



(403) 226-6422 | info@nhca.ca

Serving Country Hills, Country Hills Village, Coventry Hills, Harvest Hills and Panorama Hills

Location: Vivo (11950 Country Village Link NE) Calgary, Alberta Date Called (with Agenda and Audit): Wednesday, May 10, 2023 Date Held (21 Day Notice minimum): Wednesday, May 31, 2023

ANNUAL GENERAL MEETING (AGM) AGENDA 2023

Chair: Ian McAnerin

Recording Secretary: Amanda Mauch

AGENDA

ADMINISTRATIVE TASKS

- 1. Call to Order
- 2. Verify Quorum
- 3. Housekeeping
- 4. Land Acknowledgement
- 5. Approval of Agenda
- 6. Reading and Approval of Previous Minutes (May 29, 2022)

AGM

- 1. Report from the President
- 2. Year in Review
- 3. Treasurer's Report
 - a. Financial Report
 - b. Approval of Audited Financial Statements
 - c. Appointment of Auditor for Ensuing Year
- 4. Director's Reports
- 5. New Business and Member Discussion
- 6. Election of the Board of Directors for the Ensuing Year

MOTION TO ADJOURN

DIVERSE



May 29, 202 Location: Zoom Meeting

Board Meeting Agenda and Minutes of the NHCA

Directors Present:

> > > >	Tavis Settles (President) Amanda Mauch (Secretary) Celia Li (Treasurer) Tamara Keller (1st VP)	Leah Argao (2nd VP) Chris Abdalla David Hartwick Devon Lowe	Ian McAnerin Roop Rai Jun Lin Zubair Chowdhury	Staff: Yana Soldatenko Melissa Gagyi Surina Gupta

Guests: Members Andrea Rudoski (HHH), Maria Luciana de Melo-Ayotte, Moraig McCabe (Creating Coventry), Leah McAnerin, Marjorie Aucoin, Troy Davis, Angela Williams (NPC), Lyndsay Lantela, I Dryden, Arif Jinnah, Janine Scofield, Theo Anidu, Kevin Abdalla, Danielle Harding, Sandy Stephen, Jay and Catherine Emond, Nate Pike Non-members Jax Owchar (Nose Hill), Jose Tenga Pete Meadox (Ward 3), Taiwo Ajayi, Allan Pole, Clr. Jasmin Mian

Recording Secretary: Amanda Mauch

Administrative	Tasks	(19:00)

AGENDA

- 1. Call to order (19:00)
- 2. Verify Quorum (19:01)
- Consideration of the agenda (19:02)
 Adoption of Previous Minutes (19:04)

AGM (19:05)

- 1. Business from the Minutes
- 2. Report of the President
- 3. Treasurer's Report
 - a. Financial Report
 - b. Approval of Audited Financial Statements
 - c. Appointment of Auditor for Ensuing Year
- Director's Reports
 New Business and Member Discussion
- 6. Election of the Board of Directors for the Ensuing Year

Motion to adjourn (20:00)

MINUTES

ITEMS	UPDATES	MOTIONS & ACTIONS
ADMINISTRATIVE TASKS		
Call to Order	Meeting called to order at 7:18 pm	
Verify Quorum	10 of 12 Directors present, 17 additional voting members present Quorum Met	
Land Acknowledgement	We would like to take this opportunity to acknowledge that the land we gather upon is the traditional territories of the people of the Treaty 7 region of Southern Alberta and that Calgary is also home to Métis Nation of Alberta, Region III.	
Approval of Board Meeting Agenda	A Motion was made: "BE IT RESOLVED THAT the NHCA adopt the agenda for the meeting of May 29, 2021 meeting of the NHCA Board of Directors."	
	All in Favor, None Opposed, Motion Carried	
Approval of Previous Minutes	A Motion was made: "BE IT RESOLVED THAT the NHCA adopt the minutes of the April 28, 2021, NHCA Board of Directors AGM, as presented."	The adopted minutes will be signed by a member of the Executive and filed.
	All in Favor, None Opposed, Motion Carried	

