

**Community Foundation Grey Bruce  
Financial Statements  
For the year ended December 31, 2017**

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Financial Statements  
For the year ended December 31, 2017**

**Contents**

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## Independent Auditor's Report

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**To the Members of  
Community Foundation Grey Bruce**

We have audited the accompanying financial statements of the Community Foundation Grey Bruce, which comprise the balance sheet as at December 31, 2017, and the statements of operations and 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 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 statements.

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



## Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Community Foundation Grey Bruce as at December 31, 2017 and the results of its operations and changes in fund balances and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

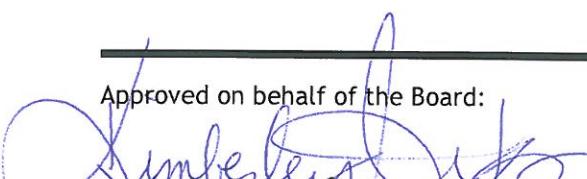
Chartered Professional Accountants, Licensed Public Accountants

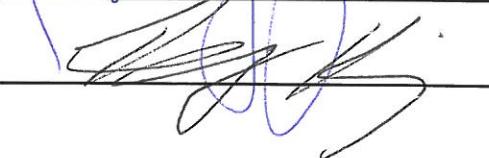
Owen Sound, Ontario  
June 6, 2018

**Community Foundation Grey Bruce**  
**Balance Sheet**

<u>December 31</u>	<u>2017</u>	<u>2016</u>
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 95,575	\$ 117,319
Investments (Note 2)	16,034,053	15,361,841
Cash surrender value of life insurance (Note 3)	11,772	13,218
Accounts receivable (Note 4)	15,615	11,828
Prepaid expenses	1,243	1,243
	<hr/>	<hr/>
	<b>\$ 16,158,258</b>	<b>\$ 15,505,449</b>
<b>Liabilities and Fund Balances</b>		
<b>Current</b>		
Accounts payable (Note 5)	<hr/>	<hr/>
	<b>\$ 8,693</b>	<b>\$ 16,243</b>
<b>Fund balances</b>		
Externally restricted (Note 6)	14,057,931	13,642,937
Endowments	1,695,604	1,438,429
Donor restricted	396,030	407,840
Operating	<hr/>	<hr/>
	<b>16,149,565</b>	<b>15,489,206</b>
	<hr/>	<hr/>
	<b>\$ 16,158,258</b>	<b>\$ 15,505,449</b>

Approved on behalf of the Board:

  
 Kimberley J. St. John  
 Director

  
 [Signature]  
 Director

**Community Foundation Grey Bruce**  
**Statement of Operations and Changes in Fund Balances**

For the year ended December 31

	Operating Fund		Restricted Fund		Endowment Fund		Total	
	2017	2016	2017	2016	2017	2016	2017	2016
<b>Revenues</b>								
Donations and event revenue	\$ 23,988	\$ 2,721	\$ 91,674	\$ 97,359	\$ 419,957	\$ 677,910	\$ 535,619	\$ 777,990
Investment income (Note 7)	\$ 103,171	\$ 79,947	\$ 1,012,449	\$ 889,241	-	-	\$ 1,115,620	\$ 969,188
	<b>127,159</b>	<b>82,668</b>	<b>1,104,123</b>	<b>986,600</b>	<b>419,957</b>	<b>677,910</b>	<b>1,651,239</b>	<b>1,747,178</b>
<b>Expenses</b>								
Administrative expenses (Schedule 1)	354,384	301,452	-	-	-	-	354,384	301,452
Insurance premium	-	-	1,446	2,017	-	-	1,446	2,017
Grants (Note 8)	-	-	635,050	754,336	-	-	635,050	754,336
	<b>354,384</b>	<b>301,452</b>	<b>636,496</b>	<b>756,353</b>	<b>-</b>	<b>-</b>	<b>990,880</b>	<b>1,057,805</b>
Excess (deficiency) of revenues over expenses before transfers	(227,225)	(218,784)	467,627	230,247	419,957	677,910	660,359	689,373
Interfund transfers (Note 9)	215,415	70,604	(210,452)	(170,296)	(4,963)	99,692	-	-
Excess (deficiency) of revenues over expenses for the year	(11,810)	(148,180)	257,175	59,951	414,994	777,602	660,359	689,373
Fund balances, beginning of year	407,840	556,020	1,438,429	1,378,478	13,642,937	12,865,335	15,489,206	14,799,833
Fund balances, end of year	<b>\$ 396,030</b>	<b>\$ 407,840</b>	<b>\$ 1,695,604</b>	<b>\$ 1,438,429</b>	<b>\$ 14,057,931</b>	<b>\$ 13,642,937</b>	<b>\$ 16,149,565</b>	<b>\$ 15,489,206</b>

