

The University of Guelph Central
Student Association
Financial Statements
For the Year Ended April 30, 2020

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Financial Statements
For the Year Ended April 30, 2020

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Independent Auditor's Report

To the Members of
The University of Guelph Central Student Association

Qualified Opinion

We have audited the financial statements of The University of Guelph Central Student Association (the Association), which comprise the statement of financial position as at April 30, 2020, the statements of operations - unrestricted, operations and 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 our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at April 30, 2020, and its results of 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 not-for-profit organizations, the Association derives revenue from sales, sundry and fundraising revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether any adjustments might be necessary to sales, sundry and fundraising revenues, excess (deficiency) of revenues over expenditures, and cash flows from operations for the years ended April 30, 2020 and 2019, current assets as at April 30, 2020 and 2019, and net assets as at May 1 and April 30 for both the 2020 and 2019 years. Our audit opinion on the financial statements for the year ended April 30, 2019 was modified accordingly because of the possible effects of this limitation in scope.

We were unable to obtain sufficient appropriate audit evidence to support the partnership income which is stated on the statement of operations and changes in net assets in the amount of \$18,251 and the Investment in Cannon.ca Partnership which is stated on the statement of financial position at \$63,083. As a result of this matter, we were unable to determine the adjustments, if any, that might have been found necessary in respect of partnership income and net surplus for the year ended April 30, 2020 and Investment in Cannon.ca Partnership and net assets externally restricted as at April 30, 2020.

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 or 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 the 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.

Chartered Professional Accountants, Licensed Public Accountants

Guelph, Ontario
March 24, 2021

**The University of Guelph Central Student Association
Statement of Financial Position**

April 30	2020	2019
Assets		
Current		
Cash (Note 2)	\$ 3,987,601	\$ 3,524,119
Short-term investments (Note 3)	465,348	204,900
Accounts receivable - other	44,466	12,251
Accounts receivable - Bullring	1,379	348
	<u>4,498,794</u>	<u>3,741,618</u>
Long-term investments (Note 4)	316,750	368,250
Investment in University Centre Services (Note 5)	60,000	60,000
Investment in Cannon.ca Partnership (Note 6)	63,083	44,832
Capital assets (Note 7)	390,916	424,531
	<u>\$ 5,329,543</u>	<u>\$ 4,639,231</u>
Liabilities		
Current		
Accounts payable (Note 8)	\$ 2,097,782	\$ 1,618,290
Government remittances payable	24,219	70,776
Deferred revenue	2,485	17,529
	<u>2,124,486</u>	<u>1,706,595</u>
Net Assets		
Net assets externally restricted (Page 5)		
- Dental plan reserve (Note 9)	360,424	323,212
- Health plan reserve (Note 10)	853,379	793,629
- Affordable housing reserve (Note 11)	72,660	32,841
- Late night service reserve (Note 12)	54,107	37,438
- Food bank reserve (Note 13)	18,939	31,520
- Menstrual hygiene reserve (Note 14)	51,633	41,451
- Cannon.ca reserve (Note 6)	63,083	44,832
- SafeWalk reserve (Note 15)	5,365	-
	<u>1,479,590</u>	<u>1,304,923</u>
Net assets internally restricted (Page 6)		
- Bullring capital reserve (Note 16)	127,558	125,754
- Live entertainment reserve (Note 17)	57,245	66,206
	<u>184,803</u>	<u>191,960</u>
Net assets invested in capital assets (Page 6)	390,916	424,531
Unrestricted net assets (Page 6)	1,149,748	1,011,222
	<u>3,205,057</u>	<u>2,932,636</u>
	<u>\$ 5,329,543</u>	<u>\$ 4,639,231</u>

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

The University of Guelph Central Student Association Statement of Operations and Changes in Net Assets

