

---

# **WEST VANCOUVER COMMUNITY FOUNDATION**

---

## **FINANCIAL STATEMENTS**

December 31, 2007

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## TABLE OF CONTENTS

---

December 31, 2007

---

Page

Auditor's Report

Financial Statements

Statement of Financial Position	1
Statement of Operations and Net Assets	2
Statement of Continuity of Foundation Funds	3
Statement of Continuity of Managed Funds Under Administration	4
Notes to the Financial Statements	5 - 9

---

## AUDITOR'S REPORT

---

To the Board of Directors of West Vancouver Community Foundation

We have audited the statement of financial position of West Vancouver Community Foundation as at December 31, 2007, and the statements of operations and net assets for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, the Foundation derives revenue from donations and fund raising activities, the completeness of which is not susceptible to 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 donation revenues, excess of revenue over expense, assets and net assets.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the donations as referred to above, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2007 and the results of its operations for the year then ended, in accordance with Canadian generally accepted accounting principles. As required by the Society Act (British Columbia), we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

"Lohn Caulder LLP"

Vancouver, BC  
February 29, 2008

---

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## STATEMENT OF FINANCIAL POSITION

---

As at December 31

	2007	2006
	\$	\$
<b>ASSETS</b>		
<b>Current</b>		
Cash	133,944	87,620
Accounts receivable	-	1,511
GST receivable	582	1,080
	<b>134,526</b>	90,211
<b>Investments</b> (note 3)	<b>3,556,347</b>	3,531,595
<b>Interest in Life Insurance Policy</b> (note 5)	<b>25,753</b>	25,753
	<b>3,716,626</b>	3,647,559
<b>LIABILITIES</b>		
<b>Current</b>		
Accounts payable	7,218	9,132
Grant commitments	-	1,500
	<b>7,218</b>	10,632
<b>Managed Funds Under Administration</b> (note 6)	<b>1,178,846</b>	1,101,776
<b>Net Assets</b>		
Endowment Funds	1,834,432	868,608
Administration & Stabilization Funds	101,276	101,304
Community Fund	594,854	1,565,239
	<b>2,530,562</b>	2,535,151
	<b>3,716,626</b>	3,647,559

---

APPROVED ON BEHALF OF THE BOARD:

\_\_\_\_\_"Ron Royston"\_\_\_\_\_  
Director      \_\_\_\_\_"Byron Hender"\_\_\_\_\_  
Director

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

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## STATEMENT OF OPERATIONS AND NET ASSETS

---

	Year ended December 31	
	2007	2006
	\$	\$
<b>Revenues</b>		
Investment income	127,614	99,160
Unrealized (decrease) increase in market value of investments	(79,344)	224,474
	<b>48,270</b>	323,634
<b>Revenue Allocated to Managed Funds Under Administration</b>		
Investment Income	(40,039)	(24,728)
Unrealized decrease (increase) in market value of investments	23,200	(61,114)
	<b>31,431</b>	237,792
Donations to Endowment Funds	90,803	81,679
Donations to Community Fund	8,303	24,120
	<b>130,537</b>	343,591
<b>Expenditures</b>		
Grants	83,359	46,005
Administration (note 4)	51,767	39,102
	<b>135,126</b>	85,107
<b>(Deficiency) Excess of Revenues Over Expenses</b>	<b>(4,589)</b>	258,484
<b>Net Assets</b> , beginning of year	<b>2,535,151</b>	2,276,667
<b>Net Assets</b> , end of year	<b>2,530,562</b>	2,535,151

