



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

Annual Report 2018/2019



**Pincher Creek Women’s Emergency Shelter Association
Annual General Meeting 2018/2019**

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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

2018/2019 Board of Directors

President – Elizabeth Dolman

Vice President – Joe Brown

Treasurer – Susan Bare Shin Bone

Secretary – Bonita Bourlon

Executive Director – Julie Coleman

Pincher Creek Women's Emergency Shelter Association

Employee List

Executive Director – Julie Coleman

Administrative Assistant – Lisa Dupuis

Child Support Workers – Julie Bastien

Outreach Workers – Lori Vanee, Laressa McGlynn, Trish White, Lindsay Van Weverwyk

Crisis Intervention Workers –

Full Time:

Jan Sauerwein
Elaine Potts
Nicole Weasel Bear

Casual:

Patricia Davidson
Earlene Healy
Pam Healy
Lori Morency
Carolyn Soop
Jody Scott

Elders:

Alene Bastien
Veronica Smith

**Pincher Creek Women's Emergency Shelter Association
Annual General Meeting 2019**

June 05rd, 2019 @ 6:00 p.m.

Location: Heritage Inn

Agenda

1. Welcome/ Prayer by Elder
2. Review and accept the Agenda
3. Review accept the Minutes of the 2018 PCWESA AGM
4. Reports
 - 4.1 Report of the President – Elizabeth Dolman
 - 4.2 Report of the Executive Director- Lisa Dupuis
(on behalf of Julie Coleman)
 - 4.3 Motion to approve the reports as presented
 - 4.5 Report on Annual Audited Financial Statements – AVAIL
 - 4.5.a Motion to approve Audited Financial Statements and Report
 - 4.5.b Motion to appoint AVAIL as auditors
for the 2019/2020 fiscal year
5. Nominations of the PCWESA Board 2019
 - 5.1 Election of Board President
Elizabeth Dolman, 3rd of 3 two year terms
 - 5.2 Election of Directors
(Carolyn Goard , 1st 2 year term)
6. Motion to adjourn
7. Guest Speaker: Dr. Sybille Manneschmidt

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

**June 13, 2018 @ 6:15 p.m.
Location: Ramada Inn**

Meeting Minutes

In attendance:

Elizabeth Dolman	President	
Joe Brown	Director	
Susan Bare Shin Bones	Treasurer	
Bonita Bourlon	Acting Secretary/Director	
Annie Starzynski	Director	
Kelly Sheppard	Secretary	ABSENT WITH REGRETS
Jason Klipich	Director	ABSENT WITH REGRETS
Julie Coleman	Executive Director	

Meeting called to order by chair Elizabeth Dolman @ 6:15 pm

Welcome/ Prayer by Elder Alene Bastein

Elizabeth Dolman (Board President) introduced the executive board members, Julie Coleman (Shelter's Executive Director) *and Guest Speaker Dr. Sybille Manneschmidt*

1. Review and accept the Agenda
**Motion to accept the June 13, 2018 Pincher Creek Women's Emergency Shelter Association annual general meeting agenda as written with numbering changes, made by Sybille Manneschmidt, seconded by Wendy Ryan.
Motion Carried.**

2. Review and accept the Minutes of the 2017 PCWESA AGM
**Motion to accept the 2017 PCWESA AGM minutes as written, made by Annie Starzynski, seconded by Susan Bare Shin Bones.
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: Quieter year but steady. Outreach similar.

Extensive time as been utilized by all staff in looking all models of practice for this sector of work. Through training, supervision, consultation and practice together the shelter has been intentional in providing and atmosphere of inclusion, kindness and acceptance. This has evolved towards a vision of staff being more self-aware who have collectively worked towards shifting the focus off of reasons and explanation of violence and unhealthy coping mechanisms to the vast array of possibilities to all individuals.

This shift in focus has been personally challenging however enlightening.

Introductions were also made of staff who were able to attend and a brief description of the programs they are involved with.

4.3 Report of the Executive Assistant- Lisa Dupuis

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

4.4 Motion to approve the reports as presented

Motion to accept the reports as presented, made by Bonita Bourlon, seconded by Joe Brown.

Motion Carried.

4.5 Report on Annual Audited Financial Statements – made by Casey Duscharme from Avail, CPA

See included report in the AGM package beginning on page 1 Avail, CPA Clean Audit – Total assets and total liability is positive outcome. In a strong position.

4.5.a Motion to approve Audited Financial Statements and Report

Motion to approve the PCWESA audited financial statements and report for the 2017/2018 fiscal year as written, made by Annie Starzynski, seconded by Susan Bare Shin Bones.

