

Newfoundland and Labrador Arts Council

Annual Report 2018-19



Tourism, Culture, Industry and Innovation

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MESSAGE FROM THE CHAIR

As Chair of the Newfoundland and Labrador Arts Council (NLAC), I am pleased to present its annual report for the fiscal year 2018-19. The annual report is submitted in accordance with the obligation as a category three entity under the **Transparency and Accountability Act**. As the Chair of the NLAC, I accept accountability on behalf of Council, for the preparation of the report and the achievement of its objective.

Sincerely,

A handwritten signature in black ink, appearing to read "Stan Hill". The signature is written in a cursive style with a large initial "S" and "H".

Stan Hill
Chair

OVERVIEW

Background

The NLAC is a non-profit Crown Agency created in 1980 by the **Arts Council Act**. Its mission is to foster and promote the creation and enjoyment of the arts for the benefit of all Newfoundlanders and Labradorians. A volunteer council of 13 people appointed by government, reflecting regional representation of the province, governs the Council. Council members serve on a volunteer basis for a three-year term. There are five full-time staff (three male/ two female) employed by the Arts Council. As a Crown Agency, the NLAC operates at arm's-length from the Provincial Government.

The primary function of the NLAC is to develop and administer grant programs for professional artists and arts organizations, community groups and schools. Currently the NLAC achieves this through seven funding programs:

1. Sustaining Program for Professional Arts Organizations
2. Annual Operating Program for Professional Arts Organizations
3. Professional Project Grants Program
4. Community Arts Program
5. Professional Artists' Travel Fund
6. School Touring Program
7. ArtsSmarts

The NLAC also initiates partnerships with the business community and other funding agencies; produces an annual arts awards show designed to honour the accomplishments of Newfoundland and Labrador artists; and manages the BMO Winterset Award, the Lawrence Jackson Writing Award and the Rhonda Payne Theatre Award.

Highlights and Partnerships

During the 2018-19 fiscal year, the NLAC partnered with:

- Richard Gywn Foundation and BMO Financial Group for the sponsorship of 2018 BMO Winterset Awards in March 2019.
- Canadian Broadcasting Corporation, BMO Bank of Montreal and Memorial University of Newfoundland for the sponsorship of the 2018 NLAC Arts Awards held in Labrador City in April 2018.
- Federal, provincial and municipal funders to provide outreach throughout Newfoundland and Labrador about grant funding programs.
- Canada Council for the Arts, Canadian Heritage, First Light Friendship Centre, Atlantic Presenters Association, Arts Nova Scotia, Arts New

Brunswick, Prince Edward Island Department of Innovation and elders from Indigenous communities throughout Atlantic Canada to plan the third Petapan Indigenous arts Symposium to be held in St. John's in June 2019.

The NLAC further provides information and resources to the arts community in the areas of technology and social media, government arts policy and funding programs. The NLAC also acts as an advisory organization for the Provincial Government, and in the promotion of cultural industries within the province, as a liaison with other provincial arts councils, the Canada Council and other arts funding bodies.

Financial Information

In 2018-19, the NLAC's total budget was approximately \$2.3 million. A detailed breakdown of audited financial information is found in the Financial Statements appended to this report.

Legislation and Mandate

Section 5 of the *Arts Council Act* states: The objects of the council are to foster and promote the creation and production of works in the arts, the study and enjoyment of those works, and, in particular, the council shall:

- a) foster and promote through grants and otherwise the arts of the province and the arts of groups indigenous to the province;
- b) help through grants and otherwise in the development of provincial amateur and professional artists and art organizations; and
- c) advise the minister with respect to the development of arts and arts policy in the province.

Vision

The vision of the NLAC is of a province where Newfoundlanders and Labradorians are a creative, innovative and diverse people who fully participate in a healthy, vibrant, and cultural community, which is globally recognized for artistic excellence.