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**Community Foundation Grey Bruce**  
**Statement of Cash Flows**

<u>For the year ended December 31</u>	<u>2017</u>	<u>2016</u>
<b>Cash flows from (used in)</b>		
<b>Operating activities</b>		
Excess of revenue over expenses for the year	\$ 660,359	\$ 689,373
Items not involving cash		
Change in unrealized gain on investments	(656,300)	(338,270)
Donation of securities	<u>(127,052)</u>	<u>(95,831)</u>
	(122,993)	255,272
Changes in non-cash working capital balances		
Accounts receivable	(3,787)	4,851
Accounts payable	<u>(7,550)</u>	<u>3,190</u>
	(134,330)	263,313
<b>Investing activities</b>		
(A)crease decrease in investments	111,140	(261,015)
Change in cash surrender value of life insurance	<u>1,446</u>	<u>2,016</u>
	112,586	(258,999)
<b>Increase (decrease) in cash during the year</b>	<b>(21,744)</b>	<b>4,314</b>
<b>Cash position, beginning of the year</b>	<b>117,319</b>	<b>113,005</b>
<b>Cash position, end of the year</b>	<b>\$ 95,575</b>	<b>\$ 117,319</b>

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 1. Summary of Significant Accounting Policies

<b>Nature and Purpose of Organization</b>	Community Foundation Grey Bruce is incorporated without share capital by letters patent under the laws of the Canada Corporations Act. The Community Foundation Grey Bruce is involved in raising and disbursing funds to not-for-profit organizations, charities, and educational and cultural organizations in Grey and Bruce Counties.
<b>Basis of Accounting</b>	The Community Foundation Grey Bruce is a registered charity and, as such, is exempt from income tax and may issue income tax receipts to donors.
<b>Fund Accounting</b>	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.</p> <p>These financial statements were prepared using the accrual basis of accounting. The accrual basis recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.</p>
	<p>The Community Foundation Grey Bruce follows the restricted fund method of accounting for contributions.</p> <p>The Operating Fund reports resources available for the Foundation's program delivery and administrative activities. The use of these funds is at the discretion of the Foundation's Board of Directors.</p>
	<p>The Restricted Fund reports resources available for grant making purposes specified by the donor or endowment funder.</p>
	<p>The Endowment Fund reports resources contributed for endowment that are not to be expended by the Foundation.</p>

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 1. Summary of Significant Accounting Policies - (continued)

<b>Revenue Recognition</b>	<p>Unrestricted contributions are recognized as revenue of the Operating Fund in the year received or receivable if the amount can be reasonably estimated and collection is reasonably assured. Grant revenue is recorded in the period in which the related eligible expenses are incurred. Where a portion of a grant relates to a future period, it is deferred and recognized in a subsequent period.</p> <p>Restricted contributions are recognized as revenue of the appropriate restricted fund when received.</p> <p>Contributions for endowment are recognized as revenue in the Endowment Fund when received.</p> <p>Investment income includes dividends, interest, realized gains (losses) and the net change in unrealized gains (losses) for the year, less investment counsel fees.</p> <p>Investment income earned on resources of the Endowment Fund is reported in the Operating or Restricted Fund depending on the nature of any restrictions imposed by the contributors of the endowment. An allocation of interest, determined annually by the Board of Director, is reported as an interfund transfer to the Endowment Fund to preserve the purchasing power of the capital.</p> <p>Investment income earned on restricted funds is reported as revenue of the appropriate restricted fund and unrestricted investment income is recognized in operating fund when earned.</p>
<b>Financial instruments</b>	<p>Financial instruments are recorded at fair value when acquired or issued.</p> <p>In subsequent periods, equities traded in an active market are reported at fair value, with any unrealized gains and losses reported in operations. In addition, all bonds and guaranteed investment certificates have been designated to be in the fair value category, with gains and losses reported in operations. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each balance sheet date.</p>

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 1. Summary of Significant Accounting Policies - (continued)

<b>Financial Instruments</b>	All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired.
<b>Contributed Materials and Services</b>	Volunteers contribute a substantial number of hours each year to assist the Foundation in carrying out its activities. Due to the difficulty in determining fair value, contributed goods and services are not recognized in the financial statements.
<b>Foreign Currency Translation</b>	At the transaction date, each asset, liability revenue and expense is translated into Canadian dollars by the use of the exchange rate in effect at that date. At the year-end date, monetary assets and liabilities are translated into Canadian dollars by using the exchange rate in effect at that date. The resulting foreign exchange gains and losses are included in income in the current year.

