

**Vancouver Botanical Gardens  
Association  
Financial Statements  
For the year ended December 31, 2020**

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For the year ended December 31, 2020**

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## Independent Auditor's Report

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To the Members of  
Vancouver Botanical Gardens Association

### Qualified Opinion

We have audited the accompanying financial statements of Vancouver Botanical Gardens Association ("the Association"), which comprise the statement of financial position as at December 31, 2020 and the statements of operations and changes in fund balances and cash flows for the year then ended, notes to the financial statements including a summary of significant accounting policies and other explanatory information, and schedule of assets by fund.

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 Association as at December 31, 2020 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.

### Basis for Qualified Opinion

In common with many charitable organizations, the Association derives revenue from donations and fundraising activities, 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 entity. Therefore, we were unable to determine whether any adjustments might be necessary to donations and fundraising events, excess of revenue over expenses, and cash flows from operations for the years ended December 31, 2020 and 2019, and current assets as at December 31, 2020 and 2019 and fund balances as at January 1 and December 31 for both the 2020 and 2019 years. Our auditor's opinion on the financial statements for the year ended December 31, 2020 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association, to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.





### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally-accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally-accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Report on Other Legal and Regulatory Requirements**

As required by the Societies Act of British Columbia, we report that, in our opinion, the accounting principles in Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

*BDO Canada LLP*

Chartered Professional Accountants

Vancouver, British Columbia  
March 30, 2021

# Vancouver Botanical Gardens Association

## Statement of Financial Position

December 31 2020      2019

### Assets (Schedule)

#### Current

Cash and cash equivalents	\$ 375,387	\$ 346,879
Accounts receivable	47,354	36,822
Prepaid expenses	33,377	35,927
Short-term investments (Note 2)	-	67,833
	456,118	487,461

#### Non-current

Restricted cash (Note 3)	351,677	176,295
Restricted donation (Note 4)	140,000	140,000
Restricted investments (Note 5)	1,084,838	1,219,381
Unrestricted investments (Note 5)	737,068	570,394
Tangible capital assets (Note 6)	431,004	442,285
	\$ 2,744,587	\$ 2,548,355

**Total Assets** **3,200,705      3,035,816**

### Liabilities

#### Current

Accounts payable and accrued liabilities	\$ 54,038	\$ 54,260
Deferred revenue (Note 7)	311,695	355,855
	365,733	410,115

#### Non-current

Obligation under capital lease (Note 13)	6,531	8,991
Deferred contributions (Note 7)	240,159	176,295
	246,690	185,286

**Total Liabilities** **612,423      595,401**

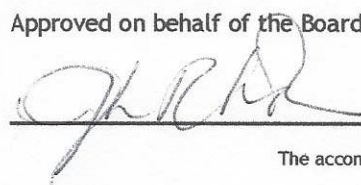
#### Fund Balances (Note 8)

Operating fund	834,417	657,687
Capital campaign fund	10,210	10,210
Capital general fund	130,447	149,089
Garden collections funds	1,163,885	1,157,750
Endowment holding fund	254,054	244,054
Sustainability fund	195,269	221,625
	2,588,282	2,440,415

**\$ 3,200,705      \$ 3,035,816**

### Commitments (Note 13)

Approved on behalf of the Board:



