

Canadian Bible Society La Société biblique canadienne

Financial statements
February 28, 2019



Independent auditor's report

To the Board of Governors of
Canadian Bible Society – La Société biblique canadienne

Opinion

We have audited the financial statements of **Canadian Bible Society – La Société biblique canadienne** [the "Society"], which comprise the statement of financial position as at February 28, 2019 and the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at February 28, 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

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 Society 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 opinion.

Other information

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information, and in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

We obtained the Annual Report prior to the date of this auditor's report. If, based on the work we have performed, we conclude that there is material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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 generally accepted 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 Society'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 Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society'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 Society'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 Society'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 Society 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.

Toronto, Ontario
June 27, 2019

Ernst & Young LLP

Chartered Professional Accountants
Licensed Public Accountants



Canadian Bible Society
La Société biblique canadienne

Statement of financial position
[amounts in thousands]

As at February 28

	2019	2018
	\$	\$
Assets		
Current		
Cash	2,794	2,189
Receivables <i>[note 13]</i>	607	421
Inventories <i>[note 9]</i>	1,001	849
Prepaid expenses	137	141
Total current assets	4,539	3,600
Capital assets, net <i>[note 3]</i>	2,600	2,688
Investments, fair value <i>[note 4]</i>	26,591	26,708
Receivable, annuities insured <i>[note 7]</i>	2,147	2,409
	35,877	35,405
Liabilities and net assets		
Current		
Payables and accruals	604	653
Deferred contributions <i>[note 5]</i>	194	193
Total current liabilities	798	846
Post-retirement benefits <i>[note 6]</i>	4,568	4,602
Annuities outstanding <i>[note 7]</i>	2,147	2,409
Total liabilities	7,513	7,857
Commitments and contingencies <i>[notes 3 and 11]</i>		
Net assets		
Endowments	1,148	1,148
Board-designated reserves <i>[note 8]</i>	8,739	8,739
Unrestricted	18,477	17,661
Total net assets	28,364	27,548
	35,877	35,405

See accompanying notes

On behalf of the Board:


Director


Director

Canadian Bible Society
La Société biblique canadienne

Statement of operations

[amounts in thousands]

Year ended February 28

	2019	2018
	\$	\$
Revenue		
Contributions	6,089	6,240
Legacies	3,190	2,704
Bible sales	1,632	1,608
Investment income	1,260	755
Rental and other income	173	178
	<u>12,344</u>	<u>11,485</u>
Expenses		
National ministries <i>[notes 9 and 10]</i>	4,324	4,190
World ministries	2,032	2,206
Fund development <i>[note 10]</i>	1,766	2,118
Administration <i>[note 10]</i>	1,969	1,778
Amortization of capital assets	319	356
	<u>10,410</u>	<u>10,648</u>
Excess of revenue over expenses before undernoted items	1,934	837
Other income (expense)		
Gain on sale of capital assets <i>[note 3]</i>	—	369
Unrealized gain (loss) on investments	(1,221)	215
Excess of revenue over expenses for the year	<u>713</u>	<u>1,421</u>

See accompanying notes

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Statement of changes in net assets

[amounts in thousands]

Year ended February 28

	2019			
	Endowments	Board- designated reserves	Unrestricted	Total
	\$	\$	\$	\$
Net assets, beginning of year	1,148	8,739	17,661	27,548
Excess of revenue over expenses for the year	—	—	713	713
Remeasurement of post-retirement benefits obligations and other items	—	—	103	103
Net assets, end of year	1,148	8,739	18,477	28,364

	2018			
	Endowments	Board- designated reserves	Unrestricted	Total
	\$	\$	\$	\$
Net assets, beginning of year	1,194	8,739	16,288	26,221
Excess of revenue over expenses for the year	—	—	1,421	1,421
Endowment withdrawals	(46)	—	—	(46)
Remeasurement of post-retirement benefits obligations and other items	—	—	(48)	(48)
Net assets, end of year	1,148	8,739	17,661	27,548

See accompanying notes

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Statement of cash flows

[amounts in thousands]