---

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

# WEST VANCOUVER COMMUNITY FOUNDATION

## STATEMENT OF CONTINUITY OF FOUNDATION FUNDS

Year ended December 31, 2007

	Balance Beginning of Year	Fees and Expenses	Donations and Bequests	Allocation of Income	Inter-fund Transfers	Grants	Balance End of Year
	\$	\$	\$	\$	\$	\$	\$
<b>ENDOWMENT FUNDS</b>							
Bradley T. Bowles Scholarship Fund	16,465	(168)	-	241	-	-	16,539
Faris Family Scholarship Fund	69,655	(698)	-	1,034	-	(3,000)	66,991
Gertrude and Christina Lawson Scholarship Fund	89,791	(891)	-	1,385	-	(1,500)	88,786
James A. Inkster Leadership Award Fund	33,760	(338)	1,320	504	-	(1,000)	34,245
Trajan Martin Memorial Scholarship Fund	18,276	(183)	100	275	-	(500)	17,968
West Vancouver Artists Fund Endowment	15,047	(153)	-	221	-	-	15,115
Danny Possee Memorial Fund	211,545	(2,175)	25,658	3,090	-	-	238,119
Donald & Marjorie Lanskaill Fund	43,259	(440)	-	633	-	-	43,452
Environmental Endowment Fund	-	(17)	5,000	1	-	-	4,984
Fred E. Russell Fund	59,606	(592)	-	909	-	(2,000)	57,923
Friends of the Gallery Endowment Fund	14,713	(150)	-	215	-	-	14,778
Hender Family Fund	29,212	(297)	1,000	426	-	(900)	29,442
Jeremy Dalton Rugby Endowment	10,603	(108)	1,050	156	-	(500)	11,201
Jerry Beckerman Memorial Fund	18,500	(197)	2,097	262	-	(1,000)	19,661
Joshua Goos Memorial Fund	-	(444)	7,178	(95)	5,482	-	12,120
Kay Meek Fund	110,601	(1,093)	-	1,706	-	(5,000)	106,214
LEAD	-	-	5,000	-	-	(5,000)	-
Marc Rozen Memorial Fund for Youth	13,576	(137)	-	202	-	(400)	13,240
Mayors' Endowment Fund	28,961	(288)	-	441	-	(900)	28,214
North Shore Rescue Team Endowment Fund	19,286	(196)	-	282	-	-	19,372
Robertson Taylor Endowment Fund	16,454	(163)	-	251	-	(550)	15,992
Thunderbird Marine Corp. Fund	6,445	(66)	-	94	-	(200)	6,273
West Vancouver Youth Band Endowment Fund	23,188	(247)	13,100	338	-	-	36,379
William Patrick Memorial Fund	-	(7,023)	-	12,532	889,609	-	895,118
WVCF Memorial Fund	5,808	(34)	300	126	(5,482)	-	719
West Vancouver Public Art Endowment Fund	-	(21)	25,000	-	-	-	24,979
YAHU Endowment Fund	13,857	(169)	4,000	187	-	(1,270)	16,606
<b>Total Endowment Funds</b>	<b>868,608</b>	<b>(16,287)</b>	<b>90,803</b>	<b>25,419</b>	<b>889,609</b>	<b>(23,720)</b>	<b>1,834,432</b>
<b>ADMINISTRATION &amp; STABILIZATION FUNDS</b>							
WVCF Grant Stabilization Fund	53,551	(545)	-	784	-	-	53,790
WVCF Administration Fund	47,752	(991)	-	724	-	-	47,485
<b>Total Administrations &amp; Stabilization Funds</b>	<b>101,304</b>	<b>(1,536)</b>	<b>-</b>	<b>1,508</b>	<b>-</b>	<b>-</b>	<b>101,276</b>
<b>WVCF COMMUNITY FUND</b>							
	1,565,239	(33,943)	8,303	4,503	(889,609)	(59,639)	594,854
<b>Total Funds</b>	<b>2,535,151</b>	<b>(51,767)</b>	<b>99,106</b>	<b>31,431</b>	<b>-</b>	<b>(83,359)</b>	<b>2,530,562</b>

The accompanying notes are an integral part of these financial statements

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## STATEMENT OF CONTINUITY OF MANAGED FUNDS UNDER ADMINISTRATION

---

Year ended December 31, 2007

---

	Balance Beginning of Year	Fees and Expenses	Donations and Bequests	Allocation of Income	Grants	Balance End of Year
	\$	\$	\$	\$	\$	\$
<b>MANAGED FUNDS</b>						
Hartleywood Holdings Ltd. Scholarship	4,323	(32)	-	80	(2,000)	2,371
Capilano Rugby Club Fund	93,605	(906)	34,750	2,719	(100,000)	30,168
Hugo Ray Park Fund	28,259	(632)	77,361	(9)	-	104,978
WV Police Department D.A.R.E . Program	5,896	(56)	15,509	103	(5,490)	15,962
WV Police Department Police Dog Fund	1,051	(10)	-	6	-	1,046
WV United Church Endowment Fund	485,616	(3,716)	-	7,103	-	489,003
WV United Church Permanent Trust Fund	478,610	(3,771)	52,000	6,758	-	533,597
YAHU Flowthrough Fund	4,416	(26)	2,500	80	(5,250)	1,721
	<u>1,101,776</u>	<u>(9,150)</u>	<u>182,120</u>	<u>16,839</u>	<u>(112,740)</u>	<u>1,178,846</u>

The accompanying notes are an integral part of these financial statements

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## NOTES TO FINANCIAL STATEMENTS

---

December 31, 2007

---

### 1. Nature of the Organization

The West Vancouver Community Foundation (the "Foundation") was established in 1979 to benefit the citizens of West Vancouver by supporting non-profit charitable, educational and cultural organizations. The Foundation is registered with the Charities Division, Canada Revenue Agency and is classified as a public foundation. The Foundation is exempt from federal income taxes and can issue charitable donation receipts. The income from funds donated and bequeathed is used to provide for the charitable purposes of qualifying community organizations.

### 2. Summary of Significant Accounting Policies

The financial statements of the Foundation have been prepared in accordance with Canadian generally accepted accounting principles for not for profit organizations.

#### **Fund Accounting**

In order to ensure observance of the limitations and restrictions placed on the use of resources available to the Foundation resources are classified for accounting and financial reporting purposes into funds. These funds are held in accordance with either the objectives specified by the donors or with directives issued by the Board of Directors (the Board). To meet the objectives of financial reporting and stewardship over assets, certain interfund transfers are necessary to ensure the appropriate allocation of assets and liabilities to the respective funds. Transfers between the funds are made when appropriate, as authorized by the Board.

