

**VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION**  
**Financial Statements**  
**Year Ended December 31, 2020**  
*(Unaudited - See Notice To Reader)*



**LEE & COMPANY**

**CHARTERED PROFESSIONAL ACCOUNTANTS**

---

---

**NOTICE TO READER**

---

On the basis of information provided by management, we have compiled the statement of financial position of VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION as at December 31, 2020 and the statements of revenues and expenditures and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

*Lee & Company*

Victoria, British Columbia  
June 2, 2021

CHARTERED PROFESSIONAL ACCOUNTANTS

VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION

Statement of Financial Position

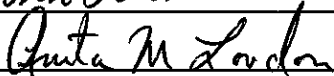
December 31, 2020

(Unaudited - See Notice To Reader)

	2020	2019
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 95,369	\$ 75,700
Short term investments (Note 3)	230,119	225,855
Accounts receivable	1,813	1,768
Inventory (Note 4)	4,445	-
Goods and services tax recoverable	400	241
Prepaid expenses	2,654	1,162
	<u>\$ 334,800</u>	<u>\$ 304,726</u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Deferred revenue (Note 4)	\$ 4,175	\$ -
 <b>NET ASSETS</b>		
General fund	146,787	129,600
Restricted fund (Note 6)	183,838	175,126
	<u>330,625</u>	<u>304,726</u>
	<u>\$ 334,800</u>	<u>\$ 304,726</u>

ON BEHALF OF THE BOARD

  
Chair

  
Treasurer

See notes to financial statements

**LEE & COMPANY**  
CHARTERED PROFESSIONAL ACCOUNTANTS

**VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION**  
**Statement of Changes in Net Assets**  
**Year Ended December 31, 2020**  
*(Unaudited - See Notice To Reader)*

	General Fund	Restricted Fund	<b>2020</b>	2019
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 129,600	\$ 175,126	<b>\$ 304,726</b>	\$ 263,489
EXCESS OF REVENUE OVER EXPENSES	17,187	15,291	<b>32,478</b>	140,559
Transfer to Victoria Foundation <i>(Note 8)</i>	-	(6,579)	<b>(6,579)</b>	(99,322)
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 146,787</b>	<b>\$ 183,838</b>	<b>\$ 330,625</b>	<b>\$ 304,726</b>

See notes to financial statements

**LEE & COMPANY**  
CHARTERED PROFESSIONAL ACCOUNTANTS

**VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION**  
**Statement of Revenues and Expenses**  
**Year Ended December 31, 2020**  
*(Unaudited - See Notice To Reader)*

	2020	2019
<b>REVENUE</b>		
Donations and memberships - unrestricted <i>(Note 9)</i>	\$ 27,378	\$ 47,220
Auditorium seat plaques, net <i>(Note 6)</i>	2,328	800
Inventory sales and special events, net <i>(Note 4)</i>	2,768	1,143
Vancouver Foundation <i>(Note 7)</i>	7,252	7,072
Victoria Foundation <i>(Note 8)</i>	4,500	2,500
Investment income	4,263	4,520
	48,489	63,255
<b>EXPENSES</b>		
Student Support		
Scholarships and Bursaries	10,100	8,600
School programs <i>(Note 5)</i>	2,000	2,000
School vehicle insurance	779	1,266
Gidney Fund Award	1,000	1,000
	13,879	12,866
Alumni Support		
Newsletter	4,130	3,291
Archives	15	2,717
Website <i>(Note 10)</i>	9,494	135
	13,639	6,143
Administrative Expenses		
Liability insurance	1,040	1,525
Accounting and bookkeeping	2,288	2,063
Other business expenses	456	533
	3,784	4,121
	31,302	23,130
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FROM OPERATIONS</b>	<b>17,187</b>	<b>40,125</b>
Restricted Donations <i>(Note 6 &amp; 9)</i>	15,291	100,434
<b>EXCESS OF REVENUE OVER EXPENSES</b>	<b>\$ 32,478</b>	<b>\$ 140,559</b>