Council Members

At the end of this reporting period, March 31, 2019 the Council consisted of the following members:

Chairperson	Stan Hill, Conne River (Visual Arts)
Co-Vice Chairs	Pierre LeBlanc, Corner Brook (Visual Arts) Kristin Harris Walsh, St. John's (Dance)

Members
Debbie Brake-Patten, Kippens (Community)
Barbara Doran, St. John's (Film)
Don Dunphy, Stephenville (Theatre)
Robert Hallett, St. John's (Music)
Todd Hennessey, Corner Brook (Theatre)
Richard Neville, Happy Valley-Goose Bay (Music)
Christina Parker, St. John's (Business)
Marie Wadden, St. John's (Writing)
Gerry Osmond, Director of Arts and Heritage, Department
of Tourism, Culture, Industry and Innovation

Office Location

Newman Building
1 Springdale Street
P.O. Box 98
St. John's, NL A1C 5H5

Telephone: (709) 726-2212
Toll Free: 1-866-726-2212
Fax: (709) 726-0619
E-Mail: nlacmail@nfld.net
Website: www.nlac.nf.ca

REPORT ON PERFORMANCE

2018-19 Objectives/Indicators

Issue: Investment in Newfoundland and Labrador's professional artists and arts organizations

Objective 2018-19: By March 31, 2019 the NLAC will have invested in Newfoundland and Labrador's professional artists and arts organizations

Indicator 1: Held stakeholder sessions on NLAC operations and programs throughout Newfoundland and Labrador as part of the Cultural Plan renewal.

In 2018-19 the NLAC conducted consultations with 160 artists, representatives of artist organizations, community representatives and others. The NLAC held community forums across Newfoundland and Labrador that included sessions in Corner Brook, Clarenville, Grand Falls-Windsor, Happy Valley-Goose Bay, Labrador City, Mount Pearl, Rocky Harbour, St. Albans, St. John's and Stephenville. The consultation process provided a rich body of information and feedback for Council in the development of our operational plan for the next three years.

Indicator 2: Introduced an on-line application process for all grant and arts awards programs.

In 2018-19 the NLAC introduced a new online application process for all grant and arts awards programs. All applicants now apply through our Smart Simple grant management system. This increased efficiency and reduced paper use and administrative time. It also saved applicants the cost of printing and mailing or couriering multiple paper copies. Feedback from applicants indicate that a majority have found the application process to be easily understood and intuitive.

Indicator 3: Supported opportunities for the public to experience the arts throughout Newfoundland and Labrador.

In 2018-19, the NLAC supported opportunities for the public to experience the arts throughout Newfoundland and Labrador by investing 1.534 million in grants to professional artists and arts organizations, community arts organizations and schools throughout Newfoundland. These grants enabled our artists and arts organizations to create and produce works for the enjoyment of the arts for the benefit of all Newfoundlanders and Labradorians.

During 2018-19 the NLAC supported works of art in dance, film, music, multidiscipline, theatre, visual arts and writing throughout every region of Newfoundland and Labrador that provided the public with high quality and diverse art experiences.

2019-20 Objective/Indicators

Objective 2019-20: By March 31, 2020 the NLAC will have invested in Newfoundland and Labrador's professional artists and arts organizations

Indicator 1: Increased funding opportunities for Newfoundland and Labrador's professional artists and arts organizations.

Indicator 2: Hosted an Atlantic Indigenous arts symposium in Newfoundland and Labrador.

Indicator 3: Collaborated with the Department of Tourism, Culture, Industry and Innovation to oversee the implementation of the Cultural Action Plan.

**NEWFOUNDLAND AND LABRADOR
ARTS COUNCIL**

FINANCIAL STATEMENTS

MARCH 31, 2019

Management's Report

Management's Responsibility for the Newfoundland and Labrador Arts Council Financial Statements

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

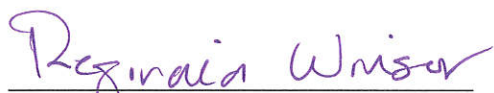
Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that transactions are properly authorized, assets are safeguarded and liabilities are recognized.