For the year ended April 30	Externally Restricted Dental Plan Reserve	Externally Restricted Health Plan Reserve	Externally Restricted Affordable Housing Reserve	Externally Restricted Late Night Service Reserve	Externally Restricted Food Bank Reserve	Externally Restricted Menstrual Hygiene Initiative Reserve	Externally Restricted Cannon.ca Reserve	Externally Restricted SafeWalk Reserve	Externally Restricted Subtotal
Net assets, beginning of the year	\$ 323,212	\$ 793,629	\$ 32,841	\$ 37,438	\$ 31,520	\$ 41,451	\$ 44,832	\$ -	\$ 1,304,923
Student fees collected	2,443,164	3,681,396	39,235	429,500	121,976	36,217	-	26,716	6,778,204
Interest earned	20,201	34,268	584	453	331	-	-	-	55,837
Partnership income	-	-	-	-	-	-	18,251	-	18,251
Premiums for the year	(2,406,353)	(3,622,653)	-	-	-	-	-	-	(6,029,006)
Administration fees	(19,800)	(33,261)	-	-	-	-	-	-	(53,061)
Service fees	-	-	-	(393,267)	-	-	-	-	(393,267)
Other expenditures	-	-	-	(20,017)	(134,888)	(26,035)	-	(21,351)	(202,291)
Operating surplus (deficit)	37,212	59,750	39,819	16,669	(12,581)	10,182	18,251	5,365	174,667
Purchase of capital assets	-	-	-	-	-	-	-	-	-
Internal transfers (Note 9)	-	-	-	-	-	-	-	-	-
Prior year surplus to reserve	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over expenditures	37,212	59,750	39,819	16,669	(12,581)	10,182	18,251	5,365	174,667
Net assets, end of the year	\$ 360,424	\$ 853,379	\$ 72,660	\$ 54,107	\$ 18,939	\$ 51,633	\$ 63,083	\$ 5,365	\$ 1,479,590

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

The University of Guelph Central Student Association Statement of Operations and Changes in Net Assets

For the year ended April 30	Externally Restricted Subtotal	Internally Restricted Bullring Capital Reserve	Internally Restricted Live Entertainment Reserve	Internally Restricted Subtotal	Invested in Capital Assets	Unrestricted	2020 Total	2019 Total
Net assets, beginning of the year	\$ 1,304,923	\$ 125,754	\$ 66,206	\$ 191,960	\$ 424,531	\$ 1,011,222	\$ 2,932,636	\$ 2,750,486
Student fees collected	6,778,204	-	-	-	-	-	6,778,204	5,454,485
Interest earned	55,837	1,804	-	1,804	-	-	57,641	43,140
Partnership income	18,251	-	-	-	-	-	18,251	15,184
Premiums for the year	(6,029,006)	-	-	-	-	-	(6,029,006)	(4,665,244)
Administration fees	(53,061)	-	-	-	-	-	(53,061)	(28,042)
Service fees	(393,267)	-	-	-	-	-	(393,267)	(384,939)
Other expenditures	(202,291)	-	-	-	-	-	(202,291)	(309,981)
Excess (deficiency) of revenues over expenditures (unrestricted)	-	-	-	-	(70,133)	166,083	95,950	35,225
Operating surplus (deficit)	174,667	1,804	-	1,804	(70,133)	166,083	272,421	159,828
Purchase of capital assets	-	-	-	-	36,518	(36,518)	-	-
Internal transfers (Note 18)	-	-	(8,961)	(8,961)	-	8,961	-	-
Prior year surplus to reserve	-	-	-	-	-	-	-	22,322
Excess (deficiency) of revenues over expenditures	174,667	1,804	(8,961)	(7,157)	(33,615)	138,526	272,421	182,150
Net assets, end of the year	\$ 1,479,590	\$ 127,558	\$ 57,245	\$ 184,803	\$ 390,916	\$ 1,149,748	\$ 3,205,057	\$ 2,932,636

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

The University of Guelph Central Student Association Statement of Operations - Unrestricted

For the year ended April 30	2020	2019
Revenue		
The Bullring	\$ 1,137,406	\$ 1,181,413
Administration	600,539	450,763
Council - general	120,056	119,740
Programmes	92,552	150,589
General programming (entertainment)	73,044	76,349
Live entertainment	68,832	67,900
Student experience	53,200	53,140
Promotional services	50,622	53,829
Academic commissioner	42,619	44,746
External commissioner	40,700	43,800
Films	20,498	22,113
	2,300,068	2,264,382
Expenditures		
The Bullring	680,562	709,797
The Bullring - cost of sales	421,457	435,212
Administration	461,014	431,266
Council - general	174,362	181,516
General programming (entertainment)	92,335	78,753
Live entertainment	89,994	45,499
Programmes	89,475	139,200
Promotional services	51,876	54,332
Student experience	50,911	52,482
Academic commissioner	43,482	43,720
External commissioner	40,923	42,276
Films	7,727	15,104
	2,204,118	2,229,157
Excess of revenues over expenditures	\$ 95,950	\$ 35,225

