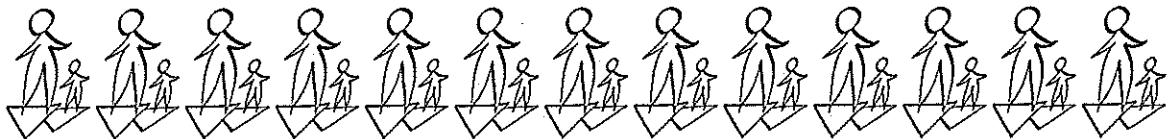




**Pincher Creek Women's Emergency
Shelter Association**

Annual Report 2017/2018



**Pincher Creek Women’s Emergency Shelter Association
Annual General Meeting 2017/2018**

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Pincher Creek Women's Emergency Shelter Association

Our Vision

Our vision is for all people in Southwestern Alberta to be safe in their homes and safe in their communities.

Our Mission Statement

The Pincher Creek Women's Emergency Shelter Association will, in collaboration with other agencies, provide free safe shelter and support services for women and children who are fleeing from domestic violence.

Our Beliefs

We believe in providing a safe place for women and children who are fleeing violence.

We believe that education of society is a key aspect of breaking the cycle of violence.

We believe in the preservation of the family when possible.

We believe in upholding human dignity.

We believe that there is hope and that the cycle of violence can be broken.

We believe that refuge, support and counseling should be available to all women and children who are fleeing from domestic violence.

Pincher Creek Women's Emergency Shelter Association

2017/2018 Board of Directors

President – Elizabeth Dolman

Vice President – Joe Brown

Treasurer – Susan Bare Shin Bone

Secretary – Kelly Weber (Maternity)

Director – Annie Starzynski

Director – Bonita Bourlon

Director – Jason Klipich

Executive Director – Julie Coleman

Pincher Creek Women's Emergency Shelter Association

Employee List

Executive Director – Julie Coleman

Administrative Assistant – Lisa Dupuis

Child Support Workers – Jaclyn Yellowhorn, Julie Bastien

Outreach Workers – Lori Vanee, Tressa Yellow Horn,
Laressa McGlynn, Debbra Healy,
Jolene Hindes

Crisis Intervention Workers –

Part & Full Time:

Jan Sauerwein
Elaine Potts
Nicole Weasel Bear

Casual:

Alene Bastien (Elder)
Mildred Crow Eagle
Patricia Davidson
Earlene Healy
Pam Healy
Lori Morency
Emily Peters
Janet Potts
Carolyn Soop
Veronica Smith (Elder)

Elders:

Alene Bastien
Veronica Smith

**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2018**

**June 13th, 2018 @ 6:00 p.m.
Location: Ramada Inn**

Agenda

1. Welcome/ Prayer by Elder
2. Review and accept the Agenda
3. Review accept the Minutes of the 2017 PCWESA AGM
4. Reports
 - 4.1 Report of the President – Elizabeth Dolman
 - 4.2 Report of the Executive Director- Julie Coleman
 - 4.3 Report of the Administrative Assistant- Lisa Dupuis
 - 4.4 Motion to approve the reports as presented
 - 4.7 Report on Annual Audited Financial Statements – AVAIL
 - 4.7.a Motion to approve Audited Financial Statements and Report
 - 4.7.b Motion to appoint AVAIL as auditors for the 2018/2019 fiscal year
5. Nominations of the PCWESA Board 2018
 - 5.1 Elections of Directors
(Joe Brown, Bonita Bourlon, Susan Bare Shin Bone)
6. Motion to adjourn
7. Guest Speaker: Dr. Sybille Manneschmidt

**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2016/2017**

**June 7th, 2017 @ 6:00 p.m.
Location: Ramada Inn**

Meeting Minutes

In attendance:

Elizabeth Dolman	President	
Joe Brown	Director	ABSENT WITH REGRETS
Rose Skierka	Treasurer	
Kelly Sheppard	Secretary	
Annie Starzynski	Director	
Bonita Bourlon	Director	

Julie Coleman Executive Director

Meeting called to order by chair Elizabeth Dolman @ 6:00 pm.

1. Welcome/ Prayer by Elder Veronica Smith

Elizabeth Dolman (Board President) introduced the executive board members, Julie Coleman (Shelter's Executive Director) and *guest speaker Faye Morning Bull*.

