

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

Independent Auditors' Report

Statement of Financial Position

Statement of Operations and Changes in Net Assets

Statement of Cash Flows

Notes to Financial Statements



INDEPENDENT AUDITORS' REPORT

To the Members of Building Owners and Managers Association British Columbia:

Opinion

We have audited the financial statements of Building Owners and Managers Association British Columbia (the "Association"), which comprise the statement of financial position as at December 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the statements of the Association as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Accounting Standards for Not-for-profit Organizations (ASNPO).

Basis for Opinion

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

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 ASNPO, 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 Association'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 Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process. When individuals responsible for the oversight of the financial reporting process are the same as those responsible for the preparation of the financial statements, no reference to oversight responsibilities is required.

Auditor's 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 auditor's 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.

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

Report on Other Legal and Regulatory Requirements

As required by the *Societies Act* (British Columbia), we report that, in our opinion, the accounting principles in the Canadian accounting standards for not-for-profit organizations have been applied on a consistent basis.



Chartered Professional Accountants

Vancouver, Canada

April 15, 2024

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

STATEMENT OF FINANCIAL POSITION

| | OPERATING FUND | GENERAL RESERVE FUND | ADVOCACY FUND | SPECIAL INITIATIVES FUND | DECEMBER 31 2023 TOTAL | 2022 TOTAL |
|---------------------------------------------------|---------------------|----------------------------|------------------|--------------------------------|------------------------------|---------------------|
| ASSETS | | | | | | |
| Current | | | | | | |
| Cash and cash equivalents | \$ - | \$ 327,672 | \$ 75,000 | \$ 50,000 | \$ 452,672 | \$ 870,875 |
| Short term investments | - | 547,614 | - | - | 547,614 | 277,469 |
| Marketable securities | 2,201,597 | 42,573 | - | - | 2,244,170 | 1,954,721 |
| Accounts receivable | 100,370 | - | - | - | 100,370 | 63,328 |
| Prepaid expenses | 69,093 | - | - | - | 69,093 | 23,845 |
| | <u>2,371,060</u> | <u>917,859</u> | <u>75,000</u> | <u>50,000</u> | <u>3,413,919</u> | <u>3,190,238</u> |
| Long Term | | | | | | |
| Capital assets (Note 4) | | | | | | |
| Tangible assets | 37,521 | - | - | - | 37,521 | 49,033 |
| Intangible assets | 799 | - | - | - | 799 | 1,142 |
| | <u>38,320</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>38,320</u> | <u>50,175</u> |
| Total Assets | <u>\$ 2,409,380</u> | <u>\$ 917,859</u> | <u>\$ 75,000</u> | <u>\$ 50,000</u> | <u>\$ 3,452,239</u> | <u>\$ 3,240,413</u> |
| LIABILITIES | | | | | | |
| Current | | | | | | |
| Accounts payable and accrued liabilities (Note 5) | \$ 158,841 | \$ - | \$ - | \$ - | \$ 158,841 | \$ 151,211 |
| Dues and fees received in advance (Note 7) | 312,620 | - | - | - | 312,620 | 301,515 |
| | <u>471,461</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>471,461</u> | <u>452,726</u> |
| Total Liabilities | <u>471,461</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>471,461</u> | <u>452,726</u> |
| NET ASSETS | <u>1,937,919</u> | <u>917,859</u> | <u>75,000</u> | <u>50,000</u> | <u>2,980,778</u> | <u>2,787,687</u> |
| Total Liabilities And Net Assets | <u>\$ 2,409,380</u> | <u>\$ 917,859</u> | <u>\$ 75,000</u> | <u>\$ 50,000</u> | <u>\$ 3,452,239</u> | <u>\$ 3,240,413</u> |

Approved by:



Director



Director

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

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

| | OPERATING FUND | GENERAL RESERVE FUND | ADVOCACY FUND | SPECIAL INITIATIVES FUND | YEAR ENDED DECEMBER 31 | |
|-----------------------------------------------------|-------------------|----------------------------|------------------|--------------------------------|------------------------|------------------|
| | | | | | 2023 TOTAL | 2022 TOTAL |
| Revenues | | | | | | |
| Membership fees | \$ 490,764 | \$ - | \$ - | \$ - | \$ 490,764 | \$ 453,456 |
| Seminars and workshop | 27,586 | - | - | - | 27,586 | 21,144 |
| Interest and other investment income | 65,893 | - | - | - | 65,893 | 40,724 |
| Unrealized gain (loss) on marketable securities | 208,931 | - | - | - | 208,931 | (301,991) |
| Publications | 3,106 | - | - | - | 3,106 | 4,810 |
| Education programs | 27,384 | - | - | - | 27,384 | 23,559 |
| Recycling program | 10,623 | - | - | - | 10,623 | 12,932 |
| Leasing guide | - | - | - | - | - | 5,510 |
| Lunch meetings | 64,495 | - | - | - | 64,495 | 48,823 |
| Other revenue | 5,775 | - | - | - | 5,775 | 6,500 |
| Special events | 549,822 | - | - | - | 549,822 | 450,080 |
| Awards | - | - | - | - | - | 43,325 |
| BOMA BEST | 203,561 | - | - | - | 203,561 | 163,198 |
| Victoria chapter | 36,895 | - | - | - | 36,895 | 14,676 |
| Online Buyers' Guide | 1,943 | - | - | - | 1,943 | 4,536 |
| BC Hydro Energy Coach Program Agreement (Note 9) | 100,000 | - | - | - | 100,000 | 200,000 |
| FortisBC Energy Analyst Program (Note 10) | - | - | - | - | - | 25,000 |
| FortisBC Sponsorship Agreement (Note 11) | 37,500 | - | - | - | 37,500 | - |
| 2030 District (Note 12) | 87,000 | - | - | - | 87,000 | 280,032 |
| Total Revenue, carried forward | 1,921,278 | - | - | - | 1,921,278 | 1,496,314 |

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

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS (Continued)

| | OPERATING FUND | GENERAL RESERVE FUND | ADVOCACY FUND | SPECIAL INITIATIVES FUND | YEAR ENDED DECEMBER 31 | |
|---------------------------------------------------------------------------------|-------------------|----------------------------|------------------|--------------------------------|------------------------|---------------|
| | | | | | 2023 TOTAL | 2022 TOTAL |
| Total Revenue , brought forward | \$ 1,921,278 | \$ - | \$ - | \$ - | \$ 1,921,278 | \$ 1,496,314 |
| Expenses | | | | | | |
| Dues to BOMA Canada (Note 6) | 73,229 | - | - | - | 73,229 | 71,096 |
| Salaries and benefits | 588,986 | - | - | - | 588,986 | 561,861 |
| Victoria chapter | 26,384 | - | - | - | 26,384 | 15,086 |
| Office rent | 93,002 | - | - | - | 93,002 | 77,721 |
| Conferences | 9,939 | - | - | - | 9,939 | 11,246 |
| Credit card charges | 23,204 | - | - | - | 23,204 | 20,530 |
| Office expense | 32,835 | - | - | - | 32,835 | 30,517 |
| Other expenses | 1,860 | - | - | - | 1,860 | 973 |
| Public relations and interventions | 20,372 | - | - | - | 20,372 | 22,897 |
| Professional fees | 33,098 | - | - | - | 33,098 | 25,637 |
| Recruitment fees | 5,850 | - | - | - | 5,850 | - |
| Insurance | 1,059 | - | - | - | 1,059 | 2,129 |
| Board and committee meetings | 22,928 | - | - | - | 22,928 | 5,770 |
| Annual report | 488 | - | - | - | 488 | 405 |
| Equipment maintenance and rental, IT | 2,119 | - | - | - | 2,119 | 10,890 |
| BOMA BEST | 1,056 | - | - | - | 1,056 | 628 |
| Education programs | 9,477 | - | - | - | 9,477 | 22,296 |
| Seminars and workshops | 21,093 | - | - | - | 21,093 | 4,966 |
| Lunch meetings | 75,074 | - | - | - | 75,074 | 48,596 |
| Special events | 412,852 | - | - | - | 412,852 | 350,883 |
| Awards | - | - | - | - | - | 48,540 |
| BC Hydro Energy Coach Program Agreement (Note 9) | 153,052 | - | - | - | 153,052 | 112,900 |
| Fortis BC Energy Analyst Program (Note 10) | - | - | - | - | - | 14,583 |
| 2030 District (Note 12) | 105,221 | - | - | - | 105,221 | 230,306 |
| | 1,713,178 | - | - | - | 1,713,178 | 1,690,456 |
| Excess (Deficiency) Of Revenue Over Expenses Before Amortization | 208,100 | - | - | - | 208,100 | (194,142) |
| Amortization Of Tangible Assets | 14,666 | - | - | - | 14,666 | 13,569 |
| Amortization Of Intangible Assets | 343 | - | - | - | 343 | 489 |
| Excess (Deficiency) Of Revenue Over Expenses , carried forward | 193,091 | - | - | - | 193,091 | (208,200) |