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

The University of Guelph Central Student Association Statement of Cash Flows

For the year ended April 30	2020	2019
Cash flows from operating activities		
Excess of revenues over expenditures	\$ 272,421	\$ 182,150
Items not affecting cash:		
Amortization	70,133	70,840
Net income - Cannon.ca partnership	(18,251)	(15,183)
	<u>324,303</u>	<u>237,807</u>
Changes in non-cash working capital:		
Accounts receivable	(33,246)	4,631
Prepaid expenses	-	22,281
Accounts payable	479,492	55,356
Government remittances payable	(46,557)	11,478
Deferred revenue	(15,044)	(4,793)
	<u>708,948</u>	<u>326,760</u>
Cash flows from investing activities		
Purchase of capital assets	(36,518)	(79,838)
Purchase of investments	(400,000)	-
Proceeds on disposal of investments	206,155	100,000
Investment income reinvested	(15,103)	(13,150)
Collaborative investment with University Centre Services	-	(60,000)
	<u>(245,466)</u>	<u>(52,988)</u>
Net increase in cash	463,482	273,772
Cash, beginning of the year (Note 2)	<u>3,524,119</u>	<u>3,250,347</u>
Cash, end of the year (Note 2)	<u>\$ 3,987,601</u>	<u>\$ 3,524,119</u>

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

The University of Guelph Central Student Association

Notes to Financial Statements

April 30, 2020

1 . Significant Accounting Policies

Nature of Business	<p>The University of Guelph Central Student Association (the "Association") was incorporated without share capital on May 31, 1979, under the laws of Ontario and provides services to the student body of the University of Guelph, on a not-for-profit basis.</p> <p>The Association is a non-profit organization and, as such, is exempt from income tax.</p>												
Basis of Accounting	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.</p>												
Financial Instruments	<p>Financial instruments are recorded at fair value when acquired or issued. All guaranteed investment certificates have been designated to be in the fair value category, with gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets 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 amortized cost.</p>												
Capital Assets	<p>Capital assets are recorded at cost. Amortization based on the estimated useful life of the asset is calculated as follows:</p> <table><thead><tr><th></th><th>Method</th><th>Rate</th></tr></thead><tbody><tr><td>Furniture and equipment</td><td>Straight-line</td><td>10 years</td></tr><tr><td>Computer equipment</td><td>Straight-line</td><td>5 years</td></tr><tr><td>Leasehold improvements</td><td>Straight-line</td><td>12 years</td></tr></tbody></table>		Method	Rate	Furniture and equipment	Straight-line	10 years	Computer equipment	Straight-line	5 years	Leasehold improvements	Straight-line	12 years
	Method	Rate											
Furniture and equipment	Straight-line	10 years											
Computer equipment	Straight-line	5 years											
Leasehold improvements	Straight-line	12 years											
Investment in University Centre Services	<p>The investment in University Centre Services is recorded at cost.</p>												

The University of Guelph Central Student Association

Notes to Financial Statements

April 30, 2020

1. Significant Accounting Policies (continued)

Fund Accounting

The Association follows the restricted fund method of accounting using the following funds:

The Dental Plan Reserve Fund is externally restricted for the purpose of funding the students' dental plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and dental plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Health Plan Reserve Fund is externally restricted for the purpose of funding the students' health plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and on the health plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Affordable Housing Reserve Fund is externally restricted for the purpose of upgrading accessibility of housing for students with special needs. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Late Night Service Reserve Fund is externally restricted for the purpose of providing late night bus services to the students. Revenues earned in the fund are generated from student fees and interest.

The Food Bank Reserve Fund is externally restricted for the purpose of purchasing food to be distributed to low income students. Revenues earned in the fund are generated from student fees. Interest earned on the reserve fund balance during the year becomes part of the fund.

The Menstrual Hygiene Reserve Fund is externally restricted for the purpose of providing hygiene products to students. Revenues earned in the fund are generated from student fees. All funds are included in the operating bank account.

The Cannon.ca Reserve Fund is externally restricted for the purpose of financing future deficits of the partnership. Revenues earned in the fund are generated from the operation of The Cannon.ca.

The SafeWalk Reserve Fund is externally restricted for the purpose of funding SafeWalk program expenditures. Revenues earned in the fund are generated from student fees. This reserve was established during the current fiscal year and all funds are included in the operating bank account.

The University of Guelph Central Student Association

Notes to Financial Statements

April 30, 2020

1. Significant Accounting Policies (continued)

The Bullring Capital Reserve Fund is internally restricted for the purpose of funding capital expenditures. Interest earned on the reserve fund balance during the year becomes part of the fund.