Director



Director

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



**Vancouver Botanical Gardens Association**  
**Statement of Operations and Changes in Fund Balances**

**For the year ended December 31**

	Operating Fund	Capital Campaign Fund	Capital General Fund	Garden Collections Fund	Endowment Holding Fund	Sustainability Fund	Total 2020	Total 2019
<b>Revenue</b>								
Bequests and legacies	\$ 70,798	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,798	\$ 359,447
Membership dues	392,372	-	-	-	-	-	392,372	407,810
Vancouver Foundation (Note 9)	215,578	-	-	19,290	-	-	234,868	228,992
Donations	207,930	-	-	13,540	10,000	-	231,470	378,829
Fundraising revenue	24,529	-	-	-	-	-	24,529	160,844
Course fees	167,751	-	-	-	-	-	167,751	275,465
Parks Board revenue sharing (Note 11)	-	-	-	-	-	-	-	40,815
Investment income	76,422	-	-	-	-	-	76,422	62,906
Miscellaneous	14,180	-	-	-	-	-	14,180	31,517
Government contributions	394,033	-	-	-	-	-	394,033	-
	<b>1,563,593</b>	<b>-</b>	<b>-</b>	<b>32,830</b>	<b>10,000</b>	<b>-</b>	<b>1,606,423</b>	<b>1,946,625</b>
<b>Expenses</b>								
Education and library (Note 10)	508,094	-	-	9,186	-	-	517,280	570,189
Marketing (Note 10)	73,989	-	-	-	-	26,356	100,345	120,494
Administration (Note 10)	352,235	-	434	-	-	-	352,669	407,534
Development (Note 10)	146,019	-	-	-	-	-	146,019	208,098
Volunteer engagement (Note 10)	121,383	-	-	-	-	-	121,383	122,024
Fundraising supplies	12,170	-	-	-	-	-	12,170	99,112
Gardens enhancement	-	-	-	14,343	-	-	14,343	18,178
Membership services (Note 10)	169,989	-	-	-	-	-	169,989	182,912
Amortization	2,984	-	18,208	3,166	-	-	24,358	24,376
Loss on disposal of tangible capital assets	-	-	-	-	-	-	-	6,512
	<b>1,386,863</b>	<b>-</b>	<b>18,642</b>	<b>26,695</b>	<b>-</b>	<b>26,356</b>	<b>1,458,556</b>	<b>1,759,429</b>
Excess (deficiency) of revenue over expenses	176,730	-	(18,642)	6,135	10,000	(26,356)	147,867	187,196
<b>Fund Balances, beginning of year</b>	<b>657,687</b>	<b>10,210</b>	<b>149,089</b>	<b>1,157,750</b>	<b>244,054</b>	<b>221,625</b>	<b>2,440,415</b>	<b>2,253,219</b>
<b>Fund Balances, end of year (Note 8)</b>	<b>\$ 834,417</b>	<b>\$ 10,210</b>	<b>\$ 130,447</b>	<b>\$ 1,163,885</b>	<b>\$ 254,054</b>	<b>\$ 195,269</b>	<b>\$ 2,588,282</b>	<b>\$ 2,440,415</b>

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

**Vancouver Botanical Gardens Association**  
**Statement of Cash Flows**

**For the year ended December 31**

**2020**

**2019**

**Cash flows provided by (used in)**

**Operating activities**

Excess of revenue over expenses	\$ 147,867	\$ 187,196
Add (deduct) items not involving cash:		
Amortization	24,358	24,376
Unrealized gain on investments	(26,813)	(16,286)
Loss on disposal of tangible capital assets	-	6,512
	<u>145,412</u>	<u>201,798</u>
Changes in non-cash working capital balance		
Accounts receivable	(10,532)	2,518
Prepaid expenses	2,550	(1,797)
Accounts payable and accrued liabilities	(222)	8,874
Deferred revenue	(44,160)	31,035
Deferred contributions	63,864	(70,012)
	<u>11,500</u>	<u>(29,382)</u>
	<u>156,912</u>	<u>172,416</u>

**Investing activities**

Purchase of tangible capital assets	(13,077)	(60,209)
Sale (purchase) of investments	62,515	(280,276)
Transfer of restricted cash	(175,382)	70,012
	<u>(125,944)</u>	<u>(270,473)</u>

**Financing activity**

Capital lease repayments	(2,460)	(2,334)
	<u>(2,460)</u>	<u>(2,334)</u>

**Increase (decrease) in cash during the year** **28,508** **(100,391)**

**Cash and cash equivalents beginning of year** **346,879** **447,270**

**Cash and cash equivalents end of year** **\$ 375,387** **\$ 346,879**

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

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**1. Significant Accounting Policies**

**(a) Purpose**

Vancouver Botanical Gardens Association (the "Association") is incorporated under the Societies Act (BC).

The objective of the Association is to enhance and preserve VanDusen Botanical Garden (the "Garden") and Bloedel Conservatory (the "Conservatory"), to provide promotional and educational programs related to botanical and environmental awareness, and to raise funds and provide volunteers to assist with the development of the Garden and Conservatory and to support the Association's endeavours.