2. Review and accept the Agenda

Motion to accept the June 7th, 2017 Pincher Creek Women's Emergency Shelter Association Annual General Meeting agenda as written was made by Annie Starzynski, seconded by Rose Skierka. Motion Carried.

3. Review and accept the Minutes of the 2015/2016 PCWESA AGM

Motion to accept the 2015/16 PCWESA AGM minutes as written, made by Sybille Manneschmidt, seconded by Kelly Sheppard. Motion Carried.

Minutes Signed

4. Reports

4.1 Report of the President – Elizabeth Dolman
Presented orally and in print, included in the AGM package.

4.2 Report of the Executive Director- Julie Coleman
Presented orally and in print, included in the AGM package.

Of Significance:

- Extensive professional development for fiscal
- Second phase of research project has been launched, by assembling a team
- Staff participation is wide variety of training opportunities throughout the year

4.3 Report of the Program Supervisor- Stacey Grier

Presented orally and on overhead.

Provided and overview of the program areas of the Pincher Creek Women's Emergency Shelter Association including Drop in Child Care, Elders Group, Ribbon Dress and Skirt making and Outreach

4.4 Report of the Research Team – Doris Crow Shoe

Presented orally and on overhead.

Of Significance:

- Team has covered a variety of topics already, and is seeking a new topic that will help promote unity

4.5 Report of the Executive Assistant- Lisa Dupuis

Presented orally and in print, included in the AGM package.

4.6 Motion to approve the reports as presented

Motion to accept the reports as presented, made by Alene Bastien, seconded by Annie Starzynski.

Motion Carried.

4.7 Report on Annual Audited Financial Statements – made by Brian Nelson from Avail, CPA

See included report in the AGM package beginning on page 1 Avail, CPA

Of Significance:

- Increases in funding through donations lead to increase in cash
- Based on the Statement of Operations, the fiscal year ended with an excess of \$28,213 similar to the previous year on the revenue side (see notes in auditor’s report)
- The PCWESA is in a strong cash position

4.7.a Motion to approve Audited Financial Statements and Report

Motion to approve the PCWESA audited financial statements and report for the 2016/2017 fiscal year as written, made by Rose Skierka, seconded by Kelly Sheppard.

Motion Carried.

4.7.b Motion to appoint Avail, CPA as the auditors
for the 2017/2018 fiscal year

**Motion to appoint Avail, CPA as auditors for the Pincher Creek Women's
Emergency Shelter Association 2017/2018 fiscal year made by Annie
Starzynski, seconded by Rose Skierka.**

Motion Carried.

5. Nominations the PCWESA Board 2017/2018

PCWESA is mandated to have 5-7 members on the executive board.

5.1 Elections of the President (Elizabeth Dolman needs to be re-elected for
another 2 year term as president)

"Are there any other nominations for the role of president from the floor?"
Repeated thrice with no new nominations presented.

"All in favour of Elizabeth Dolman for the role of president on the PCWESA
board."

All agreed.

**Elizabeth Dolman is voted the new president of the PCWESA executive
board.**

5.2 Election of Directors (Rose Skierka, Annie Starzynski need to be re-
elected for another 2 year term) (Jason Klipich needs to be elected for his first
2 year term) (Kelly Sheppard and Bonita Bourlon are until June 2018)

"Are there any other nominations for the role of director from the floor?"

Repeated thrice with no new nominations presented.

"All in favour of Rose Skierka and Annie Starzynski to stand as Directors on
the PCWESA Executive Board for another two years.

All agreed.

"All in favour of Jason Klipich being voted onto the PCWESA Executive
Board.

All agreed.

**Rose Skierka, Annie Starzynski and Jason Klipich have been voted in as
directors on the PCWESA executive board for the next 2 fiscal year
terms.**

6. Motion to adjourn

Motion to adjourn @ 7:00 pm made by Rose Skierka, seconded by Sybille Manneschmidt.

Guest Speaker: Faye Morning Bull

President

Date

Secretary

Date

**Pincher Creek Women's Emergency Shelter Association
Report of the President of the Board of Directors for 2017-2018**

On behalf of the Board of Directors, I would like to extend our sincere thanks to our Executive Director, Julie Coleman and acknowledge the excellent work, expertise and focus that she and her team of dedicated staff bring to the shelter each and every day. Our staff consistently provide a high quality of service in meeting the needs of women and children fleeing violence. They are also constantly dedicated to building their skills and services to maintain a productive and healthy learning environment.

