

# **Barrhaven Food Cupboard**



## **Financial Statements**

**For the year ended December 31, 2018  
(Unaudited – See Notice to Reader)**



**Barrhaven Food Cupboard**  
**Financial Statements**  
For the year ended December 31, 2018  
(Unaudited - See Notice to Reader)

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## Notice to Reader

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On the basis of information provided by management, we have compiled the statement of financial position of Barrhaven Food Cupboard as at December 31, 2018 and the statement of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

*Baker Tilly Ottawa LLP*

Chartered Professional Accountants, Licensed Public Accountants

May 9, 2019

Ottawa, Ontario

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**Barrhaven Food Cupboard**  
**Statement of Financial Position**  
(Unaudited - See Notice to Reader)

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**December 31** **2018** **2017**

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**Assets**

**Current**

Cash	\$ 37,087	\$ 43,758
Short term investment	85,596	171,444
Accounts receivable	8,323	1,750
Prepaid expenses (Note 1)	<u>116,590</u>	<u>3,353</u>
	<u>\$ 247,596</u>	<u>\$ 220,305</u>

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**Liability and Net Assets**

**Current**

Accounts payable and accrued liabilities	\$ 1,699	\$ 1,974
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**Net assets**

<u>245,897</u>	<u>218,331</u>
<u>\$ 247,596</u>	<u>\$ 220,305</u>

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**Barrhaven Food Cupboard**  
**Statement of Operations and Changes in Net Assets**  
(Unaudited - See Notice to Reader)

<b>For the year ended December 31</b>	<b>2018</b>	<b>2017</b>
<b>Revenues</b>		
Donations and fundraising	\$ 105,193	\$ 85,571
Government contributions	-	6,756
Fall Harvest (Gala)	-	13,828
Sponsorships	14,760	-
Interest income	955	1,661
	<u>120,908</u>	<u>107,816</u>
<b>Expenses</b>		
Advertising and promotion	8,775	3,705
Awards and grants	2,054	55
Bank charges	582	327
Fall Harvest (Gala)	-	7,453
Food collection and distribution	12,547	2,809
Food purchases	8,256	11,279
Gift card purchases	37,813	33,882
Insurance	2,426	2,064
Office and general	619	757
Professional fees	15,457	6,926
Storage	3,746	2,415
Telephone	1,067	837
	<u>93,342</u>	<u>72,509</u>
<b>Excess of revenues over expenses for the year</b>	<b>27,566</b>	<b>35,307</b>
<b>Net assets, beginning of year</b>	<u><b>218,331</b></u>	<u>183,024</u>
<b>Net assets, end of year</b>	<u><b>\$ 245,897</b></u>	<u>\$ 218,331</u>

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**Barrhaven Food Cupboard**  
**Notes to the Financial Statements**  
(Unaudited - See Notice to Reader)

**December 31, 2018**

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**Nature of Operations**

Barrhaven Food Cupboard is an unincorporated not-for-profit organization created by a constitution dated May 2013. The organization provides food assistance to those in need in the community of Barrhaven, located in the City of Ottawa, Ontario, through the generosity of the community. The organization is a registered charity effective January 1, 2014 and is exempt from income taxes.

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**1. Prepaid Expenses**

Prepaid expenses includes an advance payment of \$114,978 to the City of Ottawa representing prepayment for lease of premises to begin April 1, 2019 and to end on March 31, 2029. The advance payment represents rent for the full lease term.

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**Barrhaven Food Cupboard**  
**Year End: December 31, 2018**  
**TB - Grouped (LS No)**

