



454 Rebecca St.

Oakville, ON

**FINANCIAL STATEMENTS**

as at

**December 31, 2017**

Reviewed by:  
D. Lawrence Blair  
Chartered Professional Accountant  
2345 Wycroft Rd. #2  
Oakville, ON  
L6L 6L8

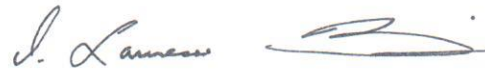
## REVIEW ENGAGEMENT REPORT

To the Congregation  
St. Paul's United Church  
Oakville, Ontario

I have reviewed the balance sheet of St. Paul's United Church as at December 31, 2017, and the statements of receipts and expenditures for the Church, and for related Funds, for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the organization.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.



D. Lawrence Blair  
Chartered Professional Accountant  
Licensed Public Accountant

Oakville, Ontario  
February 15, 2018



## St Paul's United Church

## Balance Sheet

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GENERAL FUND 01, For The Year Ending December 2017

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	Current Year	Previous Year
<b>ASSETS</b>		
TOTAL CURRENT ASSETS		
CURRENT ASSETS		
CIBC Cash in Bank	\$127,166.57	\$122,713.23
Prepays	1,313.35	0.00
GST Recoverable	554.47	966.87
PST Recoverable	1,437.48	2,534.19
Subtotal Current Assets	130,471.87	126,214.29
DESIGNATED FUNDS		
Memorial Fund GIC CIBC	49,883.06	45,256.46
Benevolent Fund Acct RBC	8,211.13	5,333.76
Trustee's Fund Acct TD	15,741.56	9,202.71
CP Fund GIC CIBC	25,132.36	36,517.85
Subtotal Designated Funds	98,968.11	96,310.78
Subtotal Total Current Assets	229,439.98	222,525.07
FIXED ASSETS		
Land	11,500.00	11,500.00
Watt Hall	377,343.58	377,343.58
Sanctuary	335,556.28	335,556.28
Manse	66,388.58	66,388.58
Steinway Piano	48,489.95	48,489.95
Organ	28,737.00	28,737.00
Furnishings	132,269.94	132,269.94
Sound System	32,406.77	32,406.77
Parking Lot Pavement	65,149.00	65,149.00
Lift	101,792.65	101,792.65
WiFi System	7,401.50	7,401.50
Subtotal Fixed Assets	1,207,035.25	1,207,035.25
<b>TOTAL ASSETS</b>	<b>\$1,436,475.23</b>	<b>\$1,429,560.32</b>

## St Paul's United Church

## Balance Sheet

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GENERAL FUND 01, For The Year Ending December 2017

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	Current Year	Previous Year
<b>LIABILITIES</b>		
<b>CHURCH LIABILITIES</b>		
Payroll Clearing Account	-\$0.01	\$0.00
Due To Memorial	4,141.34	-3,269.70
Due to CP Fund	-11,903.96	-15,046.60
Due To CD	4,374.59	3,912.26
Due to Concert Fund	4,420.31	3,981.95
Due To Holiday Jingle	-25.34	0.00
Due To Organ Repair	811.92	811.92
Due To Refugee Fund	18,881.66	18,881.66
Key Deposit	3,210.00	2,710.00
VBS Funds from HaltonPres	30.66	0.00
Due to Baseball Team	25.16	13.65
Subtotal Church Liabilities	23,966.33	11,995.14
<b>TOTAL LIABILITIES</b>	23,966.33	11,995.14
<b>EQUITY</b>		
<b>CHURCH EQUITY</b>		
Equity (Gen Fund Bal)	\$106,505.54	\$114,219.15
<b>DESIGNATED FUNDS</b>		
Memorial Fund	49,883.06	45,256.46
Benevolent Fund	8,211.13	5,333.76
Trustees Fund	15,741.56	9,202.71
CP Fund	25,132.36	36,517.85
Subtotal Designated Funds	98,968.11	96,310.78
<b>EQUITY IN FIXED ASSETS</b>		
Total Equity Fixed Assets	1,207,035.25	1,207,035.25
<b>TOTAL EQUITY</b>	1,412,508.90	1,417,565.18
<b>TOTAL LIABILITIES AND EQUITY</b>	<u>\$1,436,475.23</u>	<u>\$1,429,560.32</u>