Furthermore, management is responsible for making sure transactions comply with relevant policies and authorities and are properly recorded to produce reliable financial information.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews external audited financial statements yearly.

The Auditor General conducts an independent audit of the annual financial statements of the Council, in accordance with Canadian generally accepted auditing standards, in order to express an opinion thereon. The Auditor General has full and free access to financial management of the Newfoundland and Labrador Arts Council.

On behalf of the Newfoundland and Labrador Arts Council.



Reginald Winsor
Executive Director



**AUDITOR
GENERAL**
of Newfoundland and Labrador

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Newfoundland and Labrador Arts Council
St. John's, Newfoundland and Labrador

Opinion

I have audited the financial statements of the Newfoundland and Labrador Arts Council (the Council), which comprise the statement of financial position as at March 31, 2019, and the statements of operations, change in net financial 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, the accompanying financial statements present fairly, in all material respects, the financial position of the Council as at March 31, 2019, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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 Council in accordance with the 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 opinion.

Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and my auditor's report thereon. The annual report is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I will not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated. When I read the annual report, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance.

Independent Auditor's Report (cont.)

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 public sector accounting standards, 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 Council'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 Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council'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 Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Independent Auditor's Report (cont.)

- 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 Council'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 conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Council 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 audit findings, including any significant deficiencies in internal control that I identify during my audit.



JULIA MULLALEY, CPA, CA
Auditor General

August 15, 2019
St. John's, Newfoundland and Labrador

**NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
STATEMENT OF FINANCIAL POSITION**

As at March 31

2019

2018

FINANCIAL ASSETS

Cash	\$ 150,660	\$ 158,180
Accounts receivable (Note 4)	28,806	19,845
Portfolio investments (Note 5)	100,000	-
	<u>279,466</u>	<u>178,025</u>

LIABILITIES

Accounts payable and accrued liabilities (Note 6)	118,517	105,968
Deferred revenue (Note 7)	11,466	3,307
	<u>129,983</u>	<u>109,275</u>

Net financial assets 149,483 68,750


NON-FINANCIAL ASSETS

Tangible capital assets (Note 9)	38,121	53,614
Prepaid expenses	1,966	1,772
Arts Fund (Note 10)	50,381	50,381
	<u>90,468</u>	<u>105,767</u>

Accumulated surplus \$ 239,951 \$ 174,517

Contingent liability (Note 15)

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

Signed on behalf of the Council: 
Chairperson


Member

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
STATEMENT OF OPERATIONS
For the Year Ended March 31

	2019 Budget	2019 Actual	2018 Actual
	(Note 17)		
REVENUES			
Province of Newfoundland and Labrador			
Grants	\$ 2,156,600	\$ 2,136,600	\$ 2,136,600
Projects (Note 11)	50,807	105,841	99,967
Interest revenue	1,000	5,483	639
Other revenue	-	23,540	6,752
	<u>2,208,407</u>	<u>2,271,464</u>	<u>2,243,958</u>
EXPENSES (Note 12)			
Grants			
Annual Operating	150,000	150,000	150,000
Community Arts	75,000	75,000	75,000
Professional Artists Travel Fund grants	30,000	29,457	34,196
Professional Project Grants Program	550,000	544,587	556,441
Sustaining Program for Professional Arts Organizations	575,000	511,000	575,000
	<u>1,380,000</u>	<u>1,310,044</u>	<u>1,390,637</u>
Projects (Note 13)	355,807	344,564	306,391
Operating expenses (Note 14)	566,742	551,422	523,904
	<u>2,302,549</u>	<u>2,206,030</u>	<u>2,220,932</u>
Annual surplus (deficit)	(94,142)	65,434	23,026
Accumulated surplus, beginning of year	174,517	174,517	151,491
Accumulated surplus, end of year	\$ 80,375	\$ 239,951	\$ 174,517