The Association is a charitable organization registered under the Income Tax Act of Canada, and as such is exempt from income taxes and is authorized to issue donation receipts for income tax purposes.

The Association operates pursuant to a joint operating agreement dated June 1, 1994 (to which was added Appendix B effective January 1, 2013 to include the Conservatory), with the City of Vancouver - Board of Parks and Recreation (the "Parks Board"), the registered owner of the Garden and the Conservatory, which outlines the responsibilities of the parties with respect to the Garden and Conservatory, and the sharing of operating revenues and expenses. The agreement is in effect on a year by year basis, and is renewed automatically for an additional year unless terminated by either party, requiring notice of one year.

**(b) Basis of accounting**

The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations ("ASNPO").

**(c) Cash and cash equivalents**

Cash and cash equivalents consist of cash on deposit and highly liquid investments that are readily convertible to cash and subject to an insignificant risk. Cash and cash equivalents are held for the purpose of meeting short-term commitments.

**(d) Short-term investments**

Short-term investments include liquid investments, including pooled exchange traded investment funds readily convertible to cash held for the purpose of meeting operating cycle commitments. Short-term investments are carried at fair value at the balance sheet date.



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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**1. Significant Accounting Policies - continued**

(e) Long-term investments

Long-term investments include life insurance policies, pooled exchange traded investment funds that are held with no intention of conversion in the short-term and are classified as non-current. Equities are carried at fair value at the balance sheet date. Life insurance policies are recorded at their cash surrender value until realized. Any excess of the amount received over the carrying value is recorded in the year it is received or receivable and collection is reasonably assured.

(f) Leases

Leases are classified as capital or operating leases. A lease that transfers substantially all of the benefits and risks incidental to the ownership of property is classified as a capital lease. At the inception of a capital lease, the asset is recorded at an amount equal to the lesser of the present value of the minimum lease payments (the initial lease liability) and the property's fair value at the beginning of the lease. Assets recorded under capital leases are amortized on a straight-line basis over the lesser of the term of the lease or the estimated useful lives of the assets. All other leases are accounted for as operating leases.

(g) Tangible capital assets

Tangible capital assets are recorded as assets at the acquisition cost amount. Amortization is recorded at the following rates:

Office equipment	20%	- declining balance
Building improvements	20%	- declining balance
Solarium	20%	- declining balance
Garden equipment	20%	- declining balance
Computer equipment	30%	- declining balance
Computer software	30%	- declining balance
Library books	5 year	- straight line

Artwork is considered to have an indefinite life and is therefore not amortized.

The Association assesses impairment of all of its financial assets measured at cost or amortized cost. 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 is included in current year excess of revenues over expenses in the relevant fund. 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 reversal may not exceed the amount of the original impairment and is recognized in the statement of operations of the relevant fund in the year the reversal occurs.

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**1. Significant Accounting Policies - continued**

(h) Restricted cash and investments

Cash and cash equivalents and marketable investments held by the Association, which are not available for general operating purposes due to restrictions imposed by external parties or the Board are presented as restricted cash or restricted investments and reported at fair value at the reporting date.

(i) Revenue recognition

The Association uses the restricted fund method of accounting for contributions, including donations, grants and bequests, as follows:

- i) Unrestricted contributions are recognized as revenue of the operating fund.
- ii) Restricted contributions are recognized as contributions to the appropriate restricted fund as described in Note 1(j).
- iii) Restricted contributions related to program delivery are initially recorded in the Operating Fund as deferred contributions and recognized as revenue when the related operating expenses are incurred.

Revenue from membership dues paid in advance is initially recorded as deferred revenue and subsequently recognized as revenue over the membership period.

Income received from the Vancouver Foundation is recognized when received, and allocated to the Operating Fund and Garden Collections Fund as appropriate (Note 9).

Donations, grants and bequests are recorded upon receipt. Pledges are not recorded as revenue until received as their collection is not reasonably certain.

Amounts from fundraising events are recorded as revenue on a gross basis in the operating fund in the period in which the event occurs.

