

**SAW VIDEO ASSOCIATION
FINANCIAL STATEMENTS
DECEMBER 31, 2012**

CONTENTS

INDEPENDENT AUDITORS' REPORT

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL POSITION

STATEMENT OF OPERATIONS AND NET ASSETS

STATEMENT OF CASH FLOWS

NOTES TO FINANCIAL STATEMENTS

1
2
3
4



PARKER PRINS LEBANO
Chartered Accountants
Professional Corporation

INDEPENDENT AUDITORS' REPORT

To the Members,
SAW VIDEO ASSOCIATION

Report on the Financial Statements

We have audited the accompanying financial statements of SAW Video Association which comprise the Statement of Financial Position as at December 31, 2012, and the Statements Of Operations And Net Assets, 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.

Auditors' 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 organization'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 organization'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 SAW Video Association as at December 31, 2012, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Emphasis of Matter

We draw attention to Note 14 to the financial statements which describes the adjustment made to the comparative figures presented in these financial statements. The adjustment is not considered material and our opinion is not qualified in respect of this matter.

A handwritten signature in black ink, appearing to read 'Parker Prins Lebano'.

Parker Prins Lebano Chartered Accountants Professional Corporation
Authorized to practice public accounting by The Institute of Chartered Accountants of Ontario

Ottawa, Ontario
April 29, 2013

**SAW VIDEO ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2012**

	<u>2012</u>	<u>2011</u>
ASSETS		
CURRENT		
Cash	\$ 72,865	\$ 77,011
Accounts receivable	7,813	10,321
Prepaid expenses	1,389	1,655
Guaranteed investment certificates (note 4)	<u>42,605</u>	<u>42,500</u>
	124,672	131,487
LONG TERM RECEIVABLES	2,942	2,700
ENDOWMENT FUND (note 5)	1	1
CAPITAL ASSETS (note 6)	<u>35,039</u>	<u>38,437</u>
	<u>\$ 162,654</u>	<u>\$ 172,625</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 10,906	\$ 8,828
Government payables	3,319	-
Deferred revenue (notes 7 and 14)	<u>153,344</u>	<u>163,399</u>
	167,569	172,227
NET ASSETS (note 14)	<u>(4,915)</u>	<u>398</u>
	<u>\$ 162,654</u>	<u>\$ 172,625</u>

On behalf of the Board:

 Director

 Director

**SAW VIDEO ASSOCIATION
STATEMENT OF OPERATIONS AND NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2012**

	<u>2012</u>	<u>2011</u>
REVENUE		
Grants (notes 8 and 14)	\$ 324,943	\$ 331,921
Self-generating and other revenue	89,014	95,142
Equipment rental	31,839	32,165
Equipment and workshop grants to artists (note 9)	29,242	35,225
Membership fees	12,013	12,338
Workshop fees	13,685	16,288
Tape sales	<u>625</u>	<u>1,475</u>
	<u>501,361</u>	<u>524,554</u>
EXPENDITURE		
Program costs (note 10)	324,241	362,111
Salaries and benefits	78,974	76,374
Office expenses	33,119	32,606
Amortization	33,152	26,602
Rent	19,014	18,948
Strategic planning	5,375	62
Professional fees	7,350	7,350
Interest and bank charges	2,635	3,072
Telephone	2,379	2,101
(Recovery of) bad debts	(135)	1,050
Other	<u>570</u>	<u>2,034</u>
	<u>506,674</u>	<u>532,310</u>
DEFICIENCY OF REVENUE OVER EXPENDITURE	(5,313)	(7,756)
NET ASSETS, BEGINNING OF YEAR	<u>398</u>	<u>8,154</u>
NET ASSETS, END OF YEAR	<u>\$ (4,915)</u>	<u>\$ 398</u>

**SAW VIDEO ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2012**

	<u>2012</u>	<u>2011</u>
CASH FLOWS FROM (USED FOR) OPERATING ACTIVITIES		
Deficiency of revenue over expenditure	\$ (5,313)	\$ (7,756)
Items not requiring an outlay of cash:		
Amortization	33,152	26,602
Net change to non-cash items related to operations:		
Accounts receivable	2,266	(3)
Prepaid expenses	266	662
Accounts payable including government payables	5,397	5,250
Deferred revenue	<u>(10,055)</u>	<u>9,782</u>
	25,713	34,537
CASH FLOWS USED FOR INVESTING ACTIVITIES		
Purchase of capital assets	<u>(29,754)</u>	<u>(23,248)</u>
NET (DECREASE) INCREASE IN CASH AND EQUIVALENTS	(4,041)	11,289
CASH AND EQUIVALENTS, BEGINNING OF YEAR	<u>119,511</u>	<u>108,222</u>
CASH AND EQUIVALENTS, END OF YEAR	<u>\$ 115,470</u>	<u>\$ 119,511</u>
 CASH AND EQUIVALENTS:		
Cash	\$ 72,865	\$ 77,011
Guaranteed investment certificates	<u>42,605</u>	<u>42,500</u>
	<u>\$ 115,470</u>	<u>\$ 119,511</u>