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

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
For the Year Ended March 31

	2019 Budget	2019 Actual	2018 Actual
	(Note 17)		
Annual surplus (deficit)	\$ (94,142)	\$ 65,434	\$ 23,026
Tangible capital assets			
Acquisition of tangible capital assets	-	(4,165)	(47,509)
Amortization of tangible capital assets	17,966	19,658	3,432
	17,966	15,493	(44,077)
Prepaid expenses			
Acquisition of prepaid expenses	-	(1,966)	(1,772)
Use of prepaid expenses	1,000	1,772	2,631
	1,000	(194)	859
Arts Fund	-	-	-
Increase (decrease) in net financial assets	(75,176)	80,733	(20,192)
Net financial assets, beginning of year	68,750	68,750	88,942
Net financial assets (debt), end of year	\$ (6,426)	\$ 149,483	\$ 68,750

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

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL

STATEMENT OF CASH FLOWS

For the Year Ended March 31

2019

2018

Operating transactions

Annual surplus	\$ 65,434	\$ 23,026
Adjustment for non-cash items		
Amortization of tangible capital assets	19,658	3,432
	85,092	26,458
Change in non-cash operating items		
Accounts receivable	(8,961)	3,553
Accounts payable and accrued liabilities	12,549	(24,665)
Deferred revenue	8,159	(24,515)
Employee future benefits	-	(85,080)
Prepaid expenses	(194)	859
Cash provided from (applied to) operating transactions	96,645	(103,390)
Capital transactions		
Purchase of tangible capital assets	(4,165)	(47,509)
Cash applied to capital transactions	(4,165)	(47,509)
Investing transactions		
Purchase of portfolio investments	(1,000,000)	-
Redemption of portfolio investments	900,000	-
Cash applied to investing transactions	(100,000)	-
Decrease in cash	(7,520)	(150,899)
Cash, beginning of year	158,180	309,079
Cash, end of year	\$ 150,660	\$ 158,180

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

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL

NOTES TO FINANCIAL STATEMENTS

March 31, 2019

1. Nature of operations

The Newfoundland and Labrador Arts Council (the Council) operates under the authority of the *Arts Council Act* of the Province of Newfoundland and Labrador. The Council has the responsibility of fostering and promoting the study and enjoyment of and the production of works in the arts. The Council consists of thirteen members appointed by the Lieutenant-Governor in Council.

The Council is a Crown entity of the Province of Newfoundland and Labrador and as such is not subject to Provincial or Federal income taxes.

2. Summary of significant accounting policies

(a) Basis of accounting

The Council is classified as an Other Government Organization as defined by Canadian public sector accounting standards (CPSAS). These financial statements are prepared by management in accordance with CPSAS for provincial reporting entities established by the Canadian Public Sector Accounting Board (PSAB). The Council does not prepare a statement of remeasurement gains and losses as the Council does not enter into relevant transactions or circumstances that are being addressed by the statement. Outlined below are the significant accounting policies followed.

(b) Cash

Cash includes cash in bank, less any amount restricted for the Arts Fund.

(c) Financial instruments

The Council's financial instruments recognized on the statement of financial position consist of cash, accounts receivable, portfolio investments and accounts payable and accrued liabilities. The Council generally recognizes a financial instrument when it enters into a contract which creates a financial asset or financial liability. Financial assets and financial liabilities are initially measured at cost, which is the fair value at the time of acquisition.

The Council subsequently measures all of its financial assets and financial liabilities at cost. Financial assets measured at cost include cash, accounts receivable and portfolio investments. Financial liabilities measured at cost include accounts payable and accrued liabilities.

The carrying value of cash, accounts receivable, portfolio investments and accounts payable and accrued liabilities approximate fair value due to their nature and/or the short term maturity associated with these instruments.

Interest attributable to the financial instruments is reported in the statement of operations.

