

YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF SASKATOON (operating as YWCA Saskatoon)

Financial Statements

June 30, 2014

Management's Responsibility

To the Members of Young Women's Christian Association of Saskatoon Inc.:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations and for ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded, and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors and the Audit/Finance Committee are composed entirely of members who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Audit/Finance Committee has the responsibility of meeting with management and external auditors to discuss the internal controls over the financial reporting process, auditing matters and financial reporting issues. The Committee is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP, an independent firm of Chartered Accountants, is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Audit/Finance Committee and management to discuss their audit findings.

October 8, 2014

Barb Macpherson, Executive Director

Darla Hufsmith, Director of Finance & Administration

Independent Auditors' Report

To the Members of Young Women's Christian Association of Saskatoon:

We have audited the accompanying financial statements of Young Women's Christian Association of Saskatoon, which comprise the statement of financial position as at June 30, 2014, and the statements of revenues, expenditures and equity, cash flows and the accompanying schedule for the year then ended, and a summary of significant accounting policies and other explanatory information.

Managements' Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

The Guild Fund of the Association derives revenue from the sale of donated goods, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Association and we were not able to determine whether any adjustments might be necessary to revenues, excess of revenues over expenditures, assets and equity.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Young Women's Christian Association of Saskatoon as at June 30, 2014 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Saskatoon, Saskatchewan October 8, 2014

MN PLLP Chartered Accountants



(operating as YWCA Saskatoon)

Statement of Financial Position June 30, 2014

	Operating <u>Fund</u>	Endowment <u>Fund</u>	CMHC <u>Fund</u>	Capital <u>Fund</u>	Guild <u>Fund</u>	Inter-fund Eliminations	As at June 30, <u>2014</u>	As at June 30, <u>2013</u>
ASSETS								
Current assets								
Cash and term deposits	\$ 1,736,136	\$ 137,072	\$ 95,509	\$ 163,451	\$ 69,806	\$ -	\$ 2,201,974	\$ 1,550,541
Accounts receivable	120,681	-	-	-	3,643	-	124,324	172,950
Due from internal funds	-	1,375	42,000	609,945	-	(653,320)	-	-
Prepaid expenses	48,808		-	-	638_		49,446	43,928
	1,905,625	138,447	137,509	773,396	74,087	(653,320)	2,375,744	1,767,419
Long-term investments	115,430	375,563	-	6,310	52,105	-	549,408	846,113
Planned giving	-	14,226	-		-	-	14,226	14,946
Capital assets (Note 4)	160,081			3,507,966	-		3,668,047	3,781,376
	\$ 2,181,136	\$ 528,236	\$ 137,509	\$ 4,287,672	\$ 126,192	\$ (653,320)	\$ 6,607,425	\$ 6,409,854
LIABILITIES Current liabilities Accounts payable and accrued liabilities Unearned program revenue (Note 5)	\$ 336,343 322,767	\$ - -	\$ - -	\$ 1,475 -	\$ 8 -	\$ - -	\$ 337,826 322,767	\$ 336,131 208,682
Designated donations	51,697	-	-	-	-	-	51,697	48,094
Due to internal funds	653,320	-	-	-	-	(653,320)	-	-
Current portion of long-term debt	5,566_			57,026			62,592	59,300
	1,369,693	-	-	58,501	8	(653,320)	774,882	652,207
Capital lease (Note 6)	-	-	-	-	-	-	-	5,566
Long-term debt (Note 7)	-			314,198	-		314,198	414,395
	1,369,693	-		372,699	8	(653,320)	1,089,080	1,072,168
EQUITY								
Externally restricted	-	528,236	137.509	-	-	_	665,745	597,453
Internally restricted - Reserves (Note 10)	373,912	-	-	1,067,000	-	-	1,440,912	1,290,912
Internally restricted - Invested in capital assets	154,514	-	_	2,847,973	-	-	3,002,487	3,066,837
Unrestricted	283,017	-		-	126,184		409,201	382,484
	811,443	528,236	137,509	3,914,973	126,184	-	5,518,345	5,337,686
	\$ 2,181,136	\$ 528,236	\$ 137,509	\$ 4,287,672	\$ 126,192	\$ (653,320)	\$ 6,607,425	\$ 6,409,854

Approved by the Board

Darter Locures Director

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The accompanying notes are an integral part of the financial statements.

