

ATTACHMENT D



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

ORGANIZATION: Nanaimo 7-10 Club Society	DATE: January 22, 2019	
ADDRESS: 303-285 Prideaux St. Nanaimo, BC V9R 2N2	PRESIDENT: Gordon Fuller	
	SENIOR STAFF MEMBER: Bryce Parry	
	POSITION: Bookkeeper	
	CONTACT: 250-713-2853	
TELEPHONE: 250-714-0917	TELEPHONE: 250-714-0917	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Nanaimo BC		
NO. OF FULL TIME STAFF: 0	NO. OF PART TIME STAFF: 3	
NO. OF COMMUNITY VOLUNTEERS: 23	NO. OF VOLUNTEER HOURS PER YEAR: 6652	
CLIENTS SERVED, LAST YEAR: 54,600	CLIENTS SERVED, THIS YEAR (PROJECTED): 54,800	
B.C. SOCIETY ACT REG. NO.: S-0020789	REVENUE CANADA CHARITABLE REG. NO.: 890714769RR0001	
CURRENT BUDGET: 2018	LEGAL DESCRIPTION OF PROPERTY: Community Service Building	
INCOME 148,900		
EXPENSES: 148,900		
NEXT YEAR PROJECTED: 2019	TAX FOLIO NUMBER: 81611.020	
INCOME: 153,140	CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: 153,140		
SIGNATURE: <i>C. Heines</i>	TITLE/POSITION: <i>Secretary</i>	DATE: <i>Jan 29/19</i>

NOTE: YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).

CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the Purpose or Mandate of your organization in this community.

To provide meals to the less fortunate individuals in Nanaimo.

2. Please list the programs and services provided by your organization.

Nanaimo 7-10 Club serves a hot breakfast and provides a "take away" bag lunch for individuals and families who come to utilize our service. The Nanaimo 7-10 Club operates Monday to Friday each week from 7:00am - 10:00am each week. Other volunteer groups support and provide Saturday breakfast/lunch service as well.

3. Are you planning to change or add to current programs and services in the future?

No

4. Please describe the role of volunteers in your organization.

Volunteers provide daily support in meal preparation and service. The Nanaimo 7-10 Club has approximately 30 volunteers with 6-8 volunteers participating in operations on a daily basis

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

Grant received from BC Gaming, Mid-Island Co-op grant of fuel to operate Club's van.

CITY OF NANAIMO GRANT QUESTIONNAIRE

6. Please provide details of fees for service in your organization, and how costs and fees are determined.

No Fees

7. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.

N/A

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

N/A

9. Please describe current or planned approaches to self generated income.

The Nanaimo 7-10 Club relies on grants, donations, and our annual fundraising event
(Run/Walk Out Hunger in Nanaimo) at Westwood lake.

**CITY OF NANAIMO
GRANT QUESTIONNAIRE**

10. Is there any other information about your organization that you would like to provide to support your application?

No

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

City of Nanaimo will be recognized along with all other Grant Participants in the program.



2018 BC SOCIETY ANNUAL REPORT

BC Society • Societies Act

NAME OF SOCIETY: **NANAIMO 7-10 CLUB SOCIETY**

Incorporation Number: S0020789

Business Number: 89071 4769 BC0001

Filed Date and Time: September 11, 2018 11:53 AM Pacific Time

Annual General Meeting (AGM) Date: July 26, 2018

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

#205 - 285 PRIDEAUX
NANAIMO BC V9R 2N2

Mailing Address:

#205 - 285 PRIDEAUX
NANAIMO BC V9R 2N2

DIRECTOR INFORMATION AS OF July 26, 2018

Last Name, First Name Middle Name:

BARD, RUTH

Delivery Address:

Last Name, First Name Middle Name:

CAKE, LEON

Delivery Address:

Last Name, First Name Middle Name:

FULLER, GORDON

Delivery Address:

Last Name, First Name Middle Name:

HAINES, CATHY

Delivery Address:

Last Name, First Name Middle Name:

MONSELL, TROY

Delivery Address:

CERTIFICATION

I, Bryce Parry, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.

NANAIMO 7-10 CLUB SOCIETY
Financial Statements
Year Ended December 31, 2017
(Unaudited)

NANAIMO 7-10 CLUB SOCIETY

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Year Ended December 31, 2017

(Unaudited)

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REVIEW ENGAGEMENT REPORT

To the Members of Nanaimo 7-10 Club Society

We have reviewed the statement of financial position of Nanaimo 7-10 Club Society as at December 31, 2017 and the statements of revenues and expenses, changes in net assets and cash flow 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Nanaimo 7-10 Club Society as at December 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.

