

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2019

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, 2019, 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, 2019, 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

March 30, 2020

BUILDING OWNERS AND MANAGERS ASSOCIATION BRITISH COLUMBIA

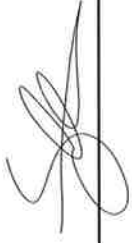
STATEMENT OF FINANCIAL POSITION

	OPERATING FUND	GENERAL RESERVE FUND	ADVOCACY FUND	SPECIAL INITIATIVES FUND	2019 TOTAL	DECEMBER 31 2018 TOTAL
ASSETS						
Current						
Cash and cash equivalents	\$ 128,391	\$ 500,000	\$ 75,000	\$ 50,000	\$ 753,391	\$ 1,981,882
Short term investments	400,155	-	-	-	400,155	393,006
Marketable securities	1,410,032	-	-	-	1,410,032	-
Accounts receivable	76,712	-	-	-	76,712	86,158
Prepaid expenses	50,409	-	-	-	50,409	19,339
	<u>2,065,699</u>	<u>500,000</u>	<u>75,000</u>	<u>50,000</u>	<u>2,690,699</u>	<u>2,480,385</u>
Long Term						
Capital assets (Note 4)						
Tangible assets	34,519	-	-	-	34,519	25,009
Intangible assets	1,161	-	-	-	1,161	1,659
	<u>\$ 2,101,379</u>	<u>\$ 500,000</u>	<u>\$ 75,000</u>	<u>\$ 50,000</u>	<u>\$ 2,726,379</u>	<u>\$ 2,507,053</u>
LIABILITIES						
Current						
Accounts payable and accrued liabilities (Note 5)	\$ 153,482	-	\$ -	-	\$ 153,482	\$ 151,845
Dues and fees received in advance (Note 7)	242,739	-	-	-	242,739	144,140
	<u>396,221</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>396,221</u>	<u>295,985</u>
NET ASSETS						
	<u>1,705,158</u>	<u>500,000</u>	<u>75,000</u>	<u>50,000</u>	<u>2,330,158</u>	<u>2,211,068</u>
Total Liabilities And Net Assets	<u>\$ 2,101,379</u>	<u>\$ 500,000</u>	<u>\$ 75,000</u>	<u>\$ 50,000</u>	<u>\$ 2,726,379</u>	<u>\$ 2,507,053</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	
					2019 TOTAL	2018 TOTAL
Revenues						
Membership fees	\$ 446,907	\$ -	\$ -	\$ -	\$ 446,907	\$ 462,799
Seminars and workshop	8,080	-	-	-	8,080	7,760
Interest and other investment income	52,604	-	-	-	52,604	38,530
Unrealized gain on marketable securities	47,967	-	-	-	47,967	-
Publications	7,190	-	-	-	7,190	4,195
Education programs	43,088	-	-	-	43,088	35,314
Recycling program	13,712	-	-	-	13,712	8,196
Leasing guide	7,276	-	-	-	7,276	7,759
Lunch meetings	52,175	-	-	-	52,175	45,210
Other revenue	7,936	-	-	-	7,936	7,321
Special events	386,254	-	-	-	386,254	344,057
Awards	32,296	-	-	-	32,296	-
Buildex trade show	20,738	-	-	-	20,738	25,697
BOMA BEST	202,393	-	-	-	202,393	163,306
Victoria chapter	39,807	-	-	-	39,807	36,965
Online Buyers' Guide	4,513	-	-	-	4,513	5,689
Natural Resources Energy Efficiency Program (Note 9)	49,549	-	-	-	49,549	-
Energy Manager Agreement for Power Smart Partners (Note 10)	50,000	-	-	-	50,000	50,000
Province of BC Ministry of Jobs Program Funding (Note 11)	-	-	-	-	-	159,920
BC Energy Advisor Program (Note 12)	100,000	-	-	-	100,000	95,000
FortisBC Sponsorship Agreement (Note 13)	75,000	-	-	-	75,000	70,000
2030 Resilient District (Note 14)	5,000	-	-	-	5,000	-
Total Revenue, carried forward	1,652,485	-	-	-	1,652,485	1,567,718

