

**CAMBRIDGE MEMORIAL
HOSPITAL FOUNDATION**

**FINANCIAL STATEMENTS
YEAR ENDED MARCH 31, 2020**

MARCH 31, 2020
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INDEPENDENT AUDITORS' REPORT

To the Members of
Cambridge Memorial Hospital Foundation

Qualified Opinion

We have audited the accompanying financial statements of **Cambridge Memorial Hospital Foundation** (the Foundation), which comprise the statement of financial position as at March 31, 2020, and the statements of operations and changes in fund balances, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Foundation as at March 31, 2020, and its financial performance 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 charitable organizations, the Foundation derives revenue from fundraising activities and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Foundation and we were not able to determine whether any adjustments might be necessary to revenues, excess (deficiency) of revenue over expenditures, assets and fund balances.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Foundation 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 qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Foundation'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 the Board of Directors either intends to liquidate the Foundation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Foundation's financial reporting process.

Auditors' 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 auditors' 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.

INDEPENDENT AUDITORS' REPORT (CONTINUED)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement 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 Foundation'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 Foundation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Foundation 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.

A handwritten signature in black ink that reads "Graham Mathew Professional Corporation". The signature is written in a cursive, flowing style.

Cambridge, Ontario
May 19, 2020

Chartered Professional Accountants, authorized to practise public
accounting by the Chartered Professional Accountants of Ontario

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
YEAR ENDED MARCH 31, 2020

	UNRESTRICTED FUNDS		RESTRICTED FUNDS					2020 \$	2019 \$
	General \$	Contingency \$	Program \$	Equipment \$	Transformation CMH \$	Preparedness \$	Endowment \$		
Revenue									
Annual giving	268,864		81,754	7,600	207,564		1,488	567,270	638,053
Major gifts	88,464		93,025	1,725,206	1,723,284	1,740,000	35,000	5,404,979	3,005,106
Planned giving	170,833			132,089	25,000			327,922	365,007
Special events	41,958		151,606	59,597	271,669			524,830	409,992
	570,119		326,385	1,924,492	2,227,517	1,740,000	36,488	6,825,001	4,418,158
Expenditures									
Annual giving	84,667		17,631		40,150			142,448	162,440
Major gifts	1,233		2,290		39,897			43,420	51,808
Planned giving	3,692							3,692	4,136
Special events	5,151		42,849	29,942	83,591			161,533	89,550
Human resources	782,880							782,880	664,447
Administration	110,754				44,427			155,181	379,898
	988,377		62,770	29,942	208,065			1,289,154	1,352,279
Excess (deficiency) of revenue over expenditures before other items	(418,258)		263,615	1,894,550	2,019,452	1,740,000	36,488	5,535,847	3,065,879
Other items									
Grants to Cambridge Memorial Hospital	(3,430)		(77,130)	(399,835)	(412)		(3,501)	(484,308)	(9,476,629)
Investment income (note 5)	204,145					1,579	14,726	220,450	332,574
	200,715		(77,130)	(399,835)	(412)	1,579	11,225	(263,858)	(9,144,055)
Excess (deficiency) of revenue over expenditures for year	(217,543)		186,485	1,494,715	2,019,040	1,741,579	47,713	5,271,989	(6,078,176)
Fund balances, beginning of year	265,116	1,984,261	1,255,867	167,613	5,325,077		815,656	9,813,590	15,891,766
Fund balances, end of year	47,573	1,984,261	1,442,352	1,662,328	7,344,117	1,741,579	863,369	15,085,579	9,813,590

STATEMENT OF FINANCIAL POSITION
MARCH 31, 2020

	2020	2019
	\$	\$
ASSETS		
Cash (note 3)	14,411,733	9,056,043
Accounts receivable (note 4)	62,961	90,679
Prepaid expenses	5,302	21,678
Investments (note 6)	743,081	780,996
Capital assets (note 7)	8,696	9,405
	15,231,773	9,958,801
LIABILITIES		
Accounts payable and accrued liabilities (note 8)	146,194	125,461
Deferred revenue	-	19,750
	146,194	145,211
FUND BALANCES		
Externally restricted	2,604,948	815,656
Internally restricted	10,448,797	6,748,557
Unrestricted	2,031,834	2,249,377
	15,085,579	9,813,590
	15,231,773	9,958,801

APPROVED BY THE BOARD:

_____ Director

_____ Director

STATEMENT OF CASH FLOWS
YEAR ENDED MARCH 31, 2020

	2020	2019
	\$	\$
Cash flows from operating activities:		
Excess (deficiency) of revenue over expenditures for year	5,271,989	(6,078,176)
Items not involving cash:		
Amortization	2,395	2,732
Change in fair value of investments (note 5)	29,861	(13,089)
	5,304,245	(6,088,533)
Net change in non-cash working capital balances relating to operations:		
Accounts receivable	27,718	(439)
Prepaid expenses	16,376	(9,333)
Accounts payable and accrued liabilities	20,733	(20,719)
Deferred revenue	(19,750)	19,750
	5,349,322	(6,099,274)
Cash flows from investment activities:		
Purchase of investments	(352,671)	(1,005,287)
Proceeds of sale of investments	360,725	2,370,470
Additions to capital assets	(1,686)	(2,743)
	6,368	1,362,440
Net increase (decrease) in cash	5,355,690	(4,736,834)
Cash, beginning of year	9,056,043	13,792,877
Cash, end of year	14,411,733	9,056,043

EXPLANATORY FINANCIAL NOTES
YEAR ENDED MARCH 31, 2020

1. Nature of Organization

The Cambridge Memorial Hospital Foundation (the "Foundation") is a registered charity incorporated without share capital under the laws of Ontario. Its principal activity is to raise, steward and grant funds to support the equipment, building, research and education needs of the Cambridge Memorial Hospital (the "Hospital").

As the Foundation is a registered charity under the Income Tax Act, its income is not taxable and it is eligible to issue official income tax receipts for charitable donations.

2. Summary of Significant Accounting Policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) Fund accounting

The Foundation uses the restricted fund method of accounting for contributions. To ensure observance of limitations and restrictions placed on the use of resources available to the Foundation, the accounts of the Foundation are classified for reporting purposes into funds, in accordance with activities or objectives specified by the donors or in accordance with directives issued by the Board of Directors. For financial reporting purposes, the fund balances have been classified into three categories of funds consisting of the following:

The **Unrestricted funds**, account for the Foundation's general fundraising, granting and administrative activities.

The **Restricted funds**, include those resources to be used for identified purposes as specified externally by donors or internally by the Board of Directors.

The **Endowment fund**, includes those resources for which the donor has stipulated that the capital portion of the funds be maintained permanently.

(b) Revenue recognition

Donations are recorded as revenue when received. Tangible donations-in-kind are recorded at fair value at the time of the donation. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

Unrestricted donations are recorded as revenue of the general unrestricted fund. Designated donations represent contributions received for specific purposes and are recorded as revenue of the restricted funds. Endowment donations represent contributions received where only the income earned from the investment of the amounts received can be granted.

EXPLANATORY FINANCIAL NOTES
YEAR ENDED MARCH 31, 2020

2. Summary of Significant Accounting Policies (Continued)

(c) Expenses

Expenses are recognized in the year incurred and are recorded in the function in which they are directly related.

The Foundation allocates all salaries to the unrestricted fund.

(d) Financial instruments

The Foundation's financial instruments consist of cash, accounts receivable, investments, accounts payable and accrued liabilities.

Financial instruments are initially measured at fair value. Subsequently they are measured at amortized cost, except cash and investments which are measured at fair value.

Investment revenue includes interest earned, interest accrued, gains and losses realized on disposal and unrealized gains and losses.

(e) Amortization of capital assets

The Foundation amortizes capital assets using the straight-line method at annual rates which will amortize the assets over their estimated useful lives:

Computer hardware	3 years
Donor wall	5 years
Furniture and equipment	5 years

(f) Use of estimates

The preparation of these financial statements in conformity 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 date of the financial statements and the reported amounts of revenues and expenses during the current period. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known.

3. Cash

The Foundation's bank accounts are held at one chartered bank and earn interest at prime minus 1.75%. Also included in cash is \$127,272 (\$102,440 in 2019) held in investment accounts earning interest at varying rates approximating 1.00%.