Standing Committee	Updates	Motions & Actions
Business from the Minutes		
President's Report	Introductions 2021 Year in Review (Yana) Poll Activity: What activities did you enjoy the most?	
Treasurer's Report	A. Financial Report - Celia Li B. Approval of Audited Financial Statements	A Motion was made: "BE IT RESOLVED THAT the NHCA accept the financial statements for the fiscal

	C. Appointment of Auditor for Next Year	year end 2021 as presented by the Board." All in Favor, None Opposed, Motion Carried
		A Motion was made: "BE IT RESOLVED THAT the NHCA appoint the Federation of Calgary Communities as auditor for 2022. All in Favor, None Opposed, Motion Carried
Executive Director Report	Presentation of our volunteer roles and needs Departing Directors presentation and thank you	
New Business and Member Discussion	None raised.	
Election of the Board of Directors	Officers stepping down: Leah Argao, Chris Abdalla, Zubair Chowdhury. Directors added by the board not yet ratified by members: lan McAnerin, Celia Li, Jun Lin. New Directors coming on board. No nominations from the floor Existing Directors at the end of their term requiring re-election: Amanda Mauch	A Motion was made: "BE IT RESOLVED THAT the NHCA ratifies appointment of lan McAnerin, Celia Li, Jun Lin to the Board." All in Favor, None Opposed, Motion Carried A Motion was made: "BE IT RESOLVED THAT the NHCA re-elect Amanda Mauch to the Board of Directors." All in Favor, None Opposed, Motion Carried
MOTION TO ADJOURN	A Motion to Adjourn was called at 7:54 pm.	
4	All in Favor, None Opposed, Motion Carried	

RACE OF

July 6, 2022

Tavis Settles President Date Signed

Amanda Mauch Secretary June 30, 2022

Date Signed

FINANCIAL STATEMENTS (Audited)

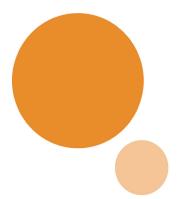
December 31, 2022

Member of the FEDERATION OF CALGARY COMMUNITIES

December 31, 2022

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Anthony Chiu Chartered Professional Accountant

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Independent Auditor's Report

To the Members of: **Northern Hills Community Association**

Qualified Opinion

I have audited the financial statements of the Northern Hills Community Association (the "Association"), which comprise the Statement of Financial Position as at December 31, 2022, 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 my opinion, except for the possible effects of the matter described in the Basis of Qualified Opinion section of my report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Association derives revenue from fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, I was not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenue over expenses, and cash flows from operations for the year ended December 31, 2022, current assets as at December 31, 2022, and net assets as at January 1, 2022 and December 31, 2022. My auditor's opinion on the financial statements for the year ended December 31, 2021 was modified accordingly because of the possible effects of this limitation in scope.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Association in accordance with ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit 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.

Auditor's Responsibilities for the Audit of the Financial Statements

My 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 my 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, I exercise professional judgment and maintain professional skepticism throughout the audit. I 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 my 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 I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusion is based on the audit evidence obtained up to the date of my 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.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant findings, including any significant deficiencies in internal control that I identify during my audit.

Calgary, Alberta May 10, 2023 Anthony Chiu

Anthony Chily

Chartered Professional Accountant

STATEMENT OF FINANCIAL POSITION

(Audited)

As at December 31, 2022

	2022	2021
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents, unrestricted Externally restricted assets (Note 3) Short term investments, unrestricted Accounts receivable, unrestricted (Note 4) GST receivable Inventory (Note 5) Prepaid expenses (Note 6)	\$ 92,908 86,451 - 1,914 1,415 7,306 4,247	\$ 79,324 48,990 10,000 13,203 8,452 4,546 3,961
	194,241	168,476
Property and Equipment (Note 7)	20,564	32,878
	\$ 214,805	\$ 201,354
LIABILITIES AND NET AS	SSETS	
CURRENT LIABILITIES		
Accounts payable and accrued liabilities Deferred revenue Deferred cash contributions (Note 3)	\$ 5,589 6,257 86,451 98,297	\$ 9,407 4,135 48,990 62,532
Long Term Debt (Note 8)	60,000	60,000
Deferred Capital Contributions (Note 9)	9,782 168,079	11,863 134,395
NET ASSETS		
Unrestricted Invested in property and equipment	35,944 10,782 46,726	45,944 21,015 66,959
	<u>\$ 214,805</u>	\$ 201,354

