WINNIPEG PUBLIC LIBRARY BOARD

Annual Report 2025

Prepared For

Standing Policy Committee on
Community Services

Written By

Lisa Laker
Chair

April 7, 2026

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INTRODUCTION

As mandated in the City of Winnipeg By-Law No. 119 / 2004, the Winnipeg Public Library Board must on an annual basis report to the Standing Policy Committee on Community Services on its projects and activities.

The Winnipeg Public Library Board thanks the Mayor and Council of the City of Winnipeg for their vision and continued commitment to supporting the work of our public libraries. The City's capital and operating budgets have been instrumental in providing valuable library programs and services to the citizens of Winnipeg.

OPERATING GRANT

The Winnipeg Public Library Board would like to acknowledge the ongoing financial support provided by City Council in the amount of $71,384. The annual operating grant has helped the Library Board in executing its mandate and in providing support to the five Library Advisory Committees (LACs) and the community.

STRATEGIC PLAN UPDATE

On August 4, 2020, the Library Board approved its strategic plan (2020-2025). The plan's focus was on the Board's advisory and advocacy roles. The aim was to offer guiding principles to Board members to support their decision-making and actions.

As 2025 saw an end to the period for the existing strategic plan, the Board began talks about how best to develop a new strategic plan for 2026 and beyond. This has been raised as a priority for 2026, and a new 5-year strategic plan will be developed accordingly.

On an annual basis, goals are selected in response to the current landscape at the Winnipeg Public Library (WPL) and City Council. Criteria for projects arising from chosen goals will:

- Fall within the purview of the Winnipeg Public Library Board By-Laws and Regulations.
- Be reasonable considering Board and Library Advisory Committee (LAC) member capacity.
- Be achievable, clear, focused, and streamlined.
- Be limited in number.
- Be executed by project teams comprised of Board members (and LAC members, if appropriate) who will set deadlines.

ACTIVITIES

- Held a Board/LAC orientation for new members on March 15, 2025
- Sent one member to the 2025 Ontario Library Association Conference to enhance membership knowledge about library services and programs.
- Contributed financially to the Writer-in-Residence program which provides mentorship to aspiring writers in Manitoba.
- Participated in the selection of the 2025/2026 Writer-in-Residence.
- Provided funds for consumable supplies such as water, granola bars, and feminine hygiene products to be distributed at all library locations. The water and granola bars are used to help with customer interactions.
- Provided funding to continue the World Storytelling and World Languages series program, an idea that originated with the Library Board. These programs allow children and families to experience stories from other countries and in different languages. We hope that WPL will continue with the program series in future.
- Engaged LACs by inviting a representative to attend Board meetings. This allowed LAC members to join in conversations and to receive real-time updates from WPL and the Board.
- Started conversations to evaluate the role of the Library Board and LACs. The Board is committed to establishing a clearer mandate, stronger support, and more consistent practices for the Board and for the LACs. This will be a key priority for 2026 and beyond, marking an important step toward ensuring that both the Board and LACs function as effective, engaged advisory partners in shaping the future of Winnipeg's public libraries.

LIBRARY ADVISORY COMMITTEE UPDATES

The Library Advisory Committees represent the 5 communities in the City: Assiniboia, City Centre, East Kildonan-Transcona, Lord Selkirk-West Kildonan, and Riel. The groups participate in outreach events to help promote literacy and WPL services in their communities. This work promotes community awareness of WPL's programs, services, and the benefits of membership.

- The LACs held a joint meeting on November 10, 2025, to share ideas and ideas across the five groups, addressing previously voiced concerns about inconsistencies between the LACs due to unclear mandates and a siloed approach to activities.

- Assiniboia, Lord Selkirk-West Kildonan, and Riel LAC had initial meetings but primarily had discussions over e-mail

- City Centre LAC was very active, with activities which included:

  - A drop-in event at the Harvey Smith Library which garnered public feedback about the library
  - Attending community events to promote Winnipeg Public Library programs and services, and provided raffle baskets at the following:
    - Good Food Club, West Broadway Community Centre
    - Science Rendezvous, University of Manitoba
    - Open Doors, Cornish Library
    - Family BBQ, Corydon community Centre (Crestwood site)

- East Kildonan-Transcona LAC was also very active, with activities which included:

  - Scheduling bi-monthly meetings that included community members
  - Hosted presentations from Kirsten Wurmann, Manitoba Library Association and Theresa Lomas, Administrative Coordinator of Branch Library Services
  - Held drop-in events at all three local library branches: Henderson Library, Munroe Library, and Transcona Library
  - Worked with WPL to host a Trivia event at Munroe Library which encouraged attendees to learn more about WPL and the library branch
  - Engaged with almost 300 people during community events:
    - Happy Days on Henderson
    - Elmwood Night Market
  - GlenElm Neighborhood Picnic
  - Note: Transcona Hi Neighbour Festival was scheduled but cancelled due to weather.

