



Friends of St. Albert Public Library

ANNUAL REPORT 2021

President's Report on 2021

The Friends of St. Albert Public Library gather every year to reflect on the past calendar year, present our major donations, and look ahead to the next year. Our AGM on May 4, 2022 recaps our year from January to December of 2021.

Our year began with everyone curled up with a book at home, when we would usually be holding the winter Reel Monday season. The Arden Theatre had once again closed for a few months from December 2020 to early spring due to COVID measures, but the Friends continued our monthly virtual Zoom meetings.

From February to March, we held our first-ever Purdys Chocolatier fundraiser. Our fundraising committee signed up for the Purdys online system for St. Albertans to place orders for Easter treats, with the Friends profiting 25% of the sales. Through this fundraiser, we were able to donate an additional \$1,200 to the children's summer reading game above our usual \$3,000 amount, totalling \$4,200 for 2021! The children's summer reading game featured both in-person and virtual programs – in true form with the new pandemic normal – and we felt that it was a great initiative to continue supporting.

We held our AGM in May of 2021, during which we recapped the 2020 year and elected our new executive team. Our new Board was formed by Graeme Matchuk as President, Marketing Chair, and Interim Treasurer; Verla Carter as Vice President; Sandy Fildes as Secretary; and Valerie Spink as Casino and Fundraising Chair. At this AGM, we donated \$13,000 to Jensen Lakes Library, which capped off our total donation of \$25,000 to the mini-library in St. Albert's north end. These donations, from casino fundraising, paid for some of the furniture at Jensen Lakes Library.

We were thrilled to hold a fall Reel Monday season after the unusual winter season hiatus, with four films exploring a range of topics: The



Father, The Public, French Exit, and In The Heights. The Public, in particular, was a heartwarming film for all the library supporters who attend Reel Monday season after season.

Our team gratefully acknowledges the discounts provided by the Arden Theatre and Criterion Pictures to allow us to maximize our donations to the Library. We appreciate our Reel Monday attendees who were patient with the ever-changing pandemic restrictions. All profits from Reel Monday will be donated to the STARFest Fall 2022 season.

We are also grateful for the Library Board and the staff of the Library, especially Leslie Greentree for promoting our events and Rhonda Kozuska for financial and administrative support.

It means so much to me that as an organization, the members of Friends have contributed substantial funds to support the Library over many years. We're a small group but we make a big difference!

— SANDY FILDES, FRIENDS BOARD MEMBER

April 19, 2022

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

Re: 2021 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, 2021 to December 31, 2021.

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



**Friends of
St. Albert Public Library**

Balance Sheet

As at December 31, 2021

ASSETS

Cash and Bank:

TD Casino Account	\$	9,120.51
TD General Account	\$	5,701.42
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Total Assets	\$	14,821.93

LIABILITIES

Reel Mondays Ticket Sales Following `	\$	454.30
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Total Liabilities	\$	454.30

EQUITY

Total Equity	\$	14,367.63
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