APPROVED ON BEHALF OF THE	BOARD OF DIRECTORS
A Guch	_ Director
	 Director

STATEMENT OF CHANGES IN NET ASSETS

(Audited)

	Unrestricted		Invested in Property and Equipment		2022 Totals		2021 Totals
Balances, beginning of the year	\$	45,944	\$	21,015 \$	66,959	\$	91,083
Transfer		-		-	-		-
Deficiency of revenue over expenses		(10,000)		(10,233)	(20,233)		(24,124)
Balances, end of the year	\$	35,944	\$	10,782 \$	46,726	\$	66,959

STATEMENT OF OPERATIONS

(Audited)

	2022		2021
Revenue			
Community events & programs (Schedule 1) Sports (Schedule 2) Casino contributions (Note 10) Advertising/newsletter (Schedule 3) Membership Amortization of deferred capital contributions Interest income Fundraising/donations	\$	164,230 59,001 27,369 15,498 13,362 2,968 2,615 937 285,980	\$ 181,193 44,031 46,522 22,075 10,218 2,880 697 -
Expenditures			
Administration and wages Sports (Schedule 2) Community events & programs (Schedule 1) Amortization Professional fees Rent and storage Insurance Telecommunication & website Newsletter (Schedule 3) Marketing Bank charges		189,451 45,444 29,278 13,201 6,625 5,331 4,555 3,825 3,256 2,682 2,565 306,213	 186,896 26,898 69,903 15,197 6,403 9,939 4,116 4,027 4,502 721 3,138 331,740
Deficiency of revenue over expenses	<u>\$</u>	(20,233)	\$ (24,124)

STATEMENT OF CASH FLOWS

(Audited)

	2022			2021
Cash generated from/(used in):				
Cash Flows from Operating Activities				
Deficiency of revenue over expenses	\$	(20,233)	\$	(24,124)
Charges not affecting cash: Amortization expense Amortization of deferred capital contributions		13,201 (2,968)		15,197 (2,880)
Changes in non-cash operating working capital: Accounts receivable GST receivable Inventory Prepaid expenses Accounts payable and accrued liabilities Vacation and overtime payable Deferred revenue		(61,925) 7,037 (2,760) (286) (3,818) - 2,122 (69,630)	_	74,893 (9,904) 5,276 1,060 1,926 (1,487) 2,119 62,076
Cash Flows from Financing Activities				
Receipt (used) of deferred cash contributions Transfer to deferred capital contributions		37,461 887 38,348		(56,097) 14,412 (41,685)
Cash Flows from Investing Activities				
Purchase of property and equipment Redemption of investments Purchase of investments		(887) 10,000 - 9,113		(34,167) 30,000 (10,000) (14,167)
(Decrease) Increase in Cash and Cash Equivalents		(22,169)		6,224
Cash and cash equivalents, beginning of the year		128,314		122,090
Cash and Cash Equivalents, End of the Year	\$	106,145	\$	128,314
Consisting of:				
Cash and cash equivalents, unrestricted Cash and cash equivalents, restricted (Note 3)	\$ <u>\$</u>	92,908 13,237 106,145	\$ <u>\$</u>	79,324 48,990 128,314

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2022

1. NATURE OF OPERATIONS

The Northern Hills Community Association "the Association" was registered as a not-for-profit organization under the Societies Act of Alberta on October 17, 1994 and is exempt from income tax under Section 149 of the Canadian Income Tax Act as long as they keep their not-for-profit status.

The Association was established to provide an encouraging, safe, respectful and enjoyable environment for youth and adults to participate in activities that develop social teamwork and athletic skills.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared according to Canadian accounting standards for not-for-profit organizations, of which the most significant policies are:

(a) Basis of Accounting

Management has concluded that the going concern basis of accounting is appropriate for the Association.