The Live Entertainment Reserve Fund is internally restricted for the purpose of providing events to students. Revenues earned in the fund are generated from student fees and door receipts. All funds are included in the operating bank account.

Revenue Recognition

The Association follows the restricted fund method of accounting for contributions.

Restricted amounts are recognized as revenue of the appropriate restricted fund when received or receivable. If no appropriate restricted fund is presented, then the restricted amount is recognized as unrestricted revenue in the year in which the related expenditures are incurred. Unrestricted amounts are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

The collection and amount of non-academic incidental fees charged to students is regulated by the Ontario Ministry of Training Colleges and Universities through its Ontario Operating Funds Distribution Manual and Compulsory Ancillary Fee Policy Guidelines. Pursuant to these, a change to, or introduction of, a fee must be made in accordance with the Ministry's guidelines and the long-term protocol established between the University and its student government. The agreement between the Association and the University requires a referendum of the student body for significant changes to or the introduction of additional fees.

Student fees are recognized in the period to which they relate. Sales revenues are recognized when the related goods or services are provided. Grants are recognized when received or receivable, provided that collection is reasonably assured. Interest income is accrued as it is earned.

Use of Estimates

The preparation of financial statements in accordance 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 at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. The estimate in these financial statements is the useful lives of capital assets.

The University of Guelph Central Student Association
Notes to Financial Statements

April 30, 2020

1. Significant Accounting Policies (continued)

Cannon.ca Partnership The partnership is accounted for by the equity method in the Association's financial statements.

The University of Guelph Central Student Association
Notes to Financial Statements

April 30, 2020

2. Cash

The Association's bank accounts are held at one credit union.

	2020	2019
Unrestricted		
Cash	\$ 1,091,155	\$ 1,088,203
Externally Restricted		
Health plan reserve fund	1,646,264	1,397,144
Dental plan reserve fund	862,675	769,768
Affordable housing reserve fund	72,660	32,841
Late night service reserve fund	54,107	37,438
Menstrual hygiene reserve fund	51,633	41,451
Food bank reserve fund	18,939	31,520
SafeWalk reserve fund	5,365	-
	2,711,643	2,310,162
Internally Restricted		
Bullring capital reserve fund	127,558	125,754
Live entertainment reserve fund	57,245	-
	184,803	125,754
Total cash	\$ 3,987,601	\$ 3,524,119

The cash balance earns interest at the rate of 0% to 0.75% (2019 - 0% to 1.05%).

The University of Guelph Central Student Association
Notes to Financial Statements

April 30, 2020

3. Short-Term Investments

	2020	2019
Unrestricted GIC	\$ 60,000	\$ -
Externally Restricted		
Health plan reserve fund - GIC	202,674	102,450
Dental plan reserve fund - GIC	202,674	102,450
	405,348	204,900
 Total short-term investments	 \$ 465,348	 \$ 204,900

Short-term investments consist of GICs that earn interest at a rate of 2.00% to 2.50% and mature from March 2021 to April 2021.

4. Long-Term Investments

	2020	2019
Unrestricted GIC	\$ -	\$ 60,000
Externally Restricted		
Health plan reserve fund - GIC	211,167	205,500
Dental plan reserve fund - GIC	105,583	102,750
	316,750	308,250
 Total long-term investments	 \$ 316,750	 \$ 368,250

Long-term investments consist of GICs that earn interest at a rate of 2.75% and mature in April 2023.

The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2020

5. Investment in University Centre Services

In 2019, the Association entered into an agreement with the University Centre Services to provide an investment of \$60,000 for a student-focused lounge space and digital signage partnership. This investment provides the Association with non-financial benefits including contribution acknowledgement, priority service bookings, priority programming, and decision-making involvement. During the year, \$11,250 (2019 - \$5,000) was received as a return on this investment. To date, \$16,250 has been received as a return on this investment.

The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2020

6. Investment in Cannon.ca Partnership

The Association has entered into a partnership agreement with the Guelph Campus Co-operative whereby the yearly income or loss of the Cannon.ca is to be divided equally amongst the two partners.

The Cannon.ca is a website for the purpose of providing students at the University of Guelph a place they can buy and sell used textbooks, along with providing a forum for other university issues.

The Association's portion of the net income of Cannon.ca from inception to April 30, 2020 is included in a reserve account, externally restricted for the purpose of financing future deficits of the partnership.