Nanaimo, British Columbia
March 15, 2018

MOORE CARGILL
Chartered Professional Accountants

NANAIMO 7-10 CLUB SOCIETY
Statement of Revenues and Expenses
Year Ended December 31, 2017

(Unaudited)

	2017	2016
REVENUES		
Donations	\$ 61,237	\$ 68,348
Gaming revenue	50,557	55,127
Sponsorships	12,600	11,050
Grants (Note 8)	5,129	5,058
Membership fees	90	100
	129,613	139,683
EXPENSES		
Accounting fees	2,763	1,743
Advertising and promotion	843	258
Amortization (Notes 3, 7)	10,113	10,599
Fundraising	498	279
Groceries and supplies	59,794	63,809
Insurance	2,963	2,962
Interest and bank charges	304	361
Memberships	643	510
Office	5,989	5,314
Rental (Notes 8, 9)	24,341	24,166
Repairs and maintenance	3,230	2,647
Utilities	1,106	998
Vehicle	4,166	3,785
Wages and benefits	44,883	44,492
	161,636	161,923
DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS	(32,023)	(22,240)
OTHER INCOME		
Interest income	220	353
DEFICIENCY OF REVENUES OVER EXPENSES	\$ (31,803)	\$ (21,887)

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

NANAIMO 7-10 CLUB SOCIETY

Statement of Changes in Net Assets

Year Ended December 31, 2017

(Unaudited)

	Unrestricted	Internally Restricted	Invested in Tangible Capital Assets	2017	2016
NET ASSETS - BEGINNING OF YEAR	\$ 17,707	\$ 69,818	\$ 23,774	\$ 111,299	\$ 133,186
DEFICIENCY OF REVENUES OVER EXPENSES	(1,907)	(19,783)	(10,113)	(31,803)	(21,887)
NET ASSETS - END OF YEAR	\$ 15,800	\$ 50,035	\$ 13,661	\$ 79,496	\$ 111,299

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

NANAIMO 7-10 CLUB SOCIETY**Statement of Financial Position****December 31, 2017***(Unaudited)*

	2017	2016
ASSETS		
CURRENT		
Cash	\$ 64,014	\$ 84,185
Accounts receivable	550	-
Goods and services tax recoverable	883	2,384
Prepaid expenses	3,451	3,519
Restricted cash (Note 5)	1,471	1,080
	70,369	91,168
TANGIBLE CAPITAL ASSETS (Notes 3, 7)	13,661	23,774
	\$ 84,030	\$ 114,942
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 2,738	\$ 2,238
Employee deductions payable	325	325
Deferred income	1,471	1,080
	4,534	3,643
NET ASSETS		
Unrestricted	15,800	17,707
Internally restricted (Note 6)	50,035	69,818
Invested in tangible capital assets	13,661	23,774
	79,496	111,299
	\$ 84,030	\$ 114,942

ON BEHALF OF THE BOARD_____
*Director*_____
Director

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

NANAIMO 7-10 CLUB SOCIETY**Statement of Cash Flow****Year Ended December 31, 2017***(Unaudited)*

	2017	2016
OPERATING ACTIVITIES		
Deficiency of revenues over expenses	\$ (31,803)	\$ (21,887)
Item not affecting cash:		
Amortization of tangible capital assets	10,113	10,599
	(21,690)	(11,288)
Changes in non-cash working capital:		
Accounts receivable	(550)	-
Accounts payable	500	(182)
Deferred income	391	(1,857)
Prepaid expenses	68	(1,362)
Goods and services tax recoverable	1,501	(883)
Restricted cash	(391)	1,857
Employee deductions payable	-	128
	1,519	(2,299)
DECREASE IN CASH FLOW	(20,171)	(13,587)
Cash - beginning of year	84,185	97,772
CASH - END OF YEAR	\$ 64,014	\$ 84,185

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

NANAIMO 7-10 CLUB SOCIETY

Notes to Financial Statements

Year Ended December 31, 2017

(Unaudited)

1. DESCRIPTION OF OPERATIONS

The society is incorporated under the laws of the Province of British Columbia and is a registered charity under the Income Tax Act. Its main activity is the provision of meals to disadvantaged individuals. The society operates on a not-for-profit basis.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Tangible Capital assets

Tangible capital assets are stated at cost less amortization. Amortization is recorded over the estimated useful lives of the tangible capital assets at the undernoted rates except in the year of acquisition when one half the stated rate is recorded.

Equipment	20%	straight-line method
Motor vehicles	30%	straight-line method
Computer equipment	45%	straight-line method
Leasehold improvements	20%	straight-line method

The society regularly reviews its tangible capital assets to eliminate obsolete items.