(b) Revenue Recognition

Externally restricted revenue is recorded according to the deferral method, where revenue is recognized, when the related expense occurred. Property and equipment purchased with externally restricted cash is recorded as deferred capital contributions and amortized to revenue on the same basis as the related capital asset is amortized to expense.

Operating revenue is recorded according to the accrual method, where revenue is recognized when received or reasonable assurance is given, that revenue is receivable.

(c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, balances with banks and redeemable short term deposits with original maturities of three months or less.

(d) Inventory

Inventory consisting of gift cards, soccer clothing, and sport equipment for operations. All inventory is recorded at the lower of cost or replacement cost using the FIFO (first in - first out) method. Gift cards held in inventory are handed out at events or used as promotional material.

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(e) Property and Equipment

Since 2014, property and equipment of \$500 and over are recorded at cost and are being amortized using the straight line method:

Office Equipment 5 years
Rink 10 years
Shed 10 years
Small Tools and Sporting Goods 3 years

(f) Financial Instruments

Measurement of Financial Instruments

The Association initially measures its financial assets and financial liabilities at fair value. The Association subsequently measures all its financial assets and financial liabilities at cost or amortized cost. Changes in fair value of these financial instruments are recognized in excess of revenue over expenses.

Financial instruments measured at amortized cost include cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and long term debt.

Financial Risk

It is management's opinion that the Association is not exposed to significant interest, currency, price, market, liquidity or credit risks arising from these financial instruments.

(g) Measurement Uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the statement of financial position date and the reported amounts of revenues and expenses for the periods covered.

Estimates and assumptions include the collectible of receivables, the useful life of property and equipment, and the amounts recorded as accrued liabilities. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2022

3. EXTERNALLY RESTRICTED ASSETS/ DEFERRED CASH CONTRIBUTIONS

				2021		
Casino Cash (Note 10)	\$	13,237	\$	40,928		
City of Calgary grant		-		8,062		
Total restricted cash		13,237		48,990		
Casino proceeds receivable		73,214		-		
	\$	86,451	\$	48,990		

4. ACCOUNTS RECEIVABLE

	 2022		
Trade receivable Grants receivable	\$ \$ 914 1,000		384 12,819
	\$ 1,914	\$	13,203

5. INVENTORY

During this year, tool inventory amount of \$nil (2021 - \$11,087) has been used in operations and moved to property and equipment as small tools and sporting goods.

6. PREPAID EXPENSES

Prepaid expense consists of insurance, software subscription, and damage deposit prepaid for 2022.

7. PROPERTY AND EQUIPMENT

	Cost	umulated ortization	Net 2022	Net 2021
Office equipment	\$ 34,126	\$ 24,780 \$	9,346	\$ 12,760
Rink	35,688	28,165	7,523	7,668
Shed	832	832	-	-
Small tools and sporting goods	 26,264	22,569	3,695	12,450
	\$ 96,910	\$ 76,346 \$	20,564	\$ 32,878

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2022

8. LONG TERM DEBT

The Association has a Canada Emergency Business Account ("CEBA") loan with Servus Credit Union, authorized to a maximum of \$60,000, of which \$60,000 has been drawn. This loan bears interest at 0.0% per annum before December 31, 2023 and 5.0% per annum after January 1, 2024. No required repayment before December 31, 2023. As a repayment incentive, if \$40,000 is repaid on or prior December 31, 2023, the remaining outstanding balance of \$20,000 will be forgiven.