2. Summary of significant accounting policies (cont.)

(d) Employee future benefits

The Council and its employees are subject to the *Public Service Pensions Act, 1991*. Employee contributions are matched by the Council and then remitted to Provident¹⁰ from which pensions will be paid to employees when they retire. This pension plan is a multi-employer defined benefit plan, providing a pension on retirement based on the member's age at retirement, length of service and the average of their best six years of earnings for service on or after January 1, 2015, and, for service before January 1, 2015, the higher of the average of the frozen best 5 years of earnings up to January 1, 2015, or the average of the best 6 years of earnings for all service.

The contributions of the Council to the plan are recorded as an expense for the year.

(e) Tangible capital assets

All tangible capital assets are recorded at cost at the time of acquisition, which includes amounts that are directly related to the acquisition of the assets.

The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as shown:

Office equipment	5 years
Computer equipment	3 years
Computer software	3 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Council's ability to provide services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Minor tangible capital asset purchases are charged to operations in the year of acquisition.

(f) Prepaid expenses

Prepaid expenses are charged to the expense over the periods expected to benefit from it.

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
NOTES TO FINANCIAL STATEMENTS
March 31, 2019

2. Summary of significant accounting policies (cont.)

(g) Revenues

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

The Council recognizes government transfers as revenues when the transfer is authorized and any eligibility criteria are met, except when and to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled. Government transfers consist of funding from the Province of Newfoundland and Labrador.

(h) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is recorded as an expense in that year.

Transfers, which include grants and awards, are recorded as expenses when eligibility criteria are met and the transfer is authorized.

(i) Measurement uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reporting amounts of assets and liabilities, and disclosure of contingent assets and liabilities, at the date of the financial statements and the reported amounts of the revenues and expenses during the period. An item requiring the use of significant estimates is the useful life of tangible capital assets.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertainty exists in these financial statements. Actual results could differ from these estimates.

3. Change in accounting policy

On April 1, 2018, the Council adopted *PS 3430 Restructuring Transactions*. This is a new standard on how to account for and report restructuring transactions by both transferors and recipients of assets and/or liabilities. This accounting change had no impact on the financial statements.

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
NOTES TO FINANCIAL STATEMENTS
March 31, 2019

4. Accounts receivable

	<u>2019</u>	<u>2018</u>
Harmonized sales tax receivable	\$ 23,286	\$ 19,845
Trade accounts receivable	5,520	-
	<u>\$ 28,806</u>	<u>\$ 19,845</u>

There is no allowance for doubtful accounts since all amounts are considered collectible.

5. Portfolio investments

	<u>2019</u>	<u>2018</u>
Portfolio investments, at cost	\$ 100,000	\$ -
Portfolio investments, at market	\$ 100,000	\$ -

Investments consist of a redeemable Guaranteed Investment Certificate, with a maturity date of June 17, 2019 and an interest rate of 1.35%.

6. Accounts payable and accrued liabilities

	<u>2019</u>	<u>2018</u>
Trade accounts payable	\$ 81,198	\$ 76,268
Accrued employee benefits	37,319	29,700
	<u>\$ 118,517</u>	<u>\$ 105,968</u>

7. Deferred revenue

	<u>2019</u>	<u>2018</u>
APAF Symposium	\$ 8,968	\$ -
Winterset Award	2,498	3,307
	<u>\$ 11,466</u>	<u>\$ 3,307</u>

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
NOTES TO FINANCIAL STATEMENTS
March 31, 2019

8. Employee future benefits

Public Service Pension Plan

The Council and its employees contribute to the Public Service Pension Plan in accordance with the *Public Service Pensions Act*, 1991 (the *Act*). The Plan is administered by Provident¹⁰, including payment of pension benefits to employees to whom the *Act* applies.

The Plan provides a pension to employees based on their length of service and rates of pay. The maximum contribution rate for eligible employees is 11.85% (2018 - 11.85%). The Council's contributions equal the employee contributions of the Plan. Total pension expense for the Council for the year ended March 31, 2019 was \$33,893 (2018 - \$34,745).