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

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS (Continued)

| | OPERATING FUND | GENERAL RESERVE FUND | ADVOCACY FUND | SPECIAL INITIATIVES FUND | YEAR ENDED DECEMBER 31 | |
|-----------------------------------------|-------------------|----------------------------|------------------|--------------------------------|------------------------|---------------|
| | | | | | 2023 TOTAL | 2022 TOTAL |
| Excess (Deficiency) Of Revenue | | | | | | |
| Over Expenses, brought forward | \$ 193,091 | \$ - | \$ - | \$ - | \$ 193,091 | \$ (208,200) |
| Fund Balances, Beginning Of Year | 2,162,687 | 500,000 | 75,000 | 50,000 | 2,787,687 | 2,995,887 |
| Inter-Fund Transfers | (417,859) | 417,859 | - | - | - | - |
| Fund Balances, End Of Year | \$ 1,937,919 | \$ 917,859 | \$ 75,000 | \$ 50,000 | \$ 2,980,778 | \$ 2,787,687 |

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

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

STATEMENT OF CASH FLOWS

| | YEAR ENDED DECEMBER 31 | |
|----------------------------------------------------------------------|--------------------------|--------------------------|
| | 2023 | 2022 |
| Cash Flows from Operating Activities | | |
| Excess (Deficiency) of revenue over expenses | \$ 193,091 | \$ (208,200) |
| Items not affecting cash: | | |
| Amortization of tangible assets | 14,666 | 13,569 |
| Amortization of intangible assets | 343 | 489 |
| Unrealized loss (gain) on marketable securities | (208,931) | 301,991 |
| | <u>(831)</u> | 107,849 |
| Changes in non-cash working capital items: | | |
| Accounts receivable | (37,042) | 49,366 |
| Prepaid expenses | (45,248) | (20,239) |
| Accounts payable and accrued liabilities | 7,630 | 5,376 |
| Dues and fees received in advance | 11,105 | 81,271 |
| | <u>(64,386)</u> | 223,623 |
| Cash Flows from Investing Activities | | |
| Purchase of tangible assets | (3,154) | (36,152) |
| Purchase of short term investments | (270,145) | (2,066) |
| Purchase of marketable securities | (80,518) | (36,458) |
| | <u>(353,817)</u> | (74,676) |
| Increase (Decrease) In Cash and Cash Equivalents For The Year | (418,203) | 148,947 |
| Cash and Cash Equivalents, Beginning Of Year | <u>870,875</u> | <u>721,928</u> |
| Cash and Cash Equivalents, End Of Year | <u>\$ 452,672</u> | <u>\$ 870,875</u> |

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

BUILDING OWNERS AND MANAGERS ASSOCIATION BRITISH COLUMBIA

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

1. PURPOSE OF ORGANIZATION

Building Owners and Managers Association British Columbia (the "Association") acts as an advocate for the commercial real estate industry and provides research, education, services and networking opportunities for its membership. The Association is affiliated with an international network of other Building Owners and Managers Associations.

The Association is incorporated under the Societies Act of British Columbia and is exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Presentation

These financial statements were prepared in accordance with Part III of the Chartered Professional Accountants ("CPA") Canada Handbook – Accounting Standards for Not-for-Profit Organizations, which sets out generally accepted accounting principles for not-for-profit organizations in Canada ("GAAP"), and include the significant accounting policies described hereafter.

b) Fund Accounting

The Society follows the principles of fund accounting.

The Operating Fund accounts for the Association's program delivery and administrative activities.

The General Reserve Fund is to ensure the organization has sufficient funds, as a contingency, to cover operating expenses for at least one year.

