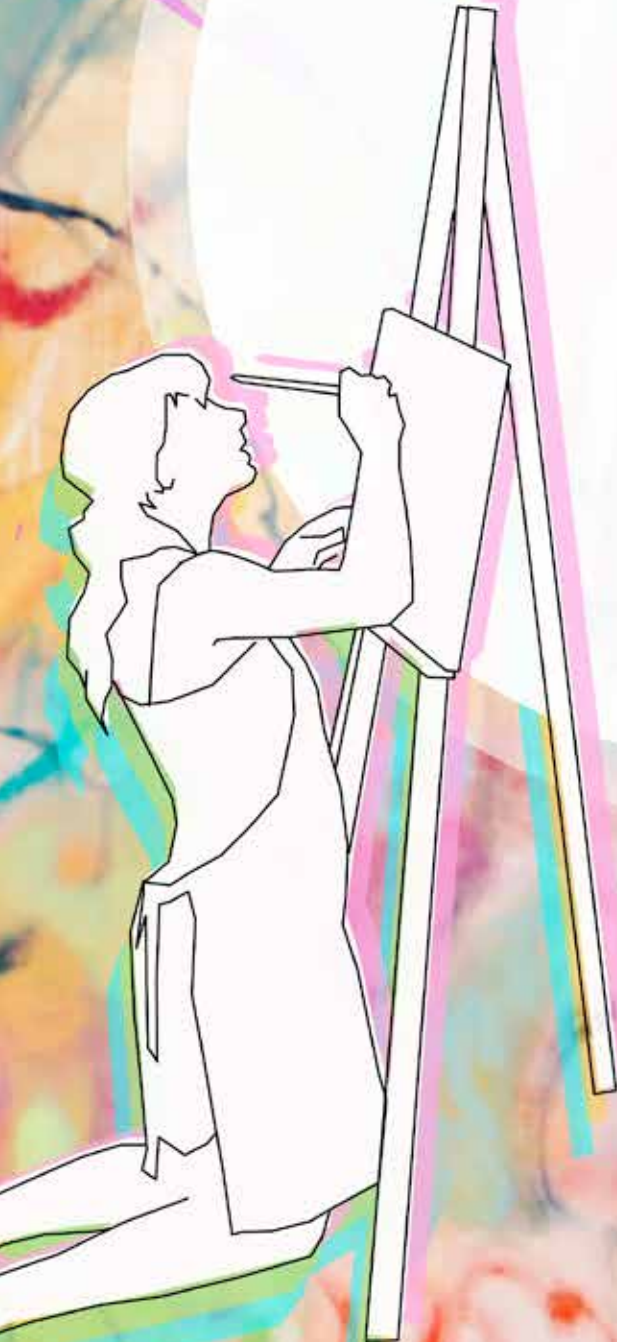


central
cariboo
arts and
culture
society



2019
annual
report



CCACS promotes and supports arts and culture and the creative impulses necessary for their development in the Central Cariboo.



In 2008 in a remarkable initiative, the vast Cariboo Regional District became the first rural BC Regional District to develop an arts and culture function, passing a bylaw allocating tax revenue to arts and culture. The Central Cariboo Arts and Culture Society was formed in 2010 as a BC registered non-profit society, with a mandate not only to administer this function, but also to serve the many existing independent arts organizations and events and to facilitate the development of arts and culture in the central part of the region. We take seriously the notion of assisting the development of the arts—not simply supporting the status quo—and two important means of doing that are our administration of arts grants programs and the CRD's Fee-for-Service program. We also oversee and continue to develop the very successful annual Performances in the Park summer outdoor concert series.

In a related initiative, the City of Williams Lake, together with the Cariboo Regional District, redeveloped its old fire hall to become the Central Cariboo Arts Centre in the city's downtown. We manage this facility which provides studio space to four tenant groups (Williams Lake Spinners, Weavers and Fibre Artists' Guild; the Cariboo Potters' Guild; Cariboo Art Society; Community Arts Council of Williams Lake), as well as performance and meeting spaces for the broader arts community. Building use has increased markedly since its opening and we now host a rich variety of activities and events and are delighted to see frequent "drop-ins" from passers-by.

We aim effectively to administer an important function of local government and to serve the cultural enrichment of the region.