Year ended February 28

	2019	2018
	\$	\$
Operating activities		
Excess of revenue over expenses for the year	713	1,421
Add (deduct) items not involving cash		
Endowment withdrawals	—	(46)
Amortization of capital assets	319	356
Gain on sale of capital assets	—	(369)
Unrealized loss (gain) on investments	1,221	(215)
Post-retirement benefits expenses	249	245
Changes in non-cash working capital balances related to operations		
Receivables	(186)	(111)
Inventories	(152)	563
Prepaid expenses	4	102
Payables and accruals	(49)	7
Deferred contributions	1	(81)
Post-retirement benefits payments	(180)	(207)
Cash provided by operating activities	1,940	1,665
Investing activities		
Purchase of capital assets	(231)	(194)
Proceeds from sale of capital assets	—	450
Net change in investments	(1,104)	(715)
Cash used in investing activities	(1,335)	(459)
Net increase in cash during the year	605	1,206
Cash, beginning of year	2,189	983
Cash, end of year	2,794	2,189

See accompanying notes

**Canadian Bible Society
La Société biblique canadienne**

Notes to financial statements

[dollar amounts in thousands]

February 28, 2019

1. Purpose of organization

The Canadian Bible Society – La Société biblique canadienne [the “Society”] is incorporated and has continued under the *Canada Not-for-profit Corporations Act* as a corporation without share capital. The Society is registered as a charitable organization under the *Income Tax Act* (Canada) and as such is exempt from income taxes and is able to issue donation receipts for income tax purposes.

As a national religious charitable organization, the purposes of the Society are to translate without doctrinal note, publish and distribute the Christian Scriptures, and to promote and encourage the use of the Bible, throughout Canada and worldwide in cooperation with members of the United Bible Societies [“UBS”] and other organizations.

The activities of the Society are conducted by districts and a National office. These financial statements have been prepared on a combined basis.

2. Summary of significant accounting policies

These financial statements are prepared in accordance with Part III of the *CPA Canada Handbook – Accounting*, which sets out generally accepted accounting principles for not-for-profit organizations in Canada and includes the significant accounting policies set out below.

Revenue recognition

Contributions and legacies

The Society follows the deferral method of accounting for contributions, which include bequests and other donations. Bequests are recorded in the accounts when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Other donations are recorded when received, since pledges are not legally enforceable claims. Unrestricted contributions are recognized as revenue when initially recorded in the accounts. Externally restricted contributions, except endowment contributions, are deferred when initially recorded in the accounts and recognized as revenue in the year in which the related expenses are recognized. Externally restricted endowment contributions are recognized as direct increases in net assets in the year in which they are received or receivable.

Bible sales

Bible sales are recognized at point of sale when the customer receives and pays for the goods, or when goods are delivered to the customers. Revenue is stated net of discounts and returns and includes freight charges.

Investment income

Investment income (loss), which consists of interest, dividends, income distributions from pooled funds and realized and unrealized gains and losses, is recognized in the statement of operations, except to the extent that it is externally restricted, in which case it is added to or deducted from endowment net assets or other restricted balances.

Rental and other income

Rental and other income is recorded at point of sale for goods or when services have been provided.

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Notes to financial statements

[dollar amounts in thousands]

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Financial instruments

Investments reported at fair value consist of equity instruments that are quoted in an active market as well as investments in pooled funds and any investments in fixed income securities that the Society designates upon purchase to be measured at fair value. Transaction costs are recognized in the statement of operations in the period during which they are incurred.

Investments in fixed income securities not designated to be measured at fair value are initially recorded at fair value net of transaction costs and are subsequently measured at amortized cost using the straight-line method, less any provision for impairment.

All transactions are recorded on a trade date basis.

Other financial instruments, including receivables and payables and accruals, are initially recorded at their fair value and are subsequently measured at cost, net of any provisions for impairment.

Inventories

Inventories for sale are measured at the lower of cost and net realizable value, with cost being determined using the first-in, first-out method. Net realizable value is the estimated selling price in the ordinary course of operations less the estimated costs necessary to make the sale.

Inventories for distribution at no charge are measured at the lower of cost and replacement cost, with cost being determined using the first-in, first-out method.