The Board continues to be proud and fully supportive of the excellent and creative work and contributions made by the entire organization to help people be safe in their homes and in our communities.

The work of the Board of Director's this year was again stable and quiet. We are on track in our 3-year Strategic Plan for the 2017-2020 timeframe. Over the past year, we saw some changes to our board membership by the retirement of Rose Skierka and by welcoming a new interim board member Susan Bare Shin Bone. We appreciate her willingness and interest in joining the board. Thanks to returning board members Joe Brown, Annie Starzynski, Bonita Bourlon, Jason Klipich and Kelly Sheppard who is currently on maternity leave, for their continued commitment to the work of the board and the Pincher Creek Women's Emergency Shelter Association. Focus over the next year will be in the areas of board development and strategic direction. The Board of Directors would like to thank all the individuals and groups within the community who support and contribute to the important work of the Pincher Creek Women's Emergency Shelter.

Respectfully,

Elizabeth Dolman
President, Board of Directors
Pincher Creek Women's Emergency Shelter Association

Pincher Creek Women's Emergency Shelter Association
2018 Report of the Executive Director
Julie K. Coleman

Welcome to all PCWESA members, Board of Directors, staff, community members and our guest speaker Dr. Sybille Manneschmidt. This has been another relatively quiet year particularly in the residential program. While we are accustomed to a sometimes frantic schedule, the slower pace allowed for a collective reflection and subsequent (subtle) shift in our practise.

Beginning last September 2017, the staff and I completed a comprehensive review of the most prevalent practise models in our sector (i.e. trauma informed practise, VAW theory of change models), and had an honest conversation about the effectiveness of these models both from a service provision standpoint and from the perspective of our clients.

From 2012 on (when we started the literature review for what evolved into the Threading, Stitching and Storytelling Research Project) we were completely immersed in identifying, analyzing and challenging the political, social and cultural systems that surround us.

We looked at how family, culture and society can produce individual and collective challenges and suffering and we spent a great deal of time assessing intersections of identity, and how the dominant culture privileges those who fit into the status quo. We looked at ways our sector and our agency may be requiring those we serve to simply fit into this status quo.

We focussed on hearing from the Indigenous women we serve and considered how the history of colonization, residential school and intergenerational trauma has impacted and impaired their lives and experiences.

Through training, supervision and consultation we were intentional in our efforts to dissolve these destructive messages and realize our vision of an atmosphere and practise of inclusion, kindness and acceptance.

By all measures (including client feedback) we have been successful in creating this vision and we continue to strive to create a positive, inclusive environment in our workplace.

Nonetheless, the reality remains that in addition to the perennial challenge of assisting women to permanently leave abusive and unhealthy situations, we rarely address the violence as the primary concern. The epidemic of opioid drug addiction among our clients has been steadily increasing over the past decade, and while we constantly draw on our understanding of the trauma that leads to drug addiction, we also know that this understanding alone will not effect change.

In fact, the external focus left most of us feeling powerless and exhausted and it took some time to accept that we cannot change systems around us, or anything that has happened in the past. It has also left many people feeling rightfully angry at the injustices they and our clients face, yet defeated and unable to shift the systems around us.

There is no doubt that these systems are corrupt and in many cases abusive, and advocacy is often at the heart of our work. However, we are also learning that "systems" cannot be targets of intervention. People create systems and when people become more conscious and sensible, the systems they create will reflect this.

The effort underway since our staff retreat last fall 2017 is toward a vision of more self-aware staff who have lived experiences of what it takes to change themselves, and therefore the tools required to assist our clients to make changes in their own lives. We have shifted our focus off of the reasons and explanations of violence and unhealthy coping mechanisms, to the vast array of possibilities available for individuals to rise above the pain and suffering.

Through the internal exploration we have had to face the fact that most of us operate with a victim consciousness in our lives- from relatively minor issues to more serious and long lasting behaviors like addictions. We are beginning to understand at an intimate level that as long as we have someone or something else to blame, we cannot and will not make changes in our lives. This also holds true for the people we serve.

Of course this practice shift needs to be presented with compassion, however compassion cannot be trained into people. Rather, it is the direct result of taking on the hard task of realizing that no matter what is happening around us, our experience of these events is created by us. Once we perceive this reality, we can draw on our personal experiences to demonstrate that those we serve also possess what is required to transform their own lives.

