



Financial Statements

The Canadian Unitarian Council

December 31, 2014

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Independent Auditor's Report

To the Members of
The Canadian Unitarian Council

Grant Thornton LLP
19th Floor, Royal Bank Plaza South Tower
200 Bay Street, Box 55
Toronto, ON
M5J 2P9
T +1 416 366 0100
F +1 416 360 4949
www.GrantThornton.ca

We have audited the accompanying financial statements of The Canadian Unitarian Council, which comprise the statement of financial position as at December 31, 2014 and the statements of revenue and expenditures, changes in net assets, changes in externally restricted and endowment funds 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 Canadian Unitarian Council as at December 31, 2014 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.

Toronto, Canada
April 26, 2015

Chartered Accountants
Licensed Public Accountants

The Canadian Unitarian Council

Statement of Financial Position

As at December 31

2014

2013

Assets

Current

Cash	\$ 28,622	\$ 58,538
Accounts receivable	60,995	50,506
Prepaid and other	<u>23,525</u>	<u>25,138</u>

113,142 134,182

Investments (Note 3) 4,855,908 4,570,461

\$ 4,969,050 \$ 4,704,643

Liabilities

Current

Accounts payable and accrued liabilities \$ 15,523 \$ 40,876

Net assets

General fund	2,289,120	2,087,383
Externally restricted funds	275,657	248,154
Endowment funds	2,292,416	2,248,202
Internally restricted funds (Note 4)	<u>96,334</u>	<u>80,028</u>

4,953,527 4,663,767

\$ 4,969,050 \$ 4,704,643

On behalf of the Board of Trustees

_____ Trustee

_____ Trustee

See accompanying notes to the financial statements.

The Canadian Unitarian Council

Statement of Revenue and Expenditures

Year ended December 31

	General Fund	Externally Restricted and Endowment Funds	Internally Restricted Funds	2014 Total	2013 Total
Revenue					
Annual program contributions	\$ 388,034	\$ -	\$ -	\$ 388,034	\$ 397,535
Donations	<u>34,305</u>	<u>21,274</u>	<u>99,628</u>	<u>155,207</u>	<u>112,811</u>
	422,339	21,274	99,628	543,241	510,346
Investment income (Note 3)	224,179	61,989	-	286,168	186,707
Annual conference and meeting receipts	68,944	-	-	68,944	86,634
Event registration	26,660	-	-	26,660	44,637
Other	9,007	-	-	9,007	13,346
Publication revenue	<u>2,768</u>	<u>-</u>	<u>-</u>	<u>2,768</u>	<u>6,301</u>
	<u>753,897</u>	<u>83,263</u>	<u>99,628</u>	<u>936,788</u>	<u>847,981</u>
Expenditures (Schedule)					
Staffing	413,848	-	-	413,848	418,234
Grant subsidies and expenses	-	3,100	91,768	94,868	85,364
Administration	72,518	-	-	72,518	84,035
Annual conference and meeting	72,474	-	-	72,474	71,705
Congregational services	49,104	-	-	49,104	65,439
Investment management fees	47,497	-	-	47,497	31,524
Board, national committees and task forces	28,965	-	-	28,965	39,043
Media and communications	15,924	-	-	15,924	23,695
Youth and young adult	15,575	-	-	15,575	16,457
Program administration	8,356	-	-	8,356	12,948
Social responsibility	<u>5,293</u>	<u>-</u>	<u>-</u>	<u>5,293</u>	<u>4,792</u>
	<u>729,554</u>	<u>3,100</u>	<u>91,768</u>	<u>824,422</u>	<u>853,236</u>
Excess (deficiency) of revenue over expenditures before undernoted item	24,343	80,163	7,860	112,366	(5,255)
Unrealized gain on investments	<u>177,394</u>	<u>-</u>	<u>-</u>	<u>177,394</u>	<u>318,113</u>
Excess of revenue over expenditures	<u>\$ 201,737</u>	<u>\$ 80,163</u>	<u>\$ 7,860</u>	<u>\$ 289,760</u>	<u>\$ 312,858</u>

See accompanying notes to the financial statements.

