

**CALGARY PUBLIC LIBRARY FOUNDATION**

**Financial Statements**

**Year Ended December 31, 2014**

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Index to the Financial Statements**  
**For The Year Ended December 31, 2014**

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Calgary Public Library Foundation:

We have audited the accompanying financial statements of Calgary Public Library Foundation, which comprise the statement of financial position as at December 31, 2014, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's responsibility for 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.

### Auditor's responsibility

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 auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*(continues)*

Independent Auditor's Report to the Board of Directors of Calgary Public Library Foundation  
(continued)

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Foundation derives revenue from various fundraising activities, 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 revenue, excess of revenue over expenses and net assets.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Calgary Public Library Foundation as at December 31, 2014, and its statement of operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

May 26, 2015  
Calgary, Alberta, Canada

*Calvista LLP*  
Professional Accountants

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Statement of Financial Position**  
**As at December 31, 2014**

|  | <b>General<br/>Fund</b> | <b>Information<br/>Fund</b> | <b>Inspiration<br/>Fund</b> | <b>Imagination<br/>Fund</b> | <b>Innovation<br/>Fund</b> | <b>2014<br/>Total</b> | <b>2013<br/>Total</b> |
|--|-------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|-----------------------|-----------------------|
| <b>Assets</b>                              |                         |                             |                             |                             |                            |                       |                       |
| Current                                    |                         |                             |                             |                             |                            |                       |                       |
| Cash                                       | \$ 147,563              | \$ 230,594                  | \$ 411,289                  | \$ (36,963)                 | \$ 66,185                  | \$ 818,668            | \$ 467,557            |
| Investments                                | -                       | -                           | -                           | -                           | -                          | -                     | 586                   |
| Accounts receivable                        | 29,172                  | -                           | -                           | -                           | -                          | 29,172                | 229,063               |
| Goods and services tax refundable          | 26,417                  | -                           | -                           | -                           | -                          | 26,417                | 13,565                |
|  | <b>203,152</b>          | <b>230,594</b>              | <b>411,289</b>              | <b>(36,963)</b>             | <b>66,185</b>              | <b>874,257</b>        | <b>710,771</b>        |
| Property and equipment (Note 3)            | 11,489                  | -                           | -                           | -                           | -                          | 11,489                | 9,126                 |
|  | <b>\$ 214,641</b>       | <b>\$ 230,594</b>           | <b>\$ 411,289</b>           | <b>\$ (36,963)</b>          | <b>\$ 66,185</b>           | <b>\$ 885,746</b>     | <b>\$ 719,897</b>     |
| <b>Liabilities</b>                         |                         |                             |                             |                             |                            |                       |                       |
| Current                                    |                         |                             |                             |                             |                            |                       |                       |
| Accounts payable and accrued liabilities   | \$ 103,942              | \$ -                        | \$ -                        | \$ -                        | \$ -                       | \$ 103,942            | \$ 17,882             |
| Deferred contributions                     |                         |                             |                             |                             |                            |                       |                       |
| Related to operations (Note 5)             | 70,363                  | -                           | -                           | -                           | -                          | 70,363                | 68                    |
| Related to property and equipment (Note 6) | 5,025                   | -                           | -                           | -                           | -                          | 5,025                 | 7,042                 |
|  | <b>179,330</b>          | <b>-</b>                    | <b>-</b>                    | <b>-</b>                    | <b>-</b>                   | <b>179,330</b>        | <b>24,992</b>         |
| <b>Net assets</b>                          |                         |                             |                             |                             |                            |                       |                       |
| Invested in property and equipment         | 6,464                   | -                           | -                           | -                           | -                          | 6,464                 | 2,084                 |
| Fund balances                              | 28,847                  | 230,594                     | 411,289                     | (36,963)                    | 66,185                     | 699,952               | 692,821               |
|  | <b>35,311</b>           | <b>230,594</b>              | <b>411,289</b>              | <b>(36,963)</b>             | <b>66,185</b>              | <b>706,416</b>        | <b>694,905</b>        |
|  | <b>\$ 214,641</b>       | <b>\$ 230,594</b>           | <b>\$ 411,289</b>           | <b>\$ (36,963)</b>          | <b>\$ 66,185</b>           | <b>\$ 885,746</b>     | <b>\$ 719,897</b>     |