I would like to thank all of the staff who have been immersed in this challenging and sometimes painful process of evaluation and self-reflection over the past 9 months. It has been my honor and pleasure to travel this path with all of you.

Thank you too to all the members of the PCWESA Board of Directors for your encouragement and support of this effort. I sincerely appreciate it.

I also want to express my sincere appreciation to Renae Taylor, Shelter Advisor for Community and Social Services who, while always maintaining her professional role as the GOA funding representative, has also been personable, supportive and understanding of the unique challenges encountered in a small rural community.

Thank you again to the Alberta Council of Women's Shelters for their advocacy on behalf of all shelter services in Alberta.

And finally, thank you to all of PCWESA's many supporters. Your contributions and support enable us to continue with this important and transformative work.

Sincerely,

Julie K. Coleman
Executive Director
PCWESA

The Pincher Creek Women's Emergency Shelter Association

would like to express our Sincere Appreciation to the following Businesses and Organizations for their support throughout the year:

Alberta Gaming and Liquor Commission
(AGLC)
Alberta Health Services
Avail, CPA
Government of Alberta Human Services
Children & Family Services in Blairmore
Alberta Council of Women's Shelters
Alberta Culture & Community Services
Alberta Mental Health Association
Alberta Treasury Branch
All 4 Women Society
Associate Medical Clinic
Blood Tribe Counselling Services
Blood Tribe Police
KJ Cameron Services
Canadian Mortgage and Housing
Canadian Women's Foundation
Canyon School
Castleview Chapter 21
Children's World Before & After School
Chris Lawson, Family Court Counselor
Christ Church Fort Macleod
Church of Jesus Christ of LDS
Community Foundation of Lethbridge &
South Western Alberta
Crossfit Pincher Creek
Father Lacombe Council #2674
Foothills United Church Women
Fort Macleod Credit Union
Fr. Lacombe Council
Glenwood Ward Relief Society
Group Group Youth
Heritage Inn
Hill Spring Cultural Society
Hill Spring Great Canadian Quilt Club
Holy Spirit School Division
Kainai Women's Wellness Lodge
Knitters @ Whispering Winds Village
Knit Wits from Fort Macleod
Legion Hamper Program
Lethbridge Community College
Livingstone Ladies Social Club
Livingstone Range School Division -
Professional Development Council
Livingstone School
Matthew Halton High School

Mirror Mirror Salon
NAPI Friendship Centre
Piikani Chief and Council
Piikani Child and Family Services
Piikani Elders Council
Piikani Employment Services
Piikani Health Centre
Pincher Creek Co-operative Association
Pincher/Cowley Roaring Lions
Pincher Creek Food Bank
Pincher Creek Voice
Ramada Inn & Suites
RCMP Ball
RCMP Detachments in Pincher Creek,
Brocket, CNP, Fort Macleod, and Cardston
RESOLVE Research
Rocky Mountain Bobcat
Rocky View Mennonite School
Rocky View Mennonite Sewing Circle
Royal Bank & Staff
Spring Point Community Society
St. John's ACW
St. Michael's School & Students Council
St. Michael's Church
Thompson Colony
Town of Pincher Creek
Unifor
United Church Thrift Shop
University of Calgary
ULSU – Social Work Student Association
University of Lethbridge
Victim Services
Walmart

Thank you also to the many individuals who have made donations (financial or in-kind) or volunteered their time.

If we missed mentioning anyone we apologize and thank you for your contribution

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION

FINANCIAL STATEMENTS

For the year ended March 31, 2018

Draft - June 8, 2018

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
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Draft - June 8, 2018

INDEPENDENT AUDITOR'S REPORT

To: The Board of Directors of
Pincher Creek Women's Emergency Shelter Association

We have audited the accompanying financial statements of Pincher Creek Women's Emergency Shelter Association, which comprise the statement of financial position as at March 31, 2018, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2018 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.