Motion Carried.

4.5.b Motion to appoint Avail, CPA as the auditors for the 2018/2019 fiscal year

Motion to appoint Avail, CPA as auditors for the Pincher Creek Women's Emergency Shelter Association 2018/2019 fiscal year made by Sybille Manneschmidt, seconded by Wendy Ryan.

Motion Carried.

5. Nominations of the PCWESA Board 2018/2019

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

5.1 Election of Directors

Joe Brown – Bonita Bourlon – Susan Bare Shin Bones need to renew for the next 2 year term

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

Repeated thrice with no new nominations presented.

"All in favour of Joe Brown, Bonita Bourlon and Susan Bare Shin Bones being voted onto the PCWESA executive board."

All agreed.

Joe Brown, Bonita Bourlon and Susan Bare Shin Bones 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 @ 7:20 pm made by Joe Brown, seconded by Bonita Bourlon.

Date

Date

Chair

Secretary

Guest Speaker: Dr. Sybille Manneschmidt – Mental Health Psychosocial Services in Conflict Zones. Focusing on capacity building for professionals working with women in Duhok Governate, Kurdish Region Iraq

President

Date

Secretary

Date

Pincher Creek Women's Emergency Shelter Association
Report of the President of the Board of Directors for 2018-19

On behalf of the Board of Directors, I would like to extend our acknowledgement and gratitude for the ongoing commitment and excellent work of our Executive Director, Julie Coleman and her dedicated and caring staff. We are very proud of the consistently high quality of service that the team provides to women and children fleeing violence. This is also a staff team that continuously strives to build their skills and services and to maintain a productive and healthy learning environment.

The Board is fully supportive and proud of the outstanding 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 Directors this year proved straightforward and routine. We continue to be on track in our 3-year Strategic Plan which is guiding organization and board development for the 2017-2020 timeframe.

Thank you to returning board members Joe Brown, Bonita Bourlon and Susan Bare Shin Bone, for their continued commitment and contributions to the work of the board. We also offer much thanks and appreciation for all the contributions and work of board members who retired from the board during the 2018-19 year: Annie Starzynski, Jason Klipich, and Kelly Weber (Sheppard).

We would also like to welcome a very recent addition to the board, Carolyn Goard who brings decades of experience working in the Women's Shelter sector in a variety of roles, most recently with the Alberta Council of Women's Shelters.

The Board of Directors would like to thank all of the individuals within our community for their support and contributions 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 Assoc.

**Pincher Creek Women's Emergency Shelter Association
2019 Report of the Executive Director
Julie K. Coleman**

Welcome to all PCWESA members, Board of Directors, staff, community members and our returning guest speaker, Dr. Sybille Manneschmidt.

During this fiscal year we served 110 women and 68 children across residential and outreach programs and an average of 6 infants and toddlers every day in the child care program. As I have been reporting for the last several years, our primary challenge as an organization continues to be how to provide effective programming to those struggling with addictions and mental health issues.

To this end we continued to examine trauma informed models with a focus on Dr. Bruce Perry's work through the Child Trauma Academy and have been working on a more developmentally appropriate assessment framework for children and youth. This will be implemented in the outreach program over the next months.

In addition to the internal training and consultations, staff attended the following workshops: Addictions in FN Communities (Dr. Gabor Mate), Alberta College of Social Workers Annual Conference, Couples Counselling (Faculty of Social Work, U of C), DV Conference at Emerskin Women's Shelter (Maskwacis), a Provincial consultation on the Collective Impact of DV, Rural Mental Health Conference (Brooks), Blackfoot Language Symposium (attended by our Elders) and a Missing and Murdered Indigenous Women Conference (Piikani Prevention).

As always the new information gathered at external events generated thoughtful discussion and reflection on improving our practise and creating more effective interventions. I would like to sincerely thank all PCWESA staff for their commitment to maintaining a high standard of professionalism in the organization, for working to support one another, and most importantly for their faith in the women and children we serve.

It is for this reason alone that my upcoming resignation (June 30th), while necessary in terms of my own development, is extremely difficult. Perhaps more than anyone, I understand the sacrifices that a core group of PCWESA staff have made over the years to keep the organization operating and moving forward, and I will never be able to adequately express my heartfelt appreciation for their dedication and loyalty.

I would also like to thank the PCWESA Board of Directors for their commitment to the organization and the community, to the Government of Alberta for our core funding and the extra supports and encouragement provided particularly

during this past fiscal year, and to the Alberta Council of Women's Shelters for their relentless advocacy on behalf of women and children fleeing violence and the agencies that support this population.

