# WELLWOOD RESOURCE CENTRE OF HAMILTON

# FINANCIAL STATEMENTS

MARCH 31, 2013



# AN INDEPENDENT MEMBER OF DFK INTERNATIONAL

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# INDEPENDENT AUDITOR'S REPORT

To the Directors of Wellwood Resource Centre of Hamilton:

We have audited the accompanying financial statements of Wellwood Resource Centre of Hamilton, which comprise the statement of financial position as at March 31, 2013, and the statements of operations, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

# Management's 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.

#### Auditor's 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 auditor's 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 Organization'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 Organization'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 statements.

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

# INDEPENDENT AUDITOR'S REPORT (Continued)

## Basis for Qualified Opinion

In common with many not-for-profit organizations, the Organization derives revenue from donations the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Organization and we were not able to determine whether any adjustments might be necessary to donation revenues, excess of revenues over expenditures and cash flows from operations for the year ended March 31, 2013, current assets as at March 31, 2013 and fund balances as at April 1, 2012 and March 31, 2013.

# Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of Wellwood Resource Centre of Hamilton as at March 31, 2013, 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.

## Comparative Information

Without modifying our opinion, we draw attention to Note 3 to the financial statements which describes that the Organization adopted Canadian accounting standards for not-for-profit organizations on April 1, 2012 with a transition date of April 1, 2011. This note contains the opening statement of financial position at the transition date. These standards were applied retrospectively by management to the opening statement of financial position and to the comparative information in these financial statements, including the statement of financial position as at March 31, 2012, and the statements of operations, changes in fund balances and cash flows for the year ended March 31, 2012 and related disclosures. We were not engaged to report on the restated comparative information, and as such, it is unaudited.

CHARTERED ACCOUNTANTS Licensed Public Accountants

Laylor Leibow LLP

Hamilton, Ontario June 19, 2013

# WELLWOOD RESOURCE CENTRE OF HAMILTON STATEMENT OF FINANCIAL POSITION

	As at March 31		
	2013	2012	
	\$	\$	
ASSETS			
CURRENT			
Cash	81,404	31,724	
Short-term investments	2,267,952	2,110,176 10,660	
Accounts receivable	3,084 919	939	
Inventories	6,166	8,411	
Prepaid expenses and deposits	······································		
	2,359,525	2,161,910	
CAPITAL ASSETS (Note 4)	1,430,639	1,361,876	
NCORPORATION COSTS	684	684	
	3,790,848	3,524,470	
LIABILITIES			
CURRENT			
Accounts payable (Note 5)	134,027	14,732	
DEFERRED CONTRIBUTIONS (Note 6)	19,970	20,823	
	153,997	35,555	
FUND BALANCES			
NVESTED IN CAPITAL ASSETS	1,430,639	1,361,876	
EXTERNALLY RESTRICTED (Note 7)	2,002,000	2,002,000	
UNRESTRICTED	204,212	125,039	
	3,636,851	3,488,915	
	3,790,848	3,524,470	

APPROVED	ON	BEHALF	OF	IHE	BUAK
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# WELLWOOD RESOURCE CENTRE OF HAMILTON STATEMENT OF CHANGES IN FUND BALANCES

	•			λe	Year ended March 31	larch 31
	General		Capital	Endowment	Total	Total
	Fund	Camele designer production of the Control of the Co	Fund	Fund	2013	2012
	Unrestricted Invested in	Invested in				
	O	Capital Assets				
	\$	ઝ	ક	ક્ક	\$	မာ
FUND BALANCES, BEGINNING OF YEAR	125,039	1,361,876	•	2,002,000	2,002,000 3,488,915	3,536,448
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	152,855	(61,353)	56,434	ı	147,936	(47,533)
INTERFUND TRANSFERS (Note 8)	(60,134)	r	60,134		1	ı
INVESTMENT IN CAPITAL ASSETS	(13,548)	130,116	(116,568)	1	2	*
FUND BALANCES, END OF YEAR	204,212	204,212 1,430,639	2	2,002,000	2,002,000 3,636,851 3,488,915	3,488,915