Contributed supplies

Contributed supplies are recognized at the fair value of the supplies on the date of the contribution.

Contributed services

In its day-to-day operation the society uses the services of many volunteers. It is difficult to determine the fair value of the services contributed; therefore they are not recognized in the financial statements.

Revenue recognition

Nanaimo 7-10 Club Society 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.

4. FINANCIAL INSTRUMENTS

The society's financial instruments consist of cash, accounts receivable, goods and services tax recoverable, accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the society is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

NANAIMO 7-10 CLUB SOCIETY

Notes to Financial Statements

Year Ended December 31, 2017

(Unaudited)

5. RESTRICTED CASH

Funds on deposit in the gaming account are restricted for use pursuant to the Gaming Control Act and Gaming Control Regulation.

6. NET ASSETS

On March 29, 2018, the Board internally restricted \$50,035 of net assets for future equipment and leasehold improvements replacement.

7. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2017 Net book value	2016 Net book value
Equipment	\$ 37,882	\$ 29,702	\$ 8,180	\$ 11,715
Motor vehicles	21,925	16,444	5,481	12,059
Computer equipment	1,000	1,000	-	-
Leasehold improvements	23,810	23,810	-	-
	\$ 84,617	\$ 70,956	\$ 13,661	\$ 23,774

8. PROPERTY TAXES

The society has received an exemption from paying property taxes at 201 - 285 Prideaux Street. The value of this exemption for 2017 is \$4,929 (2016 - \$5,058).

9. LEASE COMMITMENTS

The society has a long term lease that expires on March 31, 2019. Under the lease the society is required to pay a base rent of \$1,553.50 per month, plus utilities and maintenance costs.

10. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

Nanaimo 7-10 Club Society
Balance Sheet As at 2018-12-31

ASSET

Current Assets

Cash to be Deposited		5,610.00
Chequing Account		12,313.80
Internal Restricted Acct		20,122.53
Petty Cash		424.79
Gaming Account		2,239.89
Buyer's Account		674.37
Gift Certificates		5,500.00
Building Account	79.29	
Monthly Donations	<u>1,813.84</u>	
Total Building Account		1,893.13
TDWaterhouse Investment		0.00
Accounts Receivable		50.00
Credit Union Shares		<u>30.54</u>
Total Current Assets		<u>48,859.05</u>

Capital Accounts

Misc Kitchen Equipment		29,077.37
Accum Amort - Misc Kitchen Equip		0.00
Kitchen Equipment 2009 Renovation		0.00
Dishwasher		8,804.62
Accumulated Amortization Equipment		(26,167.02)
Vehicle		21,925.19
Accumulated Amortization Vehicle		(9,866.34)
Computers		1,000.00
Accumulated Amortization Computers		(1,000.00)
Leasehold Improvements		23,809.70
Accumulated Amortization Leasehold		(23,809.70)
Prepays		3,519.16
Misc Equipment		0.00
Acum Amort Misc Equipment		<u>0.00</u>
Total Capital Accounts		<u>27,292.98</u>

TOTAL ASSET		<u><u>76,152.03</u></u>
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LIABILITY

Liabilities

Accounts Payable	2,237.22
Accounts Payable	29.40

GST Receivable	(5,943.50)
HST	2,547.01
Employee Loan	0.00
WCB Payable	325.05
Unearned Revenue	1,080.33
Qualica Financing	0.00
Current LTD	0.00
Offset Debt	12.00
Total Liabilities	<u>287.51</u>

TOTAL LIABILITY	<u>287.51</u>
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EQUITY

Equity	
Current Earnings	(14,719.63)
Net Balance	<u>90,584.15</u>
Total Equity	<u>75,864.52</u>

TOTAL EQUITY	<u>75,864.52</u>
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LIABILITIES AND EQUITY	<u><u>76,152.03</u></u>
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Nanaimo 7-10 Club Society
Income Statement 2018-01-01 to 2018-12-31

REVENUE

Revenue

Community Gaming Grant	54,000.00
Organization Gaming Donations	6,116.00
Church Donations	790.00
Canada Helps	7,002.63
Individual Donations	5,890.66
Corporate Donations	15,633.50
Monthly Contributions	720.00
Monthly Pre-Authorized Debit	4,620.00
Organization Non-Gaming Donations	13,514.84
Donation Revenue In-Kind	799.97
Grants	200.00
Membership Fees	90.00
Interest	4.16
Coin Boxes	83.90
Interest Income	87.85
Revenue Sub Total	<u>109,553.51</u>