## Income and Expense Statement

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GENERAL FUND 01, January 2017 - December 2017

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	Current Period	Prior Year	Annual Budget	Next Year Annual Budget
<b>INCOME</b>				
<b>OPERATIONS REVENUE</b>				
Envelope Offerings	\$126,501.74	\$137,565.89	\$145,000.00	\$136,000.00
PAR Offerings	156,262.86	163,299.04	163,965.00	160,000.00
Revenue Shortfall	0.00	0.00	0.00	15,000.00
Loose Offerings	2,017.40	2,135.35	3,300.00	2,200.00
Bequests	16,151.34	0.00	0.00	0.00
BBQ / Corn Roast	0.00	642.00	300.00	0.00
Donation to Envelope Cost	191.00	249.00	260.00	225.00
Expense Recovery	2,687.46	2,009.77	0.00	3,000.00
Expense Recovery Students	0.00	11,224.00	0.00	0.00
Function	6,000.00	5,900.00	6,400.00	6,000.00
GO Camp Registration	1,700.00	0.00	0.00	1,000.00
Holiday Jingle	125.00	0.00	0.00	0.00
HST Repay UCW, Lib, Trstee	435.55	982.06	1,000.00	500.00
Myrtle Kai Be Venne	574.25	380.00	0.00	0.00
Pancake Supper	986.00	0.00	0.00	1,000.00
Rental Income	47,862.50	61,982.50	60,000.00	52,000.00
Rummage Sale	3,626.95	4,598.57	2,500.00	4,000.00
Spovember	0.00	2,380.00	0.00	0.00
Stewardship Donation	0.00	95.00	0.00	0.00
Sunday School Offerings	237.90	224.90	300.00	300.00
Transfer from Concert Com	0.00	3,000.00	0.00	0.00
Transfer from Trustees	11,630.87	11,235.00	11,406.00	11,574.00
Trustees to Insurance	1,615.00	840.00	840.00	840.00
U.C.W. General	4,000.00	4,000.00	4,000.00	4,000.00
Vacation Bible School	3,495.00	2,350.00	2,500.00	3,500.00
VBS Cooperative Project	2,500.00	0.00	0.00	0.00
Variety Show	1,000.00	0.00	0.00	0.00
<b>Subtotal Operations Revenue</b>	<b>389,600.82</b>	<b>415,093.08</b>	<b>401,771.00</b>	<b>401,139.00</b>
<b>OUTREACH INCOME</b>				
Anniversary Offering	4,301.00	6,205.00	0.00	0.00
Safety Net - Concert Comm	0.00	1,209.00	0.00	0.00
Disaster Relief	20.00	335.00	0.00	0.00
Fareshare Foodbank	1,805.00	2,025.00	0.00	0.00
Kerr St. Ministries	0.00	100.00	0.00	0.00
Lenten Offering	1,275.00	1,015.00	1,000.00	1,275.00
Mission & Service	490.00	255.00	180.00	450.00
Pancake Supper Outreach	0.00	1,070.35	0.00	0.00
Thanksgiving Offering	1,785.00	3,540.00	0.00	0.00
Wesley Urban Ministries	245.00	756.00	0.00	0.00
UCW Contribution to M&S	500.00	500.00	0.00	0.00
<b>Subtotal Outreach Income</b>	<b>10,421.00</b>	<b>17,010.35</b>	<b>1,180.00</b>	<b>1,725.00</b>
<b>RESTRICTED FUNDS</b>				
Benevolent Fund	4,505.25	3,573.15	0.00	0.00
CD Income	6,217.59	4,482.20	0.00	0.00
Concert Fund	1,845.00	2,390.00	0.00	0.00
Memorial Fund	4,141.34	3,298.76	0.00	0.00
Refugee Family Fund	0.00	12,090.50	0.00	0.00
<b>Subtotal Restricted Funds</b>	<b>16,709.18</b>	<b>25,834.61</b>	<b>0.00</b>	<b>0.00</b>
<b>RESTRICTED FUNDS</b>				

