
THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

FINANCIAL STATEMENTS

December 31 2019

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mahmoud virani inc
chartered professional accountant

INDEPENDENT AUDITOR'S REPORT

To the members of The British Columbia Society of Landscape Architects

Opinion

I have audited the accompanying financial statements of The British Columbia Society of Landscape Architects, which comprise the statement of financial position as at December 31, 2019, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the financial statements present fairly, in all material respects, the financial position of The British Columbia Society of Landscape Architects as at December 31, 2019, 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 Opinion

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

Responsibilities of Management and Those Charged with Governance 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.

In preparing the financial statements, management is responsible for assessing the Organization'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 Organization or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Statements

My responsibility is 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 my 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, I exercise professional judgment and maintain professional skepticism throughout the audit. I 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 my 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 the Organization'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 Organization's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Organization 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. I 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 I identify during my audit. I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards. From the matters communicated with those charged with governance, I determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. I describe these matters in my auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, I determine that a matter should not be communicated in my report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.



Mahmoud Virani Inc.
Chartered Professional Accountant
Vancouver
October 16 2020

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

STATEMENT OF FINANCIAL POSITION

December 31		2019	2018
	notes	\$	\$
Assets			
Current			
Cash		200,852	82,252
Accounts receivable		17,836	8,840
GST receivable		-	4,540
Prepaid expenses		30,935	36,283
		<u>249,623</u>	<u>131,915</u>
Long term			
Term deposits	3	337,697	331,493
Tangible capital assets	4	850	1,276
		<u>588,170</u>	<u>464,684</u>
Liabilities			
Current			
Accounts payable & accrued liabilities		13,374	12,777
GST payable		5,354	-
Prepaid dues	5	165,478	83,762
		<u>184,206</u>	<u>96,539</u>
Net assets			
Invested in capital assets		850	1,276
Unrestricted		106,651	74,774
Internally restricted - Building Fund	7	66,785	65,605
Internally restricted - Emergency Fund	8	202,241	199,367
Internally restricted - Landscape Architect Special Levy Project	9	27,437	27,123
		<u>403,964</u>	<u>368,145</u>
		<u>588,170</u>	<u>464,684</u>

Approved by the Board




See accompanying notes

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31

	Invested in tangible capital assets	Unrestricted	Building Fund	Emergency Fund	Landscape Architect Special Levy Project		Total
					Architect	Special Levy Project	
	\$	\$	\$	\$	\$	\$	\$
2019							
Balance beginning of year	1,276	74,774	65,605	199,367	27,123		368,145
Excess/(Deficiency) of revenue over expenses for the year	(426)	31,877	1,180	2,874	314		35,819
Balance end of year	850	106,651	66,785	202,241	27,437		403,964
2018							
Balance beginning of year	247	66,379	64,528	196,719	26,735		354,608
Tangible capital asset additions	1,701	(1,701)	-	-	-		-
Excess/(Deficiency) of revenue over expenses for the year	(672)	10,096	1,077	2,648	388		13,537
Balance end of year	1,276	74,774	65,605	199,367	27,123		368,145