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 2019 TOTAL	2018 TOTAL
Total Revenue, brought forward	\$ 1,652,485	\$ -	\$ -	\$ -	\$ 1,652,485	\$ 1,567,718
Expenses						
Dues to BOMA Canada (Note 6)	69,362	-	-	-	69,362	67,670
Salaries and benefits	500,061	-	-	-	500,061	469,073
Victoria chapter	56,696	-	-	-	56,696	35,707
Office rent	71,470	-	-	-	71,470	64,177
Conferences	18,531	-	-	-	18,531	14,673
Credit card charges	20,380	-	-	-	20,380	16,242
Office expense	25,503	-	-	-	25,503	31,059
Other expenses	3,237	-	-	-	3,237	1,919
Public relations and interventions	20,376	-	-	-	20,376	14,395
Professional fees	24,400	-	-	-	24,400	27,799
Recruitment fees	7,600	-	-	-	7,600	44,999
Insurance	1,686	-	-	-	1,686	1,564
Board and committee meetings	11,949	-	-	-	11,949	13,281
Annual report	4,548	-	-	-	4,548	7,474
Equipment maintenance and rental, IT	128	-	-	-	128	4,646
BOMA BEST	90,377	-	-	-	90,377	47,753
Education programs	40,393	-	-	-	40,393	17,006
Seminars and workshops	2,086	-	-	-	2,086	6,917
Lunch meetings	45,514	-	-	-	45,514	51,461
Special events	293,976	-	-	-	293,976	267,010
Awards	39,590	-	-	-	39,590	-
Natural Resources Energy Efficiency Program (Note 9)	47,205	-	-	-	47,205	-
Energy Manager Agreement for Power Smart Partners (Note 10)	63,894	-	-	-	63,894	66,621
Province of BC Ministry of Jobs Program Funding (Note 11)	-	-	-	-	-	90,009
BC Energy Advisor Program (Note 12)	57,791	-	-	-	57,791	63,358
2030 Resilient District (Note 14)	4,488	-	-	-	4,488	-
Support to Coalition of B.C. Businesses	-	-	4,000	-	4,000	4,000
	1,521,241	-	4,000	-	1,525,241	1,428,813
Excess (Deficiency) Of Revenue Over Expenses Before Amortization	131,244	-	(4,000)	-	127,244	138,905
Amortization Of Tangible Assets	7,656	-	-	-	7,656	5,675
Amortization Of Intangible Assets	498	-	-	-	498	661
Excess (Deficiency) Of Revenue Over Expenses, carried forward	123,090	-	(4,000)	-	119,090	132,569

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	
					2019 TOTAL	2018 TOTAL
Excess (Deficiency) Of Revenue						
Over Expenses, brought forward	\$ 123,090	\$ -	\$ (4,000)	\$ -	\$ 119,090	\$ 132,569
Fund Balances, Beginning Of Year	1,586,068	500,000	75,000	50,000	2,211,068	2,078,499
Inter-Fund Transfers	(4,000)	-	4,000	-	-	-
Fund Balances, End Of Year	\$ 1,705,158	\$ 500,000	\$ 75,000	\$ 50,000	\$ 2,330,158	\$ 2,211,068

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	
	2019	2018
Cash Flows from Operating Activities		
Excess of revenue over expenses	\$ 119,090	\$ 132,569
Items not affecting cash:		
Amortization of tangible assets	7,656	5,675
Amortization of intangible assets	498	661
Unrealized gain on marketable securities	(47,967)	-
	<u>79,277</u>	138,905
Changes in non-cash working capital items:		
Accounts receivable	9,446	(28,157)
Prepaid expenses	(31,070)	(11,684)
Accounts payable and accrued liabilities	1,637	12,645
Dues and fees received in advance	98,599	(281,161)
	<u>157,889</u>	<u>(169,452)</u>
Cash Flows from Investing Activities		
Purchase of tangible assets	(17,166)	(12,290)
Purchase of intangible assets	-	(231)
Redemption (purchase) of short term investments	(7,149)	125,345
Purchase of marketable securities	(1,362,065)	-
	<u>(1,386,380)</u>	112,824
Decrease In Cash and Cash Equivalents For The Year	(1,228,491)	(56,628)
Cash and Cash Equivalents, Beginning Of Year	1,981,882	2,038,510
Cash and Cash Equivalents, End Of Year	\$ 753,391	\$ 1,981,882

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, 2019

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, 2019

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, 2019, 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, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Capital Assets (Continued)

i) Tangible assets

Tangible assets, consisting of furniture and 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.

In the year of acquisition, amortization is calculated at one-half the normal rate.

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.

In the year of acquisition, amortization is calculated at one-half the normal rate.

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, 2019

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, 2019

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, 2019 is \$1,410,032 (2018 - \$Nil). 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 \$141,000 (2018 - \$Nil). In practice, actual trading results may differ.

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2019

4. CAPITAL ASSETS

	2019		
	COST	ACCUMULATED AMORTIZATION	NET BOOK VALUE
Tangible assets			
Furniture and equipment	\$ 120,078	\$ 103,746	\$ 16,332
Computer equipment	76,380	68,791	7,589
Leasehold improvements	48,414	37,816	10,598
	\$ 244,872	\$ 210,353	\$ 34,519
Intangible asset			
Computer software	\$ 30,520	\$ 29,359	\$ 1,161
	2018		
	COST	ACCUMULATED AMORTIZATION	NET BOOK VALUE
Tangible assets			
Furniture and equipment	\$ 116,730	\$ 100,081	\$ 16,649
Computer equipment	74,337	65,977	8,360
Leasehold improvements	36,639	36,639	-
	\$ 227,706	\$ 202,697	\$ 25,009
Intangible asset			
Computer software	\$ 30,520	\$ 28,861	\$ 1,659

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2019	2018
Trade payables and accrued liabilities	\$ 123,719	\$ 123,695
Goods and services tax	4,264	5,540
Payroll taxes	25,499	22,610
	\$ 153,482	\$ 151,845

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2019

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 \$69,362 (2018 - \$67,670) 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:

	2019	2018
Beginning balance, related to operating funds	\$ 144,140	\$ 425,301
Less: Amount recognized as revenue in the year	<u>(144,140)</u>	<u>(425,301)</u>
	<u>-</u>	<u>-</u>
Add: Amounts received related to the following year:		
Prepaid membership dues and other	141,739	105,740
Prepaid sponsorship fees and other	101,000	38,400
	<u>242,739</u>	<u>144,140</u>
Ending balance, related to operating fund	<u>\$ 242,739</u>	<u>\$ 144,140</u>

8. COMMITMENTS

On July 12, 2017, the Association extended the lease agreement for its office space due to expire on October 31, 2017 for an additional five years commencing on November 1, 2017, and expiring on October 31, 2022. Minimum basic annual lease payments required for each fiscal period under the terms of the lease are as follows.