See notes to financial statements

**LEE & COMPANY**  
CHARTERED PROFESSIONAL ACCOUNTANTS

# VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION

## Notes to Financial Statements

Year Ended December 31, 2020

(Unaudited - See Notice To Reader)

---

### 1. PURPOSE OF THE ORGANIZATION

The Association's purposes are firstly to approve and start such plans as are required to provide one or more commemorative projects of lasting value and significance to Victoria High School ("the Institution") and to the community as a whole, such as the granting of scholarships, making gifts to other registered charitable organizations, making gifts to the Greater Victoria School District 61 specifically for the benefit and use of the Institution, promoting and participating in the heritage preservation of the Institution, and assisting the Institution in furthering its educational objectives and secondly to collect monies by way of fees, donations or otherwise, and accept gifts, legacies, devises and bequests and to hold, invest, expend or deal with the same in furtherance of the objects of the Association. The Association is a registered charity, and therefore, is exempt from income tax under paragraph 149(1)(F) of the Income Tax Act.

---

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements have been prepared using the accrual basis. Revenues are recognized in the period earned or contributed and expenditures are recorded in the period in which they became an obligation of the Society

#### Inventory

Inventory is valued at cost.

#### Investments

The association has a policy to record investments at market value.

---

### 3. SHORT TERM INVESTMENTS

At December 31, 2020, short term investments were held through CIBC Wood Gundy and consisted of the following:

Cash	\$	46
Guaranteed Investment Certificate, 1.10% due June 28 2021		82,000
Guaranteed Investment Certificate, 0.95% due December 9, 2021		80,000
Savings account		68,073
		<u>230,119</u>
	\$	<u>230,119</u>

**VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION**

**Notes to Financial Statements**

**Year Ended December 31, 2020**

*(Unaudited - See Notice To Reader)*

---

4. REVENUE: INVENTORY SALES & SPECIAL EVENTS

	<u>2020</u>	<u>2019</u>
Inventory		
Sales of books and merchandise - Unrestricted	\$ 9,573	\$ 1,143
Vic High 2020 Photo Book – book purchase and production expenses	(11,250)	-
Inventory adjustment December 31, 2020	<u>4,445</u>	<u>-</u>
	<u>2,768</u>	<u>1,143</u>
Special Events	<u>-</u>	<u>-</u>
	<u>\$ 2,768</u>	<u>\$ 1,143</u>

In 2020, the Alumni Association sponsored the Vic High 2020 Photo Book project as a fundraising initiative. A total of 1,000 books were purchased in 2020, with an adjustment for inventory on hand at December 31, 2020 recorded at cost. (2020: \$4,445). Photo Book production costs were expensed in the current year.

Due to COVID 19 and compliance with Provincial Health Orders, the Black and Gold Dinner planned for 2020 has been deferred to a future date. As a result, ticket pre-sales for the event have been recorded as Deferred Revenue (2020: \$4,175).

---

5. SCHOOL PROGRAMS

The 2020 contribution of \$2,000 to Victoria High School was funded through the Victoria Foundation (2019: \$2,000) for current and future Auditorium enhancements.

---

**VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION**

**Notes to Financial Statements**

**Year Ended December 31, 2020**

*(Unaudited - See Notice To Reader)*

**6. RESTRICTED FUND**

Restricted fund represents cash and short-term investments from current and previous fundraising initiatives undertaken by the Alumni Association. This includes the following initiatives:

	2019	Donations	Transfers	2020
Stadium Renewal Project	\$ 166,564	\$ 5,000	\$ -	\$ 171,564
Reg Reid Award	4,932	1,425	(4,931)	1,426
Thomas Mayne Award	-	100	-	100
Class of 1968 Award	(197)	3,835	-	3,638
Dorothy Evans Award	750	600	(1,648)	(298)
Walter Ellis Fund	-	4,331	-	4,331
Archives Fund	1,737	-	-	1,737
Gidney Bursary Fund	1,340	-	-	1,340
	<u>\$ 175,126</u>	<u>\$ 15,291</u>	<u>\$ (6,579)</u>	<u>\$ 183,838</u>

The Stadium Renewal Project restricted fund includes Auditorium seat plaque sale donations, net of expenses, totalling \$53,880 from 2016 and prior years. As the Alumni Association fund raising target for this initiative was achieved in 2017, net revenue in 2017 and future years from auditorium seat plaques is recorded under general operations to support annual scholarships and other core programs.