The Canadian Unitarian Council

Statement of Changes in Net Assets

Year ended December 31

	General Fund	Externally Restricted and Endowment Funds	Internally Restricted Funds	2014 Total	2013 Total
Net assets, beginning of year	\$ 2,087,383	\$ 2,496,356	\$ 80,028	\$ 4,663,767	\$ 4,350,909
Excess of revenue over expenditures	201,737	80,163	7,860	289,760	312,858
Interfund transfers	-	(8,446)	8,446	-	-
Net assets, end of year	<u>\$ 2,289,120</u>	<u>\$ 2,568,073</u>	<u>\$ 96,334</u>	<u>\$ 4,953,527</u>	<u>\$ 4,663,767</u>

See accompanying notes to the financial statements.

The Canadian Unitarian Council

Statement of Changes in Externally Restricted and Endowment Funds

Year ended December 31

	Avalon Fund	Other Trust Funds	The Percy Simpson Baily Fund	Nancy and Victor Knight Fund	Endowment Fund	2014 Total	2013 Total
Balance, beginning of year	\$ 187,140	\$ 61,014	\$ 126,623	\$ 6,235	\$ 2,115,344	\$ 2,496,356	\$ 2,445,157
Add							
Contributions	-	11,099	-	-	10,175	21,274	765
Investment income							
- Consumer Price Index	2,807	-	1,899	94	31,730	36,530	31,060
- Discretionary allocation	<u>12,482</u>	<u>4,115</u>	<u>8,446</u>	<u>416</u>	<u>-</u>	<u>25,459</u>	<u>31,682</u>
	<u>15,289</u>	<u>15,214</u>	<u>10,345</u>	<u>510</u>	<u>41,905</u>	<u>83,263</u>	<u>63,507</u>
Deduct							
- Disbursements	-	(3,000)	-	(100)	-	(3,100)	(1,108)
- Transfer to internally restricted funds	<u>-</u>	<u>-</u>	<u>(8,446)</u>	<u>-</u>	<u>-</u>	<u>(8,446)</u>	<u>(11,200)</u>
	<u>-</u>	<u>(3,000)</u>	<u>(8,446)</u>	<u>(100)</u>	<u>-</u>	<u>(11,546)</u>	<u>(12,308)</u>
Balance, end of year	<u>\$ 202,429</u>	<u>\$ 73,228</u>	<u>\$ 128,522</u>	<u>\$ 6,645</u>	<u>\$ 2,157,249</u>	<u>\$ 2,568,073</u>	<u>\$ 2,496,356</u>

See accompanying notes to the financial statements.

The Canadian Unitarian Council

Statement of Cash Flows

Year ended December 31

2014

2013

Increase (decrease) in cash

Operating		
Excess of revenue over expenditures	\$ 289,760	\$ 312,858
Items not involving cash		
Realized gain on investments	(127,248)	(36,711)
Unrealized gain on investments	<u>(177,394)</u>	<u>(318,113)</u>
	(14,882)	(41,966)
Changes in non-cash working capital items		
Accounts receivable	(10,489)	1,785
Prepaid and other	1,613	(5,299)
Accounts payable and accrued liabilities	<u>(25,353)</u>	<u>16,953</u>
	<u>(49,111)</u>	<u>(28,527)</u>
Investing		
Purchase of investments	<u>19,195</u>	<u>18,233</u>
Increase (decrease) in cash	(29,916)	(10,294)
Cash		
Beginning of year	<u>58,538</u>	<u>68,832</u>
End of year	<u>\$ 28,622</u>	<u>\$ 58,538</u>

See accompanying notes to the financial statements.