# WELLWOOD RESOURCE CENTRE OF HAMILTON STATEMENT OF OPERATIONS

		Ye	ear ended M	arch 31
`	General	Capital	Total	Total
	Fund	Fund	2013	2012
	\$	\$	\$	\$
REVENUES				
Donations	133,291	60,000	193,291	67,371
Donations in kind	-	-	-	12,704
Trillium Foundation grant	-	-	-	4,446
Partnership funds	75,000	-	75,000	75,000
Fundraising and other income	66,097	-	66,097	57,359
Investment income	59,745	••	59,745	60,515
Realized and unrealized gain on investments	153,960	-	153,960	52,367
	488,093	60,000	548,093	329,762
EXPENDITURES				
Advertising, travel and promotion	1,848	-	1,848	1,978
Fundraising expenses	27,056	1,340	28,396	23,064
Insurance	10,344	-	10,344	10,167
Miscellaneous	1,781	-	1,781	2,496
Office expenses	46,850	2,226	49,076	45,090
Printing, postage and courier	7,435	***	7,435	6,451
Professional fees	24,874	-	24,874	27,959
Volunteer expenses	5,637	-	5,637	4,192
Wages and benefits	209,413		209,413	195,787
	335,238	3,566	338,804	317,184
EVALUE OF DEVENUES OVER EXPENDITURES				
EXCESS OF REVENUES OVER EXPENDITURES BEFORE AMORTIZATION	152,855	56,434	209,289	12,578
AMORTIZATION	(61,353)	•	(61,353)	(60,111)
EXCESS (DEFICIENCY) OF REVENUES				
OVER EXPENDITURES	91,502	56,434	147,936	(47,533)

# WELLWOOD RESOURCE CENTRE OF HAMILTON STATEMENT OF CASH FLOWS

	Year ended March 31		
	2013 \$	2012 \$	
CASH PROVIDED BY (USED IN):			
OPERATING ACTIVITIES  Excess of revenues over expenditures Items not involving cash:	147,936	(47,533)	
Amortization Realized and unrealized gain on investments	61,353 (153,960)	60,111 (52,367)	
Changes in non-cash working capital (Note 9)	55,329 129,136	(39,789) (62,885)	
	184,465	(102,674)	
FINANCING ACTIVITIES Increase (decrease) in deferred contributions	(853)	14,577	
INVESTING ACTIVITIES  Decrease (increase) in short-term investments  Purchase of capital assets	(3,816) (130,116)	166,996 (130,096)	
	(133,932)	36,900	
INCREASE (DECREASE) IN CASH	49,680	(51,197)	
CASH, BEGINNING OF YEAR	31,724	82,921	
CASH, END OF YEAR	81,404	31,724	

Year ended March 31, 2013

#### 1 PURPOSE OF ORGANIZATION

The Organization is a not-for-profit organization which is committed to enhancing the quality of life and providing support programs for people living with and affected by cancer. Wellwood Resource Centre of Hamilton is a charitable organization incorporated without share capital under the Laws of Ontario and is exempt from income taxes.

# 2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant policies are detailed as follows:

#### FINANCIAL INSTRUMENTS

Measurement of financial instruments

The Organization initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. Amounts due to and from related parties are measured at the exchange amount, being the amount agreed upon by the related parties.

The Organization subsequently measures its financial assets and financial liabilities at amortized cost, except for equity securities quoted in an active market, which are subsequently measured at fair value. Changes in fair value are recognized in excess of revenue over expenditures.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

Financial assets measured at fair value include short-term investments.

## *Impairment*

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in net income. The write down reflects the difference between the carrying amount and the higher of:

- the present value of the cash flows expected to be generated by the asset or group of assets;
- the amount that could be realized by selling the assets or group of assets;
- the net realizable value of any collateral held to secure repayment of the assets or group of assets.

When the events occurring after the impairment confirm that a reversal is necessary, the reversal is recognized in net income up to the amount of the previously recognized impairment.

Year ended March 31, 2013

# 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

# **FUND ACCOUNTING**

The Organization follows the restricted fund method of accounting for contributions.

The General Fund accounts for the Organization's program delivery and administrative activities. This fund reports unrestricted resources and restricted operating grants and donations.

The Capital Fund reports only restricted resources that are to be used for the hospital-based site expansion.

The Endowment Fund reports resources contributed for endowment. Investment income earned on resources of the Endowment Fund is to be used for the sustainability of the Organization.

#### CAPITAL ASSETS AND AMORTIZATION

Capital assets are recorded at cost. An impairment loss is recognized when a capital asset no longer has any long-term service potential to the Organization. Amortization is provided for at the following methods and rates which are designed to charge the cost of capital assets to income over their estimated useful lives:

Building	40 years	straight-line
Landscaping		straight-line
Leasehold improvements	15 years	straight-line
Parking lot	8%	diminishing balance
Signage	20%	diminishing balance
Furniture and equipment	20%	diminishing balance
Computer and communication equipment	20 - 55%	diminishing balance
Computer software	45%	diminishing balance

## REVENUE RECOGNITION

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

Unrestricted contributions are recognized as revenue of the General Fund as it is received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions for endowment are recognized as revenue in the Endowment Fund.