The Advocacy Fund is to fund advocacy related issues which are not included in the operating budget, as determined by Board resolution.

The Special Initiatives Fund is to fund unique projects or initiatives which are not included in the operating budget, as determined by Board resolution.

c) Cash and Cash Equivalents

Cash and cash equivalents include cash and short term deposits with maturities of three months or less when acquired. Deposits with maturity of greater than three months, but less than one year are excluded from cash and cash equivalents.

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d) Short Term Investments

Short term investments consist of Guaranteed Investment Certificates with maturity dates of one year or less from the date of acquisition.

e) Revenue Recognition

The Association follows the deferral method of accounting.

Membership fees revenues are accrued when a new member joins, and are prorated to reflect only the amount that pertains to the current year. Upon receipt of the new members' dues, the amount that pertains to a future fiscal year is recorded as dues and fees received in advance. Membership fees revenues for other members are recognized upon receipt but are deferred and shown as dues and fees received in advance if they relate to the subsequent period.

Other revenues are recognized in the fiscal year in which the related event or course occurs.

f) Capital Assets

The costs of capital assets are capitalized upon meeting the criteria for recognition as a capital asset, otherwise, costs are expensed as incurred. The cost of a capital assets comprises its purchases price and any directly attributable cost of preparing the asset for its intended use.

A capital asset is tested for impairment whenever events or changes in circumstances indicate that its carrying amount may not be recoverable. If any potential impairment is identified, then the amount of the impairment is quantified by comparing the carrying value of the capital asset to its fair value. Any impairment of the capital asset is charged to income in the period in which the impairment is determined. An impairment loss is not reversed if the fair value of the capital asset subsequently increases. As at December 31, 2023, the Association considers the carrying value of the capital assets not to be impaired.

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Capital Assets (Continued)

i) Tangible assets

Tangible assets, consisting of furniture and equipment, computer equipment and leasehold improvements, are measured at cost less accumulated amortization and accumulated impairment losses.

Amortization of furniture and equipment is provided for on the declining balance method at a rate of 20% per annum. Amortization of computer equipment is provided for on the declining balance method at a rate of 30% per annum. Leasehold improvements are amortized on a straight-line basis over a five year term lease.

ii) Intangible assets

Intangible assets consist of separately acquired computer application software. The computer application software is measured at cost less accumulated amortization and accumulated impairment losses.

Amortization of computer application software is provided for on the declining balance method at a rate of 30% per annum.

g) Management Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimate as additional information becomes available in the future.

h) Financial Instruments

Initial and subsequent measurement

The Association initially measures its financial assets and liabilities at fair value. The Association subsequent measures all its financial assets and liabilities at cost or amortized cost, except for investment in equity instruments that are quoted in an active market, which are measured at fair value. Changes in the fair value of these financial instruments are recognized in income in the period incurred.

BUILDING OWNERS AND MANAGERS ASSOCIATION BRITISH COLUMBIA

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

h) Financial Instruments (Continued)

Financial assets measured at amortized cost on a straight-line basis include cash and cash equivalents, short term investments and accounts receivable.

Financial assets measured at fair value include marketable securities.

Financial liabilities measured at amortized cost on a straight-line basis include accounts payable and accrued liabilities.

Transaction costs

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in income in the period incurred. Transactions costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in income over the life of the instrument using the straight-line method.

Impairment

For financial assets measured at cost or amortized cost, the Association determines whether there are indications of possible impairment. When there is an indication of impairment, and the Association determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in income. A previously recognized impairment loss may be reversed. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in income.

3. FINANCIAL ASSETS AND LIABILITIES

The Association's activities result in exposure to a variety of financial risks, including risks related to interest rates, credit and liquidity.

a) Credit Risk

The Association is exposed to credit risk with cash and cash equivalents and short term investments held at one financial institution. This risk is mitigated because the financial institution is a major credit union.

The Association is also exposed to credit risk which arises from the possibility that its members and funders may experience financial difficulty or a change in their philosophy, and be unable or unwilling to fulfil their contractual obligations. However, the Association has a large number of diverse members and funders which minimizes concentration of risk.