The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

1. Description of organization

The Canadian Unitarian Council (the “Council”) is a registered charity under paragraph 149(1)(f) of the Income Tax Act and is incorporated under the Canada Corporations Act as a not-for-profit organization. The Council is an organization of Unitarian and Unitarian Universalist member congregations and individual members acting to enhance, nurture and promote Unitarian and Unitarian Universalist religion in Canada. The Council provides tangible support for religious exploration, spiritual growth, and social responsibility.

Subsequent to year end, the Council has continued as a non-share capital corporation under the Canada Not-for-Profit Corporations Act as of March 13, 2015.

2. Summary of significant accounting policies

The Council’s financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations (“ASNPO”).

Fund accounting

In order to ensure the observance of the limitations and restrictions placed on the use of resources available to the Council, the accounts are maintained in accordance with the principles of fund accounting. Accordingly, resources are classified for accounting and reporting purposes into funds. These funds are held in accordance with the objectives specified by donors or in accordance with the directives issued by the Board of Trustees (“Board”). Transfers between funds are made where allowable when it is considered appropriate and authorized by the Board. For financial statement purposes, the accounts have been classified into three groups:

General Fund

This fund contains all unrestricted donations to the Council. It includes the transfer of capital funds received from the Unitarian Universalist Association in 2002. All income from investments is capitalized into this fund and allocated to the various trust funds or to the operating budget for the following year.

Externally Restricted and Endowment Funds

Externally restricted funds include:

Avalon Fund

The grant of money made to the Council by Ed and Elinor Ratcliffe in 2000, the income and capital of which are to be used to foster the vitality and growth of the Avalon Unitarian Universalist Fellowship in St. John’s, Newfoundland, or since the Avalon Unitarian Universalist Fellowship has ceased to operate, to support the establishment of a Unitarian Universalist presence in Newfoundland. Fund monies are invested with other Council funds as per the Council’s Investment Policy. The fund is protected from inflation by an allocation of a pro-rata share of investment income earned from the general fund each year. Disbursements from the fund are made at the discretion of the Board.

The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

2. Summary of significant accounting policies (continued)

Fund accounting (continued)

Externally Restricted and Endowment Funds (continued)

Other Trust Funds

Other Trust Funds are comprised of the following:

	<u>2014</u>	<u>2013</u>
Congregational Investment: UUC North Hatley	\$ 54,483	\$ 50,368
FUUC Winnipeg	11,034	-
Dissolved Societies	5,856	5,856
Prairie Women's Gathering	1,505	4,505
Northern Lights	<u>350</u>	<u>285</u>
	<u>\$ 73,228</u>	<u>\$ 61,014</u>

Endowment funds include:

The Percy Simpson Bailey Fund

According to the wishes of the donor, the principal of the fund is to be kept intact and the income is to be used for the work of the Unitarian Church in Canada, in a manner to be determined from time to time by the Council. In 1990, the Board decided that the fund would be protected from inflation by capitalizing a portion of the income annually and that the balance of the income would be transferred to the Theological Education Fund each year. Fund monies are invested with other Council capital funds as per the Council Investment Policy.

Nancy and Victor Knight Fund

In 1996, funds were received for the purpose of establishing a perpetual fund to honour the ideals exemplified by the lives and work of Nancy and Victor Knight in furthering the principles of Unitarianism and Universalism in Canada. An award is to be made annually at the Annual Meeting from the income of the fund to a living person, selected by the Board, who has made a notable contribution to furthering liberal religious principles in Canada. Fund monies are invested with other Council funds as per the Council Investment Policy. The fund is protected from inflation by an allocation of a pro-rata share of investment income earned from the general fund each year.

Endowment Fund

The 1992 Annual Meeting of the Council approved a campaign to establish an Endowment Fund. Earnings from the fund, after allowing for the protection of the capital base, will be allocated to the operating budget to support the program activities of the Canadian Unitarian Council. Allocation of investment income is calculated on the fund balance at the first day of the fiscal year. Periodic bequests to the Council are normally added to this fund.