St Paul's United Church  
**Income and Expense Statement**  
 GENERAL FUND 01, January 2017 - December 2017

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	Current Period	Prior Year	Annual Budget	Next Year Annual Budget
Benevolent Fund	-4,505.25	-3,573.15	0.00	0.00
CD Income	-6,217.59	-4,482.20	0.00	0.00
Concert Fund	-1,845.00	-2,390.00	0.00	0.00
Memorial Fund	-4,141.34	-3,298.76	0.00	0.00
Refugee Family Fund	0.00	-12,090.50	0.00	0.00
<b>Subtotal Restricted Funds</b>	<b>-16,709.18</b>	<b>-25,834.61</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL INCOME</b>	<b>400,021.82</b>	<b>432,103.43</b>	<b>402,951.00</b>	<b>402,864.00</b>
<b>EXPENSES</b>				
<b>OPERATING EXPENSES</b>				
<b>MINISTERIAL STAFF EXPENSE</b>				
Ministry Salary	\$148,050.24	\$144,552.27	\$148,050.00	\$151,011.00
Function Payment	3,000.00	3,500.00	2,400.00	2,400.00
Mileage Ministers	1,874.59	2,128.09	2,000.00	2,000.00
Guest Speaker	0.00	200.00	800.00	800.00
Continuing Ed - Minister1	1,277.06	1,359.08	1,374.00	1,393.00
Continuing Ed - Minister2	1,327.06	1,357.22	1,374.00	1,393.00
Telephone Allowance	1,200.00	1,200.00	1,200.00	1,200.00
CPP / EI Ministers	6,540.69	6,724.85	7,106.00	7,219.00
UC Pension & Benefits	22,197.60	21,563.55	22,300.00	22,631.00
WSIB Ministers	847.20	821.28	1,200.00	1,200.00
Staff Recognition Gifts	523.31	580.18	600.00	600.00
<b>Subtotal Ministerial Staff Expense</b>	<b>186,837.75</b>	<b>183,986.52</b>	<b>188,404.00</b>	<b>191,847.00</b>
<b>LAY STAFF EXPENSE</b>				
Salary Lay Staff	62,434.08	61,254.29	53,727.00	54,762.00
Function - Custodian	875.00	875.00	1,000.00	1,000.00
Custodian-Absence Relief	527.00	11,982.96	1,000.00	0.00
Cleaning Services	12,867.75	4,730.00	21,500.00	21,500.00
Function - Choir Director	1,250.00	1,750.00	2,000.00	2,000.00
Substitute Organist	975.00	700.00	1,200.00	1,200.00
Admin - Absence Relief	0.00	495.00	750.00	750.00
Lay Staff Development	40.00	0.00	0.00	0.00
CPP / EI Lay Staff	3,866.25	4,013.51	3,596.00	3,668.00
UC Pension & Benefits	6,748.60	6,883.68	7,784.00	7,907.00
WSIB Lay Staff	370.38	455.76	400.00	400.00
<b>Subtotal Lay Staff Expense</b>	<b>89,954.06</b>	<b>93,140.20</b>	<b>92,957.00</b>	<b>93,187.00</b>
<b>CANADA SUMMER JOBS (VBS)</b>				
CSJ Students - Salary	0.00	10,764.00	0.00	0.00
CSJ Students - CPP	0.00	134.96	0.00	0.00
CSJ Students - EI	0.00	325.04	0.00	0.00
<b>Subtotal Canada Summer Jobs (vbs)</b>	<b>0.00</b>	<b>11,224.00</b>	<b>0.00</b>	<b>0.00</b>
<b>WORSHIP</b>				
Choir Music	1,334.92	1,024.01	1,300.00	1,300.00
Bulletin Covers	210.46	0.00	650.00	850.00
Worship	1,007.70	1,007.97	950.00	950.00
<b>Subtotal Worship</b>	<b>2,553.08</b>	<b>2,031.98</b>	<b>2,900.00</b>	<b>3,100.00</b>
<b>NURTURING CARE</b>				
Cards & Postage	0.00	169.40	200.00	200.00
Tots and Us	44.65	40.65	300.00	150.00