DFC\_H80

Account	Prelim	Adj's	Reclass	Rep	Rep 12/17	Amount Chg	%Chg
<b>A Cash and bank</b>	<b>37,087.10</b>	<b>0.00</b>	<b>0.00</b>	<b>37,087.10</b>	<b>43,757.92</b>	<b>(6,670.82)</b>	<b>(15)</b>
10100 0025518 Operating Bus. Ac	35,578.50	0.00	0.00	35,578.50	17,950.93	17,627.57	98
10101 Building savings Account	87.45	0.00	0.00	87.45	87.45	0.00	0
10103 Fund Raiser Acct #2018	94.78	0.00	0.00	94.78	17,300.87	(17,206.09)	(99)
10104 PayPal BFC Treasurer	372.12	0.00	0.00	372.12	4,347.12	(3,975.00)	(91)
10105 PayPal BFC Gala	0.00	0.00	0.00	0.00	4,071.95	(4,071.95)	(100)
10999 Reconciliation Discrepanc	0.00	0.00	0.00	0.00	(0.40)	0.40	(100)
12001 Undeposited Funds	954.25	0.00	0.00	954.25	0.00	954.25	0
<b>B Temporary investments</b>	<b>85,596.35</b>	<b>0.00</b>	<b>0.00</b>	<b>85,596.35</b>	<b>171,443.77</b>	<b>(85,847.42)</b>	<b>(50)</b>
10110 Investments - 3113	85,596.35	0.00	0.00	85,596.35	0.00	85,596.35	0
13601 Investments-Building Fund	0.00	0.00	0.00	0.00	79,384.95	(79,384.95)	(100)
13602 Investments-Operating Co	0.00	0.00	0.00	0.00	47,647.77	(47,647.77)	(100)
13603 Investments - Building Fun	0.00	0.00	0.00	0.00	44,411.05	(44,411.05)	(100)
<b>C Accounts receivable</b>	<b>1,323.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>8,323.00</b>	<b>1,750.00</b>	<b>6,573.00</b>	<b>376</b>
11000 Accounts Receivable	0.00	7,000.00	0.00	7,000.00	1,750.00	5,250.00	300
12200 Accrued Revenue	1,323.00	0.00	0.00	1,323.00	0.00	1,323.00	0
<b>L Prepaid expenses &amp; other curr</b>	<b>126,612.13</b>	<b>0.00</b>	<b>0.00</b>	<b>126,612.13</b>	<b>3,353.35</b>	<b>123,258.78</b>	<b>3676</b>
12500 Prepaid Expenses	126,612.13	0.00	0.00	126,612.13	3,353.35	123,258.78	3676
<b>CC Accounts payable &amp; accruals</b>	<b>(1,700.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,700.00)</b>	<b>(1,974.33)</b>	<b>274.33</b>	<b>(14)</b>
20000 Accounts Payable	0.00	0.00	0.00	0.00	(1,974.33)	1,974.33	(100)
24200 Accrued Expenses	(1,700.00)	0.00	0.00	(1,700.00)	0.00	(1,700.00)	0
<b>SS Retained earnings</b>	<b>(218,331.11)</b>	<b>0.00</b>	<b>0.00</b>	<b>(218,331.11)</b>	<b>(183,023.70)</b>	<b>(35,307.41)</b>	<b>19</b>
32000 Retained Earnings	(218,331.11)	0.00	0.00	(218,331.11)	(183,023.70)	(35,307.41)	19
<b>500 Revenue</b>	<b>(123,929.77)</b>	<b>(7,000.00)</b>	<b>0.00</b>	<b>(130,929.77)</b>	<b>(107,815.65)</b>	<b>(23,114.12)</b>	<b>21</b>
70800 Other Revenue	(16,579.10)	0.00	0.00	(16,579.10)	0.00	(16,579.10)	0
71100 Rev. from fundraise (non re	(1,872.37)	0.00	0.00	(1,872.37)	0.00	(1,872.37)	0
<b>500. 1 Donations and fundraisin</b>	<b>(96,763.80)</b>	<b>0.00</b>	<b>0.00</b>	<b>(96,763.80)</b>	<b>(85,571.20)</b>	<b>(11,192.60)</b>	<b>13</b>
43750 Gifts rec' from other chari	(500.00)	0.00	0.00	(500.00)	0.00	(500.00)	0
43760 Not receipted gifts	(54,185.35)	0.00	0.00	(54,185.35)	(47,502.00)	(6,683.35)	14
43761 Tax Receipted Gifts >\$20 C	(12,428.29)	0.00	0.00	(12,428.29)	(16,915.20)	4,486.91	(27)
43780 Tax-receipted gifts	(7,785.00)	0.00	0.00	(7,785.00)	0.00	(7,785.00)	0
43781 Receipted Gifts >\$20 Indivi	(15,375.16)	0.00	0.00	(15,375.16)	(20,088.00)	4,712.84	(23)
43785 Gifts received in Kind	(6,490.00)	0.00	0.00	(6,490.00)	(1,066.00)	(5,424.00)	509
<b>500. 2 Interest income</b>	<b>(954.50)</b>	<b>0.00</b>	<b>0.00</b>	<b>(954.50)</b>	<b>(1,660.88)</b>	<b>706.38</b>	<b>(43)</b>
70200 Interest Income	0.00	0.00	0.00	0.00	(661.69)	661.69	(100)
70210 Interest Income - Investme	(954.50)	0.00	0.00	(954.50)	(999.19)	44.69	(4)
<b>500. 3 Gala</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(13,827.77)</b>	<b>13,827.77</b>	<b>(100)</b>
43790 Gala Revenue	0.00	0.00	0.00	0.00	(3,527.43)	3,527.43	(100)
43793 Gala Sponsorships	0.00	0.00	0.00	0.00	(8,800.34)	8,800.34	(100)
43794 Gala Auction	0.00	0.00	0.00	0.00	(1,500.00)	1,500.00	(100)
<b>500. 4 Government contributions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,755.80)</b>	<b>6,755.80</b>	<b>(100)</b>
43720 Amts rec'd from Muni/Reg	0.00	0.00	0.00	0.00	(6,755.80)	6,755.80	(100)
<b>500. 5 Sponsorships</b>	<b>(7,760.00)</b>	<b>(7,000.00)</b>	<b>0.00</b>	<b>(14,760.00)</b>	<b>0.00</b>	<b>(14,760.00)</b>	<b>0</b>
43775 Sponsorships	(7,760.00)	(7,000.00)	0.00	(14,760.00)	0.00	(14,760.00)	0