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

3. FINANCIAL INSTRUMENTS AND RISK MANAGEMENT (Continued)

b) Liquidity Risk

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

Accounts payable and accrued liabilities are generally paid within 30 days.

c) Market Risk

Market risk is the risk of loss that may arise from changes in market factors, such as interest rates.

i) Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed-interest instruments subject the Association to a fair value risk, since fair value fluctuates inversely to changes in market interest rates. Floating rate instruments subject the Association to related cash flow risk. The Association's exposure to interest rate risk is minimal.

ii) Other Price Risk

Other price risk is the risk that fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer or by factors affecting all similar financial instruments traded in the market.

The Association is exposed to other price risk from its investments in marketable securities. The fair value of the Association's market securities at December 31, 2023 is \$2,244,170 (2022 - \$1,954,721). Based on the carrying value of the marketable securities, an increase or decrease of 10% of the market prices of the underlying assets would result in estimated gains or losses of \$224,000 (2022 - \$195,000). In practice, actual trading results may differ.

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

4. CAPITAL ASSETS

| | 2023 | | |
|-------------------------|-------------|-------------------------------------|---------------------------|
| | COST | ACCUMULATED AMORTIZATION | NET BOOK VALUE |
| Tangible assets | | | |
| Furniture and equipment | \$ 152,934 | \$ 122,278 | \$ 30,656 |
| Computer equipment | 92,120 | 86,432 | 5,688 |
| Leasehold improvements | 48,414 | 47,237 | 1,177 |
| | \$ 293,468 | \$ 255,947 | \$ 37,521 |
| Intangible asset | | | |
| Computer software | \$ 31,769 | \$ 30,970 | \$ 799 |
| | | | |
| | | | |
| | 2022 | | |
| | COST | ACCUMULATED AMORTIZATION | NET BOOK VALUE |
| Tangible assets | | | |
| Furniture and equipment | \$ 150,735 | \$ 114,888 | \$ 35,847 |
| Computer equipment | 91,165 | 81,511 | 9,654 |
| Leasehold improvements | 48,414 | 44,882 | 3,532 |
| | \$ 290,314 | \$ 241,281 | \$ 49,033 |
| Intangible asset | | | |
| Computer software | \$ 31,769 | \$ 30,627 | \$ 1,142 |

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

| | 2023 | 2022 |
|----------------------------------------|-------------------|-------------|
| Trade payables and accrued liabilities | \$ 118,935 | \$ 108,752 |
| Goods and services tax | 10,417 | 13,007 |
| Payroll taxes | 29,489 | 29,452 |
| | \$ 158,841 | \$ 151,211 |

6. RELATED PARTY TRANSACTION

The Association is a federated member of BOMA Canada, and pays annual fees to BOMA Canada based on its geographic representation and in accordance with a national federated agreement with all other BOMA local associations. The Association paid \$73,229 (2022 - \$71,096) in dues to BOMA Canada.

7. DUES AND FEES RECEIVED IN ADVANCE

Dues and fees received in advance are comprised of amounts restricted for the funding of expenses to be incurred in the future. Dues and fees received in advance are as follows:

| | 2023 | 2022 |
|------------------------------------------------------|-------------------|-------------|
| Beginning balance, related to operating funds | \$ 301,515 | \$ 220,244 |
| Less: Amount recognized as revenue in the year | (264,015) | (220,244) |
| | 37,500 | - |
| Add: Amounts received related to the following year: | | |
| Prepaid membership dues and other | 214,120 | 171,615 |
| Prepaid sponsorship fees and other | 61,000 | 129,900 |
| | 275,120 | 301,515 |
| Ending balance, related to operating fund | \$ 312,620 | \$ 301,515 |

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

8. COMMITMENTS

On June 8, 2022, the Association accepted the lease offer from Polaris Realty (Canada) Ltd. for its new office space for ten years commencing on November 1, 2022, and expiring on October 31, 2032. Basic annual lease payments required for the fiscal period under the terms of the lease are as follows.

| | | |
|------|----|--------|
| 2024 | \$ | 50,932 |
| 2025 | \$ | 50,932 |
| 2026 | \$ | 50,932 |
| 2027 | \$ | 51,538 |
| 2028 | \$ | 54,570 |
| 2029 | \$ | 54,570 |
| 2030 | \$ | 54,570 |
| 2031 | \$ | 54,570 |
| 2032 | \$ | 45,475 |

In addition to the minimum basic annual lease payments, the Association is also responsible for its proportionate share of property taxes and operating costs.