Course fees are recorded as revenue when the course has been delivered and their collection is reasonably certain.

Unrestricted interest and investment income is initially recognized as revenue in the Operating Fund and subsequently transferred at the discretion of the Board on a pro-rata basis to the funds that hold the investment on which the investment income was earned. Investment income that is restricted by external parties is recorded in the Fund to which the restriction relates.

Income received from the Parks Board is recognized when received and allocated to the Operating Fund.



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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**1. Significant Accounting Policies - continued**

(j) Fund accounting

The Association segregates its net assets into specific funds as follows:

i) Operating Fund

The Operating Fund reports the assets, liabilities, revenue and expenses of the Association's program delivery and administrative activities. This fund represents resources, the use of which is not subject to restrictions.

ii) Capital Campaign Fund (Restricted)

The Capital Campaign Fund reports the assets, liabilities, revenue and expenses of the Association's major capital campaign project, the objective of which is restricted to enhancement and expansion of the Garden and Conservatory and its infrastructure, to be undertaken in association with the Parks Board, which owns the Garden and Conservatory. As the capital assets are controlled by the Parks Board, capital expenditures of the fund are considered to be contributions to the Parks Board and are reported as expenses in the Statement of Operations.

iii) Capital General Fund (Restricted)

The Capital General Fund reports the assets, liabilities, revenue and expenses of the funds of the Association which are designated for general capital expenditures and projects.

iv) Garden Collections Fund (Restricted)

The Garden Collections Fund reports assets, liabilities, revenue and expenses restricted to the Association's gardens collection acquisitions and activities, plant and tree acquisitions, tree maintenance, and plant documentation and such other purposes as may be approved by the Board.

v) Endowment Holding Fund (Restricted)

The Endowment Holding Fund reports assets, liabilities, revenue and expenses related to amounts contributed to be held in perpetuity as endowments or transferred by the Board. Amounts transferred to the Endowment Fund by the Board may be transferred out at a later date. All income earned from the Endowment Holding fund is recorded in the Operating Fund unless the donor specifies otherwise.

vi) Sustainability Fund (Restricted)

The Sustainability Fund reports the assets, liabilities, revenue and expenses of the funds of the Association designated for urgent needs, unexpected expenses and/or emergency repairs to equipment. Disbursements from this fund in excess of \$10,000 will be on recommendation by the Executive Director for approval by the Board of Directors provided they are in accordance with the restrictions.



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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**1. Significant Accounting Policies - continued**

**(k) Donated services and assets**

The Association depends upon donated services for various activities, including volunteer time. The value of donated services is not recognized in these financial statements, since accurate fair values cannot reasonably be determined.

The Association occasionally receives donated assets. Donated assets are recorded at the estimated fair market value in cases in which the value can be reasonably estimated and the assets would otherwise be purchased.

**(l) Use of estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying disclosures. Significant areas requiring the use of management estimates include the estimated useful lives of tangible capital assets, and valuation of accounts receivable. Although these estimates are based on management's knowledge of current events and actions the Association may undertake in the future, actual results may differ from such estimates.

**(m) Financial instruments**

Financial instruments are recorded at fair value on inception. In subsequent periods, equities traded in an active market and derivatives are reported at fair value, with any unrealized gains or losses reported in the operating fund, other than financial instruments related to endowment holding fund. In addition, all bonds and guaranteed investments certificates have been designated to be in the fair value category, with gains and losses reported in the operating fund, other than financial instruments related to the Endowment Holding Fund. Changes in fair value of financial instruments related to the Endowment Holding Fund are recorded as gains and losses in the Statement of Operations of the Endowment Holding Fund. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets recorded at cost or amortized cost are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at cost or amortized cost.

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**2. Short-term Investments**

Short-term investments are comprised of the following:

	<u>2020</u>	<u>2019</u>
Equities	<u>\$ -</u>	<u>\$ 67,833</u>
	<u>\$ -</u>	<u>\$ 67,833</u>

Equities are pooled government and corporate exchange traded funds, subject to low to medium risk, denominated in Canadian dollars and traded on the Toronto Stock Exchange.

