



# Friends of St. Albert Public Library

# ANNUAL REPORT 2020

## President's Report // May 5, 2021

Every spring, the Friends of St. Albert Public Library gather at the Library for our Annual General Meeting, reflecting on the previous January to December year and tying up loose ends before our summer break. This AGM in May of 2021, we gather virtually to reflect on all that we did in 2020.

2020 kicked off with the grand opening of Jensen Lakes Library in the north end of St. Albert. The Friends were excited to attend this event to celebrate the long-awaited expansion of our Library. Through our casino fundraising, which involves many dedicated volunteers on our Friends team and other library supporters, we committed to donating \$25,000 to Jensen Lakes Library, beginning with \$12,000 in 2020 and \$13,000 to follow in 2021.

Early in the year, we created a *CanadaHelps profile* for online donations, allowing us to accept ticket sales, donations, and membership dues with greater convenience. Many Reel Monday attendees this season used CanadaHelps to purchase their tickets, and we received additional donations from individuals.

Sports journalist Mark Spector and former mayor of St. Albert Nolan Crouse hosted a hockey talk event over beers and finger food at Endeavour Brewing Co. in February, with funds supporting STARFest.

Our 16<sup>th</sup> Reel Monday season included five films, two of which were screened before the pandemic: *Where'd You Go, Bernadette?* and *After the Wedding*. In March, the COVID-19 pandemic forced the rescheduling of our remaining three films (*Judy*, *The Good Liar*, and *Ford v. Ferrari*) due to the temporary closure of the Arden Theatre.

In March, St. Albert Public Library facilities closed under the new public health restrictions. Our passion for supporting the Library was only strengthened through the pandemic, with library staff developing new ways to fulfill educational,



social, economic, and recreational needs of St. Albertans. We were impressed with the curbside pickup, virtual programming, and pivoting between facility opening and closure through each wave of public health restrictions.

When we returned to regular meetings in September after our summer break, we held our first-ever virtual meeting. Our 2020 AGM was held in October during which we elected our Board. This meeting marked the end of Valerie Spink's exceptional term as President of the Friends, having started her Friends volunteering around 1992 and holding a variety of Board positions over the years.

**“In a world of changes,  
contributing to the health of your  
library is one of the only legacies  
that really lasts. And in building a  
legacy for your loved ones, you're  
also investing in a more literate,  
more enlightened world.”**

Lois Hole

To better reach our Friends supporters, we introduced an email newsletter inspired by the Story Lines newsletter we published in the 1990s. We publish this newsletter quarterly - once each season - to share news on events and fundraisers. The Friends launched a website at [www.friendsofsapl.ca](http://www.friendsofsapl.ca) that is now our go-to information hub for all things Friends.

We were fortunate to have one of the final casino volunteering dates before casino volunteering was suspended due to public health restrictions. These casino funds contributed toward our \$25,000 of donations to Jensen Lakes Library. We look forward to our next casino in 2022.

We were pleased to hold the October and November Reel Monday screenings successfully under strict COVID-19 safety protocols, after rescheduling these dates in September, and were saddened to cancel the December screening due to the second wave of the pandemic. We are grateful for the patience and cooperation of all Reel Monday attendees, especially those who have been dedicated supporters for many years, and the unwavering support of City and Arden Theatre staff.

The Friends donated \$6,000 to the St. Albert Readers' Festival (STARFest), raised through our Reel Monday film series. Instead of an in-person series of author talks, STARFest was held via virtual live streams in the fall.

In a year like no other, we were proud to continue supporting the St. Albert Public Library and the incredible library staff who provide library services in rain, shine, or pandemic.

**Graeme Matichuk**

*President, Friends of St. Albert Public Library*  
[friends@sapl.ca](mailto:friends@sapl.ca) // [www.friendsofsapl.ca](http://www.friendsofsapl.ca)

#### **2020-21 Friends Board & Volunteers (elected Oct. 2020):**

Graeme Matichuk, President & Marketing Chair  
Joanne Root, Vice President  
Sandra Fildes, Secretary  
Richard Brooks, Treasurer  
Valerie Spink, Casino & Fundraising Chair, & Past President  
Verla Carter  
Wendy Stuart-Hughes  
Charmaine Brooks  
Terry Korte  
Barb Moreau  
Kathie Konarzewski  
Allice Laderoute  
Marg Mazer  
Charleen Currie

## **Treasurer's Report**

Please see the following pages for our 2020 financial report.