The cost of inventory for sale comprises all costs of purchase and other costs incurred in bringing the inventories to their present location and condition. The costs of purchase comprise the purchase price, import duties, non-recoverable taxes, transport, handling and other costs directly attributable to the acquisition of inventory.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Building and improvements	10 to 40 years
Computer hardware and software	3 years
Equipment	10 years

When a capital asset no longer has any long-term service potential to the Society, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations. Any write-downs recognized are not reversed. On disposition of these assets, the resulting gain or loss is recorded in the statement of operations.

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Post-retirement benefits

The cost of post-retirement benefits earned by employees is actuarially determined using the projected benefit method prorated on service and management's best estimate of salary escalation and retirement ages of employees.

The Society accounts for current service costs and finance costs under the post-retirement benefit plan through the statement of operations. Remeasurements and other items are accounted for through the statement of changes in net assets and include actuarial gains and losses, past service costs and gains and losses arising from settlements.

Annuities

Annuities are recorded at the net present value of the future obligations as determined by an actuary.

Contributed materials and services

Contributed materials and services are recognized at their fair value in the financial statements when the amount can be reasonably estimated and when the materials and services are used in the normal course of the Society's operations and would otherwise have been purchased.

Many volunteers are actively involved in assisting the Society in carrying out its mission. Because of the difficulty of determining the hours involved and their fair value, contributed materials and services are not recognized in the financial statements.

World ministries

Disbursements made to UBS are recognized in the statement of operations when funds are remitted. To the extent UBS reporting indicates unspent funds at the end of the fiscal year, the Society records these funds as prepaid expenses and applies them against the following year's commitment.

Foreign currency translation

Transactions denominated in foreign currencies are translated into Canadian dollars at exchange rates prevailing at the transaction date. Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate in effect as at the statement of financial position date. Non-monetary assets and liabilities are translated at the historic rate. Revenue and expenses are translated at the exchange rate in effect at the transaction date. Exchange gains and losses are included in the statement of operations.

Use of estimates

Management reviews the carrying amounts of items in the financial statements at each year-end date to assess the need for revision or any possibility of impairment. Many items in the preparation of these financial statements require management's best estimate. Management determines these estimates based on assumptions that reflect the most probable set of economic conditions and planned courses of action. These estimates are reviewed periodically and adjustments are made in the statement of operations as appropriate in the year they become known.

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Items subject to significant management estimates include the allowance for doubtful accounts, inventory obsolescence, amortization of capital assets, post-retirement benefits liability, and annuities outstanding and insured.

Allocation of expenses

The Society classifies its expenditures by function. The cost of each function includes the cost of personnel, premises and other expenses that are directly related to that particular function. Fund development expenditures include costs for personnel, administration and cost of appeals directly related to that function. The Society allocates certain of its general support expenses by identifying the appropriate basis of allocating each component of expense, and applies that basis consistently each year. Corporate governance, general management and support service expenses [Accounting, Human Resources and Information Technology] are not allocated.

3. Capital assets

	2019		
	Cost	Accumulated amortization	Net book value
	\$	\$	\$
Land	457	—	457
Building and improvements	4,484	2,661	1,823
Computer hardware and software	1,199	987	212
Equipment	292	184	108
	6,432	3,832	2,600

	2018		
	Cost	Accumulated amortization	Net book value
	\$	\$	\$
Land	457	—	457
Building and improvements	4,432	2,545	1,887
Computer hardware and software	1,072	800	272
Equipment	248	176	72
	6,209	3,521	2,688

In 2017, the Society purchased a new property in Vancouver for \$890. The relevant permits for the use of the building as a Ministry Centre for the British Columbia Region were secured as well as the building permits to complete the interior buildout. Building improvements, computer hardware and software, and equipment of \$194 [2018 – \$151] have been incurred as at February 28, 2019. Amortization on the building and related assets started upon completion of the building improvements in 2019.

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On September 22, 2017, an Edmonton property bequeathed to the Society was sold and a gain on sale of \$369 was recorded during the year.