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#### 2. Investments

	2017		2016	
Notes	\$	-	\$	410,729
Fixed income		- %		3 %
Canadian	4,283,719	27 %	4,170,596	27 %
Foreign	148,895	1 %	148,896	1 %
Equities				
Canadian	4,282,393	27 %	4,002,742	26 %
Foreign	2,953,539	18 %	2,869,726	19 %
International pooled funds	3,324,488	21 %	2,845,401	18 %
	14,993,034	94 %	14,448,090	94 %
Cash and Cash equivalents				
Canadian	506,733	3 %	525,418	3 %
Foreign	534,286	3 %	388,333	3 %
	\$16,034,053	100 %	\$ 15,361,841	100 %

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 2. Investments - (continued)

Cash equivalents include \$396,361 (2016 - \$515,617) in Canadian and \$514,758 (2016 - \$360,800) in US\$ money market units.

Investments are held for safekeeping at authorized depositories, such as the Canadian Depository for Securities. Investments are made in accordance with the Foundation's investment policy as approved by the Board. The primary objective in investing the assets of the Community Foundation Grey Bruce is income generation through fixed income and dividends and the preservation and enhancement of the value of the capital through prudent diversification of high quality investments, currencies and asset classes.

The Foundation's investments are exposed to the following risks;

#### Market Risk

Market Risk is the risk that the value of the investments will fluctuate as a result of changes in market price. The Foundation is exposed to market risk on its investments in equities and pooled investments. The investments of the Foundation are subject to normal market fluctuations and to the risk inherent in investment in capital markets.

#### Interest Rate Risk

Interest Rate Risk is the risk that the value of the investments will fluctuate as a result of changes in market interest rates. Interest rate risk arises when the Foundation invests in interest-bearing financial instruments and, therefore, the Foundation is exposed to interest rate risk on its notes and bonds.

#### Currency Risk

Currency Risk is the risk that the value of the investments will fluctuate as a result of fluctuations in foreign exchange rates. The Foundation is exposed to currency risk on its foreign equities, pooled funds and cash as they are converted into Canadian dollars at the rate of exchange prevailing on December 31st to determine fair value.

The objective of the Foundation's investment policy is to control these risks with a balanced approach, with a diversified mix of equities and fixed income securities and cash. The Foundation's investments are measured against a benchmark consisting of relative weightings of S&P/TSX Composite Index, S&P 500 Index, Morgan Stanley EAFE Index, Morgan Stanley World Index and Dex Universe Bond Index.

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 3. Interest in Life Insurance Policies

The Community Foundation Grey Bruce is the assignee and owner of a life insurance policy totalling approximately \$185,000. The cash surrender value of \$11,772 relating to this policy has been recorded as an asset in these financial statements.

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#### 4. Accounts Receivable

There were no impairment allowances included in accounts receivable.  
The Foundation is exposed to credit risk arising from their accounts receivable.

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#### 5. Accounts Payable

Included in accounts payable is \$Nil (2016 - \$4,458) in government remittances payable.  
The Foundation is exposed to liquidity risk arising from its accounts payable.

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#### 6. Externally Restricted Net Assets

	2017	2016
<b>Endowments</b>		
Community Funds	\$ 420,984	\$ 400,997
Designated Funds	1,498,815	1,471,409
Smart and Caring	1,373,755	1,332,294
Field of Interest	461,056	461,056
Designated - Agency Fund	917,890	846,516
Donor Advised	8,404,696	8,117,407
Designated - Foundation Operations	980,735	1,013,258
	<hr/> <b>\$ 14,057,931</b>	<hr/> <b>\$ 13,642,937</b>
<b>Donor Restricted Undistributed Fund Balance</b>		
Endowment fund earnings undistributed	\$ 1,636,815	\$ 1,404,195
<b>Flow Through Funds</b>		
Wes for Youth	32,386	9,928
Leith Summer Fest	26,250	24,306
Owen Sound Community Fund	153	-
	<hr/> <b>\$ 1,695,604</b>	<hr/> <b>\$ 1,438,429</b>

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## Community Foundation Grey Bruce

### Notes to Financial Statements

December 31, 2017

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#### 7. Investment Income

Investment income net of investment counsel fees is reported as follows:

	2017	2016
Dividends and interest	\$ 519,073	\$ 473,089
Realized gain	21,966	234,875
Change in unrealized gain	656,300	338,270
Investment council fees	<u>(81,719)</u>	<u>(77,046)</u>
 Total investment income on endowment resources recognized as revenue in the year	 <u>\$ 1,115,620</u>	 <u>\$ 969,188</u>

Net investment income earned on endowment funds is reported as follows:

	2017	2016
Operating	\$ 103,171	\$ 79,947
Restricted	996,745	725,194
Restricted - not available for distribution (see below)	<u>15,704</u>	<u>164,047</u>
 Total investment income on endowment resources recognized as revenue in the year	 <u>\$ 1,115,620</u>	 <u>\$ 969,188</u>

Restricted Income: Income relates to that earned in the Regular Pool and the Dividend Pool. The Dividend pool does not pay out any unrealized amounts. This represents \$15,704 (2016 - \$164,047) in respect of the income earned in the year.

