Report to:	Stratford Public Library Board
Meeting Date:	June 1, 2021
From:	Julia Merritt, CEO
Subject:	SPL Charitable Status & SPL Foundation Update

As of February 2021, the Library's request for Charitable Status has been approved by the CRA. This step was taken in order to provide the opportunity for the Library Board to dissolve the SPLF. As previously discussed by the Board, dissolving the Foundation would have a number of benefits:

1. Simplify the formal governance process and reduce the workload on Library volunteers.
2. Enable the Library to directly apply for relevant grants and issue tax receipts.
3. Reduce confusion among donors who already identify the Library and Foundation as a single entity.
4. Streamline internal process efficiencies for management and records-keeping.

The staff are now prepared to proceed with the next steps as previously discussed by the Library Board. The steps, with progress to date, are:

1. For the Board to resolve to revoke the Foundation's charitable status and dissolve the Foundation.
    a. See motion below.
2. For the SPL staff to submit to the Government and oversee the dissolution of the SPL Foundation.
    a. Will proceed after #1.
3. To finalize an MOU with the City regarding the functioning of donation-related accounts. They will need to be included in the City's audit process but kept separate from the regular operating accounts.
    a. Meeting with Interim Director of Finance took place mid-May. He is in agreement with this structure and is working to identify specific processes for further review.
4. To arrange for the transfer of the Foundation's Assets to the Library
    a. Initial contact made with Stratford Perth Community Foundation, further progress will be possible once Step 1 is complete.

Passing the motion drafted below will ensure that the Federal Government can confirm the paperwork prior to Dec 31, 2021 and subsequently that the final financial reports will be submitted in early 2022, and no further work will be required in 2023.

Draft Motion

THAT the SPL Board direct the SPL staff and Board Executive to go through the process to revoke the Stratford Public Library Foundation's charitable in the 2021 fiscal year, and THAT all of the Stratford Public Library Foundation assets are to be transferred to SPL after all dissolution costs and debts have been paid.