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**3. Restricted Cash**

Restricted cash in the funds of the Association are allocated as follows:

	<u>2020</u>	<u>2019</u>
Operating Fund	\$ 240,159	\$ 176,295
Garden Collections Funds	111,518	-
	<u>\$ 351,677</u>	<u>\$ 176,295</u>

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**4. Restricted Donation**

In 2013, the Association established an endowment fund (the "Fund") in the amount of \$140,000 in accordance with a deed of gift agreement (the "Agreement") with the Vancouver Foundation. The Agreement allows the Association to encroach on the capital of the Fund under the following conditions:

- i) no encroachment on the capital of the Fund shall be made unless it has been requested in writing by the Association;
  - ii) no encroachment on the capital of the Fund shall be made until at least 5 years after the Fund has been established;
  - iii) any request from the Association for an encroachment on the capital of the Fund must be received by Vancouver Foundation at least one year prior to the encroachment;
  - iv) no encroachment upon the capital of the Fund shall be made unless the Association is a qualified donee as defined in the Income Tax Act at the time of the encroachment.
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**5. Long-term Investments**

Restricted investments are comprised of the following:

	<u>2020</u>	<u>2019</u>
Equities (a)	<u>\$ 1,084,838</u>	<u>\$ 1,219,381</u>
	<u>\$ 1,084,838</u>	<u>\$ 1,219,381</u>

Unrestricted investments comprised of the following:

	<u>2020</u>	<u>2019</u>
Equities (a)	\$ 723,688	\$ 557,014
Life insurance (b)	<u>\$ 13,380</u>	<u>\$ 13,380</u>
	<u>\$ 737,068</u>	<u>\$ 570,394</u>

(a) Equities are pooled government and corporate bonds, Canadian, US, and international index-matched, and dividend income exchange traded funds, subject to medium risk, denominated in Canadian dollars and traded on TSX.

(b) The Association is the owner and beneficiary of life insurance policies with insured values totaling \$50,000. The amount recorded represents the cash surrender value.



**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

**6. Tangible Capital Assets**

Included in the Operating Fund are the following tangible capital assets:

	2020		2019	
	Accumulated Cost	Net Book Amortization	Net Book Value	Value
Computer equipment	\$ 10,754	\$ 3,791	\$ 6,963	\$ 9,947
Library digitization	\$ 29,238	\$ 29,238	\$ -	\$ -
	<b>\$ 39,992</b>	<b>\$ 33,029</b>	<b>\$ 6,963</b>	<b>\$ 9,947</b>

Included in the Capital General Fund are the following tangible capital assets:

	2020		2019	
	Accumulated Cost	Net Book Amortization	Net Book Value	Value
Office equipment	\$ 20,133	\$ 12,260	\$ 7,873	\$ 11,852
Office equipment held under capital lease	13,160	5,659	7,501	8,833
Building improvements	24,810	7,491	17,319	17,896
Gardens equipment	49,486	38,436	11,050	13,812
Computer equipment	54,605	31,356	23,249	17,250
Computer software	63,521	60,178	3,343	4,777
Library books	5,235	1,571	3,664	4,711
	<b>\$ 230,950</b>	<b>\$ 156,951</b>	<b>\$ 73,999</b>	<b>\$ 79,131</b>

Included in the Garden Collections Funds are the following tangible capital assets:

	2020		2019	
	Accumulated Cost	Net Book Amortization	Net Book Value	Value
Office equipment	\$ 16,204	\$ 8,106	\$ 8,098	\$ 10,122
Computer equipment	712	415	297	424
Computer software	10,324	10,324	-	-
Solarium	21,480	17,426	4,054	5,068
Art work	337,593	-	337,593	337,593
	<b>386,313</b>	<b>36,271</b>	<b>350,042</b>	<b>353,207</b>
Total tangible capital assets	<b>\$ 657,255</b>	<b>\$ 226,251</b>	<b>\$ 431,004</b>	<b>\$ 442,285</b>

**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

**7. Deferred Revenue and Deferred Contributions**

	Deferred Contributions	Deferred Memberships	Gift Certificates & Other	Deferred Revenue
December 31, 2018	\$ 246,307	\$ 278,657	\$ 46,163	\$ 324,820
Funds received	73,380	417,453	196,224	613,677
Amounts recognized as revenue	(143,392)	(407,810)	(174,832)	(582,642)
December 31, 2019	176,295	288,300	67,555	355,855
Funds received	74,978	358,517	200,390	558,907
Amounts recognized as revenue	(11,114)	(392,372)	(210,695)	(603,067)
December 31, 2020	\$ 240,159	\$ 254,445	\$ 57,250	\$ 311,695

Deferred revenue and deferred contributions consist of grants and other contributions received that are restricted for specific programs, memberships and other amounts, which consist of gift certificates and education fees.