9. BC HYDRO ENERGY COACH PROGRAM AGREEMENT

The Association and BC Hydro & Power Authority have entered into an Energy Coach Program Agreement, dated September 1, 2021, to promote energy efficiency in buildings. This agreement undertakes a project to engage one staff member as the Energy Coach to provide education, training, and tools to support energy efficiency and GHG reduction measures in the commercial real estate sector. The agreement commenced on September 1, 2021 and expires on August 31, 2023 to a maximum funding of \$400,000 over the two years period. In 2021, the Association received a funding in the amount of \$100,000 for reimbursement towards support services provided. In 2022, the Association received a funding in the amount of \$200,000 for the completion of quarterly reports. In 2023, the Association received a funding in the amount of \$100,000 for the completion of quarterly reports. The Association has recorded revenue of \$100,000 (2022 - \$200,000) for the year ended December 31, 2023. The Association has received and recorded \$400,000 in revenues since the beginning of this agreement.

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10. FORTISBC ENERGY ANALYST PROGRAM

The Association and FortisBC entered into an agreement that FortisBC will provide \$50,000 Energy Analyst funds for one year starting on April 1, 2021 and ending on April 1, 2022 to enhance energy efficiency opportunities and create a conservation culture on the Association's facilities. On October 28, 2021, the Association received a funding in the amount of \$25,000. On April 21, 2022, the Association received a funding in the amount of \$25,000. The Association has recorded revenue of \$Nil (2022 - \$25,000) for the year ended December 31, 2023. The Association has received and recorded \$50,000 in revenues since the beginning of this program. This agreement ended in 2022.

11. FORTISBC SPONSORSHIP AGREEMENT

On October 3, 2017, the Association and FortisBC Energy Inc. entered into a Sponsorship Agreement to help advance energy efficiency education and training from October 1, 2017 to December 31, 2018 targeting commercial real estate industry. The Association received funding in the amount of \$60,000 in 2017 and \$15,000 in 2018. The agreement was extended from January 2019 to December 2020. The Association received an additional funding of \$75,000 in 2019. The agreement was extended from December 2020 to December 2022. The Association received additional funding of \$75,000 in 2020. The agreement was extended from December 2022 to December 2024. The Association received additional funding of \$75,000 on December 28, 2022. The Association has recorded revenue of \$37,500 (2022 - \$Nil) for the year ended December 31, 2023 for services provided. The Association has received and recorded \$262,500 in revenues since the beginning of this agreement.

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12. GREATER VICTORIA 2030 DISTRICT

On February 27, 2019, the Association and Cora Hallsworth Consulting entered into an offer of services to support of a Greater Victoria 2030 Resilient District. In 2019, the Association received funding in the amount of \$50,000 from the municipalities of Victoria and Saanich British Columbia for the period from October 2019 to October 2020. In 2021, the Association received funding in the amount of \$25,000 from municipalities of Victoria, \$27,000 from Real Estate Foundation of BC, \$10,000 from District of Saanich and \$30,000 from FortisBC. In 2022, the Association received funding in the amount of \$128,570 from Fortis BC and \$97,325 from BC Hydro. In 2023, the Association received funding in the amount of \$50,000 from Vancity, \$10,000 from the district of Saanich, and \$27,000 from Real Estate Foundation of BC. The Association has recorded revenue of \$87,000 (2022 - \$280,032) for the year ended December 31, 2023 for services provided. The Association has received and recorded \$462,032 in revenues since the beginning of this agreement.

13. CAPITAL MANAGEMENT

The Association receives its principal sources of capital through membership dues, publications, education programs, lunch meetings, special events, awards, sponsorships, and energy training programs. The Association defines capital to be net assets.

The Association's objective when managing capital is to provide financial support for the Association. In order to achieve this objective, the Association seeks, within policies established and reviewed from time to time by the Association's Board, to maximize revenues and contain expenses.

It is the Association's policy to retain net assets sufficient to cover operational expenses for the upcoming year. The Association is not subject to external capital requirements or restrictions other than those inherent in fulfilling the purposes for which it received funding from funders for specific projects.