

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**FINANCIAL STATEMENTS**

(Unaudited)

**APRIL 30, 2014**





**BUCKBERGER BAERG**  
**& PARTNERS LLP**  
CHARTERED PROFESSIONAL ACCOUNTANTS

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## REVIEW ENGAGEMENT REPORT

To the Members of University of Saskatchewan Graduate Students' Association, Inc.

We have reviewed the statement of financial position of University of Saskatchewan Graduate Students' Association, Inc. as at April 30, 2014 and the statements of operations, changes in fund balances and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Association.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

SASKATOON, SASKATCHEWAN

April 24, 2018

*Buckberger Baerg & Partners LLP*

Chartered Professional Accountants

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**STATEMENT OF FINANCIAL POSITION**

(Unaudited)

**APRIL 30, 2014**

	<u>General fund</u>	<u>Health and dental fund</u>	<u>Capital asset fund</u>	<u>2014</u>	<u>2013</u>
<b>Current assets</b>					
Cash	\$ 238,494	\$ 100,227	\$ -	\$ 338,721	\$ 309,999
Accounts receivable	82,907	-	-	82,907	71,055
Prepaid health and dental premiums	<u>221,804</u>	<u>-</u>	<u>-</u>	<u>221,804</u>	<u>192,621</u>
	543,205	100,227	-	643,432	573,675
Capital assets (Note 3)	<u>-</u>	<u>-</u>	<u>143,623</u>	<u>143,623</u>	<u>161,512</u>
	<b><u>\$ 543,205</u></b>	<b><u>\$ 100,227</u></b>	<b><u>\$ 143,623</u></b>	<b><u>\$ 787,055</u></b>	<b><u>\$ 735,187</u></b>

**ASSETS**

**LIABILITIES**

<b>Current liabilities</b>					
Accounts payable and accrued liabilities	\$ 168,126	\$ -	\$ -	\$ 168,126	\$ 82,299
Deferred revenue (Note 4)	<u>224,459</u>	<u>-</u>	<u>-</u>	<u>224,459</u>	<u>220,347</u>
	<u>392,585</u>	<u>-</u>	<u>-</u>	<u>392,585</u>	<u>302,646</u>

**FUND BALANCES**

Balance	<u>150,620</u>	<u>100,227</u>	<u>143,623</u>	<u>394,470</u>	<u>432,541</u>
	<b><u>\$ 543,205</u></b>	<b><u>\$ 100,227</u></b>	<b><u>\$ 143,623</u></b>	<b><u>\$ 787,055</u></b>	<b><u>\$ 735,187</u></b>

*See accompanying notes*

Approved on behalf of the board

Director \_\_\_\_\_

Director \_\_\_\_\_

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**STATEMENT OF OPERATIONS**

(Unaudited)

**YEAR ENDED APRIL 30, 2014**

	General fund	Health and dental fund	Capital asset fund	2014	2013
<b>Revenue</b>					
Dental and health plan	\$ 669,264	\$ -	\$ -	\$ 669,264	\$ 645,541
UPass	503,960	-	-	503,960	-
Student fees	218,513	-	-	218,513	209,087
In-kind contributions (Note 5)	124,973	-	-	124,973	121,332
Rental, interest and other	69,536	279	-	69,815	28,501
Fundraising gala	23,500	-	-	23,500	8,006
	<u>1,609,746</u>	<u>279</u>	<u>-</u>	<u>1,610,025</u>	<u>1,012,467</u>
<b>Expenses</b>					
Administration fees	13,586	-	-	13,586	8,678
Amortization	-	-	34,546	34,546	28,709
Bursaries and student fund	56,000	-	-	56,000	47,520
Canadian Federation of Students	34,235	-	-	34,235	29,071
Conferences and events	27,817	-	-	27,817	6,630
Course council funding	5,033	-	-	5,033	2,354
Facilities and maintenance	769	-	-	769	311
Fundraising gala	33,605	-	-	33,605	12,652
Health and dental premiums	630,150	-	-	630,150	581,917
Insurance	4,037	-	-	4,037	3,224
Interest and bank charges	279	32	-	310	223
License fee, rental and occupancy (Note 5)	124,986	-	-	124,986	121,345
Meals and entertainment	9,428	-	-	9,428	3,215
Office	18,486	-	-	18,486	6,882
Professional fees	9,354	-	-	9,354	9,000
Salaries and related benefits	70,882	-	-	70,882	57,997
Stipends and honoraria	47,805	-	-	47,805	37,504
Telephone and utilities	3,102	-	-	3,102	7,156
Travel and accommodation	9,869	-	-	9,869	1,815
UPass	514,096	-	-	514,096	-
	<u>1,613,519</u>	<u>32</u>	<u>34,546</u>	<u>1,648,096</u>	<u>966,203</u>
<b>(Deficiency) excess of revenues over expenditures</b>	<b>\$ (3,773)</b>	<b>\$ 247</b>	<b>\$ (34,546)</b>	<b>\$ (38,071)</b>	<b>\$ 46,264</b>