EXPLANATORY FINANCIAL NOTES
YEAR ENDED MARCH 31, 2020

	2020	2019
	\$	\$
4. Accounts Receivable		
HST receivable	37,450	52,971
Accrued interest	25,511	37,708
	62,961	90,679
5. Investment Income		
Interest and dividends	254,516	324,067
Change in fair value of investments	(29,861)	13,089
Investment management fees	(4,205)	(4,582)
Total investment income	220,450	332,574
6. Investments		
Fixed income securities with effective interest rates between 2.45% and 3.23%, maturing between April 2020 and August 2021	550,000	550,000
Equities	193,081	230,996
	743,081	780,996
<p>Equities are comprised of portfolio investments in Canadian and American public companies. The shares have no fixed maturity dates and are generally not exposed to interest rate risk. Dividends are generally declared on a quarterly basis and are recognized as income when received.</p>		
7. Capital Assets		
Cost		
Computer hardware	11,003	11,003
Donor wall	-	54,855
Furniture and equipment	14,259	12,573
	25,262	78,431
Accumulated amortization		
Computer hardware	7,336	6,957
Donor wall	-	54,855
Furniture and equipment	9,230	7,214
	16,566	69,026
Net Book Value	8,696	9,405

EXPLANATORY FINANCIAL NOTES
YEAR ENDED MARCH 31, 2020

8. Accounts Payable and Accrued Liabilities

There were no amounts payable with respect to government remittances as of the year end date.

9. Due to Cambridge Memorial Hospital

The Foundation is a separate entity and disburses funds at the discretion of its Board of Directors. As substantially all of the Foundation funds benefit the Hospital, the Hospital is a related entity.

The Hospital processes the Foundation's payroll during the year. A total of \$716,751 (\$614,660 in 2019) was paid to the Cambridge Memorial Hospital for payroll expenses.

All of the above transactions are recorded at the exchange amount which approximates the fair value of services rendered. A balance payable to the Hospital of \$63,636 (\$60,644 in 2019) was included in accounts payable at March 31, 2020.

The Hospital also provides the Foundation with its operating premises at no expense to the Foundation.

10. Pension Plans

Substantially all of the employees of the Foundation are members of the Hospitals of Ontario Pension Plan (the "Plan"), which is a multi-employer defined benefit pension plan available to all eligible employees of the participating members of the Ontario Hospital Association. Plan members will receive benefits based on the length of service and on the average of annualized earnings during the five consecutive years prior to retirement, termination or death, which provide the highest earnings.

Pension assets consist of investment grade securities. Market and credit risk on these securities are managed by the Plan by placing plan assets in trust and through the Plan investment policy.

Pension expense is based on Plan management's best estimates, in consultation with its actuaries, of the amount required to provide a high level of assurance that benefits will be fully represented by Plan assets at retirement. The funding objective is for employer contributions to the Plan to remain a constant percentage of employees' contributions.

11. Financial Instruments

Fair value

Accounts receivable, accounts payable and accrued liabilities are recorded at amounts that approximate their fair value due to their short-term maturity.

The fair value of investments is disclosed in note 6.

11. Financial Instruments (Continued)

Risks arising from financial instruments

The Foundation is exposed to interest rate, credit, foreign currency and other market risks from its investment portfolio.

Interest rate risk refers to the adverse consequences of interest rate changes. The Foundation has investments in bonds with fixed rates, which are subject to this risk. The value of fixed rate instruments will generally rise if interest rates fall and fall if interest rates rise.

Credit risk is the risk of financial loss if a member or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Foundation's investments in fixed income securities.

Foreign currency risk refers to the extent to which instruments denominated in a currency other than Canadian dollars will be affected by changes in the value of the Canadian dollar in relation to other currencies. The Foundation has investments in various U.S. securities and cash, which are subject to foreign currency risk. As such, its exposure to currency risk is limited to those investments denominated in U.S. currencies of \$54,511 (\$59,902 in 2019). The Foundation does not hedge its foreign currency risk.

Market volatility risk is generally inherent in the Foundation's investment portfolio and refers to the extent that the fair value or future cash flows from financial instruments will fluctuate because of changes in various other market factors affecting equity prices, including general economic conditions.

The Foundation mitigates the above noted risks through the use of investment policies and managers, whose objective is to manage and control market risk exposures within acceptable parameters while optimising the return.

12. Uncertainty Regarding COVID-19

As the COVID-19 pandemic continues to impact the economy, it could result in a significant negative impact on the Foundation's operations. As of the time of authorization of these financial statements, it is not possible to estimate the length and severity of these developments and their impact on the financial results and operations of the Foundation.