9. Tangible capital assets

	Work in Progress - Computer Software	Computer Software	Office equipment	Computer equipment	Total
Cost					
Balance, March 31, 2018	\$ 44,992	\$ -	\$ 31,014	\$ 7,008	\$ 83,014
Acquisition of tangible capital assets	-	-	-	4,165	4,165
Transfer of work in progress - tangible capital assets	(44,992)	44,992	-	-	-
Balance, March 31, 2019	-	44,992	31,014	11,173	87,179
Accumulated amortization					
Balance, March 31, 2018	-	-	26,443	2,957	29,400
Amortization expense	-	14,997	1,619	3,042	19,658
Balance, March 31, 2019	-	14,997	28,062	5,999	49,058
Net book value, March 31, 2019	\$ -	\$ 29,995	\$ 2,952	\$ 5,174	\$ 38,121
Net book value, March 31, 2018	\$ 44,992	\$ -	\$ 4,571	\$ 4,051	\$ 53,614

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
NOTES TO FINANCIAL STATEMENTS
March 31, 2019

10. Arts Fund

The Arts Fund was created pursuant to Section 9 of the *Arts Council Act*. The principal of the Fund is to be kept intact and is comprised of monies received from the Consolidated Revenue Fund of the Province of Newfoundland and Labrador and from gifts and bequests received without terms. The principal portion of the Fund is included in non-financial assets as these funds are restricted and are not available for use for operations or capital purchases. The interest earned on the invested principal may be disbursed, at the discretion of the Council, to foster and promote the study, enjoyment and production of works in the arts. The accumulated interest earned on the restricted funds is held as a designated asset until it is withdrawn. For the year ended March 31, 2019, \$728 (2018 - \$639) was earned through investment of the Fund and is included with interest revenue.

	<u>2019</u>	<u>2018</u>
Restricted funds		
Province of Newfoundland and Labrador	\$ 40,000	\$ 40,000
Gifts and bequests as per Section 12 (2) of the <i>Arts Council Act</i>	10,381	10,381
	<u>\$ 50,381</u>	<u>\$ 50,381</u>

At March 31, 2019, the restricted funds consisted of a Guaranteed Investment Certificate (GIC) in the amount of \$50,381 (2018 - GIC of \$50,381).

Accumulated interest on restricted funds

Accumulated interest, beginning of year	\$ -	\$ -
Interest earned	728	639
Interest allocated for operations	(728)	(639)
	<u>\$ -</u>	<u>\$ -</u>

11. Revenues - Projects

	<u>2019</u> <u>Budget</u> (Note 17)	<u>2019</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>
APAF Symposium	\$ -	\$ 38,032	\$ 24,773
Winterset Award	38,307	35,809	33,694
Arts awards	10,500	10,500	10,500
Arts smarts	-	20,000	30,000
Rhonda Payne Award	500	500	500
Larry Jackson Award	500	-	500
Gerry Porter Award	1,000	1,000	-
	<u>\$ 50,807</u>	<u>\$ 105,841</u>	<u>\$ 99,967</u>

NEWFOUNDLAND AND LABRADOR ARTS COUNCIL
NOTES TO FINANCIAL STATEMENTS
March 31, 2019

12. Expenses by object

	2019 <u>Budget</u> (Note 17)	2019 <u>Actual</u>	2018 <u>Actual</u>
Grants and awards	\$ 1,600,500	\$ 1,570,043	\$ 1,637,644
Salaries and employee benefits	430,000	428,061	425,877
Purchased services	174,583	97,660	94,560
Travel	40,000	51,972	32,897
Professional services	20,000	20,820	17,286
Telephone	19,500	17,816	9,236
Amortization	17,966	19,658	3,432
	\$ 2,302,549	\$ 2,206,030	\$ 2,220,932

For the year ended March 31, 2019, the Council's actual expenses did not exceed its legislated expense limit.