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#### 8. Grants

	2017	2016
Related to endowments	\$ 571,998	\$ 647,667
Related to flow through funds	<u>63,052</u>	<u>106,669</u>
 	 <u>\$ 635,050</u>	 <u>\$ 754,336</u>

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**Community Foundation Grey Bruce**  
**Notes to Financial Statements**

**December 31, 2017**

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**9. Interfund Transfers**

	<b>2017</b>	<b>2016</b>
<b>Transfers to (from) Operating Fund</b>		
Annual administration fee of 1.5% of the market value of the endowments and 1.5% of receipts for flow through funds	\$ 215,415	\$ 200,562
Establishment of Endowed Unrestricted Community Fund	- <hr/>	(129,958) <hr/>
	<b>\$ 215,415</b>	<b>\$ 70,604</b>
<b>Transfers to (from) Restricted Fund</b>		
Contribution received for grants from endowments	\$ 44,444	\$ 44,444
Annual administration fee of 1.5% of the market value of the endowments and 1.5% of receipts for flow through funds	(215,415)	(200,562)
Transfer from restricted funds to establish endowments	(39,481) <hr/>	(14,178) <hr/>
	<b>\$ (210,452)</b>	<b>\$ (170,296)</b>
<b>Transfers to (from) Endowment Fund</b>		
Establishment of Endowed Unrestricted Community Fund	\$ -	\$ 129,958
Transfer from restricted funds to establish endowments	39,481	14,178
Contribution to restricted funds for grants	(44,444) <hr/>	(44,444) <hr/>
	<b>\$ (4,963)</b>	<b>\$ 99,692</b>

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## Community Foundation Grey Bruce

### Notes to Financial Statements

**December 31, 2017**

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#### **10. Matched Funding**

The Foundation initialized a matching program utilizing up to \$700,000 of the funds received from the Betty McKay Estate. This program was effective October 1, 2013 to December 31, 2016. The program is now closed to new matched funds although funds that have been granted matching approval by December 31, 2016 under this program, will have the ability to continue to contribute under the program until December 31, 2017. The program was designed as follows:

- (a) All matching by the Foundation is on a \$1 per \$2 donated.
- (b) There is a minimum of \$5,000 and a maximum of \$10,000 to be matched for all other existing and new funds participating in the program.
- (c) All matched funds must remain with the Foundation if the Endowed fund is ever dissolved.
- (d) Annual investment income will be reinvested into the matched fund until endowed capital of the combined funds reaches \$25,000.

The Betty McKay Estate provided \$32,523 in matching funds in 2017 (2016 - \$159,772).

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#### **11. Charitable Remainder Trust**

The Community Foundation Grey Bruce is a residual capital beneficiary of the Jessie Calder Charitable Remainder Trust. Upon the death of the last income beneficiary, the Foundation will receive 2/3 of the capital that remains in the trust. No value related to this trust has been included in these financial statements.

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**Community Foundation Grey Bruce**  
**Schedule 1 - Administrative Expenses**

<b>For the year ended December 31</b>	<b>2017</b>	<b>2016</b>
Bank charges	\$ 187	\$ 445
Conferences, training and workshops	6,858	1,911
Equipment and furnishings	1,929	1,535
Insurance	1,629	1,694
Meetings	9,018	17,128
Membership dues and subscriptions	4,299	4,007
Miscellaneous	185	187
Office expenses	8,282	9,089
Promotional material and events	19,205	11,912
Professional fees	7,492	6,976
Rent	18,709	18,709
Salaries and benefits	240,868	200,924
Software and website	21,881	6,792
Telephone and internet	3,588	2,388
Travel	3,824	2,463
Vital Signs	6,430	15,292
	<hr/>	<hr/>
	\$ 354,384	\$ 301,452

Comparative administrative expenses have been reclassified to conform to the current year financial statement presentation.

The Foundation's operating expenses involve asset development and activities related to grant making, leadership and philanthropic services. These activities are not necessarily related to the donations received in any one year and the asset development methodology used by the Foundation creates normal gift delays which may result in costs preceding the receipt of the gifts by several years. The ratio of total operating expenses to average total assets has been used to evaluate operating costs.

Total assets, beginning of the year	\$ 15,505,449	\$ 14,812,886
Total assets, end of the year	\$ 16,158,258	\$ 15,505,449
Average total assets	\$ 15,831,854	\$ 15,159,168
Administrative expenses	\$ 354,384	\$ 301,452
Administrative expenses as a percentage of total assets	2.24 %	1.99 %