In addition, Endowment Fund contributions to the principal collected during the Growing Forward Campaign cannot be drawn down for at least ten years after the donation of \$1,249,143 (In 2013, the balance was \$1,230,683).

The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

2. Summary of significant accounting policies (continued)

Fund accounting (continued)

Internally Restricted Funds

Internally restricted funds are monies received by the Council in full from congregations, individuals or other sources each year, which are designated by the Board for disbursement to other organizations or for specific purposes in the same year. Unexpended monies in any year in any of these disbursement funds are carried over in the same fund to the following year. Tax receipts are issued by the Council for contributions from individuals.

Revenue recognition

The Council follows the restricted fund method of accounting for restricted contributions and donations. As such, contributions and donations which are externally restricted by the donor or internally restricted by the Board are recorded in the appropriate restricted fund in the year received and unrestricted contributions are recognized as revenue of the General Fund.

Publication revenue is recognized when the item is sold and the title passes to the purchaser. Annual conference and meeting revenue is recognized on the date of the event.

Investment Income includes dividend and interest income and is recognized as earned.

Equipment

It is the policy of the Council to charge equipment acquisitions to current expenditures. Total capital expenditures in 2014 amounted to \$1,104 (2013 - \$Nil). Equipment held by the Council includes furniture and office equipment.

Contributed goods and services

Contributed goods are recorded when a fair value can be reasonably estimated and when the goods are used in the normal course of operations and would otherwise have been purchased. Because of the difficulty in determining fair value, contributed services of volunteers are not recognized in these financial statements.

Financial instruments

Initial measurement

The Council's financial instruments are measured at fair value when issued or acquired.

Subsequent measurement

At each reporting date, the Council measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets). The financial instruments measured at amortized cost are cash, accounts receivable, and accounts payable. For financial assets measured at cost or amortized cost, the Council regularly assesses whether there are any indications of impairment. Any impairment loss is recognized in the statement of revenue and expenditures.

Investments are recorded and carried at fair value by reference to published market price quotations. Unrealized gains and losses arising from the change in fair value are recorded in the statement of revenue and expenditures for the year.

The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

3. Investments

	<u>2014</u>	<u>2013</u>
Canadian equities	\$ 3,335,245	\$ 2,713,543
Government and corporate debt instruments	925,403	1,392,240
US equities	<u>595,260</u>	<u>464,678</u>
	<u>\$ 4,855,908</u>	<u>\$ 4,570,461</u>

Consistent with the prior year, government and corporate debt instruments earn interest at rates between 3.2% to 5.3% and have maturities up to December 2019. It is management's intention to hold investments for the long-term.

Investment income is comprised of:

	<u>2014</u>	<u>2013</u>
Interest and dividend income	\$ 158,920	\$ 149,996
Realized gain on sale of investments	<u>127,248</u>	<u>36,711</u>
	<u>\$ 286,168</u>	<u>\$ 186,707</u>

4. Internally Restricted Funds

	<u>2014</u>	<u>2013</u>
a) Projects	\$ 18,410	18,410
b) Regional Funds	11,484	12,497
c) Theological Education Fund	21,280	11,630
d) CanUUdle and Youth Funds	11,485	11,518
e) Leadership Development	5,374	10,151
f) UU-UNO	5,841	4,930
g) Travel Pool (IARF & ICCU)	3,103	3,603
h) CU*UL School Funds	3,082	3,082
i) IARF	2,944	2,819
j) CUC Communications Fund	1,396	1,515
k) Sharing Our Faith Fund	5,916	1,402
l) CUC UU-UNO Fund	765	715
m) ACM Funds	460	460
n) Lay Chaplaincy Training	1,275	(2,704)
o) Other	<u>3,519</u>	<u>-</u>
	<u>\$ 96,334</u>	<u>\$ 80,028</u>

These funds are described below:

- a) Projects: A group of CUC initiatives started in 1998 for the purpose of Growing Vital Religious Communities in Canada; and remaining funds from a Volunteer Canada grant.