Financial summaries of the Cannon.ca as at April 30, 2020 and 2019 and for the years then ended are as follows:

Financial Position

	2020	2019
Assets	\$ 126,001	\$ 100,241
Liabilities	(1,684)	(12,427)
Equity	124,317	87,814
Association's share	\$ 63,083	\$ 44,832

Results of Operations

	2020	2019
Total revenues	\$ 45,746	\$ 53,578
Total expenditures	(9,243)	(23,211)
Net income	36,503	30,367
Association's share	\$ 18,251	\$ 15,184

Cash Flows

	2020	2019
Cash from operations	\$ 25,760	\$ 39,523
Cash used in financing activities	-	-
Cash used in investing activities	-	-
Increase in cash	\$ 25,760	\$ 39,523

The University of Guelph Central Student Association
Notes to Financial Statements

April 30, 2020

7. Capital Assets

	2020		2019	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Furniture and equipment	\$ 227,692	\$ 133,347	\$ 247,253	\$ 140,418
Computer equipment	30,115	15,620	36,191	17,263
Leasehold improvements	420,769	138,693	396,119	97,351
	678,576	287,660	679,563	255,032
		\$ 390,916		\$ 424,531

During the year, amortization of \$70,133 (2019- \$70,840) was recorded on capital assets.

8. Accounts Payable

	2020	2019
Health plan	\$ 1,206,726	\$ 911,465
Dental plan	810,508	651,756
Unrestricted	80,548	55,069
	\$ 2,097,782	\$ 1,618,290

The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2020

9. Dental Plan and Dental Plan Reserve Fund

The Dental Plan Reserve Fund is externally restricted for the purpose of funding the students' dental plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and dental plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

	2020	2019
Savings	\$ 862,675	\$ 769,768
Short-term investments	202,674	102,450
Long-term investments	105,583	102,750
Accounts payable	(810,508)	(651,756)
	\$ 360,424	\$ 323,212

10. Health Plan and Health Plan Reserve Fund

The Health Plan Reserve Fund is externally restricted for the purpose of funding the students' health plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and on the health plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

	2020	2019
Savings	\$ 1,646,264	\$ 1,397,144
Long-term investments	211,167	205,500
Short-term investments	202,674	102,450
Accounts payable	(1,206,726)	(911,465)
	\$ 853,379	\$ 793,629

Included in savings is \$24,000 (2019 - \$24,000) due from operations.

11. Affordable Housing Reserve Fund

The Affordable Housing Reserve Fund is externally restricted for the purpose of upgrading accessibility of housing for students with special needs. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees.

The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2020

12. Late Night Service Reserve Fund

The Late Night Service Reserve Fund is externally restricted for the purpose of providing late night bus services to the students. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees and interest.

Included in savings is \$16,216 (2019 - \$3,599) due from operations.

13. Food Bank Reserve Fund

The Food Bank Reserve Fund is externally restricted for the purpose of purchasing food to be distributed to low income students. Revenues earned in the fund are generated from student fees. Interest earned on the reserve fund balance during the year becomes part of the fund.

14. Menstrual Hygiene Initiative Reserve Fund

The Menstrual Hygiene Reserve Fund is externally restricted for the purpose of providing hygiene products to students. Revenues earned in the fund are generated from student fees.

15. SafeWalk Reserve Fund

The SafeWalk Reserve Fund is externally restricted for the purpose of funding SafeWalk program expenditures. Revenues earned in the fund are generated from student fees. This reserve was established during the current fiscal year and all funds are included in the operating bank account.

16. Bullring Capital Reserve Fund

The Bullring Capital Reserve Fund is internally restricted for the purpose of funding capital expenditures. Interest earned on the reserve fund balance during the year becomes part of the fund.

17. Live Entertainment Reserve Fund

The Live Entertainment Reserve Fund is internally restricted for the purpose of providing events to students. Revenues earned in the fund are generated from student fees and door receipts. All funds are included in the operating bank account.

18. Internal Transfer

Each year the surplus (deficit) of live entertainment and films (including the purchase of equipment) is internally transferred from operations to the live entertainment reserve. During the year, a deficit of \$8,961 (2019 - \$26,882 surplus) was transferred.

The University of Guelph Central Student Association

Notes to Financial Statements

April 30, 2020

19. Source of Funds

The Association receives all of its student fees from the University of Guelph. These fees are essential to the continuing operation of the Association.