Investment income earned on Endowment Fund resources must be used for the sustainability of the Organization and is recognized as revenue of the General Fund.

## TRANSLATION OF FOREIGN CURRENCIES

All foreign denominated monetary assets and liabilities are translated at the exchange rate prevailing at the year end and revenue and expenses (other than amortization) at average rates of exchange during the period. Exchange gains and losses arising on the translation of the accounts are included in income. Non-monetary assets and liabilities are translated at historical rates of exchange.

Year ended March 31, 2013

# 3. IMPACT OF THE CHANGE IN THE BASIS OF ACCOUNTING

The Organization has elected to apply the standards in Part III of the CICA Accounting Handbook for not-for-profit organizations in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO").

These financial statements are the first financial statements for which the entity has applied ASNPO.

The financial statements for the year ended March 31, 2013 were prepared in accordance with the accounting principles and provisions set out in First-Time Adoption by Not-For-Profit Organizations, Section 1501, for first-time adopters of this basis of accounting.

The impact of adopting these standards has not resulted in any material changes to the opening financial statements for the current or previous year end. Certain financial information of the prior year has been restated in order to conform with the presentation adopted in the current reporting period.

OPENING STATEMENT OF FINANCIAL POSITION	As at April 1
	2011
	\$
ASSETS	
CURRENT	
Cash	82,921
Short-term investments	2,224,805
Accounts receivable	10,213
Inventories	994
Prepaid expenses and deposits	37,767
	2,356,700
CAPITAL ASSETS	1,291,891
INCORPORATION COSTS	684
	3,649,275
LIABILITIES	
CURRENT	400 504
Accounts payable	106,581
DEFERRED CONTRIBUTIONS	6,246
	112,827
FUND BALANCES	
INVESTED IN CAPITAL ASSETS	1,291,891
EXTERNALLY RESTRICTED	2,002,000
UNRESTRICTED	242,557
UNICOTINOTED	3,536,448
	3,649,275

Year ended March 31, 2013

# 4. CAPITAL ASSETS

		2013		2012
	Cost	Accumulated amortization	Net	Net
	\$	\$	\$	\$
Building	1,136,098	83,901	1,052,197	1,080,599
Landscaping	92,586	20,351	72,235	79,415
Leasehold improvements	109,673	1,652	108,021	-
Parking lot	16,786	1,961	14,825	16,115
Signage	20,827	4,920	15,907	8,249
Furniture and equipment	86,715	31,918	54,797	58,390
Artwork and antiques	102,200		102,200	102,200
Computer and communications	·			
equipment	40,805	30,588	10,217	16,138
Computer software	1,807	1,567	240	770
	1,607,497	176,858	1,430,639	1,361,876

#### 5. ACCOUNTS PAYABLE

Included in the balance of accounts payable are other government remittances totalling \$3,738 (2011 - \$2,939).

# 6. DEFERRED CONTRIBUTIONS

The deferred contributions reported in the General Fund for the current year represents unspent resources relating to restricted donations and sponsorships received in the current period that is related to the subsequent period. Changes in deferred contributions balance are as follows:

	2013 \$	2012 \$
Deferred contributions, beginning of year	20,823	6,246
Donations revenue received during the year that are externally restricted	5,300	23,423
Fundraising revenue received during the year for next year's event	1,500	-
Recognized as revenue during the year	(7,653)	(8,846)
Deferred contributions, end of year	19,970	20,823

# 7. EXTERNALLY RESTRICTED NET ASSETS

Net assets restricted for endowment purposes is subject to externally imposed restrictions stipulating that the resources be maintained permanently. Investment income on this amount is externally restricted for stability purposes.

Year ended March 31, 2013

# 8. INTERFUND TRANSFERS

During the year, \$60,134 (2012 - \$NIL) was transferred from the General Fund to the Capital Fund in order to fund the cash outlays for capital asset acquisitions.

# 9. CHANGES IN NON-CASH WORKING CAPITAL

	2013 \$	2012 \$
Accounts receivable	7,576	(447)
Inventories	20	55
Prepaid expenses and deposits	2,245	29,356
Accounts payable	119,295	(91,849)
	129,136	(62,885)

# 10. FINANCIAL INSTRUMENTS

#### FOREIGN EXCHANGE RISK

The Organization holds United States denominated short-term investments and is therefore subject to foreign exchange fluctuations. The Organization manages this risk by monitoring its United States dollar investments. As at March 31, 2013, the Organization has United States denominated cash and short-term investments in the amount of \$1,786 and \$559,732, respectively.

#### MARKET RISK

The Organization is exposed to market risk through its investments quoted in an active market. The Organization's investment portfolio is well diversified and there is no significant concentration of market risk.