- Chairs (or designates) from each LAC attended some of the Library Board meetings throughout the year.

ACKNOWLEDGMENTS

In closing, the Winnipeg Public Library Board wishes to acknowledge and thank:

- Members of the Standing Policy Committee on Community Services.
- Councillor Dobson and Councillor Wyatt for their participation, advice and support of public library services and the Board during their term in 2025.
- We acknowledge the return of Councillor Wyatt and are pleased to welcome Councillor Durand-Wood for the 2026 year. We look forward to working with you and receiving their guidance and advice, while focusing on prioritizing our relationship with the City.
- Karin Borland, Manager of Library Services
- The dedicated Winnipeg Public Library staff for their excellent service and innovation.
- All Library Advisory Committee members for their community library support.

APPENDIX A

- Winnipeg Public Library Board, Financial Statements, 2025

WINNIPEG PUBLIC LIBRARY BOARD

FINANCIAL STATEMENTS

DECEMBER 31, 2025

INDEPENDENT AUDITOR'S REPORT

To the Directors of
the Winnipeg Public Library Board:

Opinion
We have audited the financial statements of the Winnipeg Public Library Board (the "Organization"), which comprise the statement of financial position as at December 31, 2025, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2025, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion
We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting standards for not-for-profit organizations, 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.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Scarrow & Donald LLP

Chartered Professional Accountants
March 12, 2026
Winnipeg, Canada

For this communication, together with the work done to prepare this communication and for opinions we have formed, if any, we accept and assume responsibility only to the addressee of this communication, as specified in our letter of engagement.

WINNIPEG PUBLIC LIBRARY BOARD

STATEMENT OF FINANCIAL POSITION

	December 31	
	2025	**2024**
ASSETS		
Current assets:		
Cash	$ 53,280	$ 36,477
Guaranteed investment certificate (Note 3)	7,045	7,079
GST receivable	1,381	1,160
	$ 61,706	$ 44,716
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable and accrued liabilities	$ 194	$ 5,018
Deferred contribution (Note 4)	50,716	28,902
	50,910	33,920
Net assets:		
Unrestricted	10,796	10,796
	$ 61,706	$ 44,716

APPROVED BY THE BOARD:

_____ **Director**

_____ **Director**

WINNIPEG PUBLIC LIBRARY BOARD

STATEMENT OF OPERATIONS

	Year ended December 31	
	2025	**2024**
Revenue:		
City of Winnipeg operating grant	$ 49,570	$ 42,482
Interest and other revenue	229	336
	49,799	42,818
Expenditures:		
Administrative	15,492	15,388
Development and research	3,174	5,286
Projects	10,123	9,573
Promotion and advertising	3,110	571
Sponsorship	17,900	12,000
	49,799	42,818
Difference between revenue and expenditures	$ -	$ -

WINNIPEG PUBLIC LIBRARY BOARD

STATEMENT OF CHANGES IN NET ASSETS

	Year ended December 31	
	2025	**2024**
Net assets, beginning of year	$ 10,796	$ 10,796
Difference between revenue and expenditures	-	-
Net assets, end of year	$ 10,796	$ 10,796

WINNIPEG PUBLIC LIBRARY BOARD

STATEMENT OF CASH FLOWS

	December 31	
	2025	**2024**
Cash flow from operating activities:		
Excess of revenue over expenditures	$ -	$ -
Changes in non-cash working capital-		
GST receivable	(221)	(304)
Prepaid expenses	-	240
Accounts payable and accrued liabilities	(4,824)	(754)
Deferred contributions	21,814	28,902
	16,769	28,084
Cash flow from investing activities:		
Change in guaranteed investment certificate	34	32
Change in cash	16,803	28,116
Cash, beginning of year	36,477	8,361
Cash, end of year	$ 53,280	$ 36,477

NOTE TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2025

1. Purpose of the Organization:

The Winnipeg Public Library Board (the "Organization") was established through the enactment of a City of Winnipeg by-law to provide guidance with respect to improving the City's library system. It is a not-for-profit organization that is exempt from income tax under provisions of the *Income Tax Act.*

2. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. An assumption underlying the preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations is that the entity will continue for the foreseeable future and will be able to realize its assets and discharge liabilities in the normal course of operations.