I would also like to acknowledge the communities of Pincher Creek, Crowsnest Pass, Cardston, Standoff, Brocket and Fort Macleod for the donations and expressions of appreciation for our organization.

And finally, thank you to all the brave women I have had the pleasure to serve over the years who found the courage to step out of the familiar and create a new story for themselves and their children.

With Gratitude,

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
Betty Lynch Staunton & Family
Blood Tribe Counselling Services
Blood Tribe Police
Cal Olson and Family
Canadian Mortgage and Housing
Canadian Women's Foundation
Canyon School
Castleview Chapter 21
Chris Lawson, Family Court Counselor
Community Foundation of Lethbridge &
South Western Alberta
464053 Alberta Ltd. o/a Mobile Estates
Father Lacombe Council #2674
Foothills United Church Women
Fr. Lacombe Council
Greenery on Main
Group Group Youth
Heritage Inn
Hill Spring Cultural Society
Holy Spirit School Division
Kainai Women's Wellness Lodge
KJ Cameron Services
Knitters @ Whispering Winds Village
Knit Wits from Fort Macleod
Kootenai Brown Pioneer Village
Legion Hamper Program
Lethbridge Community College
Livingstone Ladies Social Club
Livingstone Range School Division -
Professional Development Council
Livingstone School
Matthew Halton High School

NAPI Friendship Centre

North & Company - Lethbridge
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
Ramada Hotel
RCMP Detachments in Pincher Creek,
Brocket, CNP, Fort Macleod, and Cardston
RESOLVE Research
Rocky Mountain Bobcat
Rocky View Mennonite Sewing Circle
Royal Bank & Staff
Shootin the Breeze
Spring Point Community Society
St. John's ACW
St. Michael's School & Professional
Development Council
The Benevity Community Impact Fund
The Little Chicks
Town of Pincher Creek
Unifor
United Church
University of Calgary
ULSU – Social Work Student Association
University of Lethbridge
Victim Services

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, 2019

Draft - May 29, 2019

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION

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Draft - May 29, 2019

INDEPENDENT AUDITOR'S REPORT

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

Opinion

We have audited the financial statements of Pincher Creek Women's Emergency Shelter Association, which comprise the statement of financial position as at March 31, 2019, and the statements of operations, 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, the financial statements present fairly, in all material respects, the financial position of Pincher Creek Women's Emergency Shelter Association as at March 31, 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 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 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.

INDEPENDENT AUDITOR'S REPORT

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.

Pincher Creek, Alberta

June 5, 2019

Chartered Professional Accountants

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF FINANCIAL POSITION
As at March 31, 2019

	2019	2018
ASSETS		
Current		
Cash	\$ 130,516	\$ 90,790
Restricted cash (note 3)	116,401	131,356
GST receivable	722	716
Prepaid expenses	2,584	3,564
	250,223	226,426
Investment	204	204
Capital assets (note 4)	715,063	745,706
	\$ 965,490	\$ 972,336
LIABILITIES AND NET ASSETS		
Current		
Accounts payable and accrued liabilities	\$ 105,768	\$ 94,871
Salaries payable	25,745	22,078
Deferred revenue (note 5)	28,843	31,666
Surplus retention reserve (note 6)	87,559	99,739
Current portion of long-term debt	21,667	21,667
	269,582	270,021
Long-term debt (note 7)	21,666	43,333
Unamortized capital contributions (note 8)	404,610	401,157
	695,858	714,511
Net Assets		
Unrestricted	2,514	(21,722)
Invested in capital assets	267,118	279,547
	269,632	257,825
	\$ 965,490	\$ 972,336

Approved on behalf of the board:

Director _____

Director _____

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF OPERATIONS
For the year ended March 31, 2019

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Revenue			
Alberta Human Services	\$ 997,391	\$ 997,391	\$ 997,391
Amortization of capital contributions	-	18,214	19,148
Donations- business/groups	5,000	4,585	4,310
Casino	1,500	2,961	2,894
Donations- individual	-	1,415	2,979
Miscellaneous	-	123	23
Memberships	100	90	70
Intensive case management	-	-	10,640
Surplus adjustment	-	(8,844)	(15,365)
	1,003,991	1,015,935	1,022,090
Expenses			
Client development	715,586	669,482	702,107
Administration wages	144,927	156,668	152,923
Facility	37,000	56,969	58,200
Administration	52,578	44,365	58,897
Direct client costs	25,100	21,503	23,026
Office	16,500	16,685	16,796
Vehicle	7,300	5,376	9,673
Amortization	-	33,080	36,754
	998,991	1,004,128	1,058,376
Excess (deficiency) of revenue over expenses	\$ 5,000	\$ 11,807	\$ (36,286)