(operating as YWCA Saskatoon)

Statement of Revenues, Expenditures and Equity Year Ended June 30, 2014

	Operating <u>Fund</u>	Endowment <u>Fund</u>	СМНС <u>Fund</u>	Capital <u>Fund</u>	Guild <u>Fund</u>	<u>2014</u>	<u>2013</u>
Revenues (Schedule) Expenditures (Schedule)	\$ 4,253,386 4,112,368	\$ 59,841 	\$ 2,451	\$ 139,664 185,783	\$ 117,403 93,935	\$ 4,572,745 4,392,086	\$ 4,346,967 4,178,649
Excess of revenues over expenditures	141,018	59,841	2,451	(46,119)	23,468	180,659	168,318
Equity, beginning of year	806,125	468,395	129,058	3,811,092	123,016	5,337,686	5,169,368
Transfers from: Operating Fund Guild Fund Transfers to: Operating Fund CMHC Fund Capital Fund	20,300 - (6,000) (150,000) (135,700)	- - - - -	6,000 - - - - - - 6,000	150,000 - - - - - 150,000	(20,300) - - (20,300)	156,000 20,300 (20,300) (6,000) (150,000)	273,000 35,320 (35,320) (6,000) (267,000)
Equity, end of year	\$ 811,443	\$ 528,236	\$ 137,509	\$ 3,914,973	\$ 126,184	\$ 5,518,345	\$ 5,337,686
Comprised of: Externally restricted Internally restricted - Reserves Internally restricted - Invested in capital assets Unrestricted	\$ - 373,912 154,514 283,017	\$ 528,236 - - - -	\$ 137,509 - - - -	\$ - 1,067,000 2,847,973	\$ - - - 126,184	\$ 665,745 1,440,912 3,002,487 409,201	\$ 597,453 1,290,912 3,066,837 382,484
	\$ 811,443	\$ 528,236	\$ 137,509	\$ 3,914,973	\$ 126,184	\$ 5,518,345	\$ 5,337,686

The accompanying notes are an integral part of the financial statements.

(operating as YWCA Saskatoon)

Statement of Cash Flows Year Ended June 30, 2014

	<u>2014</u>	<u>2013</u>
Cash provided by (used in):		
Operating activities		
Excess of revenues over expenditures Item not affecting cash	\$ 180,659	\$ 168,318
Amortization Net changes in non-cash working capital items related to operations:	211,353	218,913
Accounts receivable	48,626	9,627
Prepaid expenses	(5,518)	16,921
Accounts payable and accrued liabilities	1,695	3,724
Unearned program revenue and designated donations	117,688	43,547
	554,503	461,050
Investing activities		
Decrease in investments (net)	296,705	1,273
Net purchase of capital assets (Note 4)	(98,024)	(20,776)
Decrease in planned giving	720	` ['] 487 [']
	199,401	(19,016)
Financing activities		
Repayment of long-term debt	(102,471)	(99,557)
	(102,471)	(99,557)
Net increase in cash during year	651,433	342,477
Cash, beginning of year	1,550,541	1,208,064
Cash, end of year	\$ 2,201,974	\$ 1,550,541
Cash consists of:		
Cash	\$ 1,102,846	\$ 733,804
Redeemable GICs	1,099,128	816,737
	\$ 2,201,974	\$ 1,550,541

The accompanying notes are an integral part of the financial statements.

(operating as YWCA Saskatoon)

Operating Fund Schedule of Revenues and Expenditures Year Ended June 30, 2014

	<u>2014</u>	<u>2013</u>
Revenues:		
Fee for service	\$ 1,078,472	\$ 1,052,091
Government contracted programs	2,092,165	2,100,299
Fund development	601,587	566,405
Grants	180,484	153,225
Other income	300,678	282,435_
	4,253,386	4,154,455
Expenditures:		
Salaries & benefits	3,007,989	2,783,937
Office & administration	233,267	234,189
Program costs	195,502	230,538
Building occupancy and equipment costs	501,231	499,177
Marketing & communications	132,874	119,895
National allocation	41,505	38,198_
	4,112,368	3,905,934
Excess of revenues over expenditures	\$ 141,018	\$ 248,521

(operating as YWCA Saskatoon) Notes to the Financial Statements June 30, 2014

1. Description of business

The Young Women's Christian Association of Saskatoon ("YWCA Saskatoon") is a non-profit association which exists to meet the changing needs of women and their families. It has served the community of Saskatoon since 1911. YWCA Saskatoon is exempt from income taxes. It is registered as a non-profit corporation in the province of Saskatchewan.

2. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant policies:

Capital assets

Purchased assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Buildings and equipment are amortized using the straight-line method over the estimated useful lives. Annual amortization rates are as follows:

Buildings	2%
Computer equipment	30%
Furniture and equipment	8%

Amortization is not taken until the asset is ready for use.