**SAW VIDEO ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2012**

1. ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-FOR-PROFIT ORGANIZATIONS

Effective January 1, 2012, the Association adopted the requirements of the Canadian Institute of Chartered Accountants (CICA) Handbook - Accounting Part III, electing to adopt the new accounting framework: Canadian accounting standards for not-for-profit organizations (ASNFPO). Organizations that adopt Part III of the Handbook also adopt the accounting standards for private enterprises (ASPE; Part II of the CICA Handbook) to the extent accounting standards are not specifically addressed in Part III. These are the Association's first financial statements prepared in accordance with ASNFPO which has been applied retrospectively. The accounting policies set out in the significant accounting policy note below have been applied in preparing these financial statements for the year ended December 31, 2012, and the comparative information presented in these financial statements for the year ended December 31, 2011. Management has determined the changes to the financial statements resulting from the adoption of ASNFPO are not material and thus have not presented an opening statement of financial position as at January 1, 2011 (the Association's date of transition).

The Association issued financial statements for the year ended December 31, 2011 using Canadian generally accepted accounting principles prescribed by CICA Handbook - Accounting Part V. The adoption of ASNFPO had no impact on the previously reported assets, liabilities, or equity of the Association, and accordingly, no adjustments have been recorded in the comparative statements of financial position, operations, net assets, and cash flows. Certain of the Association's disclosures included in these financial statements reflect the new disclosure requirements of ASNFPO.

2. NATURE OF THE ASSOCIATION

SAW Video Association (the "Association") was incorporated under the Canada Corporation Act on April 26, 2000 and commenced operations on January 1, 2001. The Association is a not-for-profit charitable organization and is not subject to income tax under the Income Tax Act.

The objectives of the Association are:

- to educate the general public in the study and practice of the arts, and video arts in particular;
- to engage in and educate the public in the study of various art and media art productions through experimental and conceptual art work;
- to display works of art created by the general public; and,
- to do all such other things as are ancillary and incidental to the attainment of the above objectives.

3. SIGNIFICANT ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared in accordance with the accrual method of accounting under Canadian accounting standards for not-for-profit organizations.

SAW VIDEO ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2012

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

REVENUE RECOGNITION

The Association follows the deferral method of accounting for contributions. 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.

Event fees are recognized as revenue when the event is held.

Other revenue is recognized as earned.

Endowment contributions are recognized as direct increases in net assets.

DONATED SERVICES AND SUPPLIES

Donated services and supplies are not recognized in the financial statements unless the fair value is determinable, the contributed materials or services are used in the normal course of operations and would have otherwise been purchased, and the value is significant.

The Association requires volunteers to help carry out its activities. Because it is difficult to determine the fair value of those services, they are not recorded in these financial statements.

GRANTS

The Association receives grants from external funding agencies for specific projects and operational purposes. From time to time, the funding agencies review the results of specific projects and may request partial or full refunds of grants based upon their review. These refund amounts are accrued in the financial statements for the earlier of the year the refund is requested by the funding agency, and the year the Association identifies the amount as refundable.

FINANCIAL INSTRUMENTS

The Association's financial instruments consist of accounts receivable, guaranteed investment certificates, and accounts payable and accrued liabilities. It is management's opinion that the Association is not exposed to significant interest, currency or credit risk arising from these financial instruments.

CAPITAL ASSETS

Capital assets consisting of equipment, furniture and computers are stated at cost. Contributed capital assets are recorded at fair value when determinable. Amortization is provided on a straight-line basis over the assets' estimated useful lives of three years.

SAW VIDEO ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2012

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

FOREIGN CURRENCY TRANSACTIONS

Assets and liabilities arising from foreign currency transactions are translated at the rate of exchange in effect at the Statement of Financial Position date. Revenue and expense items are translated at the rate of exchange in effect on the day they occur. Any gains or losses on exchange are charged to revenue. The Association's management does not believe foreign currency gains or losses are material.

USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

4. GUARANTEED INVESTMENT CERTIFICATES

The Association holds three guaranteed investment certificates, the first of which is in the principal amount of \$10,105, bears interest at an annual rate of 1.00%, and matures on April 16, 2013. The second guaranteed investment certificate is in the principal amount of \$15,000, bears interest at an annual rate of 2.00%, and matured on March 14, 2013. This certificate was renewed in the amount of \$15,606 through March 16, 2015, and bears interest at a rate of 1.10%. The third guaranteed investment certificate is in the principal amount of \$17,500, bears interest at an annual rate of 2.60%, and matured on April 12, 2013. This certificate was renewed in the amount of \$18,423 through April 16, 2015, and bears interest at a rate of 1.10%. Accrued interest receivable as at December 31 is included in accounts receivable on the Statement Of Financial Position.

These investments bear no credit risk as they are covered by deposit insurance through the financial institution.

These investments are held as collateral security for the Association's operating line of credit, which has a borrowing limit of \$42,500 and bears interest at the bank's prime lending rate plus 1% per annum.

5. ENDOWMENT FUND

SAW Video Association's Endowment Fund is established at the Ontario Arts Foundation (OAF). The Association's contribution to establish the Fund is \$1. The amount held by the OAF represents matching dollars raised by the Association. The Association has opted to retain funds it raises for operating purposes as permitted by the OAF.

SAW VIDEO ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2012

6. CAPITAL ASSETS

	<u>2012</u>		<u>2011</u>	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Equipment, furniture, and computers	<u>\$ 444,463</u>	<u>\$ 409,424</u>	<u>\$ 35,039</u>	<u>\$ 38,437</u>

7. DEFERRED REVENUE

Deferred revenue consists of amounts received prior to December 31 for which the related expenses will be incurred in a future fiscal period.

	<u>2012</u>	<u>2011</u>
Operating grants	<u>\$ 80,375</u>	<u>\$ 80,375</u>
Project grants	<u>72,969</u>	<u>83,024</u>
	<u>\$ 153,344</u>	<u>\$ 163,399</u>

8. GRANTS

	<u>2012</u>	<u>2011</u>
Canada Council (operating and project)	<u>\$ 140,456</u>	<u>\$ 157,854</u>
Department of Canadian Heritage	<u>11,353</u>	<u>12,045</u>
Ontario Arts Council (operating and project)	<u>73,867</u>	<u>64,117</u>
City of Ottawa (operating and project)	<u>99,267</u>	<u>94,200</u>
Other (projects)	<u>-</u>	<u>3,705</u>
	<u>\$ 324,943</u>	<u>\$ 331,921</u>

9. EQUIPMENT AND WORKSHOP GRANTS TO ARTISTS

The Association has waived certain equipment rental revenues and workshop revenues to artists during the year. The revenues and the offsetting expenses are included in the Statement of Operations.

SAW VIDEO ASSOCIATION
NOTES TO FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2012

10. PROGRAM COSTS

	<u>2012</u>	<u>2011</u>
Technical salaries	\$ 73,425	\$ 63,835
Artist, technical and coordinator fees	48,017	79,200
Program salaries	78,014	70,528
Equipment and workshop grants to artists (note 9)	29,215	35,327
Production costs	24,785	29,019
Program equipment and rental	5,286	7,537
Insurance	10,940	10,997
Equipment parts and maintenance	11,825	8,565
Publicity	11,089	25,261
Cost of tapes	413	1,220
Other	31,232	30,622
	<u>\$ 324,241</u>	<u>\$ 362,111</u>

11. LEASE COMMITMENTS

The Association has one year lease agreements for rental of spaces to December 31, 2013 at an annual cost of approximately \$21,000 including HST. The Association also has a lease agreement with a supplier until early 2015 at an annual cost of approximately \$4,300 including HST.

12. DONATED PROGRAM COSTS AND SERVICES

During the fiscal year ended December 31, 2012, the Association received donations of \$26,667 consisting of program costs and services (2011 - \$26,980). The Association acknowledges the time and effort contributed by volunteers, both in programs and fundraising, but as noted in the Association's significant accounting policies, does not record the value of volunteers' time in these financial statements.

13. COMPARATIVE FIGURES

Certain of the prior year figures presented for comparative purposes may have been reclassified to conform to the current year's presentation.

14. PRIOR PERIOD ADJUSTMENT

Operating revenue from Canada Council as previously reported for the year ended December 31, 2011 was overstated by \$6,875. The recognition of Canada Council operating revenue in 2011 was inconsistent with SAW Video's policy of amortizing its operating grants on a straight line basis. The error was detected during the current fiscal year. Accordingly, deferred revenue and net assets as at December 31, 2011 and grant revenue for the year then ended have been restated retrospectively.