March 24, 2021

TO: The Members of the Friends of the St. Albert Public Library

**Re: 2020 Financial Statement review**

I have reviewed the General Ledger, Income Statement and Balance Sheet of the Friends of the St. Albert Public Library for the period January 1, 2020 to December 31, 2020.

A review does not constitute a formal audit and therefore I am not able to express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with generally accepted accounting principles.

I have examined the accounts, reviewed accounting procedures, reconciled receipts and disbursements with bank deposits and bank balances, and have found the balances have been displayed correctly, presented fairly, with proper procedures, and records properly kept.

Sincerely,



Rhonda Kozuska, BA

Financial Review Checklist:

- Verify that the deposit book entries, deposits on bank statements and general ledger deposits match – check random deposits against postings to general ledger
- Ensure that interest and service charges have been recorded
- Ensure that cheque numbers and dates have been properly recorded – check random cheque numbers against the general ledger and verify an invoice for the cheque
- Verify accounts held in the name of the Friends. Review the financial statements for each month being reviewed, and the bank account statements and reconciliations for that same period
- Review random bank reconciliations to see that the beginning balance of one month is the same as the ending balance of the previous month. Note whether the book balance as listed on the bank reconciliation is the same balance presented on the financial statements
- Pick a month and check the balances for each account against bank statements

# Profit and Loss

## Friends of the St Albert Public Library

Date Range: Jan 01, 2020 to Dec 31, 2020

ACCOUNTS	Jan 01, 2020 to Dec 31, 2020
<b>Income</b>	
Casino Proceeds	\$1,995.00
Direct Public Support – Individual Contributions	\$1,524.72
Donations - Agencies	\$195.04
Donations-Service Clubs	\$6,300.00
Mark Spector Fundraiser	\$1,805.00
Program Income – Membership Dues	\$10.00
Reel Mondays Fundraiser	\$10,215.00
<b>Total Income</b>	<b>\$22,044.76</b>
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>
<b>Gross Profit</b>	<b>\$22,044.76</b>
As a percentage of Total Income	100.00%
<b>Operating Expenses</b>	
Bank Charges and Fees	\$16.40
Casino Expenses	\$1,995.00
Donation to SAPL	\$18,000.00
Donations From Other Charities	\$6,300.00
Insurance - Liability	\$1,046.19
Mark Spector Fundraiser	\$874.81

# Balance Sheet

## Friends of the St Albert Public Library

As of Dec 31, 2020

ACCOUNTS	Dec 31, 2020
<b>Assets</b>	
<b>Cash and Bank</b>	
TD Casino Account	\$2,016.56
TD General Account	\$12,690.55
<b>Total Cash and Bank</b>	<b>\$14,707.11</b>
<b>Other Current Assets</b>	
Due From SAPL	\$330.00
<b>Total Other Current Assets</b>	<b>\$330.00</b>
<b>Long-term Assets</b>	
<b>Total Long-term Assets</b>	<b>\$0.00</b>
<b>Total Assets</b>	<b>\$15,037.11</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>\$0.00</b>
<b>Long-term Liabilities</b>	
<b>Total Long-term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$0.00</b>

<b>Equity</b>	
<b>Retained Earnings</b>	
Profit for all prior years	\$4,900.81
Profit between Jan 1, 2020 and Dec 31, 2020	-\$13,664.12
Owner's Equity	\$23,800.42
<b>Total Retained Earnings</b>	<b>\$15,037.11</b>
<b>Total Equity</b>	<b>\$15,037.11</b>

<b>Operating Expenses</b>	
Membership Costs	\$57.75
Reel Mondays Expenses	\$7,418.73
<b>Total Operating Expenses</b>	<b>\$35,708.88</b>

<b>Net Profit</b>	<b>-\$13,664.12</b>
As a percentage of Total Income	-61.98%