See accompanying notes

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

STATEMENT OF OPERATIONS

	2019				2018					
	Operations	Building	Emergency Fund	Landscape Architect Special Levy Project	Total	Operations	Building	Emergency Fund	Landscape Architect Special Levy Project	Total
Revenue	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Membership dues & assessments	375,320	-	-	-	375,320	354,302	-	-	-	354,302
Examination registration	2,700	-	-	-	2,700	2,550	-	-	-	2,550
AGM	10,000	-	-	-	10,000	112,585	-	-	-	112,585
Sitelines	21,010	-	-	-	21,010	23,424	-	-	-	23,424
Land Summit recovery	15,000	-	-	-	15,000	-	-	-	-	-
Landscape Standard	3,661	-	-	-	3,661	3,938	-	-	-	3,938
Sponsorships	2,000	-	-	-	2,000	3,000	-	-	-	3,000
Workshops	3,000	-	-	-	3,000	400	-	-	-	400
Grants (Note 6)	14,000	-	-	-	14,000	29,343	-	-	-	29,343
Interest	1,851	1,180	2,874	314	6,219	5,967	-	-	-	5,967
Miscellaneous	17,997	-	-	-	17,997	4,498	-	-	-	4,498
	466,539	1,180	2,874	314	470,907	540,007				
Expenses										
AGM	18,837	-	-	-	18,837	86,195	-	-	-	86,195
Amortization of tangible capital assets	426	-	-	-	426	672	-	-	-	672
CLARB dues, meetings & administration	15,070	-	-	-	15,070	11,890	-	-	-	11,890
Communication sub-committee	852	-	-	-	852	1,629	-	-	-	1,629
Continuing education	25,296	-	-	-	25,296	3,165	-	-	-	3,165
CSLA dues	62,270	-	-	-	62,270	67,900	-	-	-	67,900
CSLA juror & meetings	1,773	-	-	-	1,773	1,948	-	-	-	1,948
Insurance	2,458	-	-	-	2,458	2,401	-	-	-	2,401
Marketing	3,865	-	-	-	3,865	1,209	-	-	-	1,209
Meetings & Board expenses	18,664	-	-	-	18,664	13,827	-	-	-	13,827
Membership expenses	66,521	-	-	-	66,521	57,292	-	-	-	57,292
Office personnel	99,251	-	-	-	99,251	117,427	-	-	-	117,427
Office, rent & general	48,029	-	-	-	48,029	50,501	-	-	-	50,501
Professional fees	26,385	-	-	-	26,385	37,286	-	-	-	37,286
Registration	5,717	-	-	-	5,717	6,319	-	-	-	6,319
Scholarships	3,000	-	-	-	3,000	3,000	-	-	-	3,000
Sitelines	17,534	-	-	-	17,534	25,544	-	-	-	25,544
Telephone	3,879	-	-	-	3,879	4,228	-	-	-	4,228
Website	1,261	-	-	-	1,261	4,694	-	-	-	4,694
Special Projects (Note 6)	14,000	-	-	-	14,000	29,343	-	-	-	29,343
	435,088	1,180	2,874	314	435,088	526,470				
Excess of revenue over expenses for the year	31,451	1,180	2,874	314	35,819	13,537				

See accompanying notes

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS
STATEMENT OF CASH FLOWS

For the year ended December 31	2019	2018
	\$	\$
Operating activities		
Excess of revenue over expenses for the year	35,819	13,537
Amortization of tangible capital assets	426	672
Accounts receivable	(8,996)	1,126
GST receivable	4,540	(1,516)
Prepaid expenses	5,348	(22,565)
Accounts payable & accrued liabilities	597	(324)
GST payable	5,354	-
Prepaid dues	81,716	(60,596)
Deferred contributions	-	(1,343)
Net cash generated from/(used in) operating activities	124,804	(71,009)
Investing activities		
Purchase of tangible capital assets	-	(1,701)
Purchase of term deposits	(316,929)	(270,701)
Redemption of term deposits	310,725	259,818
Net cash generated used in investing activities	(6,204)	(12,584)
Increase/(decrease) in cash during the year	118,600	(83,593)
Cash, beginning of year	82,252	165,845
Cash, end of year	200,852	82,252

See accompanying notes

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS**NOTES TO THE FINANCIAL STATEMENTS**

December 31 2019

1. Purpose of the Society

The Society is a registered Society which was continued under the Architects (Landscape) Act, as amended R.S.B.C. 1996 c.48. It is a not-for-profit corporation under the Income Tax Act and is therefore exempt from income taxes.

The objectives of the Society are:

- to uphold public health, safety and welfare as it relates to the professional practice of landscape architecture in British Columbia;
- to nurture and further the professional application of landscape architecture knowledge and technique as it relates to planning, design, development, preservation, protection, restoration, reclamation, rehabilitation, enhancement and management of the environment;
- to advance the landscape architecture knowledge and technique; and
- to further and maintain proper standards of professional landscape architectural practice in British Columbia.

2. Accounting policies

The Society prepares its financial statements in accordance with Canadian accounting standards for not-for-profit organizations and includes the following significant accounting policies:

a. Financial instruments

The Society initially measures its financial assets and financial liabilities at fair value.