The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

4. Internally Restricted Funds (continued)

- b) Regional Funds: Accumulated funds from Regional Fall Gatherings, held primary for use in future Gatherings, and may include support for congregational networking.
 - c) Theological Education Fund: Percy Simpson Bailey Trust income, individual gifts and transfers of income from Toronto First's Rouff-Mackie-Jenkins Trust are used to support Unitarian and Universalist theological education in Canada, particularly in the form of cash grants to Canadian UU Theological Students who apply.
 - d) CanUUdle and Youth Funds: Accumulated funds from Youth and Young Adult event surpluses and donations, including CanUUdle, to be used for future Y&YA events, trainings, and growth.
 - e) Leadership Development: Donations received and held for disbursement as subsidies for individuals to attend various UU events in support of leadership development and learning.
 - f) ICUU and UU-UNO: Tax-receiptable contributions from Canadians to continental or international UU organizations. Amounts received are paid over to the payee by the CUC office at least semi-annually.
 - g) Travel Pool (IARF and ICUU): For subsidies to individuals representing the cue at IARF and ICUU events.
 - h) CU*UL School Funds: Accumulated surpluses from previous CU*UL Schools to cover shortfalls from future sessions; also included are donations to be used as subsidies/scholarships for CU*UL School.
 - i) IARF: Donations received designated for the IARF. Funds are split 50/50 between the Canadian Chapter and the New York Office.
 - j) CUC Communications Funds: Funds collected and held for the purpose of growing our communications capabilities through technology as per 2013 Resolution passed.
 - k) Sharing Our Faith Fund: Funds from special 'Sharing Our Faith' collections taken up in member congregations, disbursed to selected member congregations who apply for assistance for special projects to assist them to reach a higher level in mission, growth and visibility.
 - l) CUC UU-UNO Fund: Funds collected and held for CUC directed UU-UNO activities by Canadians, including the UU-UNO Intern.
 - m) ACM Funds: Funds from past ACM surplus and donations, held for use for the ACM and ACM related expenses, and international guests.
 - n) Lay Chaplaincy Training Fund: Revenue from services performed by UU lay Chaplains (\$15 per rite of passage) is used for the creation and delivery of education, training and professional development programs for Lay Chaplaincy throughout Canada.
 - o) Other: Donations received for designated purposes: Burundi and Church of the Larger Fellowship.
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The Canadian Unitarian Council

Notes to the Financial Statements

December 31, 2014

5. Financial instruments

The Council is exposed to various risks through its financial instruments.

Credit risk

The Council has determined that its accounts receivables have credit risk exposure since failure of any of these parties to fulfill their obligations could result in significant financial losses for the Council. The allowance for doubtful accounts in relation to accounts receivable is \$Nil (2013 - \$Nil).

Liquidity risk

The Council's liquidity risk represents the risk that the Council could encounter difficulty in meeting obligations associated with its financial liabilities. The Council is, therefore, exposed to liquidity risk with respect to its accounts payable. Government remittances payable at December 31, 2014 are \$Nil (2013 - \$Nil).

Currency risk

Currency risk is the risk arising from the change in price of one currency against another. The Council is exposed to currency risk with respect to its investments held in US equities.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Council is exposed to interest rate risk with respect to investments with fixed interest rates.

Other price risk

The Council is exposed to other price risk on its investment in equities quoted in an active market since changes in market prices could result in changes in the fair value of these instruments.

6. Commitments

The annual lease commitment, expiring in February, 2016, for the Council's premises, exclusive of common area costs, is as follows:

2015	\$ 44,500
2016	\$ 5,300

7. Budget amounts

The budget amounts presented in these financial statements are for information purposes only. These amounts are not covered by the report of the auditors.

