	420,889	62,240	804,317	403,902	1,691,348	1,665,023
INTERFUND TRANSFERS						
Tangible capital asset purchases	(8,472)	-	-	8,472	-	-
Transfer to (from) operating fund	(11,190)	11,190	-	-	-	-
Transfer to (from) Externally restricted fund	(381,708)	-	381,708	-	-	-
FUND BALANCES, end of year	\$ 19,519	\$ 73,430	\$ 1,186,025	\$ 412,374	\$ 1,691,348	\$ 1,665,023

See accompanying notes to financial statements

CHETWYND PUBLIC LIBRARY**Statement of Cash Flows****Year Ended December 31, 2020***(Unaudited - See Review Engagement Report)*

	2020	2019
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 26,325	\$ 73,311
Items not affecting cash		
Amortization of capital assets	124,215	35,064
Changes in non-cash working capital accounts		
Receivables - decrease (increase)	772	(744)
Goods and services tax receivable - decrease (increase)	115	(3,840)
Prepaid expenses - decrease (increase)	481	(47)
Payables - increase (decrease)	10,270	(3,403)
Source deductions - (decrease) increase	(601)	5,318
Wages payable - increase	1,513	2,414
Net cash from operating activities	163,090	108,073
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(8,472)	(19,637)
Net cash from investing activities	(8,472)	(19,637)
INCREASE IN CASH	154,618	88,436
CASH - BEGINNING OF YEAR	1,134,545	1,046,109
CASH - END OF YEAR	\$ 1,289,163	\$ 1,134,545

See accompanying notes to the financial statements

CHELTWYND PUBLIC LIBRARY
Schedule of Expenses
Year Ended December 31, 2020
(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2020	2019
Advertising and promotion	\$ 4,390	\$ 178	\$ 1,064	\$ -	\$ 5,632	\$ 5,802
Amortization	-	-	-	124,215	124,215	35,064
Books	31,591	2,297	-	-	33,888	35,055
Insurance	4,677	-	-	-	4,677	4,673
Janitorial	14,965	-	-	-	14,965	21,763
Memberships	1,038	-	-	-	1,038	761
Office Expenses	18,753	368	29	-	19,150	10,342
Photocopier	6,754	-	-	-	6,754	8,472
Professional development	91	-	-	-	91	615
Professional fees	8,915	-	-	-	8,915	6,851
Program supplies	1,898	25,616	8,151	-	35,665	38,029
Repairs and maintenance	13,398	-	-	-	13,398	4,313
Technical support	21,518	-	-	-	21,518	24,947
Telephone and utilities	15,079	-	-	-	15,079	15,781
Travel and conference	2,747	318	-	-	3,065	3,002
Wages and benefits	250,005	24,038	-	-	274,043	296,149
	\$ 395,819	\$ 52,815	\$ 9,244	\$ 124,215	\$ 582,093	\$ 511,619