Revenue recognition

YWCA Saskatoon follows the restricted fund method of accounting for contributions. The Operating Fund includes the organization's services, all unrestricted contributions, and restricted contributions for which there is no restricted fund. Contributions that are provided specifically for the purpose of the CMHC, Capital or Guild Funds are reported directly in those restricted funds as revenues when received or receivable. Endowment contributions are included as revenues of the Endowment Fund. The net investment income and investment gains and losses on disposal of these assets are reported in the related fund. Fee for service and other revenue are recognized as the services are performed.

Fund Accounting

A Fund is a separate self-balancing group of accounts provided for each accounting entity established within the accounting system, which segregates transactions of a particular activity. These funds are:

Operating Fund

The Operating Fund contains the current revenue, expenditures, assets, and liabilities pertaining to the general operations of YWCA Saskatoon. Internally restricted reserves are funds to be used for future program development. These funds have been set aside specifically for new program initiatives.

Endowment Fund

The Endowment Fund is a special purpose reserve created by specified donations. Usage of these funds is externally-restricted and is governed by a trust agreement. Earnings related to cash and investments of the Endowment Fund are recorded as an addition to the Fund, with the stipulation that up to 90% of investment earnings in a year may be transferred to the Operating Fund.

CMHC Fund

The CMHC Fund was established as a condition of the CMHC mortgage. This restricted fund accumulates earnings related to cash and investments of the CMHC Fund. A specified amount must be transferred to this Fund each year. Expenditures for replacement of assets of the residence are recorded as capital assets of the Capital Fund, and as a transfer of equity from the CMHC Fund to the Capital Fund.

Capital Fund

The Capital Fund is internally-restricted and contains the capital assets which are property and equipment and long-term debt pertaining to the Capital Fund. Purchases of capital assets in this Fund are financed by donations, grants and mortgage proceeds. Included in the Capital Fund expenditures are charges for interest and amortization on the capital assets.

Guild Fund

The Guild Fund is internally-restricted by the YWCA Guild and reports the operations of the "YWCA Opportunity Shop". Earnings related to sales of donated goods as well as earnings from investments are recorded as an addition to the Fund. Expenditures relate to operating the Opportunity Shop. Transfers from the Guild Fund to the Operating Fund are subject to the approval of the YWCA Guild.

Use of estimates

The financial statements, which include the use of estimates and judgments, contain all adjustments that management believes are necessary for fair presentation of YWCA Saskatoon's financial position, results of operations, and cash flow. Amortization is based on the estimated useful lives of capital assets.

Contributed materials and services

Contributed materials and services are recognized in the financial statements when their fair value can be reasonably determined and they are used in the normal course of the organization's operations and would otherwise have been purchased.

(operating as YWCA Saskatoon) Notes to the Financial Statements June 30, 2014

2. Significant accounting policies (continued)

Financial instruments

The YWCA Saskatoon recognizes its financial instruments when the Association becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CICA 3840 *Related Party Transactions* (refer to Note 8).

At initial recognition, the Association may irrevocably elect to subsequently measure any financial instrument at fair value. The Association has elected to subsequently measure investments in mutual funds at fair value.

The Association subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

Financial asset impairment:

The YWCA Saskatoon assesses impairment of all of its financial assets measured at cost or amortized cost. The Association groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group; there are numerous assets affected by the same factors; no asset is individually significant. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Association determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Association reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenues over expenditures.

The Association reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of revenue over expenditures in the year the reversal occurs.

3. Financial instruments

All significant financial assets, financial liabilities, and equity instruments of the Association are either recognized or disclosed in the financial statements together with other information relevant for making a reasonable assessment of future cash flows, interest rate risk and credit risk.

The Association's financial instruments consist of cash and term deposits, long-term investments, accounts receivable, accounts payable and accrued liabilities, capital leases payable, CMHC mortgage payable and Saskatchewan housing loan payable.

Risk management policy

The Association, as part of operations, has established the risk management objective of preserving the value of its financial instruments to ensure that they can be used in support of the Association's purpose. Risks are controlled by ensuring investments are made in compliance with the Association's Investment Policy as approved by the Board of Directors.

(operating as YWCA Saskatoon) Notes to the Financial Statements June 30, 2014

3. Financial instruments (continued)

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. The Association is exposed to price risk through its investments in fixed income instruments. The risk is minimized due to the short terms to maturity of the investments held. Guaranteed Investment Certificates included in cash are redeemable, mature within the next twelve months and bear interest rates ranging from 1.0% to 6.0%. The Association is also exposed to both cash flow risk and price risk through its mutual fund investments, as many of the funds invest in debt instruments. The Association mitigates its risks by maintaining a portfolio of mutual funds with varying investment strategies.