**ON BEHALF OF THE BOARD**

\_\_\_\_\_  
*Director*

\_\_\_\_\_  
*Director*

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Statement of Operations**  
**For The Year Ended December 31, 2014**

|   | General<br>Fund     | Information<br>Fund | Inspiration<br>Fund | Imagination<br>Fund | Innovation<br>Fund | 2014<br>Total    | 2013<br>Total     |
|---|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|-------------------|
| <b>Revenue</b>  |                     |                     |                     |                     |                    |                  |                   |
| Donations   | \$ 565,567          | \$ 157,175          | \$ 634,986          | \$ 436,342          | \$ 49,670          | \$ 1,843,740     | \$ 2,011,631      |
| Other revenue (Note 4)  | 546,239             | -                   | -                   | -                   | -                  | 546,239          | 549,091           |
| Special events  | 198,006             | 54,107              | 46,256              | 300                 | 1,425              | 300,094          | 215,725           |
| Gifts in kind   | 64,976              | -                   | 220,269             | -                   | -                  | 285,245          | 188,651           |
| Interest  | 6,730               | -                   | -                   | -                   | -                  | 6,730            | 109               |
| Merchandise   | 3,608               | -                   | -                   | -                   | -                  | 3,608            | 18,581            |
| Casino  | 2,067               | -                   | -                   | -                   | -                  | 2,067            | 3,236             |
| Amortization of deferred contributions for property and equipment | 2,017               | -                   | -                   | -                   | -                  | 2,017            | 1,009             |
|   | <b>1,389,210</b>    | <b>211,282</b>      | <b>901,511</b>      | <b>436,642</b>      | <b>51,095</b>      | <b>2,989,740</b> | <b>2,988,033</b>  |
| <b>Expenses</b>   |                     |                     |                     |                     |                    |                  |                   |
| Donation to Calgary Public Library Board (Note 4)                 | 394,639             | 30,969              | 355,048             | 561,939             | 198                | 1,342,793        | 1,182,889         |
| Salaries and employee benefits                                    | 775,405             | -                   | -                   | -                   | -                  | 775,405          | 587,664           |
| Administration  | 311,374             | -                   | -                   | -                   | -                  | 311,374          | 187,624           |
| Gifts in kind (Note 4)  | 64,976              | -                   | 220,269             | -                   | -                  | 285,245          | 142,368           |
| Special events  | 112,179             | -                   | -                   | -                   | -                  | 112,179          | 161,612           |
| Stewardship and cultivation                                       | 62,346              | -                   | -                   | -                   | -                  | 62,346           | 41,749            |
| Marketing   | 61,514              | -                   | -                   | -                   | -                  | 61,514           | 60,476            |
| Board expenses  | 13,787              | -                   | -                   | -                   | -                  | 13,787           | 4,202             |
| Bank charges  | 6,659               | -                   | -                   | -                   | -                  | 6,659            | 9,445             |
| Amortization  | 3,639               | -                   | -                   | -                   | -                  | 3,639            | 1,425             |
| Casino  | 2,067               | -                   | -                   | -                   | -                  | 2,067            | -                 |
| Insurance   | 1,221               | -                   | -                   | -                   | -                  | 1,221            | 1,173             |
|   | <b>1,809,806</b>    | <b>30,969</b>       | <b>575,317</b>      | <b>561,939</b>      | <b>198</b>         | <b>2,978,229</b> | <b>2,380,627</b>  |
| <b>Excess (deficiency) of revenue over expenses</b>               | <b>\$ (420,596)</b> | <b>\$ 180,313</b>   | <b>\$ 326,194</b>   | <b>\$ (125,297)</b> | <b>\$ 50,897</b>   | <b>\$ 11,511</b> | <b>\$ 607,406</b> |

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Statement of Changes in Net Assets**  
**For The Year Ended December 31, 2014**

|  | Invested in<br>property<br>and<br>equipment | General<br>Fund  | Information<br>Fund | Inspiration<br>Fund | Imagination<br>Fund | Innovation<br>Fund | 2014<br>Total     | 2013<br>Total     |
|--|---|------------------|---------------------|---------------------|---------------------|--------------------|-------------------|-------------------|
| <b>Net assets - beginning of year</b>        | \$ 2,084                                    | \$ 453,823       | \$ 50,281           | \$ 85,095           | \$ 88,334           | \$ 15,288          | \$ 694,905        | \$ 87,499         |
| Excess (deficiency) of revenue over expenses | (1,622)                                     | (418,974)        | 180,313             | 326,194             | (125,297)           | 50,897             | 11,511            | 607,406           |
| Purchase of property and equipment           | 6,002                                       | (6,002)          | -                   | -                   | -                   | -                  | -                 | -                 |
| <b>Net assets - end of year</b>              | <b>\$ 6,464</b>                             | <b>\$ 28,847</b> | <b>\$ 230,594</b>   | <b>\$ 411,289</b>   | <b>\$ (36,963)</b>  | <b>\$ 66,185</b>   | <b>\$ 706,416</b> | <b>\$ 694,905</b> |