Fundraising

Save A Tape Program	3,074.77
Run / Walk Out Hunger In Nanaimo	2,788.00
Sponsorships	<u>16,100.00</u>
Fundraising Total	<u>21,962.77</u>
Total Revenue	<u>21,962.77</u>

TOTAL REVENUE	<u>131,516.28</u>
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EXPENSE

Expenses

Advertising	2,051.13
Accounting	2,645.00
Office Supplies	345.80
Website Development	105.93
Insurance	2,983.00
Shaw (Phone & Internet)	1,210.38
Membership Expenses	406.07
Bank Charges	60.00
Fundraising Expense	226.25
Event Expenses	593.53

Christmas Expense	583.63
Payroll	46,563.73
Payroll Expense	240.00
Sub Contract	1,897.50
Honorariums	530.00
WCB Expense	286.54
Groceries	51,683.36
Cleaning Supplies	3,191.11
Rent	20,058.96
Gas Expense	2,425.86
Vehicle-Insurance,Repairs,Maintenan	1,513.85
Repairs and Maintenance	2,285.98
Kitchen Equipment	4,348.30
Total Expenses	<u>146,235.91</u>

TOTAL EXPENSE	<u>146,235.91</u>
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NET INCOME	<u><u>(14,719.63)</u></u>
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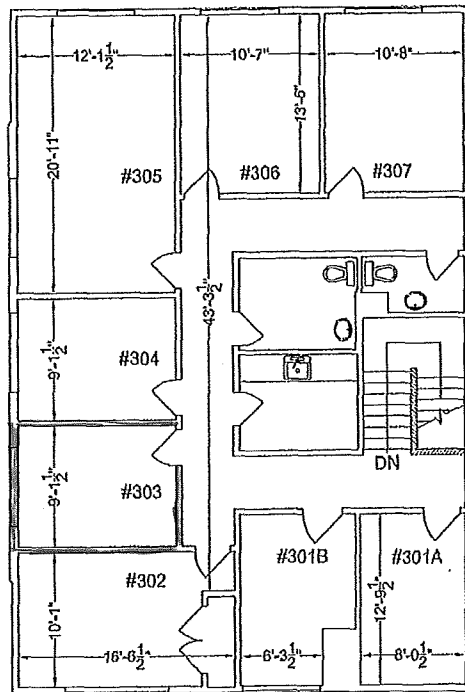
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Nanaimo 7-10 Club Society
Budget 2015 2016 2017 2018 2019

	2015	2016	2017	2018	2019
Revenue					
Gaming	\$45,000.00	\$45,000.00	\$60,000.00	\$75,000.00	\$75,000.00
Organizations	\$14,600.00	\$15,000.00	\$15,200.00	\$15,400.00	\$15,600.00
Churches	\$1,400.00	\$390.00	\$400.00	\$500.00	\$1,000.00
Individuals	\$10,000.00	\$12,490.00	\$7,050.00	\$10,000.00	\$10,000.00
Corporations	\$11,800.00	\$12,450.00	\$12,600.00	\$12,800.00	\$14,000.00
Grants	\$10,000.00	\$10,000.00	\$10,100.00	\$10,200.00	\$11,540.00
Events/Fundraising	\$10,700.00	\$17,500.00	\$17,700.00	\$25,000.00	\$26,000.00
Total Revenue	\$103,500.00	\$112,830.00	\$123,050.00	\$148,900.00	\$153,140.00
Expenses					
Accounting	\$1,800.00	\$1,800.00	\$1,850.00	\$2,500.00	\$2,500.00
Insurance	\$3,200.00	\$3,200.00	\$3,300.00	\$3,350.00	\$3,400.00
Office Supplies	\$800.00	\$830.00	\$850.00	\$860.00	\$870.00
Groceries	\$40,000.00	\$51,600.00	\$57,500.00	\$63,480.00	\$64,000.00
Wages	\$42,000.00	\$42,000.00	\$45,100.00	\$45,700.00	\$49,200.00
Rent	\$19,000.00	\$19,200.00	\$20,000.00	\$21,200.00	\$21,200.00
Repairs	\$2,500.00	\$2,500.00	\$2,600.00	\$4,650.00	\$4,700.00
Telephone & Internet	\$2,000.00	\$3,000.00	\$3,200.00	\$3,250.00	\$3,300.00
Internet	\$200.00	\$200.00	\$250.00	\$260.00	\$270.00
Vehicle	\$14,000.00	\$3,500.00	\$3,600.00	\$3,650.00	\$3,700.00
Total Expenses	\$125,500.00	\$127,830.00	\$138,250.00	\$148,900.00	\$153,140.00

UPPER LEVEL
285 PRIDEAUX ST
NANAIMO BC

DRAFT



BLOCK 6