13. Expenses – Projects

	2019 <u>Budget</u> (Note 17)	2019 <u>Actual</u>	2018 <u>Actual</u>
APAF - Symposium	\$ 50,000	\$ 38,032	\$ -
Arts awards	30,500	31,624	22,805
Arts smarts	143,500	149,000	136,507
Larry Jackson Award	500	-	500
Petapan Symposium	-	-	39,313
Rhonda Payne Award	500	500	500
School Touring Program	75,000	75,000	75,000
Winterset Award	34,807	32,309	31,766
Gerry Porter Award	1,000	1,000	-
Public Consultation Tour	20,000	17,099	-
	\$ 355,807	\$ 344,564	\$ 306,391

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14. Operating expenses

	2019 <u>Budget</u> (Note 17)	2019 <u>Actual</u>	2018 <u>Actual</u>
Amortization	\$ 17,966	\$ 19,658	\$ 3,432
Legal fees	-	1,030	-
Miscellaneous	29,776	24,676	23,513
Office and postage	9,500	8,177	15,203
Project evaluating fees	20,000	19,790	17,286
Salaries and employee benefits	430,000	428,061	425,877
Telephone	19,500	17,816	9,236
Travel and Council meetings	40,000	32,214	29,357
	\$ 566,742	\$ 551,422	\$ 523,904

15. Contingent liability

A Statement of Claim has been served on the Council by an applicant related to the loss of grant funding. The Council has filed a defense. This claim has not progressed far enough to enable the formation of a definite opinion as to its outcome. Therefore, the likelihood and the amount of loss to the Council is not determinable at this time.

16. Financial risk management

The Council recognizes the importance of managing significant risks and this includes oversight designed to reduce the risks identified to an appropriate threshold. The risks that the Council is exposed to through its financial instruments are credit risk, liquidity risk and market risk. There was no significant change in the Council's exposure to these risks or its processes for managing these risks from the prior year.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Council's main exposure to credit risk relates to cash, portfolio investments and accounts receivable. The Council's maximum exposure to credit risk is the carrying amounts of these financial instruments. The Council is not exposed to significant credit risk with its cash or portfolio investments because these financial instrument are held with a Chartered Bank. The Council is not exposed to significant credit risk related to its accounts receivable as these amounts are primarily due from the Government of Canada. Accordingly, there is no allowance for doubtful accounts.

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16. Financial risk management (cont.)

Liquidity risk

Liquidity risk is the risk that the Council will be unable to meet its financial liabilities. The Council's exposure to liquidity risk relates mainly to its accounts payable and accrued liabilities. The Council manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient resources available to meet its financial liabilities.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency (foreign exchange) risk, interest rate risk and other price risk. The Council is not exposed to significant foreign exchange or other price risk. The Council is not exposed to significant interest rate risk related to its portfolio investments because these investments have fixed rates and fixed values at maturity.

17. Budgeted figures

Budgeted figures, which have been prepared primarily on a cash basis, are provided for comparison purposes and have been derived from the estimates approved by the Council.

18. Related party transactions

The Council leases office space from the Province of Newfoundland and Labrador at an annual rate of \$1.

19. Non-financial assets

The recognition and measurement of non-financial assets, other than the restricted assets of the Arts Fund, is based on their service potential. These assets will not provide resources to discharge liabilities of the Council. For these non-financial assets, the future economic benefit consists of their capacity to render service to further the Council's objectives. The restricted assets of the Arts Fund are not available to provide resources to discharge the liabilities of the Council as outlined in Note 10.

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Department of Tourism, Culture, Industry and Innovation
2nd Floor, West Block
Confederation Building
P.O. Box 8700
St. John's, NL A1B 4J6

Telephone: (709) 729-7000

Toll Free: 1-800-563-2299

Facsimile: (709) 729-0654

E-mail: tcii@gov.nl.ca

Available in alternate format upon request.



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