*St Paul's United Church*  
**Income and Expense Statement**  
 GENERAL FUND 01, January 2017 - December 2017

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	Current Period	Prior Year	Annual Budget	Next Year Annual Budget
Care Ministry	106.91	157.75	100.00	100.00
Subtotal Nurturing Care	151.56	367.80	600.00	450.00
<b>CHRISTIAN DEVELOPMENT</b>				
<b>CHRISTIAN DEVELOPMENT</b>				
Vacation Bible School	2,400.52	372.85	1,000.00	2,400.00
Children's GO Project	2,650.00	1,100.60	1,200.00	2,000.00
Adult Faith Development	509.28	603.82	100.00	100.00
Youth Grps	196.50	446.49	200.00	200.00
VBS Cooperative Project	568.21	0.00	0.00	0.00
Conference Youth Forum	0.00	0.00	200.00	200.00
Youth Camping Trip	905.98	718.99	600.00	600.00
Confirmation Class	0.00	189.77	200.00	200.00
Church Picnic	207.88	0.00	500.00	500.00
Family Fun	284.47	520.91	200.00	250.00
Film Licensing	0.00	253.09	250.00	250.00
PD Days	273.85	221.53	400.00	400.00
Subtotal Christian Development	7,996.69	4,428.05	4,850.00	7,100.00
<b>SUNDAY SCHOOL</b>				
Sunday School Events	37.08	355.30	200.00	200.00
Sunday School Curriculum	122.58	40.10	200.00	200.00
Sunday School Supplies	330.52	234.62	300.00	300.00
Godly Play	417.39	0.00	300.00	300.00
Subtotal Sunday School	907.57	630.02	1,000.00	1,000.00
Subtotal Christian Development	8,904.26	5,058.07	5,850.00	8,100.00
<b>FELLOWSHIP</b>				
Coffee Supplies	238.03	344.07	400.00	400.00
<b>COMMUNICATION</b>				
Communication	576.08	755.20	1,700.00	1,000.00
Archival Photos	0.00	0.00	200.00	200.00
Subtotal Communication	576.08	755.20	1,900.00	1,200.00
<b>FRESH EXPRESSIONS</b>				
Fresh Expressions Costs	662.96	0.00	4,000.00	0.00
<b>STEWARDSHIP</b>				
Stewardship	0.00	0.00	100.00	500.00
<b>STEINWAY FUND EXPENSES</b>				
Piano Tuning	171.50	0.00	0.00	0.00
<b>AFFIRMING CONGREGATION</b>				
Affirming Congregation	0.00	0.00	1,000.00	0.00
<b>ADMINISTRATIVE EXPENSES</b>				
Equipment Rental	1,009.86	1,646.47	1,650.00	1,400.00
Hardware Maint/Purchase	102.90	2,012.51	1,000.00	500.00
HST Repay UCW, Trust, Lib	435.55	982.06	1,000.00	1,000.00
Insurance	8,395.29	6,438.60	8,395.29	8,401.75
Internet Charges	1,144.32	720.57	936.00	1,200.00
Misc	1.00	0.00	0.00	0.00
Offering Envelopes	285.83	284.09	275.00	300.00
Office Supplies	2,739.38	2,711.81	2,500.00	2,800.00
Payroll/ Bank /PAR Charge	1,808.48	1,922.63	1,900.00	1,800.00
Photocopier Usage	1,141.35	526.51	624.00	1,300.00
Presbytery Charges	12,567.00	13,151.12	12,567.00	11,701.00



St Paul's United Church  
**Income and Expense Statement**  
 GENERAL FUND 01, January 2017 - December 2017