Draft - MAY 29 2019

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
For the year ended March 31, 2019

	Unrestricted	Invested in capital assets	Total 2019	Total 2018
Balance, beginning of year	\$ (21,722)	\$ 279,547	\$ 257,825	\$ 294,111
Excess (deficiency) of revenue over expenses	11,807	-	11,807	(36,286)
Loss on disposal of capital assets	230	(230)	-	-
Amortization of capital assets	33,080	(33,080)	-	-
Purchase of capital assets	(2,667)	2,667	-	-
Capital contributions received	21,667	(21,667)	-	-
Amortization of capital contributions	(18,214)	18,214	-	-
Forgiveness of long-term debt	(21,667)	21,667	-	-
Balance, end of year	\$ 2,514	\$ 267,118	\$ 269,632	\$ 257,825

Draft - May 29, 2019

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
STATEMENT OF CASH FLOWS
For the year ended March 31, 2019

	2019	2018
Cash flows from operating activities		
Excess (deficiency) of revenue over expenses	\$ 11,807	\$ (36,286)
Adjustments for items which do not affect cash		
Amortization of capital assets	33,080	36,754
Amortization of capital contributions	(18,214)	(19,148)
Loss on disposal of capital asset	230	-
	26,903	(18,680)
Change in non-cash working capital items		
GST receivable	(6)	682
Prepaid expenses	980	539
Accounts payable and accrued liabilities	10,897	(15,818)
Salaries payable	3,667	(6,844)
Deferred revenue	(2,823)	29,601
Surplus retention reserve	(12,180)	(261)
	27,438	(10,781)
Cash flows from investing activities		
Decrease in investment	-	96
Purchase of capital assets	(2,667)	(1,130)
	(2,667)	(1,034)
Cash flows from financing activities		
Forgiveness of long-term debt	(21,667)	(21,667)
Capital contributions received	21,667	21,667
	-	-
Net increase (decrease) in cash and cash equivalents	24,771	(11,815)
Cash and cash equivalents, beginning of year	222,146	233,961
Cash and cash equivalents, end of year	\$ 246,917	\$ 222,146
Cash and cash equivalents consist of:		
Cash	\$ 130,516	\$ 90,790
Restricted cash	116,401	131,356
	\$ 246,917	\$ 222,146

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2019

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 accounting 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, 2019

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.

	2019	2018
Surplus retention reserve	\$ 87,596	\$ 99,747
Casino	28,805	31,609
	\$ 116,401	\$ 131,356

4. Capital assets

	2019		2018	
	Cost	Accumulated amortization	Net	Net
Land	\$ 44,500	\$ -	\$ 44,500	\$ 44,500
Buildings	960,154	315,703	644,451	668,686
Furniture and fixtures	98,785	87,541	11,244	12,502
Automotive	53,143	44,194	8,949	12,784
Computer equipment	23,004	17,085	5,919	7,234
	\$ 1,179,586	\$ 464,523	\$ 715,063	\$ 745,706

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2019

5. **Deferred revenue**

Deferred revenue is the amount of funding received but not spent as of March 31, 2019.

	2019	2018
Casino	\$ 28,843	\$ 31,666
Opening deferred revenue	\$ 31,666	\$ 2,065
Amounts received	-	32,739
Interest earned	138	-
Amounts spent	(2,961)	(3,138)
	\$ 28,843	\$ 31,666

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.

	2019	2018
Opening balance	\$ 99,739	\$ 100,000
Current year surplus	57,481	36,457
Amounts recognized as revenue	(18,800)	(13,117)
Adjustments to surplus approved by the Ministry	6,620	12,856
Amounts repayable to the Ministry	(57,481)	(36,457)
	\$ 87,559	\$ 99,739

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2019

7. Long-term debt

	2019	2018
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.	\$ 43,333	\$ 65,000
<u>Less current portion</u>	<u>21,667</u>	<u>21,667</u>
	\$ 21,666	\$ 43,333
Estimated principal forgiveness is as follows:		
2020	\$ 21,667	
2021	21,666	
	\$ 43,333	

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:

	2019	2018
Balance, beginning of year	\$ 401,157	\$ 398,639
Contributions received - building	21,667	21,667
Amortization of capital contributions	(18,214)	(19,149)
	\$ 404,610	\$ 401,157

PINCHER CREEK WOMEN'S EMERGENCY SHELTER ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended March 31, 2019

9. **Contingency**

Full time employees of the Association are allowed to accrue sick leave. As at March 31, 2019 the amount of accumulated sick leave was \$2,521 (2018 - \$2,674). 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 - May 29, 2019