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2014**

|   | <b>General<br/>Fund</b> | <b>Information<br/>Fund</b> | <b>Inspiration<br/>Fund</b> | <b>Imagination<br/>Fund</b> | <b>Innovation<br/>Fund</b> | <b>2014<br/>Total</b> | <b>2013<br/>Total</b> |
|---|-------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|-----------------------|-----------------------|
| <b>Operating activities</b>   |                         |                             |                             |                             |                            |                       |                       |
| Excess of revenue over expenses   | \$ (420,596)            | \$ 180,313                  | \$ 326,194                  | \$ (125,297)                | \$ 50,897                  | \$ 11,511             | \$ 607,406            |
| Non-cash transactions:  |                         |                             |                             |                             |                            |                       |                       |
| Amortization of property and equipment                                  | 3,639                   | -                           | -                           | -                           | -                          | 3,639                 | 1,425                 |
| Recognition of deferred contributions related to property and equipment | (2,017)                 | -                           | -                           | -                           | -                          | (2,017)               | (1,009)               |
| Change in non-cash working capital:                                     |                         |                             |                             |                             |                            |                       |                       |
| Accounts receivable   | 14,891                  | -                           | -                           | 185,000                     | -                          | 199,891               | (229,063)             |
| Goods and services tax refundable                                       | (12,852)                | -                           | -                           | -                           | -                          | (12,852)              | (9,456)               |
| Accounts payable and accrued liabilities                                | 86,060                  | -                           | -                           | -                           | -                          | 86,060                | 8,477                 |
| Deferred contributions related to operations                            | 70,295                  | -                           | -                           | -                           | -                          | 70,295                | (3,236)               |
|   | <b>(260,580)</b>        | <b>180,313</b>              | <b>326,194</b>              | <b>59,703</b>               | <b>50,897</b>              | <b>356,527</b>        | <b>374,544</b>        |
| <b>Investing activities</b>   |                         |                             |                             |                             |                            |                       |                       |
| Investments   | 586                     | -                           | -                           | -                           | -                          | 586                   | (586)                 |
| Purchase of furniture and equipment                                     | (6,002)                 | -                           | -                           | -                           | -                          | (6,002)               | (2,500)               |
|   | <b>(5,416)</b>          | <b>-</b>                    | <b>-</b>                    | <b>-</b>                    | <b>-</b>                   | <b>(5,416)</b>        | <b>(3,086)</b>        |
| <b>Increase (decrease) in cash</b>                                      | <b>(265,996)</b>        | <b>180,313</b>              | <b>326,194</b>              | <b>59,703</b>               | <b>50,897</b>              | <b>351,111</b>        | <b>371,458</b>        |
| Cash - beginning of year  | 413,559                 | 50,281                      | 85,095                      | (96,666)                    | 15,288                     | 467,557               | 96,099                |
| <b>Cash - end of year</b>   | <b>\$ 147,563</b>       | <b>\$ 230,594</b>           | <b>\$ 411,289</b>           | <b>\$ (36,963)</b>          | <b>\$ 66,185</b>           | <b>\$ 818,668</b>     | <b>\$ 467,557</b>     |



**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Notes to Financial Statements**  
**For The Year Ended December 31, 2014**

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**1. Purpose of the organization**

The Calgary Public Library Foundation ("the Foundation") was incorporated on March 1, 1999 under the Companies Act of Alberta and commenced operations in 2000. The Foundation is a registered charity for purposes of the Canada Income Tax Act, and as such is exempt from payment of income taxes.

The Calgary Public Library Foundation's sole purpose is to ensure through fundraising that the citizens of Calgary have the best public library in the world. Net funds and in kind donations raised by the Foundation go to the Calgary Public Library ("the Library") and are used to enhance the Library's collections, programs and facilities.

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**2. Summary of significant accounting policies**

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Handbook, and in management's opinion, have been properly prepared within reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

Cash and cash equivalents

Cash consists of cash on hand and balances with banks; cash equivalents consist of short-term deposits with original maturities of less than three months.