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	Current Period	Prior Year	Annual Budget	Next Year Annual Budget
Professional Charges	1,086.17	1,065.38	1,050.00	1,075.00
Software & Services	619.71	580.49	600.00	700.00
Stewardship Campaign	0.00	164.77	0.00	0.00
Telephones - Church	1,817.79	1,663.71	1,556.00	1,850.00
<b>Subtotal Administrative Expenses</b>	<b>33,154.63</b>	<b>33,870.72</b>	<b>34,053.29</b>	<b>34,027.75</b>
<b>BUILDING OPERATIONS</b>				
Building/Custodial Supply	2,391.09	1,271.55	1,500.00	1,700.00
Furniture	202.68	0.00	500.00	400.00
Piano Tuning / Repairs	992.54	134.22	200.00	650.00
Union Gas	2,390.32	1,320.55	2,625.00	2,400.00
Oakville Hydro	20,518.72	22,373.20	23,100.00	21,000.00
Snow Removal & Lawn Care	3,502.98	2,411.36	6,000.00	8,000.00
Building Maintenance	12,676.06	7,983.04	6,739.00	10,000.00
<b>Subtotal Building Operations</b>	<b>42,674.39</b>	<b>35,493.92</b>	<b>40,664.00</b>	<b>44,150.00</b>
<b>OUTREACH</b>				
Mission & Service	30,942.79	32,070.03	33,407.00	31,095.00
Other Outreach	1,064.79	2,350.42	3,500.00	3,500.00
Fareshare Foodbank	1,805.00	2,025.00	0.00	0.00
Kerr Street Ministries	0.00	100.00	0.00	0.00
Wesley Urban Ministries	695.00	756.00	0.00	0.00
Food4Kids	743.55	3,540.00	0.00	0.00
Oak Park Community Center	1,785.00	0.00	0.00	0.00
Disaster Relief	520.00	335.00	0.00	0.00
Safety Net & Child Youth	0.00	1,209.00	0.00	0.00
Sleeping Children	0.00	926.54	0.00	0.00
Canadian FoodGrains	0.00	6,205.00	0.00	0.00
Canadian Feed the Children	2,150.50	0.00	0.00	0.00
Drew Hildebrand Teen Benf	2,150.50	0.00	0.00	0.00
<b>Subtotal Outreach</b>	<b>41,857.13</b>	<b>49,516.99</b>	<b>36,907.00</b>	<b>34,595.00</b>
<b>Subtotal Operating Expenses</b>	<b>407,735.43</b>	<b>415,789.47</b>	<b>409,735.29</b>	<b>411,556.75</b>
<b>TOTAL EXPENSES</b>	<b>407,735.43</b>	<b>415,789.47</b>	<b>409,735.29</b>	<b>411,556.75</b>
<b>EXCESS INCOME\EXPENSES</b>	<b>-\$7,713.61</b>	<b>\$16,313.96</b>	<b>-\$6,784.29</b>	<b>-\$8,692.75</b>

Comparative Statement of Designated Funds  
as at year Ending December 31, 2017

MEMORIAL FUND	2017	2016
Receipts		
Donations	4,141	3,299
Bank Interest	486	477
Total Receipts	<u>4,627</u>	<u>3,776</u>
Expenditures		
Sound System		6,210
Hymn Books		358
Total Expenditures	0	<u>6,568</u>
Memorial Fund Balance - Beginning of year	45,256	48,048
Excess receipts over expenditures	<u>4,627</u>	<u>-2,792</u>
Memorial Fund Balance - End of year	<u><u>49,883</u></u>	<u><u>45,256</u></u>

BENEVOLENT FUND	2017	2016
Receipts		
Envelope Offerings	4,505	3,573
Total Receipts	<u>4,505</u>	<u>3,573</u>
Expenditures		
Benevolences	1,556	3,683
Bank Fees	72	72
Total Expenditures	<u>1,628</u>	<u>3,755</u>
Benevolent Fund Balance - Beginning of year	5,333	5,515
Excess receipts over expenditures	<u>2,878</u>	<u>-182</u>
Benevolent Fund Balance - End of year	<u><u>8,211</u></u>	<u><u>5,333</u></u>