2020	\$ 37,993
2021	39,360
2022	<u>32,800</u>
	<u><u>\$ 110,153</u></u>

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

**BUILDING OWNERS AND MANAGERS ASSOCIATION
BRITISH COLUMBIA**

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2019

9. NATURAL RESOURCES ENERGY EFFICIENCY PROGRAM

On February 15, 2019, the Association and Minister of Natural Resources entered into a Energy Efficiency Program to improve energy efficiency in Canada related to the industrial, residential, and commercial/institutional building sectors. In 2019, the Association received funding in the amount of \$49,549 under the contract for the period from February 15, 2019 to March 31, 2020. The Association has recorded revenue of \$49,549 (2018 - \$Nil) for the year ended December 31, 2019 for services provided.

10. ENERGY MANAGER AGREEMENT FOR POWER SMART PARTNERS

The Association and BC Hydro & Power Authority have entered into an Energy Manager Program Agreement, dated February 25, 2013, to promote energy efficiency in buildings. This contract provides for a dedicated Energy Manager resource to the Association to establish or identify and enhance energy efficiency opportunities, and a conservation culture at BC Hydro customer facilities. During 2017, BC Hydro revised the contract, which has now been extended to three years instead of on a year-by-year basis from April 1, 2017 to March 31, 2020 to a maximum funding of \$50,000 per year. The Association has recorded revenue of \$50,000 (2018 - \$50,000) for the year ended December 31, 2019 for reimbursement towards support services provided. The Association has received and recorded \$150,000 in revenues since the beginning of this agreement.

11. PROVINCE OF BC MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING

The Association has received a funding grant in April 2016 through the Province of British Columbia Ministry of Jobs, Tourism and Skills Training in the amount of \$50,000 under Phase 1, to support labour market partnership program for funding to establish a stakeholder engagement strategy to address commercial real estate sector labour shortage issues including both building operations and property management positions. In addition, the Association received funding of \$80,000 in November 2016, \$85,000 in March 2017, and \$25,000 in July 2017, from the Province of British Columbia Ministry of Jobs, Tourism and Skills Training under Phase 2. In addition, the Association received funding of \$159,920 in 2018, from the Province of British Columbia Ministry of Jobs, Tourism and Skills Training under Phase 3. The Association has recorded revenue of \$Nil (2018 - \$159,920) for the year ended December 31, 2019 for services provided. The Association has received and recorded \$399,920 in revenues since the beginning of this agreement. This agreement ended in 2018.

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YEAR ENDED DECEMBER 31, 2019

12. BC ENERGY ADVISOR PROGRAM

The Association and Minister of Energy, Mines and Petroleum Resources entered into a agreement that the Province of BC will provide a \$300,000 Innovative Clean Energy Fund financial contribution over three year starting on July 31, 2017 and ending on July 31, 2020. On September 19, 2017, the Association received a funding in the amount of \$100,000. On January 25, 2019, the Association received a funding in the amount of \$100,000. The Association has recorded revenue of \$100,000 (2018 - \$95,000) for the year ended December 31, 2019 for services provided. The Association has received and recorded \$200,000 in revenues since the beginning of this agreement.

13. 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. On October 16, 2017, the Association received funding in the amount of \$60,000 and \$15,000 in 2018. The agreement was extended from January 1, 2019 to December 31, 2020. The Association received an additional funding of \$75,000 in 2019. The Association has recorded revenue of \$75,000 (2018 - \$70,000) for the year ended December 31, 2019 for services provided. The Association has received and recorded \$150,000 in revenues since the beginning of this agreement.

14. 2030 RESILIENT 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. The Association has recorded revenue of \$5,000 (2018 - \$Nil) for the year ended December 31, 2019 for services provided. The remaining \$45,000 have been deferred to the subsequent year.

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15. CAPITAL MANAGEMENT

The Association receives its principal sources of capital through membership dues, publications, education programs, lunch meetings, special events, awards, sponsorships, Buildex Trade Show, 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.

16. SUBSEQUENT EVENTS

The impact of the coronavirus ("COVID-19") outbreak on the financial performance of the investments held by the Association will depend on future developments, including the duration and spread of the outbreak and related advisories and restrictions. These developments and the impact of COVID-19 on the financial markets and the overall economy are highly uncertain and cannot be predicted. If the financial markets and/or the overall economy are impacted for an extended period, the investments held by the Association may be materially adversely affected.