**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

December 31, 2020

**8. Externally and Internally Restricted Fund Balances**

Externally restricted fund balances are those subject to restrictions imposed by contributors and therefore not available for use by the Association other than for specified purposes. Internally restricted fund balances may be made available for other purposes, as the internal restrictions imposed on the fund balances may be removed at the discretion of the Directors of the Association. Fund balances as at December 31, 2020 are:

	Operating Fund	Capital Campaign Fund	Capital General Fund	Garden Collections Funds	Endowment Holding Fund	Sustainability Fund	Total
Externally restricted	\$ -	\$ 210	\$ -	\$ 726,670	\$ 179,625	\$ 17,500	\$ 924,005
Internally restricted	-	10,000	62,977	87,173	74,429	177,769	412,348
Unrestricted	827,454	-	-	-	-	-	827,454
Invested in capital	6,963	-	67,470	350,042	-	-	424,475
	<u>\$ 834,417</u>	<u>\$ 10,210</u>	<u>\$ 130,447</u>	<u>\$1,163,885</u>	<u>\$ 254,054</u>	<u>\$ 195,269</u>	<u>\$ 2,588,282</u>



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## Vancouver Botanical Gardens Association

### Notes to the Financial Statements

December 31, 2020

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#### 9. Vancouver Foundation Funds

In addition to the Fund described in Note 4, the Vancouver Foundation holds certain funds wholly or partially for the benefit of the Association. The Vancouver Foundation periodically disburses funds at its discretion to the Association, typically from income and on a quarterly basis, to be used for enhancement of the Association and for other activities beneficial to the Association. For the year ended December 31, 2020, \$247,965 (2019 - 233,308) was received. As the Association does not control the underlying investments they are not recorded as assets in the financial statements.

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#### 10. Salaries and Wages

For the year ended December 31, 2020 included in various expenditure categories on the Statement of Operations are wages and benefits totaling \$1,134,441 (2019 - \$1,139,523).

Administration	\$	268,886
Education		391,427
Fund Development		118,339
Library		40,548
Marketing		69,149
Membership		133,733
Volunteer		112,359
		<hr/>
Total	\$	<u>1,134,441</u>

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#### 11. Transactions with the Parks Board

At December 31, 2020, the Park Board owed an amount of \$nil (2019 - 35,815) to the Association, which is included in accounts receivable.

During the year ended December 31, 2019 the Park Board made contributions of \$5,000 to the Association to subsidize the Garden Guide Cart Tour Program. There were no such contributions in the year ended December 31, 2020.

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**12. Financial Instruments and Risk Management**

The Association is exposed to various risks arising through its financial assets and liabilities. The following analysis provides a measurement of those risks at December 31, 2020.

(a) Credit and market risk

Credit risk is the risk that the Association will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the Association to significant concentrations of credit risk consist primarily of investments.

Market risk is the risk that the value of investments in cash and pooled exchange traded investment funds will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to the individual investment or factors affecting all securities traded in the market.

The Association limits its exposure to credit risk by placing its cash with high credit quality financial institutions and its investments in corporations in accordance with investment policies adopted by the Board. The objective is to manage and control credit and market risk exposure within acceptable parameters, while maximizing return. This risk has increased in the current year with the acquisition of additional investments in equities.

(b) Capital risk

The Association considers its capital to be its net assets. The Association's objectives when managing its capital are to safeguard its ability to continue as a going concern so it can continue to enhance and preserve the Garden and Conservatory. Annual budgets are developed and monitored to ensure the organization's capital is maintained at an appropriate level.