The former Bible store property in Edmonton owned by the Society was discovered to be contaminated in 2010, attributed to seepage of gasoline from a gas service station formerly located across the property. The contamination has been reported by the Society's attorney to government officials for investigation, and a report is awaited prior to a claim being made for compensation. The outcome of the claim is not determinable at this time. No amount has been accrued for the potential impairment.

4. Investments

The Society's portfolio of investments is as follows:

	2019	2018
	\$	\$
Unrestricted		
Cash and money market funds	3,748	9,252
Term deposits, with interest rates of 2.1% to 2.9%, maturing between July 29, 2019 and February 1, 2021 [2018 – nil]	10,500	2,000
Canadian equities	3,758	3,172
Canadian equity pooled funds	—	3,239
US equity pooled funds	294	347
International equity pooled funds	—	460
Preferred shares, with interest rates of 3.80% to 5.85% [2018 – 3.90% to 5.75%]	7,143	7,090
	25,443	25,560
Endowments		
Cash and money market funds	144	550
Term deposits, with interest rates of 2.25% to 2.6%, maturing between September 30, 2019 and September 28, 2020 [2018 – nil]	500	—
Preferred shares, with interest rates of 4.00% to 4.45% [2018 – 4.00% to 4.45%]	504	598
	1,148	1,148
	26,591	26,708

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5. Deferred contributions

	2019	2018
	\$	\$
Balance, beginning of year	193	274
Amounts recognized as revenue in the year	(5)	(87)
Amounts received for future expenses	6	6
Balance, end of year	194	193

6. Post-retirement benefits

The Society has a pension plan covering substantially all of its employees and provides employees who qualify with other retirement benefits.

Pension plan

The pension plan is a defined contribution pension plan, which provides for pensions based on the accumulated contributions by both the employee and the Society. Pension costs related to current service are expensed in the current period.

Liabilities related to the pension plan are limited to the net assets in the plan. The pension expense for the year ended February 28, 2019 was \$84 [2018 – \$79].

Other retirement benefits

The Society provides employees who started before June 30, 2018 and retire with at least 10 years of service with defined health, life insurance and retirement allowance benefits. The cost of these benefits is unfunded and requires partial contributions from qualified retirees.

The Society's liabilities for the post-retirement benefit plan equal the defined benefit obligation of \$4,568 [2018 – \$4,602] as per the most recent actuarial valuation as at February 28, 2019.

The total benefit cost recognized for the year is as follows:

	2019	2018
	\$	\$
Current year benefit cost	84	79
Interest on accrued benefit obligation	165	166
Employee future benefits expense	249	245

The amount of benefits paid by the Society during the year was \$180 [2018 – \$207].

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The economic assumptions used in this actuarial valuation represent the Society's best estimates of expected rates for:

	2019	2018
	%	%
Discount rate – obligation	3.7% per annum	3.6% per annum
Discount rate – cost	3.6% per annum	3.7% per annum
Salary increase rate	3.5% per annum	3.5% per annum
Health care cost trends		
Prescription drug	6.9% per annum	7.3% per annum
Vision care	4.5% per annum	4.5% per annum
Other	4.5% per annum	4.5% per annum
Dental	4.5% per annum	4.5% per annum
Retirement rates	100% at age 63	100% at age 63
Administrative expenses	15% health and dental, 5% for life	15% health and dental, 5% for life
Participation	100% of members assumed to participate	100% of members assumed to participate

7. Annuities outstanding

In February 2011, the Society's annuity portfolio in its entirety was insured through Desjardins Financial ["Desjardins"], whereby a sum of \$6,626 had been paid to Desjardins as consideration for future cash flows to match annuity payments as they come due. The Society remains the primary obligor to annuitants; therefore, the payment to Desjardins is recorded as an asset [receivable, annuities insured] in the exact amount of the annuities obligation [annuities outstanding].

Total payments to annuitants under annuity contracts for the year were \$318 [2018 – \$360]. The payments for the current year are not reflected as expenses as the amounts were recovered from Desjardins in accordance with the group annuity agreement.

The obligations to annuitants cease upon their deaths, and their annuity contracts will be removed from the annuity portfolio.