Lethbridge, Alberta

June 13, 2018

Chartered Professional Accountants

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF FINANCIAL POSITION
As at March 31, 2018

	2018	2017
ASSETS		
Current		
Cash	\$ 90,790	\$ 175,900
Restricted cash (note 3)	131,356	58,061
GST receivable	716	1,398
Prepaid expenses	3,564	4,103
	226,426	239,462
Investment	204	300
Capital assets (note 4)	745,706	781,330
	\$ 972,336	\$ 1,021,092
LIABILITIES AND NET ASSETS		
Current		
Accounts payable and accrued liabilities	\$ 94,871	\$ 110,688
Salaries payable	22,078	28,922
Deferred revenue (note 5)	31,666	2,065
Surplus retention reserve (note 6)	99,739	100,000
Current portion of long-term debt	21,667	21,667
	270,021	263,342
Long-term debt (note 7)	43,333	65,000
Unamortized capital contributions (note 8)	401,157	398,639
	714,511	726,981
Net Assets		
Unrestricted	(21,722)	(1,912)
Invested in capital assets	279,547	296,023
	257,825	294,111
	\$ 972,336	\$ 1,021,092

Approved on behalf of the board:

Director _____

Director _____

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF OPERATIONS
For the year ended March 31, 2018

	2018 Budget (Unaudited).	2018 Actual	2017 Actual
Revenue			
Alberta Human Services	\$ 997,391	\$ 997,391	\$ 801,380
Amortization of capital contributions	-	19,148	20,179
Donations- business/groups	5,000	4,310	5,047
Donations- individual	-	2,979	2,125
Casino	-	2,894	-
Memberships	100	70	90
Miscellaneous	-	23	28
Intensive case management	-	10,640	208,358
United Way	-	-	206
Surplus adjustment	-	(15,365)	(66,913)
	<u>1,002,491</u>	<u>1,022,090</u>	<u>970,500</u>
Expenses			
Client development	715,586	702,107	628,413
Administration wages	144,927	152,923	144,114
Administration	52,878	58,897	50,345
Facility	35,800	58,200	32,700
Direct client costs	25,500	23,026	25,332
Office	15,500	16,796	16,927
Vehicle	7,300	9,673	4,552
Amortization	-	36,754	39,904
	<u>997,491</u>	<u>1,058,376</u>	<u>942,287</u>
Excess (deficiency) of revenue over expenses	\$ 5,000	\$ (36,286)	\$ 28,213

Draft June 8, 2018

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
For the year ended March 31, 2018

	Unrestricted	Invested in capital assets	Total 2018	Total 2017
Balance, beginning of year	\$ (1,912)	\$ 296,023	\$ 294,111	\$ 265,898
(Deficiency) excess of revenue over expenses	(36,286)	-	(36,286)	28,213
Amortization of capital assets	36,754	(36,754)	-	-
Purchase of capital assets	(1,130)	1,130	-	-
Capital contributions received	21,667	(21,667)	-	-
Amortization of capital contributions	(19,148)	19,148	-	-
Forgiveness of long-term debt	(21,667)	21,667	-	-
Balance, end of year	\$ (21,722)	\$ 279,547	\$ 257,825	\$ 294,111

Draft - June 8, 2018

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CASH FLOWS
For the year ended March 31, 2018

	2018	2017
Cash flows from operating activities		
(Deficiency) excess of revenue over expenses	\$ (36,286)	\$ 28,213
Adjustments for items which do not affect cash		
Amortization of capital assets	36,754	39,904
Amortization of capital contributions	(19,148)	(20,179)
	(18,680)	47,938
Change in non-cash working capital items		
GST receivable	682	2,184
Prepaid expenses	539	1,328
Accounts payable and accrued liabilities	(15,818)	48,087
Salaries payable	(6,844)	5,160
Deferred revenue	29,601	(23,192)
Surplus retention reserve	(261)	17,492
	(10,781)	98,997
Cash flows from investing activities		
Decrease in investment	96	-
Purchase of capital assets	(1,130)	(39,990)
	(1,034)	(39,990)
Cash flows from financing activities		
Forgiveness of long-term debt	(21,667)	(21,667)
Capital contributions received	21,667	21,667
	-	-
Net (decrease) increase in cash and cash equivalents	(11,815)	59,007
Cash and cash equivalents, beginning of year	233,961	174,954
Cash and cash equivalents, end of year	\$ 222,146	\$ 233,961
Cash and cash equivalents consist of:		
Cash	\$ 90,790	\$ 175,900
Restricted cash	131,356	58,061
	\$ 222,146	\$ 233,961

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2018

1. Nature of operations

Pincher Creek Women's Emergency Shelter Association provides safe shelter and support services for women and children in Southwestern Alberta who are fleeing abusive situations. The Association is incorporated under the Societies Act of the Province of Alberta and is exempt from income taxes under the Income Tax Act, section 149(1)(f) as a charitable organization.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant policies are detailed as follows:

(a) Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(b) Cash and cash equivalents

The Association includes cash on hand and cash held by financial institutions in operating, surplus and casino accounts in the determination of cash and cash equivalents.