(c) Interest rate risk

Interest rate risk represents the potential increases or decreases in fair value or cash flow resulting from fluctuations in interest rates. The investments held by the Association at December 31, 2020 consist of pooled exchange traded funds as well as guaranteed investment certificates bearing a fixed interest rate of 0.42% maturing on November 23, 2021. As a result, the Association is exposed to fair value risk.

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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**12. Financial Instruments and Risk Management- continued**

(d) Liquidity risk

Liquidity risk is the risk that the Association will not be able to meet its financial obligations as they fall due. The majority of the Association's financial assets are cash and investments traded in active markets that can be readily liquidated and therefore the Association's liquidity risk is considered minimal. The Association aims to retain a sufficient cash position to manage liquidity.

Except as noted in (a) above, there have been no changes in the risks associated with financial instruments.

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**13. Commitments**

The Association had entered into a postage machine lease expiring March 2022 and photocopier lease expiring May 2023, for which it is required to pay \$2,267 and \$2,958 per annum respectively. There is also a communications arrangement expiring in October 2022 for which the association is required to pay \$6,693 per annum respectively.

The above operating lease agreements result in minimum annual payments as follows:

2021	11,919
2022	9,103
2023	1,233



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**Vancouver Botanical Gardens Association**  
**Notes to the Financial Statements**

**December 31, 2020**

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**14. Remuneration of Directors, Employees and Contractors**

Under the requirements of the Societies Act (BC), the Association must disclose the total remuneration paid to the Directors, for either being a director or for acting in another capacity, as well as the total number of employees or contractors with annual remuneration equal to or greater than \$75,000 and the aggregate remuneration of those employees/contractors. During the years ended December 31, 2020 and December 31, 2019 there was no remuneration paid to the Directors of the Association. A total of 1 (2019 - 3) employees/contractors received remuneration in excess of \$75,000 which resulted in an aggregate expense of \$93,813 (2019 - \$298,254).

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**15. Significant Event**

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization.

The closures mandated by the various levels of government to curtail the spread of the coronavirus resulted in decreased revenue from educational programming, membership sales and renewals, and fundraising.

The outbreak had a material adverse impact on economic and market conditions triggering a period of national economic slowdown which resulted in depressed donation revenue for the year.

Due to the COVID-19 pandemic, the Government of Canada introduced the Canada Emergency Wage Subsidy ("CEWS") to assist with organizations who experienced specified percentage of declines of eligible revenue during the claims periods. During the year ended December 31, 2020, the Association recognized government assistance related to CEWS of \$394,033 which is included in government contributions revenue in the statement of operations.

The situation continues to present uncertainty over the Association's future cash flows, and may have a significant impact on the Association's future operations. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the Association is not measurable at this time.

**Vancouver Botanical Gardens Association**  
**Schedule of Assets by Fund**

December 31	2020	2019
<b>Assets</b>		
<b>Operating Fund</b>		
Cash	\$ 375,387	\$ 346,879
Short-term investments	-	67,833
Long-term investments	737,069	570,394
Accounts receivable	47,354	36,822
Prepaid expenses	33,377	35,927
Restricted cash (Note 3)	240,159	176,295
Tangible capital assets	6,963	9,947
	<u>1,440,309</u>	<u>1,244,097</u>
<b>Capital Campaign Fund</b>		
Restricted investment	10,210	10,210
	<u>10,210</u>	<u>10,210</u>
<b>Capital General Fund</b>		
Restricted investments	62,977	78,949
Tangible capital assets	74,001	79,131
	<u>136,978</u>	<u>158,080</u>
<b>Garden Collections Funds</b>		
Restricted cash (Note 3)	111,518	-
Restricted investments	702,325	804,543
Tangible capital assets	350,042	353,207
	<u>1,163,885</u>	<u>1,157,750</u>
<b>Endowment Holding Fund</b>		
Restricted investments	114,054	104,054
Restricted donation	140,000	140,000
	<u>254,054</u>	<u>244,054</u>
<b>Sustainability Fund</b>		
Restricted investments	195,269	221,625
	<u>195,269</u>	<u>221,625</u>
	<u>\$ 3,200,705</u>	<u>\$ 3,035,816</u>

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