**Barrhaven Food Cupboard**  
**Year End: December 31, 2018**  
**TB - Grouped (LS No)**

DFC\_H80-1

Account	Prelim	Adj's	Reclass	Rep	Rep 12/17	Amount Chg	%Chg
<b>520 Expenses</b>	<b>93,342.30</b>	<b>0.00</b>	<b>0.00</b>	<b>93,342.30</b>	<b>72,508.64</b>	<b>20,833.66</b>	<b>29</b>
<b>520. 1 Advertising and promotion</b>	<b>8,775.31</b>	<b>0.00</b>	<b>0.00</b>	<b>8,775.31</b>	<b>3,705.28</b>	<b>5,070.03</b>	<b>137</b>
60000 Advertising and Promotion	665.28	0.00	0.00	665.28	1,062.20	(396.92)	(37)
60100 Brochures	144.35	0.00	0.00	144.35	386.46	(242.11)	(63)
60200 Banners & signage	4,010.06	0.00	0.00	4,010.06	140.12	3,869.94	2762
60210 Web Development	3,553.06	0.00	0.00	3,553.06	692.69	2,860.37	413
60220 Education Material	339.00	0.00	0.00	339.00	0.00	339.00	0
60230 Fundraising	63.56	0.00	0.00	63.56	1,392.24	(1,328.68)	(95)
60235 Thank You Cards	0.00	0.00	0.00	0.00	31.57	(31.57)	(100)
<b>520. 2 Office expenses</b>	<b>618.55</b>	<b>0.00</b>	<b>0.00</b>	<b>618.55</b>	<b>757.34</b>	<b>(138.79)</b>	<b>(18)</b>
64900 Office Supplies	522.50	0.00	0.00	522.50	214.10	308.40	144
64920 Postage	96.05	0.00	0.00	96.05	486.74	(390.69)	(80)
65170 Staff Development	0.00	0.00	0.00	0.00	56.50	(56.50)	(100)
<b>520. 3 Bank charges</b>	<b>581.87</b>	<b>0.00</b>	<b>0.00</b>	<b>581.87</b>	<b>326.85</b>	<b>255.02</b>	<b>78</b>
60400 Bank Service Charges	245.49	0.00	0.00	245.49	268.23	(22.74)	(8)
60401 PayPal Service Charges	336.38	0.00	0.00	336.38	58.62	277.76	474
<b>520. 4 Insurance</b>	<b>2,425.92</b>	<b>0.00</b>	<b>0.00</b>	<b>2,425.92</b>	<b>2,064.49</b>	<b>361.43</b>	<b>18</b>
65160 Insurance	2,425.92	0.00	0.00	2,425.92	2,064.49	361.43	18
<b>520. 5 Gift card purchases</b>	<b>37,813.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37,813.00</b>	<b>33,881.55</b>	<b>3,931.45</b>	<b>12</b>
65210 Gift Card Purchases	37,813.00	0.00	0.00	37,813.00	33,881.55	3,931.45	12
<b>520. 6 Food purchases</b>	<b>8,256.34</b>	<b>0.00</b>	<b>0.00</b>	<b>8,256.34</b>	<b>11,278.75</b>	<b>(3,022.41)</b>	<b>(27)</b>
65220 Food purchases	8,256.34	0.00	0.00	8,256.34	11,278.75	(3,022.41)	(27)
<b>520. 7 Professional fees</b>	<b>15,457.25</b>	<b>0.00</b>	<b>0.00</b>	<b>15,457.25</b>	<b>6,926.42</b>	<b>8,530.83</b>	<b>123</b>
66700 Professional Fees	9,109.91	0.00	0.00	9,109.91	0.00	9,109.91	0
66705 Accounting Services	4,070.84	0.00	0.00	4,070.84	4,148.17	(77.33)	(2)