See accompanying notes

UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.

STATEMENT OF CHANGES IN FUND BALANCES

(Unaudited)

YEAR ENDED APRIL 30, 2014

	<u>General fund</u>	<u>Health and dental fund</u>	<u>Capital asset fund</u>	<u>2014</u>	<u>2013</u>
<b>Balance, beginning of year</b>	\$ 222,843	\$ 48,186	\$ 161,513	\$ 432,541	\$ 386,277
(Deficiency) excess of revenues over expenditures	(3,773)	247	(34,546)	(38,071)	46,264
Purchase of capital assets	(16,656)	-	16,656	-	-
Interfund transfers	(51,794)	51,794	-	-	-
<b>Balance, end of year</b>	<b>\$ 150,620</b>	<b>\$ 100,227</b>	<b>\$ 143,623</b>	<b>\$ 394,470</b>	<b>\$ 432,541</b>

*See accompanying notes*

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**STATEMENT OF CASH FLOWS**

(Unaudited)

**YEAR ENDED APRIL 30, 2014**

	<u>2014</u>	<u>2013</u>
<b>Cash flows from operating activities</b>		
(Deficiency) excess of revenues over expenditures	\$ (38,071)	\$ 46,264
Adjustments for		
Amortization	<u>34,546</u>	<u>28,709</u>
	(3,525)	74,973
Change in non-cash working capital items		
Accounts receivable	(11,852)	(1,046)
Prepaid health and dental premiums	(29,183)	10,826
Accounts payable and accrued liabilities	85,826	61,728
Deferred revenue	<u>4,112</u>	<u>15,159</u>
	<u>45,378</u>	<u>161,640</u>
<b>Cash flows used in investing activity</b>		
Purchase of capital assets	<u>(16,656)</u>	<u>-</u>
<b>Net increase in cash during the year</b>	28,722	161,640
Cash, beginning of year	<u>309,999</u>	<u>148,359</u>
<b>Cash, end of year</b>	<b><u>\$ 338,721</u></b>	<b><u>\$ 309,999</u></b>
<b>Cash consists of:</b>		
Unrestricted cash	\$ 238,494	\$ 261,813
Restricted cash	<u>100,227</u>	<u>48,186</u>
	<b><u>\$ 338,721</u></b>	<b><u>\$ 309,999</u></b>

*See accompanying notes*

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**NOTES TO THE FINANCIAL STATEMENTS**

(Unaudited)

**APRIL 30, 2014**

**1. Nature of operations**

The University of Saskatchewan Graduate Students' Association, Inc. (the "Association") is a non-profit organization incorporated on May 1, 1986 under the Non-profit Corporations Act of Saskatchewan. The Association exists to ensure graduate students have access to quality services and collects fees for the administration of such services. As a not-for-profit organization under the Income Tax Act, the Association 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:

**Fund accounting**

Revenues and expenditures relating to service delivery activities and administration are recorded in the General fund.

The Health and Dental fund were established to ensure adequate amounts are available in the event the Health and Dental Plan costs exceed the amounts collected in premiums. Approval of the Association's council is required before these funds can be accessed for any other purpose.

The unamortized cost of capital assets and the loans to finance the acquisition of capital assets are reported in the Capital Asset fund.