Revenue recognition

The Foundation follows the restricted fund method of accounting for externally restricted contributions.

Unrestricted contributions are recognized as revenue of the general fund when received or receivable if the amounts to be received can be reasonably measured and ultimate collection is reasonably assured.

Restricted contributions by the contributor for specific use are recognized as revenue of the appropriate fund when received or receivable if the amounts to be received can be reasonably measured and ultimate collection is reasonably assured.

Restricted contributions for use in operations are deferred and recognized as revenue in the year in which the related expenses are incurred. Where such contributions have been made for the purpose of equipment acquisition, the revenue is recognized on the same basis as the related asset is amortized.

Gifts-in-kind received are recorded when the fair market value is reasonably determinable at the date of contribution and when they would normally be purchased and paid for by the Foundation.

Fund accounting

The Foundation uses the following funds to report its operations and financial position.

The General Fund accounts for current operations and programs and for the Foundation's general operation. Unrestricted contributions and contributions restricted for use in operations are reported in this fund.

The Innovation Fund accounts for operations, infrastructure and programming related to technology and business, new programs, diversity services, learning and research. Contributions restricted for such use are reported in this fund.

The Inspiration Fund accounts for programs and operations related to children, teens and families, volunteers, cultural and heritage focused, performance and exhibition space. Contributions restricted for such use are reported in this fund.

The Information Fund accounts for operations, infrastructure and programs related to materials and collections and core library functions. Contributions restricted for such use are reported in this fund.

The Imagination Fund accounts for infrastructure and operations related to new branch development, exterior development, creative space, and programs. Contributions restricted for such use are reported in this fund.

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(Continues)

**2. Summary of significant accounting policies (Continued)**

Property and equipment

Property and equipment are stated at cost less accumulated amortization. The cost for contributed capital assets is considered to be fair value at the date of contribution.

Amortization of property and equipment is recorded using the straight-line method over the estimated useful life of the assets at the following rates:

|                         |         |
|-------------------------|---------|
| Computer Equipment      | 3 years |
| Computer software       | 3 years |
| Furniture and equipment | 5 years |

In the year of purchase or contribution, amortization is recorded at one half of the annual rate.

Contributed services

The Foundation would not be able to carry out its activities without the services of volunteers. Because of the difficulty in determining the fair value of these and other volunteer services, contributed services are not recognized in the financial statements.

Bob Edwards Award Gala volunteers are an adult group of volunteers who help plan and implement the Foundation's premiere annual fundraising event. In 2014 this group of 39 volunteers (45 volunteers-2013) contributed 141 hours (195 hours-2013).

The Council of Champions purpose is to promote the Library and the Library Foundation on a regular basis. They meet as needed to gather information from the Foundation, network with each other and bring everyone up to date on their latest efforts of promoting the Library and Foundation. In 2014 this group of 21 volunteers (14 volunteers-2013) contributed 88 hours (42 hours-2013).

The Board of Directors of the Foundation is completely volunteer and no honorarium is paid to any member. The Directors are engaged and excited, with a full commitment to the cause of the Foundation and the Library. The 11 Board members in 2014 contributed a total of 140 hours at Board meetings, the Annual General Meeting, Finance Committee meetings and other events on behalf of the Board.

Special Event volunteers are mature youth and adult volunteers who assist with various tasks such as phoning donors to thank them for their contribution, processing donations during the direct mail campaign, assisting with the fundraising gala, conducting research and processing coins collected through the coin boxes. In 2014, 33 (30 in 2013) Special Event volunteers contributed 584 hours (1460 hours in 2013).

Financial instruments

The Foundation initially measures its financial assets and financial liabilities at fair value. It subsequently measures all financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost consists of cash, investments, and accounts receivable. Financial liabilities measured at amortized cost consist of accounts payable and accrued liabilities.

Measurement uncertainty

The preparation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenses during the reporting year. Actual results could differ from those estimates.