The Society subsequently measures all its financial assets and financial liabilities at amortized cost.

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

Financial liabilities measured at amortized cost include accounts payable & accrued liabilities.

b. Tangible capital assets

Tangible capital assets are recorded at cost and are amortized over the life of the assets.

Furniture & equipment is amortized over 4 years on a straight line basis.

Computer equipment is amortized over 4 years on a straight line basis.

c. Revenue recognition

The Society follows the deferral method of accounting for contributions. Externally restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

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.

The Society collects annual dues from its members at the end of the fiscal year for the subsequent year. These are treated as prepaid dues when received and then recognized as revenue at the beginning of the next fiscal year.

Sitelines, sponsorships, workshops and interest are recognized when earned.

All other fees and revenues are recognized when received.

d. Use of estimates

In conformity with Canadian accounting standards for not-for-profit organizations, management is required to make estimates and assumptions that could affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from those reported.

e. Contributed services

The Society receives contributed services however it does not record them in the books as the fair value cannot be reasonably estimated.

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

NOTES TO THE FINANCIAL STATEMENTS

December 31 2019

3. Term deposits

The term deposits are made up of the following:

	2019	2018
Term deposit - interest at 1.70% per annum, maturing May 23 2020.	\$ 151,528	-
Term deposit - interest at 1.90 to 2.75% per annum, maturing May 23 2022.	102,960	-
Term deposit - interest at 1.50 to 2.50% per annum, maturing August 11 2022.	62,129	-
Term deposit - interest at 1.50 to 3.15% per annum, maturing May 23 2021.	21,080	20,768
Term deposit - interest at 2.25% per annum, maturing May 23 2019.	-	148,194
Term deposit - interest at 1.20% per annum, maturing May 23 2019.	-	101,739
Term deposit - interest at 1.10% to 2.20% per annum, maturing August 11 2019.	-	60,792
	<u>\$ 337,697</u>	<u>331,493</u>

4. Tangible capital assets

	Cost	Accumulated amortization	Net book value
	\$	\$	\$
2019			
Computer equipment	7,085	6,235	850
2018			
Computer equipment	7,085	5,809	1,276

5. Prepaid dues

The prepaid dues are the amount of membership dues for the 2020 year which were renewed prior to the end of the 2019 fiscal year. This amount will be recognized as revenue in the 2020 fiscal year.

6. Deferred contributions

Deferred contributions represent unutilized contributions which are externally restricted for specific projects. The balance in the account is made up as follows:

	2019	2018
Balance beginning of year	\$ -	1,343
Externally restricted contributions received	14,000	28,000
Externally restricted contributions utilized	(14,000)	(29,343)
Balance end of year	<u>\$ -</u>	<u>-</u>

7. Building Fund

The Building Fund was set up as an internally restricted fund. The purpose of this fund is to set aside funds to be used towards the purchase of a strata lot office. The balance on hand as at December 31 2019 was \$66,785 (2018 - \$65,605).

THE BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS
NOTES TO THE FINANCIAL STATEMENTS

December 31 2019

8. Emergency Fund

The Emergency Fund was set up as an internally restricted fund. This fund is to be used for emergencies only as determined by the Board of Directors. The balance on hand as at December 31 2019 was \$202,241 (2018 - \$199,367).

9. Landscape Architect Special Levy Project

The Landscape Architect Special Levy Project was established as an internally restricted fund in 1995. The purpose of this project is to improve the practice and standing of the profession in British Columbia including the development of a Professional Practice Binder incorporating research, bylaws, policies and procedures, code of ethics, fee schedule and other management information. The balance on hand as at December 31 2019 was \$27,437 (2018 - \$27,123).

10. Commitments

The Society has made the following commitments:

	Premises	Photocopier	Total
Aggregate payments required in 2020	\$ 34,110	9,554	43,664
Aggregate payments required in 2021	-	5,573	5,573
Aggregate payments required in 2022	-	-	-
Aggregate payments required in 2023	-	-	-
Aggregate payments required in 2024	-	-	-
Total aggregate payments required	\$ 34,110	15,127	49,237