20. Obligation Under Operating Lease

Future minimum lease payments committed under an operating lease for the Association's photocopier consist of the following:

2021	\$	10,406
2022		10,406
2023		10,406
2024		10,406
2025		5,203
		<hr/>
	\$	<u>46,827</u>

21. Financial Instruments

On March 11, 2020, the World Health Organization declared the outbreak of the coronavirus (COVID-19) pandemic resulting in economic uncertainties impacting the Association's risks. At this time, the full potential impact of COVID-19 on the Association is not known.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The financial instruments that are exposed to credit risk relate primarily to cash, investments, and accounts receivable. The credit risk related to the Association's cash, investments and accounts receivable has increased due to the impact of COVID-19, which could lead to potential losses.

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 Association is exposed to interest rate risk through interest earned on its savings accounts and its guaranteed investments certificates. The interest rate risk related to the Association's interest earned has increased due to the impact of COVID-19, which could lead to declines in investment income.

The University of Guelph Central Student Association

Notes to Financial Statements

April 30, 2020

22. Budget Information

The budget figures presented for comparison purposes are unaudited and have been derived from the budget approved by the Board of Directors.

23. Material Uncertainty - COVID-19

On March 11 2020, the World Health Organization characterized the outbreak of COVID-19 as a pandemic which has resulted in a series of public health and emergency measures that have been put in place to combat the spread of the virus. The Association has been able to continue modified operations during this time period. However, the duration and impact of COVID-19 is unknown at this time and it is not possible to reliably estimate the impact that the length and severity of these developments will have on the financial results and condition of the Association in future periods.

24. Comparative Amounts

Certain comparative amounts have been reclassified to conform with the current year's presentation.

The University of Guelph Central Student Association
Schedule of Council - General

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 60,800	\$ 60,800	\$ 64,250
Survival guide	51,050	52,506	48,220
Entertainment student fees	6,750	6,750	7,270
	<u>118,600</u>	<u>120,056</u>	<u>119,740</u>
Expenditures			
Amortization	-	70,133	70,840
Survival guide	51,050	53,480	55,216
Elections	14,500	12,306	11,002
Grants - fall	9,000	8,725	5,960
Grants - College Royal	6,750	6,750	6,595
Board appreciation/training	8,000	4,981	6,498
Grants - CSA food bank support	4,000	4,000	-
Annual general meeting	7,000	3,629	4,225
Executive discretionary food	3,000	3,000	243
Honouraria	4,000	2,619	3,155
Student Alliance - investigative travel	2,300	2,249	5,436
Executive visioning	4,000	738	1,412
Travel and conferences	1,200	668	1,194
Grants - Move Out Madness	500	500	500
SLIC registration fee	1,500	276	375
Photocopying	1,200	251	666
Supplies	600	57	294
Grants - summer	-	-	700
Grants - winter	-	-	7,205
	<u>118,600</u>	<u>174,362</u>	<u>181,516</u>
Net expenditures	\$ -	\$ (54,306)	\$ (61,776)

The University of Guelph Central Student Association
Schedule of Academic Commissioner

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 39,300	\$ 39,300	\$ 42,660
Student health plan reserve support	3,500	2,819	1,586
Bullring promotional support	500	500	500
	<u>43,300</u>	<u>42,619</u>	<u>44,746</u>
Expenditures			
Salaries	32,765	34,754	36,219
Employee benefits	4,225	4,375	4,262
Student memorial fund	3,500	2,819	1,586
Student artwork	1,100	1,063	1,073
Campaigns	700	246	-
Photocopying	200	96	180
Supplies	240	73	233
Advertising and promotion	270	56	121
Teaching excellence award	300	-	46
	<u>43,300</u>	<u>43,482</u>	<u>43,720</u>
Net revenues (expenditures)	\$ -	\$ (863)	\$ 1,026

The University of Guelph Central Student Association
Schedule of External Commissioner

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 40,700	\$ 40,700	\$ 43,800
Expenditures			
Salaries	32,765	34,522	35,651
Employee benefits	4,225	4,372	4,221
Campaigns	2,500	1,396	1,336
Photocopying	460	453	472
Advertising and promotion	500	88	467
Memberships and subscriptions	50	50	50
Supplies	200	42	79
	<u>40,700</u>	<u>40,923</u>	<u>42,276</u>
Net revenues (expenditures)	\$ -	\$ (223)	\$ 1,524

The University of Guelph Central Student Association
Schedule of Student Experience