The financial statements have been prepared using the following accounting polices:

a) Critical accounting estimates and judgments-

The preparation of financial statements requires management to make estimates and judgments that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period.

Accounting estimates are included in financial statements to approximate the effect of past business transactions or events, or to approximate the present status of an asset or liability. It is possible that changes in future economic conditions could require changes in the recognized amounts for accounting estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in the period in which they became known.

Significant areas of estimation by management include the impairment of non-financial assets, the useful lives of capital assets and the fair value of financial instruments.

Management bases their judgments, estimates and assumptions on factors they believe to be reasonable in the circumstances, but which may be inherently uncertain and unpredictable.

b) Financial instruments-

Except for certain related party transactions, financial instruments are measure at fair value on initial recognition adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, financing fees and transaction costs that are directly attributable to its origination, acquisition, issuance or assumption. Transaction costs related to financial instruments that will be measured subsequently at fair value are recognized in the difference between revenues and expenses for the period incurred.

In subsequent periods, investments in equity instruments that are quoted in an active market and certain derivative contracts are measured at fair value without any adjustment for transaction costs that may incur on sale or other disposal. The Organization may elect to measure any financial instrument at fair value when the asset or liability is first recognized or for equity instruments that previously measured at fair value when the equity instrument ceases to be quoted in an active market. Other investments in equity instruments are measured at cost less any reduction for impairments. All other financial instruments are measured at amortized cost. Amortized cost is the amount at which the financial instrument is measured at initial recognition less principal repayments, plus or minus the cumulative of any difference between that initial amount and the maturity amount, and minus any reduction for impairment.

The Organization measures cash, guaranteed investment certificate and accounts payable and accrued liabilities amortized cost.

2. Significant accounting policies (continued)**:**

b) Financial instruments (continued)-

The Organization assesses impairment of all its financial assets, except those measured at fair value. Management considers whether there has been a breach in contract, such as a default or delinquency in interest of principal payments in determining whether objective evidence of impairment exists. Impairment is included in the difference between revenues and expenses.

c) Revenue recognition-

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses occur. Unrestricted contributions are recognized as revenue of the when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Other revenue is recognized when incurred and when collection can be reasonably assured. Interest is recognized on a time proportion basis.

As is common with many not-for-profit organizations, the Organization receives contributions in the form of goods and services. Because of the difficulty of determining their value, contributed goods and services are not recognized in the financial statements.

d) Capital assets-

The average annual revenues recognized in the statement of operations for the current and preceding period of the Organization was less than $500,000. Since the organization met criteria for small not-for-profit organizations, it does not record the acquisition of capital assets. These acquisitions are expensed at the date of acquisition. Included in administrative expense is $nil in office equipment that was expensed in the statement of operations (2024 - $nil).

3. Guaranteed investment certificate:

The Organization purchased a guaranteed investment certificate that matures September 13, 2026 (2024 - September 13, 2025) and bears interest at 2.55% (2024 - 3.75%). The guaranteed investment certificate is pledged as security for the corporate credit card.

4. Deferred contribution:

The organization has deferred funding from the City of Winnipeg related to unspent funds from its operating grant. As per the agreement, any unspent operating grant amounts are refundable back to the City of Winnipeg, and may, in the City's sole discretion, be set off against any amounts payable by the City to the Organization.

	December 31,	
	2025	**2024**
Balance, beginning of year	$ 28,902	$ -
Contributions received	71,384	71,384
Contributions recognized	(49,570)	(42,482)
Balance, end of year	$ 50,716	$ 28,902

5. Economic dependence:

The Organization is dependent on the City of Winnipeg as its primary source of revenue. Should this funding substantially change, management is of the opinion that continued viable operations would be doubtful.

6. Risk management:

Management's risk management policies are typically performed as a part of the overall management of the Organization's operations. Management is aware of risks related to these objectives through direct personal involvement with employees and outside parties. In the normal course of its business, the Organization is exposed to a number of risks that can affect its operating performance. Management's close involvement in operations helps identify risks and variations from expectations. As a part of the overall operation of the Organization, management considers the avoidance of undue concentrations of risk. These risks and the actions taken to manage them include the following:

Liquidity risk-

Liquidity risk is the risk that the Organization cannot meet its financial obligations associated with financial liabilities in full. The Organization's main source of liquidity is its operations. The funds are primarily used to finance working capital requirements and are adequate to meet the Organization's financial obligations associated with financial liabilities.

Interest rate risk-

Interest rate risk is the risk that the fair value known as interest rate price risk or future cash flows known as interest rate cash flow risk. The Organization is exposed to interest rate price risk on its fixed rate investments.