66710 Elevator Maintenance	520.00	0.00	0.00	520.00	885.00	(365.00)	(41)
66720 Audit fees	1,756.50	0.00	0.00	1,756.50	1,893.25	(136.75)	(7)
<b>520. 8 Telephone</b>	<b>1,066.73</b>	<b>0.00</b>	<b>0.00</b>	<b>1,066.73</b>	<b>836.78</b>	<b>229.95</b>	<b>27</b>
68100 Dispatch Telephone	1,066.73	0.00	0.00	1,066.73	836.78	229.95	27
<b>520. 9 Awards and grants</b>	<b>2,054.24</b>	<b>0.00</b>	<b>0.00</b>	<b>2,054.24</b>	<b>54.50</b>	<b>1,999.74</b>	<b>3669</b>
60300 Awards and Grants	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	0
68700 Volunteer Recognition	54.24	0.00	0.00	54.24	54.50	(0.26)	0
<b>520.10 Storage</b>	<b>3,746.43</b>	<b>0.00</b>	<b>0.00</b>	<b>3,746.43</b>	<b>2,414.62</b>	<b>1,331.81</b>	<b>55</b>
67100 Rent Expense	3,746.43	0.00	0.00	3,746.43	2,414.62	1,331.81	55
<b>520.11 Gala</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,453.06</b>	<b>(7,453.06)</b>	<b>(100)</b>
63200 Gala Expenses	0.00	0.00	0.00	0.00	7,453.06	(7,453.06)	(100)
<b>520.12 Food collection and distri</b>	<b>12,546.66</b>	<b>0.00</b>	<b>0.00</b>	<b>12,546.66</b>	<b>2,809.00</b>	<b>9,737.66</b>	<b>347</b>
65200 Charitable Operations	0.00	0.00	0.00	0.00	72.25	(72.25)	(100)
65230 Food Collection expenses	1,633.94	0.00	0.00	1,633.94	1,275.51	358.43	28
65240 Hampers	351.20	0.00	0.00	351.20	0.00	351.20	0
65290 Gifts received in Kind - of	6,340.00	0.00	0.00	6,340.00	1,066.00	5,274.00	495
65300 Operating Supplies	53.56	0.00	0.00	53.56	0.00	53.56	0



**Barrhaven Food Cupboard**  
 Year End: December 31, 2018  
 TB - Grouped (LS No)

DFC\_H80-2

Account	Prelim	Adj's	Reclass	Rep	Rep 12/17	Amount Chg	%Chg
65320 Operating Supplies	4,167.96	0.00	0.00	4,167.96	395.24	3,772.72	955
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
<b>Net Income (Loss)</b>	<b>30,587.47</b>			<b>37,587.47</b>	<b>35,307.01</b>	<b>2,280.46</b>	<b>6</b>

**Barrhaven Food Cupboard**

DFC\_H90

Year End: December 31, 2018

**Adjusting Journal Entries**

Date: 01/01/2018 To 12/31/2018

Number	Date	Name	Account No	Debit	Credit
1	12/31/2018	Accounts Receivable	11000	7,000.00	
1	12/31/2018	Sponsorships	43775		7,000.00
		To book additional accounts receivable as per client.			
2	12/31/2018	Prepaid Expenses	12500		10,021.79
2	12/31/2018	Other Revenue	70800	10,021.79	
		To apply HST rebate claim related to prepaid rent as a reduction to prepaid rent.			
				<b>17,021.79</b>	<b>17,021.79</b>
		<b>Net Income (Loss)</b>	<b>27,565.68</b>		