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 45,200	\$ 45,200	\$ 47,140
Entertainment student fees	8,000	8,000	6,000
	<u>53,200</u>	<u>53,200</u>	<u>53,140</u>
Expenditures			
Salaries	32,765	34,749	36,272
Orientation programming	8,000	8,179	5,694
Employee benefits	4,225	4,389	4,267
Winter programming	4,000	1,679	3,063
Fall programming	2,500	1,324	2,387
Advertising and promotion	1,000	295	271
Photocopying	510	193	479
Supplies	200	103	49
	<u>53,200</u>	<u>50,911</u>	<u>52,482</u>
Net revenues	\$ -	\$ 2,289	\$ 658

**The University of Guelph Central Student Association
Schedule of Live Entertainment**

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Entertainment student fees	\$ 50,750	\$ 66,258	\$ 67,900
Door receipts and ticket sales	29,000	2,574	-
	<u>79,750</u>	<u>68,832</u>	<u>67,900</u>
Expenditures			
Speaker series	10,000	75,227	15,000
Free concert programming	18,250	10,674	20,965
Performer fees	32,000	2,975	-
Facility costs	-	750	-
Setup and sound	10,000	318	-
Photocopying	400	294	-
Performer riders	2,500	180	-
Supplies	600	161	1,631
Advertising and promotion	2,000	106	-
Temporary wages	2,000	-	-
Partnership expense (recovery)	-	(73)	6,930
Community concert programming (recovery)	2,000	(618)	973
	<u>79,750</u>	<u>89,994</u>	<u>45,499</u>
Net revenues (expenditures)	\$ -	\$ (21,162)	\$ 22,401

During the year, \$570 (2019 - \$2,528) of equipment was purchased, which has not been reflected above.

The University of Guelph Central Student Association
Schedule of Films

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Entertainment student fees	\$ 15,700	\$ 20,498	\$ 21,000
Door receipts	1,000	-	1,113
	<u>16,700</u>	<u>20,498</u>	<u>22,113</u>
Expenditures			
Film rentals	11,000	6,021	11,912
Equipment maintenance	500	728	514
Photocopying	1,100	442	1,080
Advertising and promotion	1,450	429	1,237
Temporary wages	-	90	-
Freight and shipping	400	17	239
Subscriptions	50	-	30
Supplies	200	-	92
Purchase of equipment	2,000	-	-
	<u>16,700</u>	<u>7,727</u>	<u>15,104</u>
Net revenues	\$ -	\$ 12,771	\$ 7,009

**The University of Guelph Central Student Association
Schedule of Programmes**

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 68,700	\$ 68,700	\$ 118,940
Solicitations	17,400	23,268	19,728
GSA support	1,435	811	-
Entertainment student fees	-	-	11,100
Traditional events (expense)	500	(227)	821
	<u>88,035</u>	<u>92,552</u>	<u>150,589</u>
Expenditures			
Co-ordinators' wages	53,271	53,856	94,348
UCS security contract	10,900	8,762	10,629
Advertising and promotion	3,680	7,730	3,256
Transfer of SafeWalk surplus to reserve fund	-	5,365	-
Professional fees	6,000	5,000	5,000
Employee benefits	2,964	3,327	5,874
Volunteer appreciation	3,400	3,212	2,548
Supplies	1,250	2,097	2,160
Club days	1,440	1,440	1,465
Taxi	1,850	1,142	1,789
Information and awareness	800	736	1,534
Telephone	850	658	500
General meetings	750	528	417
Photocopying	380	333	332
Workshops	500	277	273
Campaigns	-	-	924
Travel and conferences	-	-	2,713
Speaker fees	-	-	450
Solicitations (surplus)	-	(4,988)	4,988
	<u>88,035</u>	<u>89,475</u>	<u>139,200</u>
Net revenues	\$ -	\$ 3,077	\$ 11,389

The University of Guelph Central Student Association
Schedule of General Programming (Entertainment)

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 49,400	\$ 49,400	\$ 52,050
Imaginus - net	24,000	23,644	24,299
	<u>73,400</u>	<u>73,044</u>	<u>76,349</u>
Expenditures			
Salaries	66,800	85,942	71,804
Employee benefits	6,550	6,348	6,375
Supplies	50	45	74
Travel and conferences	-	-	500
	<u>73,400</u>	<u>92,335</u>	<u>78,753</u>
Net expenditures	\$ -	\$ (19,291)	\$ (2,404)