**Capital assets**

Capital assets are recorded at cost, less accumulated amortization. The Association provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates and methods are as follows:

Furniture and fixtures	Declining balance	20%
Leasehold improvements	Straight-line	10 years
Software and website	Declining balance	100%

**Contributed materials, lease and occupancy costs**

Contributions of materials, lease and occupancy costs are recognized in the financial statements at fair value at the date of contribution, but only when a fair value can be reasonably estimated and when the materials and services are used in the normal course of operations, and would otherwise have been purchased.

**NOTES TO THE FINANCIAL STATEMENTS**

**APRIL 30, 2014**

(Unaudited)

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

**Revenue recognition**

The Association follows the deferral method of accounting for contributions, which includes grants and donations. Contributions of capital assets are included as deferred contributions and are amortized to revenue at the same rate and on the same basis as amortization of the related capital assets.

Restricted contributions are recognized as revenue in the year in which the related expenses are made. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Health and dental premiums are recognized in the benefit period to which they relate and are recognized on a gross basis.

Student fees and memberships and UPass revenues are recognized when fees are due in the academic year. All other sources of revenue are recognized when goods are transferred or services are performed.

**Financial instruments**

The Association initially records a financial instrument at its fair value, except for a related party transaction, which is recorded at the carrying or exchange amount depending on the circumstances.

Transaction costs are recognized in excess of revenues over expenditures in the period incurred. However, transaction costs associated with financial instruments carried at cost or amortized cost are recorded as adjustments to the initial fair value recognized and amortized over the expected life of the instrument.

Financial assets and financial liabilities subsequently measured at amortized cost include cash, accounts receivable, and accounts payable and accrued liabilities.

When there is an indication of impairment and such impairment is determined to have occurred, the carrying amount of financial assets measured at amortized cost is reduced to the greater of the discounted future cash flows expected, the proceeds that could be realized from the sale of the financial asset, or the amount that could be realized by exercising the right to any collateral held to secure repayment of the asset. Such impairments can be subsequently reversed to the extent that the improvement can be related to an event occurring after the impairment was recognized.

**Use of estimates**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Areas of significant estimate include the useful life of capital assets.



**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**NOTES TO THE FINANCIAL STATEMENTS**

**APRIL 30, 2014**

(Unaudited)

**3. Capital assets**

			2014	2013
	Cost	Accumulated amortization	Net book value	Net book value
Computer software	\$ 8,578	\$ 8,578	\$ -	\$ -
Furniture and fixtures	57,442	30,513	26,929	21,480
Leasehold improvements	233,387	116,693	116,694	140,032
	<u>\$ 299,407</u>	<u>\$ 155,784</u>	<u>\$ 143,623</u>	<u>\$ 161,512</u>

**4. Deferred revenue**

Deferred revenue represents unearned revenues collected for the health and dental premiums that cover an annual period that falls outside of the Association's fiscal year.

**5. License for premises**

The Association has been granted a license to occupy space in a building owned by the University of Saskatchewan (known as St. Chad's Chapel Building) for an annual administration fee of \$12. The license period expires April 30, 2015, with an option to renew the license for a further four-year term.

For the duration of the term of the license, the University of Saskatchewan has established an in-kind fair value of the annual license fee, which includes occupational costs. This amount is reflected as both in-kind revenue and license expense in the accompanying financial statements.

**6. Economic dependence**

The University of Saskatchewan provides an in-kind contribution of licensed space occupied by the Association. In addition, the Association's operations include collecting membership fees from the graduate students of the University of Saskatchewan. Without the above-noted funding, and the University of Saskatchewan continuing to allocate a portion of student fees to the Association, there would be doubt as to the continued viability of the Association.

**7. Financial instruments**

**Credit risk**

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. The Association's main credit risk relates to its accounts receivable.

**UNIVERSITY OF SASKATCHEWAN GRADUATE STUDENTS' ASSOCIATION, INC.**

**NOTES TO THE FINANCIAL STATEMENTS**

**APRIL 30, 2014**

(Unaudited)

7. **Financial instruments (continued)**

**Liquidity risk**

Liquidity risk is the risk that the Association will encounter difficulty in meeting obligations associated with financial liabilities. The Association's main credit risk relates to its accounts payable and accrued liabilities.