At December 31, 2020, the Alumni Association held restricted donations for a number of fundraising initiatives. A Board authorized Transfer to the Victoria Foundation totalling \$6,579 (2019: \$99,322) was for the initiatives listed. The balance of current and future restricted fund donations from the student award initiatives will be transferred to the Victoria Foundation subject to approval by the Board of Directors when fund raising targets have been met.

**7. CONTRIBUTION - VANCOUVER FOUNDATION**

The Association invested in the Vancouver Foundation in order to establish the Victoria High School Endowment Fund. The Vancouver Foundation is bound to hold the funds in trust, in perpetuity, for the benefit of the Victoria High School Alumni Association while the Victoria High School Alumni Association retains the right to income in perpetuity, from the fund and additions thereto. Since the Victoria High School Alumni Association only receives income and has restrictions to access the capital balance of the funds, the endowment is not shown as an asset on these statements. Contributions paid to the Alumni Association are recorded as revenue and support student awards for Scholarships and Bursaries.

	2020	2019
Opening balance	\$ 161,868	\$ 161,804
Endowment income, net of fund management fees	39,837	7,136
Less: Contributions paid to the Alumni Association	<u>(7,252)</u>	<u>(7,072)</u>
Closing balance	<u>\$ 194,453</u>	<u>\$ 161,868</u>



## VICTORIA HIGH SCHOOL ALUMNI ASSOCIATION

### Notes to Financial Statements

Year Ended December 31, 2020

(Unaudited - See Notice To Reader)

---

#### 8. CONTRIBUTION - VICTORIA FOUNDATION

The Association invested in the Victoria Foundation in order to establish the Victoria High School Endowment Fund. The Victoria Foundation is bound to hold the funds in trust, in perpetuity, for the benefit of the Victoria High School Alumni Association while the Victoria High School Alumni Association retains the right to income in perpetuity, from the fund and additions thereto. Since the Victoria High School Alumni Association only receives income and has restrictions to access the capital balance of the funds, the endowment is not shown as an asset on these statements. Contributions paid to the Alumni Association are recorded as revenue and support funding of School Programs; and, Scholarships and Bursaries student awards invested in the Victoria Foundation.

At December 31, 2020, the following current student awards are invested in the Victoria Foundation:

- Dorothy Evans Bursary Award
- Noel Collison Bursary Award
- Reg Reid Leadership Cup Award
- Thomas Mayne Scholarship in Dramatic and Performing Arts
- Class of 68 Spirit Award
- Walter Ellis Scholarship Awards (commencing 2021)

	<u>2020</u>	<u>2019</u>
Opening balance	\$ 244,841	\$ 126,744
Transfer of Restricted Funds from the Alumni Association	6,579	99,322
Endowment income, net of fund management fees	16,886	21,275
Less: Contributions paid to the Alumni Association	<u>(4,500)</u>	<u>(2,500)</u>
Closing balance	<u>\$ 263,806</u>	<u>\$ 244,841</u>

---

#### 9. REVENUE: GENERAL FUND AND RESTRICTED FUND DONATIONS

Revenue from all restricted and unrestricted donations from individuals may be eligible for a tax receipt as a charitable contribution. Additional donations may be received from third-party fundraising events (e.g. class reunions, golf tournament, etc.) and are allocated to the General or Restricted Fund in accordance with the donor's specifications. Revenue from Alumni Association membership fees, including those from graduating students, are recorded under the General Fund with unrestricted donations.

---

#### 10. WEBSITE

Website expenses totalling \$9,494 (2019: \$135) include one-time costs paid to a third-party contractor in 2020 to develop and implement a new website essential to Alumni communications. The balance of expenses include ongoing support and licensing.

---