**The University of Guelph Central Student Association
Schedule of Administration**

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 231,850	\$ 309,300	\$ 303,377
Universal bus pass revenue - net	63,000	127,196	4,282
Other income	59,550	58,304	51,936
Interest earned	22,000	29,782	24,513
Health plan administration fees	28,500	28,500	14,000
Dental plan administration fees	18,000	18,000	11,000
Entertainment student fees	17,000	17,000	22,931
Photocopier revenue	19,200	12,457	18,724
	<u>459,100</u>	<u>600,539</u>	<u>450,763</u>
Expenditures			
Salaries	275,000	297,519	275,169
Professional fees	31,000	53,723	25,894
Employee benefits	30,950	27,547	28,226
Photocopier expense	20,000	14,231	23,432
Software licensing	12,200	11,351	14,138
Telephone	11,000	10,794	12,810
Temporary wages	15,000	9,387	406
Insurance	11,400	9,155	11,016
Advertising and promotion	10,000	7,773	12,817
Employer health tax premium	7,200	7,001	7,008
Office supplies	8,000	6,647	8,337
Staff appreciation	3,000	2,309	2,370
Bank charges	690	1,143	594
University services	800	779	767
Travel	600	663	499
Maintenance and repairs	10,660	549	2,138
Student risk management	600	263	346
Staff training and transition	5,000	180	5,299
Purchase of equipment	6,000	-	-
	<u>459,100</u>	<u>461,014</u>	<u>431,266</u>
Net revenues	\$ -	\$ 139,525	\$ 19,497

During the year, \$2,481 (2019 - \$12,042) of equipment and \$24,650 (2019 - \$51,980) of leaseholds were purchased, which has not been reflected above.

The University of Guelph Central Student Association
Schedule of The Bullring Operations

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Sales	\$ 1,144,310	\$ 1,114,227	\$ 1,159,635
Entertainment student fees	10,500	10,500	10,500
	<u>1,154,810</u>	<u>1,124,727</u>	<u>1,170,135</u>
Cost of sales	<u>422,310</u>	<u>421,457</u>	<u>435,212</u>
Gross margin	732,500	703,270	734,923
Other revenue	<u>10,000</u>	<u>12,679</u>	<u>11,278</u>
	<u>742,500</u>	<u>715,949</u>	<u>746,201</u>
Expenditures			
Wages	290,000	311,579	296,898
Management salary	135,500	132,887	136,798
Express card commissions/rental	59,000	54,831	59,900
Bookkeeping	42,900	42,900	41,900
Staff benefits	27,000	26,685	25,563
Supplies	17,600	16,119	17,659
Staff meals	17,950	15,450	16,500
University space costs	14,615	14,614	13,887
Management benefits	13,300	13,172	13,258
Entertainment costs	10,500	9,087	11,587
Janitorial services	7,480	8,499	7,438
Insurance	6,050	6,135	5,944
Advertising and promotion	9,000	5,629	4,538
Employer health tax premium	4,800	4,903	4,679
Maintenance of equipment	6,400	4,525	6,972
University services	11,000	3,227	32,744
Janitorial supplies	4,800	3,223	4,745
Staff appreciation	4,000	2,160	2,564
Telephone and internet	1,750	1,750	1,750
Lease of equipment	1,500	1,428	1,309
Maintenance of front house	1,800	694	1,976
Staff training	800	508	375
Travel/mileage	400	244	474
Memberships and licenses	220	229	206
Photocopying	135	84	133
Contingency	42,000	-	-
Purchase of equipment	12,000	-	-
	<u>742,500</u>	<u>680,562</u>	<u>709,797</u>
Net revenues	<u>\$ -</u>	<u>\$ 35,387</u>	<u>\$ 36,404</u>

During the year, \$8,817 (2019 - \$13,288) of equipment was purchased, which has not been reflected above.

The University of Guelph Central Student Association
Schedule of Promotional Services

For the year ended April 30	2020 Budget (unaudited)	2020 Actual	2019 Actual
Revenues			
Student fees	\$ 38,640	\$ 38,640	\$ 34,600
Postering - net	7,000	5,477	7,017
Banner service - net	5,000	3,152	7,382
Space rentals	4,000	2,586	3,455
Graphic design	750	676	1,141
Miscellaneous - net	100	91	234
	55,490	50,622	53,829
Expenditures			
Salaries	49,300	46,324	47,772
Employee benefits	5,650	5,475	5,484
Supplies	140	59	87
Memberships and subscriptions	300	18	-
Advertising and promotion	100	-	989
	55,490	51,876	54,332
Net expenditures	\$ -	\$ (1,254)	\$ (503)