9. DEFERRED CAPITAL CONTRIBUTIONS

	 2022	 2021
Beginning balance	\$ 11,863	\$ 331
Casino funds spent on capital assets (Note 10)	887	14,412
Amortization	 (2,968)	 (2,880)
Balance to next year	\$ 9,782	\$ 11,863

10. CASINO CONTRIBUTIONS

	 2022	2021
Casino cash, beginning of year	\$ 40,928 \$	44,283
Proceeds from casino	-	56,304
Casino advisor proceeds	2,351	-
Casino advisor expenses	(2,351)	-
Raffles income	50	972
Interest revenue	515	303
Spent on property and equipment (Note 9)	(887)	(14,412)
Casino Cash, end of the year (Note 3)	(13,237)	(40,928)
Funds contributed to Operations	\$ 27,369 \$	46,522

11. COMMITMENT

The Association entered into a sub-lease agreement with the Nose Creek Sports and Recreation Association for an initial term of two years commencing on January 1, 2017 and expiring on December 31 2018. Rates are guaranteed for one year and will be re-assessed on an annual basis by the Landlord. On January 1, 2023, this sub-lease agreement has been extended for one more year and expiring on December 31, 2023.

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2022

12. GRANTS

During the fiscal year, the Association received and spent the following grants:

	 2022	 2021
Government of Canada - CEWS Subsidy	\$ -	\$ 54,674
Government of Canada - CERS Subsidy	-	4,382
Government of Canada - Summer Job Grant	35,204	43,968
Government of Canada - Tax Clinic Grant	500	-
Government of Alberta - Community Initiatives Program Grant	74,566	-
City of Calgary - Gift of Joy	2,500	8,800
City of Calgary - Activate YYC Grant	1,000	-
City of Calgary - Social Service Support Grant	-	25,000
City of Calgary - Covid-19 Relief Fund	10,227	21,338
City of Calgary - Embrace the Outdoors Grant	4,412	88
City of Calgary - Micro-Coventry Community Precious Grant	3,650	850
	\$ 132,059	\$ 159,100

13. CONTRIBUTED GOODS AND SERVICES

Contributed goods are recognized in the financial statements when fair value can be reasonably estimated and when the donated goods are used in the normal course of the Association's operations and would otherwise have been purchased.

A number of volunteers have made significant contributions of their time to the Association. The value of this contributed time is not reflected in these financial statements.

14. MURAL ART PROJECT COMMITMENT

During 2018, the Association completed the Mural Art Project along the fence facing Coventry Hills Boulevard. As part of the project proposal to the City of Calgary and agreement with the property owners, the Association agreed to maintain the Mural for a minimum of 8 years which may include regular paint touch ups and minor repairs. The annual costs of maintenance were originally estimated at \$750 per annum, however, this amount is subject to change based on actual expenditures required.

At the end of the 8 year lifespan, the Association will paint the fence to return it to its original or similar color. Should the mural have a longer lifespan than 8 years, the Association may contact property owners along the fence line to seek their renewal agreement to maintain the mural art for an additional term.

No provisions or estimates have been made in these financial statements for the future costs to be incurred by the Association for the return of the original state of the fence after the 8 year maintenance term.

NORTHERN HILLS COMMUNITY ASSOCIATION SCHEDULE 1 - COMMUNITY EVENTS & PROGRAMS

Revenue		2022	2021
Grants (Note 12)	\$	132,059	159,100
Good Food Box		12,705	7,775
Events		11,013	541
Sponsorship and fundraising		8,453	11,336
Seniors		-	1,852
Community garden		<u> </u>	589
	_	164,230	181,193
Expenses			
Community programs		27,631	52,968
Ice rink		1,142	1,570
Seniors programs		345	9,420
Community garden		160	3,641
Harvest Hills outdoor comm hub		-	1,028
Creating Coventry		-	850
Board/conferences/meetings			426
		29,278	69,903
	<u>\$</u>	134,952	111,290

SCHEDULE 2 - SPORTS ANALYSIS

For the Year Ended December 31, 2022

	 2022	2021		
Revenue				
Children's soccer	\$ 50,426	\$	37,828	
Sponsorship - soccer	7,750		3,525	
Field hockey	825		-	
Adult slopitch	-		2,678	
	59,001		44,031	
Expenses				
Children's soccer	 45,444		26,898	
	\$ 13,557	\$	17,133	

SCHEDULE 3 - NEWSLETTER / ADVERTISING

		2022	2021
Revenue Advertising	\$	15,498 \$	22,075
Expenses Printing/Commission	_	3,256	4,502
	<u>\$</u>	12,242 \$	17,573