(c) Capital assets

Purchased capital assets are recorded at cost. Contributed assets are recorded at their fair value at the date of contribution. The Association provides for amortization using the declining balance method at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates are as follows:

Buildings	4%
Furniture and fixtures	20%
Automotive	30%
Computer equipment	30%

One-half the normal rate of amortization is recorded in the year of acquisition.

(d) Net assets invested in capital assets

Net assets invested in capital assets represents the unamortized portion of capital assets purchased with unrestricted resources, less related debt.

The Association has chosen to continue to treat net assets invested in capital assets as a separate component of net assets.

(e) Financial instruments

The Association initially measures its financial assets and liabilities at fair value. The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2018

2. Significant accounting policies, continued

(f) **Contributed services**

Directors, committee members and owners volunteer their time to assist in the Association's activities. While these services benefit the Association considerably, a reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

(g) **Measurement uncertainty**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

3. Restricted cash

Restricted cash relates to funds received from the operation of a casino and prior year surplus requiring government approval. Withdrawal of these funds can only be made for purposes explicitly authorized.

	2018	2017
Surplus retention reserve	\$ 99,747	\$ 54,088
Casino	31,609	3,973
	\$ 131,356	\$ 58,061

4. Capital assets

			2018	2017
	Cost	Accumulated amortization	Net	Net
Land	\$ 44,500	\$ -	\$ 44,500	\$ 44,500
Buildings	960,154	291,468	668,686	693,875
Furniture and fixtures	98,530	86,028	12,502	14,357
Automotive	53,143	40,359	12,784	18,263
Computer equipment	28,703	21,469	7,234	10,335
	\$ 1,185,030	\$ 439,324	\$ 745,706	\$ 781,330

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2018

5. **Deferred revenue**

Deferred revenue is the amount of funding received but not spent as of March 31, 2018.

	2018	2017
Casino	\$ 31,666	\$ 2,065
	2018	2017
Opening deferred revenue	\$ 2,065	\$ 25,257
Amounts received	32,739	-
Amounts used	(3,138)	(23,192)
	\$ 31,666	\$ 2,065

6. **Surplus retention reserve**

The surplus retention reserve relates to the restriction of surplus funds from the prior year based on an agreement with Alberta Human Services. These funds may only be used by the Association subject to approval from the Ministry.

	2018	2017
Opening balance	\$ 100,000	\$ 82,508
Current year surplus	36,457	92,097
Amounts recognized as revenue	(13,117)	(16,417)
Adjustments to surplus approved by the Ministry	12,856	(8,767)
Amounts repayable to the Ministry	(36,457)	(49,421)
	\$ 99,739	\$ 100,000

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2018

7. Long-term debt

	2018	2017
Canada Mortgage and Housing Corporation This loan is forgivable at a rate of one fifteenth of the original principal amount for each year that the Association continues to own and use the existing building.	\$ 65,000	\$ 86,667
<u>Less current portion</u>	<u>21,667</u>	<u>21,667</u>
	<u>\$ 43,333</u>	<u>\$ 65,000</u>
Estimated principal forgiveness is as follows:		
2019	\$ 21,667	
2020	21,667	
2021	21,666	
	<u>\$ 65,000</u>	

8. Unamortized capital contributions

Unamortized capital contributions represent the externally funded portion of capital assets that will be recognized as revenue over the same period as the amortization of the related capital assets. The change in unamortized capital contribution balance for the year is as follows:

	2018	2017
Balance, beginning of year	\$ 398,639	\$ 397,152
Contributions received - building	21,667	21,667
Amortization of capital contributions	(19,149)	(20,180)
	<u>\$ 401,157</u>	<u>\$ 398,639</u>

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2018

9. **Contingency**

Full time employees of the Association are allowed to accrue sick leave. As at March 31, 2018 the amount of accumulated sick leave was \$2,674 (2017 - \$2,382). The amount is not recorded in the financial statements as there is no certainty the full amount will be used. The amount of accumulated sick leave is not paid out to employees of the Association when they leave their position.

10. **Economic dependence**

The Association receives a significant amount of funding from Alberta Human Services. Accordingly, the ability of the Association to meet its future obligations is dependent upon the continued financial support from the Province.

Draft - June 8, 2018