For financial reporting purposes, the funds have been classified into the following categories:

- i) Managed Funds Under Administration
- ii) Endowment Funds
- iii) Administration & Stabilization Funds
- iv) Community Fund

#### **Investment Portfolio**

Investments are managed by Leith Wheeler and are recorded at fair values determined on the last business day of the fiscal period. Investment income is shown net of fund manager fees.

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## NOTES TO FINANCIAL STATEMENTS

---

December 31, 2007

---

### 2. Summary of Significant Accounting Policies (Cont.)

#### **Revenue Recognition**

Contributions are recognized on the earlier of when they are received and when the deeds of gift have been approved. Contributions are recognized in the fund to which they relate. Non-designated unrestricted donations are recognized in the Community Fund.

Bequests are recorded upon receipt of the donated assets. Bequests in a form other than cash or marketable securities are recorded at values assigned by the Board.

Unrestricted investment and other incomes are recognized as revenue when earned.

Endowed and Managed Funds under Administration are subject to administrative fees established from time to time by the Board.

#### **Grants**

Grants are recorded when approved by the Foundation

#### **Donated Services**

A number of people donate significant time and expertise to the Foundation. The value of this time has not been recorded in these financial statements.

#### **Management Estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts and disclosures reported in the financial statements and accompanying notes. Management believes that the estimates utilized in preparing these financial statements are reasonable and prudent; however, actual results could differ from these estimates.

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## NOTES TO FINANCIAL STATEMENTS

---

December 31, 2007

---

### 2. Summary of Significant Accounting Policies (Cont.)

#### Financial Instruments - Change in Accounting Policy

The Foundation's financial instruments consist of cash, investments, GST receivable, interest in a life insurance policy, and accounts payable. For GST receivable and accounts payable, the fair value approximates the carrying value due to their short term maturity or capacity for prompt liquidation. The fair value of the interest in a life insurance policy is disclosed in note 5.

Effective January 1, 2007, the Foundation adopted the new CICA Handbook sections on financial instruments, Section 3855 and Section 3861. As a result of adopting these new sections, the Foundation classifies its investments as held-for-trading and measures them at fair value. Since the foundation previously recorded its investments at market value there was no effect on the financial statements as a result of this change in accounting policy. The new requirements were applied prospectively and prior periods have not been restated.

### 3. Investments

The Foundation's investments are exposed to market risk due to changing market conditions. The Foundation manages market risk by establishing and monitoring asset allocation strategies and by diversifying investments within the various asset classes to control overall market risk. Investments in foreign equities are exposed to currency risk due to fluctuation in foreign exchange rates.

#### Summary of Investment Portfolio Holdings

	Cost \$	Fair Value \$	%
Leith Wheeler International Fund	519,642	422,815	11.9%
Leith Wheeler Canadian Equity Fund Series A	969,097	993,192	27.9%
Leith Wheeler Fixed Income Fund Series A	1,752,972	1,720,700	48.4%
Leith Wheeler U.S. Equity Fund Series A	510,217	419,640	11.8%
	<u>3,751,928</u>	<u>3,556,347</u>	<u>100.0%</u>

The fair value of the investment portfolio at December 31, 2006 was \$3,531,595.

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

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## NOTES TO FINANCIAL STATEMENTS

---

December 31, 2007

---

### 4. Administration

Administration expenses have been shown net of recoveries of fees on managed funds under administration. They are detailed as follows:

	2007 \$	2006 \$
Insurance	2,859	2,859
Office	18,203	19,525
Professional fees	5,150	5,273
Wages and benefits	34,705	39,465
Gala recovery	-	(18,783)
	<hr/> 60,917	48,339
Less: allocation to managed funds under administration	(9,150)	(9,237)
Total administration expenses	<hr/> 51,767	39,102

### 5. Interest in Life insurance Policy

The Foundation is the owner and beneficiary of a life insurance policy. The interest in the policy is recorded at an amount equal to the premiums in the policy. The cash surrender value, or fair value, of the policy is \$23,582 (2006-\$22,117).

### 6. Managed Funds Under Administration

Managed funds under administration represent funds beneficially owned by other organizations for which the income and capital is designated for the benefit of these organizations.

### 7. Funds Held by the Vancouver Foundation

The Foundation received \$9,176 (2006- \$8,107) as income from a permanent endowment fund with the Vancouver Foundation. The market value of the fund as at December 31, 2007 was \$183,023 (2006- \$194,167).

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

---

# WEST VANCOUVER COMMUNITY FOUNDATION

---

## NOTES TO FINANCIAL STATEMENTS

---

December 31, 2007

---

### **8. Statement of Cash Flows**

A statement of cash flows has not been presented as management does not consider that it would provide significant additional meaningful information.

### **9. Comparative Figures**

Certain comparative figures have been reclassified to conform with current year presentation.