CAPITL PROJECTS (CP) FUND	2017	2016
Receipts		
Contributions	450	
Interest	519	478
Total Receipts	<u>969</u>	<u>478</u>
Expenditures		
Sanctuary Renovation Project	8,162	15,047
Purchase of Floor Scrubber	4,192	
Total Expenditures	<u>12,354</u>	<u>15,047</u>
Benevolent Fund Balance - Beginning of year	36,517	51,086
Excess receipts over expenditures	<u>-11,385</u>	<u>-14,569</u>
Benevolent Fund Balance - End of year	<u><u>25,132</u></u>	<u><u>36,517</u></u>

## St Paul's United Church

## Balance Sheet

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TRUSTEES ACCOUNT 02, For The Year Ending December 2017

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	Current Year	Previous Year
<b>ASSETS</b>		
<b>TRUSTEES CURRENT ASSETS</b>		
TD Cheq/Saving Account	\$17,329.81	\$10,707.79
PST Recoverable	61.21	121.33
GST Recoverable	23.34	46.39
Subtotal Trustees Current Assets	<u>17,414.36</u>	<u>10,875.51</u>
<b>TOTAL ASSETS</b>	<u><u>\$17,414.36</u></u>	<u><u>\$10,875.51</u></u>
<b>LIABILITIES</b>		
<b>TRUSTEES LIABILITIES</b>		
Security Deposit	<u>\$1,672.80</u>	<u>\$1,672.80</u>
<b>TOTAL LIABILITIES</b>	<u>1,672.80</u>	<u>1,672.80</u>
<b>EQUITY</b>		
<b>TRUSTEES EQUITY</b>		
Trustees Equity	<u>\$15,741.56</u>	<u>\$9,202.71</u>
<b>TOTAL EQUITY</b>	<u>15,741.56</u>	<u>9,202.71</u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u><u>\$17,414.36</u></u>	<u><u>\$10,875.51</u></u>

	Current Period	Prior Year
<b>INCOME</b>		
<b>TRUSTEES INCOME</b>		
Rent	20,904.00	22,470.00
Other Income	0.00	0.00
Interest Income	5.66	3.22
Subtotal Trustees Income	20,909.66	22,473.22
<b>TOTAL INCOME</b>	20,909.66	22,473.22
<b>EXPENSES</b>		
<b>TRUSTEES EXPENSES</b>		
Municipal Taxes	203.14	2,251.41
Insurance	1,615.00	840.00
Maintenance	936.71	2,580.68
Rent Transfer to St. Paul	11,406.00	11,235.00
Supplies	0.00	0.00
Professional Fees	0.00	0.00
Utilities	182.96	176.84
Bank Charges	27.00	27.00
St Paul's General Fund	0.00	0.00
Subtotal Trustees Expenses	14,370.81	17,110.93
<b>TOTAL EXPENSES</b>	14,370.81	17,110.93
<b>EXCESS INCOME\EXPENSES</b>	\$6,538.85	\$5,362.29

Comparative Statement of Liabilities  
for the year ending December 31, 2017

CHRISTIAN DEVELOPMENT (CD) FUND	2017	2016
Receipts		
Contributions and Fund Raisers	7,293	4,482
Total Receipts	7,293	4,482
Expenditures		
Expenses for CD/Sunday School Projects	4,830	2,488
Transfer to General fund	2,000	
Total Expenditures	6,830	2,488
CD Fund Balance - Beginniing of year	3,912	1,918
Excess receipts over expenditures	463	1,994
CD Fund Balance - End of year	4,375	3,912
CONCERT FUND	2017	2016
Receipts		
Donation/Events	1,846	2,390
Total Receipts	1,846	2,390
Expenditures		
Transfer to General Fund		3,000
Disbursements	1,407	317
Total Expenditures	1,407	3,317
Concert Fund Balance - Beginniing of year	3,981	4,908
Excess receipts over expenditures	439	-927
Concert Fund Balance - End of year	4,420	3,981