Long-term investments held by the Association are comprised of the following:

Fixed income	<u>0</u>	perating	Endowment		CMHC Fund		Capital Fund		Guild Fund		<u>Total</u>	
maturing 2015-2016 (2.05%-4.21%)	\$	-	\$	-	\$	-	\$	-	\$	52,105	9	52,105
Equities		25,605		14,144		-		6,310		-		46,059
Mutual funds		89,825		361,419				<u> </u>				451,244
	\$	115,430	\$	375,563	\$		\$	6,310	\$	52,105	\$	549,408

Credit concentration

4.

Financial instruments that potentially subject the Association to concentrations of credit risk consist of accounts receivable. The Association believes that there is minimal risk associated with the collection of these amounts. The Association does not have significant exposure to any individual customer.

l. Ca	pital assets	2014							2013
		Cost		Accumulated Amortization		Net Book Value			et Book Value
Ope	erating Fund							-	
Con	nputer equipment	\$	60,301	\$	51,812	\$	8,489	\$	18,650
Fun	niture and equipment		377,610		226,018		151,592	-	166,452
			437,911		277,830		160,081		185,102
Cap	oital Fund		•						
Buil	lding, furniture and equipment		6,883,206		3,375,241		3,507,965	3	3,595,568
Con	nputer equipment		149,920		149,920		· · · -		705
Lan	d		· 1		· -		1		1
			7,033,127	-	3,525,161		3,507,966	3	,596,274
		\$	7,471,038	\$	3,802,991	\$	3,668,047	\$ 3	,781,376

The amortization recognized in the financial statements during the year was \$42,452 in the operating fund and \$168,901 in the capital fund, for a combined total amortization of \$211,353.

Capital purchases in the year total \$98,024.

5. Unearned program revenue

Unearned program revenue represents unspent resources received in the current year, restricted for specific programs which will be undertaken in the next fiscal years.

6.	Capital lease	 2014	 2013
	Lease of copier with de lage landen; interest implicit in the lease 10.28%; repayable in blended quarterly installments of \$1,954 principal and interest, due January 25, 2015. Secured by copier.	\$ 5,566	\$ 12,357
	Less current portion	 (5,566)	 (6,791)
		\$ 	\$ 5,566

Lease principal payments due in the next year are as follows:

(operating as YWCA Saskatoon) Notes to the Financial Statements June 30, 2014

7.	Long-term debt		2014		2013	
	CMHC 4.32% mortgage, repayable in blended monthly installments of \$5,971 principal and interest, due February 1, 2016. The mortgage is amortized over a period of 35 years, ending on March 1, 2020, secured by building with a net book value of \$3,411,397.	\$:	364,405	\$	419,169	
	Less current portion	((57,026)		(52,509)	
	Saskatchewan Housing Corporation loan under the Rental Repair Program ("RRAP"). Forgiven on a monthly basis over a period of seven years from the final advance date. No principal payments or interest will be charged provided that the conditions of the agreement are met. Secured by building with a net book value of \$3,411,397.		6,819	-	47,735	
		\$:	314,198	\$	414,395	

Mortgage principal payments due in each of the next five years, presuming renewal at similar terms, are as follows:

2015	\$ 57,026
2016	59,538
2017	62,162
2018	64,901
2019	67,761

8. Related party transactions

YWCA Saskatoon is a member of the Saskatoon Community Services Village Inc. (the "Village"), which was incorporated pursuant to the Non-Profit Corporations Act of Saskatchewan. The Village owns a building which, together with leased premises, houses six community service agencies. Along with other members of the Village, YWCA Saskatoon is committed to bear its proportionate share of certain potential operating deficiencies of the Village. YWCA Saskatoon is one of the six partner agencies that have legal and fiduciary responsibility for the Village.

During the year, YWCA Saskatoon earned revenue related to the provision of shared services to the Village of \$88,292 (2013 - \$82,230) and incurred lease expenditures of \$66,992 (2013 - \$61,313).

9. Commitments

During the year, YWCA Saskatoon entered into lease agreements with the Village expiring October 31, 2014. As part of the agreement, YWCA Saskatoon leases 3,410 square feet within the Village building, while the Village leases 3,730 square feet within the YWCA Saskatoon building. Through this arrangement, the YWCA Saskatoon (in common with the other Village agencies) also gains access to the common area facilities of the Village. YWCA Saskatoon incurred lease payments during the year in the amount of \$66,992. Lease payments of \$23,870 are due in the upcoming year.

10. Restricted Equity

During the year the Board of Directors restricted \$150,000 for future capital expenditures.

11. Economic dependence

The Association has a number of ongoing contracts with the Government of Saskatchewan. While these are separate contracts with various departments of the Government of Saskatchewan, when taken as a whole, these contracts represent 49% (2013 – 51%) of the Association's total revenue.