The assumptions used in the actuarial valuation includes the discount rate of 3.20% per annum [2018 – 3.20%] based on the February 28, 2019 Canadian AAA/AA Corporate Bonds yield as posted by Fiera Capital. The estimated mortality of the annuitants was based on the 2014 Canadian Pensioners' Mortality Table adjusted at 75%, with generational projection using CPM improvement Scale B.

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[dollar amounts in thousands]

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8. Board-designated reserves

Board-designated reserves are amounts that have been internally restricted by the Board of Governors. These reserves are not available for use without prior approval of the Board.

The Board-designated reserves consist of the following:

	2019	2018
	\$	\$
Capital	1,500	1,500
Real estate	2,239	2,239
General contingency	5,000	5,000
	8,739	8,739

The General contingency reserve represents funds for approximately six months of operations to provide a financial fallback for the Society during times of unforeseen circumstances.

9. Inventories

Inventories consist of the following:

	2019	2018
	\$	\$
Finished goods for sale	860	849
Finished goods for distribution at no charge	141	—
	1,001	849

The cost of inventory recognized in cost of goods sold amounts to \$1,020 [2018 – \$1,364] and is recorded in national ministries in the statement of operations. Included in this amount is an increase in the provision for inventory obsolescence of \$20 [2018 – \$260].

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Notes to financial statements

[dollar amounts in thousands]

February 28, 2019

10. Allocation of costs

Certain personnel, premises and administration other general support costs are allocated to functions reported in the statement of operations as follows:

	2019	2018
	\$	\$
National ministries	367	362
Fund development	42	40
Administration	50	43
	<u>459</u>	<u>445</u>

11. Commitments and contingencies

The Society has entered into operating leases for various facilities. Total future minimum lease payments over the remaining years are as follows:

	\$
2020	89
2021	90
2022	91
2023	82
2024 and thereafter	47
	<u>399</u>

In addition to the above-noted minimum lease payments, the Society is also obligated to pay its share of operating costs, which fluctuate year to year.

The Society has committed \$2,008 in support of World Ministries through UBS for fiscal year-end 2020.

As at February 28, 2019, there is a legal claim outstanding. The ultimate outcome of this claim cannot be determined at this time and, as a result, no amounts have been recorded in the accounts at this time. Any losses related to this claim will be recorded in the year during which the liability is able to be estimated.

12. Financial instrument risks

The Society is exposed to various financial risks through transactions in financial instruments. The Society is not expected to be significantly impacted by these financial risks.

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[dollar amounts in thousands]

February 28, 2019

Credit risk

The Society is exposed to credit risk in connection with its receivables and its short-term and fixed income investments because of the risk that one party to the financial instrument may cause a financial loss for the other party by failing to discharge an obligation.

Liquidity risk

The Society is exposed to the risk that it will encounter difficulty in meeting obligations associated with its liabilities. Liquidity risk is managed by ensuring the Society invests in high-quality investments, easily disposed of in an active market.

Foreign currency risk

The Society is exposed to foreign currency risk with respect to receivables, investments, including underlying investments of its pooled funds, payables and accruals denominated in foreign currencies, because the fair value and future cash flows will fluctuate due to changes in the relative value of foreign currencies against the Canadian dollar.

Interest rate risk

The Society is exposed to interest rate risk with respect to its investments in fixed income investments and pooled funds that hold fixed income securities because the fair value will fluctuate due to changes in market interest rates.

Other price risk

The Society is exposed to other price risk through changes in market prices [other than changes arising from interest rate or foreign currency risks] in connection with its investments in equity securities and pooled funds.

13. Contribution receivable

As at February 28, 2019, receivables include \$80 [2018 – \$98] representing payment with respect to one bequest, which was received subsequent to year-end.

14. Additional information

In 2019, \$622 [2018 – \$620] was paid as remuneration to employees whose principal duties involve fund-raising. This additional information is presented for compliance with the disclosure requirements of the *Charitable Fund-raising Act and Regulation* of the Province of Alberta. Information disclosed relates to operations Canada-wide.

15. Comparative figures

Certain comparative figures have been reclassified from financial statements previously presented to conform to the current year's presentation.