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**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Notes to Financial Statements**  
**For The Year Ended December 31, 2014**

**3. Property and equipment**

|                         | Cost             |                  | Accumulated Amortization |                 | Net Book Value   |                 |
|-------------------------|------------------|------------------|--------------------------|-----------------|------------------|-----------------|
|                         | 2014             | 2013             | 2014                     | 2013            | 2014             | 2013            |
| Computer equipment      | \$ 5,873         | \$ 3,051         | \$ 1,996                 | \$ 509          | \$ 3,877         | \$ 2,542        |
| Computer software       | 2,500            | 2,500            | 1,250                    | 416             | 1,250            | 2,084           |
| Furniture and equipment | 8,180            | 5,000            | 1,818                    | 500             | 6,362            | 4,500           |
|                         | <b>\$ 16,553</b> | <b>\$ 10,551</b> | <b>\$ 5,064</b>          | <b>\$ 1,425</b> | <b>\$ 11,489</b> | <b>\$ 9,126</b> |

**4. Related party transactions**

Under the direction of the Operating Agreement between the Library and the Foundation, the Library provided core funding for the Foundation in the amount of \$546,149 in 2014 (2013 - \$546,000), which is included in other revenue. Under this agreement the Library also provides the Foundation with office space for January 1, 2013 to December 31, 2017 at the rate of \$1 per year, some internet and phone connectivity and internal delivery services to library locations, and other administrative expenses. The office space was renovated in 2014 at no cost to the Foundation.

The Foundation provided monetary grants to the Library based on designations by its contributors, collected tickets and other gifts in kind. Donations made to the Library consist of the following:

|                    | 2014                | 2013                |
|--------------------|---------------------|---------------------|
| Gifts in kind      | \$ 220,269          | \$ 142,368          |
| Monetary donations | 1,342,793           | 1,182,889           |
|                    | <b>\$ 1,563,062</b> | <b>\$ 1,325,257</b> |

**5. Deferred contributions related to operations**

Deferred contributions consist of unspent externally restricted contributions out of Casino proceeds that are received in the current year, but related to subsequent operations. Changes in deferred contribution balances are as follows:

|  | 2014             | 2013         |
|--|------------------|--------------|
| Balance, beginning of year                   | \$ 68            | \$ 3,304     |
| Additions                                    | 70,295           | -            |
| Amount recognized as revenue during the year | -                | (3,236)      |
| Balance, end of year                         | <b>\$ 70,363</b> | <b>\$ 68</b> |

**6. Deferred contributions related to property and equipment**

Deferred contributions related to property and equipment consist of gifts in kind from the Calgary Public Library. These are recognized as revenue on the same basis as the amortization of the underlying equipment. Changes in the deferred contributions related to equipment balance are as follows:

|  | 2014            | 2013            |
|--|-----------------|-----------------|
| Balance, beginning of year                   | \$ 7,042        | \$ -            |
| Additions                                    | -               | 8,051           |
| Amount recognized as revenue during the year | (2,017)         | (1,009)         |
| Balance, end of year                         | <b>\$ 5,025</b> | <b>\$ 7,042</b> |

**CALGARY PUBLIC LIBRARY FOUNDATION**  
**Notes to Financial Statements**  
**For The Year Ended December 31, 2014**

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**7. Endowment contributions to the Calgary Foundation**

The Foundation has made contributions to the Calgary Foundation to establish a perpetual endowment fund in support of library collections called the "Calgary Public Library Fund" ("the Library Fund"). Subsequent to the initial contribution in 2005, the Foundation made further contributions to the Library Fund in accordance with the request of certain donors. The Calgary Foundation will retain all contributions to the Library Fund and invest them in accordance with its investment policy and the provisions of the Calgary Foundation Act. Contributions to the Library Fund are as follows:

|   |           |
|---|-----------|
| Initial contributions in 2005           | \$ 50,000 |
| Contributions at donors' request - 2006 | 25,000    |
| Contributions at donors' request - 2008 | 15,000    |
| Contributions at donors' request - 2012 | 265       |
| Contributions at donors' request - 2014 | 250       |
|   | <hr/>     |
|   | \$ 90,515 |

Annually, the Calgary Foundation provides a grant to the Library in support of library collections. During the Calgary Foundation's year ended December 31, 2014, \$3,966 was granted to the Library (December 31, 2013 - \$3,793). The fair market value of the Library Fund balance as of December 31, 2014 was \$100,844 (December 31, 2013 - \$94,445).

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**8. Financial instruments**

The Foundation's financial instruments consist of cash, accounts receivable, short term investment and accounts payable and accrued liabilities. All of these are reported at amortized cost.

Due to the nature of its financial assets and liabilities management has determined that the Foundation is not exposed to significant credit or interest rate risk.

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**9. Comparative figures**

Some of the comparative figures have been reclassified to conform to the current year's presentation.

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