The Canadian Unitarian Council

Schedule of Operating Expenses

Year ended December 31

	2014 Budget (Unaudited - Note 7)	2014 Actual	2013 Actual
Staffing			
Salaries, outside services and benefits	\$ 413,397	\$ 394,135	\$ 407,767
Executive Director travel expenses	10,000	17,769	8,861
Professional development	<u>2,250</u>	<u>1,944</u>	<u>1,606</u>
	<u>\$ 425,647</u>	<u>\$ 413,848</u>	<u>\$ 418,234</u>
Administration			
Rent and occupancy	\$ 33,060	\$ 31,488	\$ 35,029
Audit and professional services	12,000	12,358	20,601
General and office	6,500	13,809	6,151
Equipment rental and maintenance	7,139	6,639	6,771
Telephone and internet	4,800	2,783	4,522
Insurance	5,000	2,403	4,193
Postage and courier	3,000	1,748	4,110
Computer	1,500	1,190	2,450
Furniture	500	-	208
Bad debts	-	100	-
Other expenses	<u>1,000</u>	<u>-</u>	<u>-</u>
	<u>\$ 74,499</u>	<u>\$ 72,518</u>	<u>\$ 84,035</u>
Annual conference and meeting			
Food and Beverages	\$ 43,000	\$ 44,426	\$ 43,850
General conference	23,275	23,243	15,083
Other	<u>20,550</u>	<u>4,805</u>	<u>12,772</u>
	<u>\$ 86,825</u>	<u>\$ 72,474</u>	<u>\$ 71,705</u>
Congregational services			
Programme delivery	\$ 43,700	\$ 37,671	\$ 49,698
Travel and professional development	8,400	9,774	12,720
Office	<u>3,500</u>	<u>1,659</u>	<u>3,021</u>
	<u>\$ 55,600</u>	<u>\$ 49,104</u>	<u>\$ 65,439</u>
Investment management fees	<u>\$ -</u>	<u>\$ 47,497</u>	<u>\$ 31,524</u>
Board, national committees and task forces			
Board expense and communications	\$ 45,000	\$ 28,917	\$ 38,197
Special projects	<u>2,000</u>	<u>48</u>	<u>846</u>
	<u>\$ 47,000</u>	<u>\$ 28,965</u>	<u>\$ 39,043</u>

The Canadian Unitarian Council

Schedule of Operating Expenses (continued)

Year ended December 31

	2014 Budget (Unaudited - Note 7)	2014 Actual	2013 Actual
Media and communications			
Canadian Unitarian	\$ 15,500	\$ 13,707	\$ 18,099
Publications	2,500	473	2,857
Website maintenance	13,000	1,744	2,739
Media relations	<u>2,000</u>	<u>-</u>	<u>-</u>
	<u>\$ 33,000</u>	<u>\$ 15,924</u>	<u>\$ 23,695</u>
Youth and young adult			
Programme delivery	\$ 14,600	\$ 10,412	\$ 9,621
Travel and professional development	9,600	4,549	5,955
Office	<u>1,100</u>	<u>614</u>	<u>881</u>
	<u>\$ 25,300</u>	<u>\$ 15,575</u>	<u>\$ 16,457</u>
Program administrations			
Affiliations	\$ 7,500	\$ 6,462	\$ 6,766
Fundraising Expense	3,000	994	3,339
Legal Fees	-	-	2,410
International	1,000	150	433
Shared ministry and travel	<u>1,500</u>	<u>750</u>	<u>-</u>
	<u>\$ 13,000</u>	<u>\$ 8,356</u>	<u>\$ 12,948</u>
Social responsibility	<u>\$ 3,500</u>	<u>\$ 5,293</u>	<u>\$ 4,792</u>
Total general fund expenditures	<u>\$ 764,371</u>	<u>\$ 729,554</u>	<u>\$ 767,872</u>