Comparative Statement of Liabilities  
for the year ending December 31, 2017

KEY DEPOSITS	2017	2016
Receipts		
Deposits for Keys	1,500	700
Total Receipts	1,500	700
Expenditures		
Paid out for keys returned	1,000	640
Total Expenditures	1,000	640
Concert Fund Balance - Beginniing of year	2,710	2,650
Excess receipts over expenditures	500	60
Concert Fund Balance - End of year	3,210	2,710

REFUGEE FUND	2017	2016
Receipts		
Contributions		12,090
Total Receipts	0	12,090
Expenditures		
General Expenses	0	15,081
Total Expenditures	0	15,081
Refugee Fund Balance - Beginniing of year	18,881	21,872
Excess receipts over expenditures	0	-2,991
Refugee Fund Balance - End of year	18,881	18,881

**ST. PAUL'S UNITED CHURCH**  
**Notes to 2017 Financial Statements**

**PURPOSE OF THE ORGANIZATION**

St. Paul's United Church (the "Church") serves the Oakville community, operates under the United Church of Canada and is a registered charity under the Income Tax Act. As such, the Church is exempt from income taxes and able to issue donation receipts for income tax purposes under the registration number BN 119196913 RR 0001.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**a) Basis of Accounting**

These financial statements have been reviewed in accordance with Canadian accounting standards for not-for-profit organizations.

**b) Cash**

The Church's policy is to disclose bank balances under cash (unrestricted and restricted).

**c) Fund Accounting**

The accounts of the Church are maintained in accordance with the principles of "fund accounting" under the restricted fund method. The specific purpose of each fund is explained below:

The General and Trustees' fund report the general receipts and contributions and expenditures from the Church's operations.

Each of the designated funds reports restricted contributions received from the Church members. Earnings are to be used in accordance with the specific restriction imposed on the fund, as stated in each fund name.

**d) Fixed Assets**

Fixed assets are recorded at cost in the year of purchase. No provision for amortization is recorded in the accounts.

**e) Revenue Recognition**

Unrestricted contributions are recognized as revenue in the General or Trustees' fund when received. Restricted contributions are recognized as revenue of the appropriate designated restricted fund when received. Interest and rental income are recognized when earned. All other income is recognized when received.

**f) Use of Estimates**

The preparation of the Church's 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 assets and liabilities at the date of the financial statements, and the reported amounts of receipts and disbursements during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in operations in the period in which they become known. Actual results in the

**ST. PAUL'S UNITED CHURCH**  
**Notes to 2017 Financial Statements**

future may differ from those estimates made.

**g) Contributed Services**

The congregation members and others contribute volunteer services to the Church in carrying out its operating activities. Because of the difficulty in determining the fair value of these contributed services, they are not recognized in the financial statements.

**h) Financial Instruments**

The Church initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Church subsequently measures all its financial assets and financial liabilities at amortized cost, except for short and long-term investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the applicable fund in the period incurred.

Financial assets measured at amortized cost include cash (unrestricted and restricted), short-term investments (unrestricted and restricted) and sales taxes recoverable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

**2. CASH – GENERAL**

As at December 31, 2017, the Church has a Small Business Credit Agreement in the amount of \$50,000 available to it from CIBC. The credit agreement bears interest at prime rate plus 1.50%. The available facility is secured under the Ontario Personal Property Security Act (PPSA). As at December 31, 2017, the balance of the available credit facility was nil.

**3. DUE TO (FROM) DESIGNATED FUNDS**

The amounts due to/from designated funds are non-interest bearing and have no specific terms of repayment.

**6. RELATED PARTY TRANSACTIONS**

No remuneration was paid to Directors or Officers during the year.

**7. MAJOR COMMITMENTS**

The Church, in the normal course of operations, entered into contract for photocopier lease and snow removal services. These contracts are for terms of 5 years or less and contain short-term cancellation clauses of 30 or 90 days. The current annual cost of these contracts is approximately \$10,000.

**8. COMPARATIVE FIGURES**

The prior year comparative figures were also reviewed by D. Lawrence Blair CPA.