To learn more, please visit:

www.centralcaribooarts.com

board of directors / members

Lisa Bland (2016-)
 Harry Jennings (2010-)
 Bettina Johnson (2017-)
 Rick Magnell (2016-2019)
 Jane Perry (2014-)
 Thomas Schoen (2010-11, 2012-)
 Ann Smith (2017-)
 Diane Wright (2019-)

staff

Leah Selk, Executive Director

Emily Clearwater, Arts Centre Administrator

volunteers

We would like to extend gratitude and sincere thanks to our anonymous volunteer grant adjudicators.

ccacs mandate

to support artistic and cultural organizations and events in the Central Cariboo

to facilitate, coordinate and assist in the development of arts and culture in the Central Cariboo

to provide strategic advice on arts and culture to local governments and other organizations

to educate the public with respect to arts and culture matters



Wow, 2019 was a great year for arts and culture in the Central Cariboo, and the Central Cariboo Arts and Culture Society played an integral role along with many worthy partners! I gladly became President again at the 2019 AGM. Thanks to Jane Perry for all the great efforts during her term and thanks for continuing as a director. Also huge thanks to the slate of directors providing sage advice and insight to maintain the oversight and exciting program momentum at CCACS.



In review, our Arts Centre remains a hub and focal point for activities of all kinds, attracting record numbers of users from many diverse groups as the CCACS works to expand its non-government funding sources.

Great thanks are extended to the Councillors of the City of Williams Lake, and CRD Directors of Areas D, E, and F for all their support.

Our Board and organization is certainly blessed to be ably managed and supported by two stellar employees, Executive Director Leah Selk and Arts Centre Administrator Emily Clearwater.

Stay artsy and cultural everyone!

Harry Jennings, President

message from the executive director



Following three successful intakes of our Support Grants program and eight years of Project Grants, we undertook a thorough review of both programs in order to ensure that we are best serving our community. The review resulted in numerous recommendations for change, and I'm very excited to launch the new program in 2020 with a more streamlined process and faster turn-around time.

We also facilitated a thorough and fair review of the Arts and Culture Fee-for-Service agreements for 2020-2022, including a total increase of \$8,500 annually. These agreements provide a stable source of funding in exchange for much needed services in our community.

I continue to be grateful for the support of the CCACS Board and Central Cariboo Joint Committee. Your commitment to ensuring the success and inclusion of arts and culture in our region demonstrates the importance of this industry. Thank you to Emily Clearwater for continuing to foster community at the Arts Centre and for supporting my work. And a grateful shout-out to Angela Sommer for her work with Performances in the Park - we wish you all the best!

Leah Selk, Executive Director

2019 highlights

thank you to Angela Sommer for seven years of Performances in the Park management. A new contract was signed with the Community Arts Council of WL to manage the events from 2020-2022

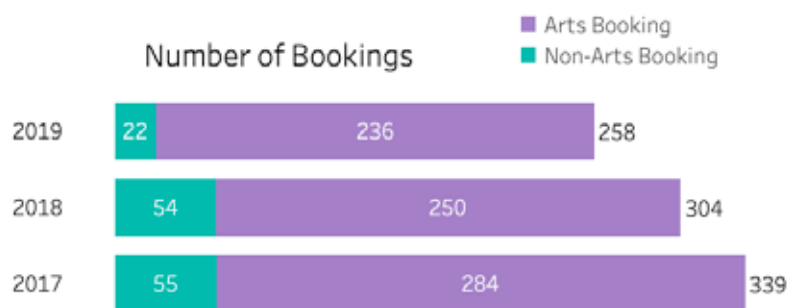
we received a report on the development of arts and culture in the Central Cariboo from Graham Kelsey, which provides well researched support for the growth of arts and culture in the region

we conducted a thorough review of our Project and Support Grants programs and made numerous improvements for re-launch in 2020

we facilitated a review of Fee-for-Service agreements, making recommendations for 2020-2022 operational funding to 10 organizations totalling \$84,500 annually

a home for arts and culture

The two multi-purpose rental spaces at the Arts Centre have seen a fantastic amount of use in recent years – the 258 bookings in 2019 means we have rental groups booked for every 7 out of 10 days! While the plots below show booking numbers declining over the past three years, averaging over the past five years puts the latest figures within a consistent range. It is important to note the number of bookings does not reflect usage of the space; numbers of people attending each booking range from five to 90 with an average of 30 people per booking, meaning ≈7000 people are visiting the Arts Centre for events each year. Alongside these official bookings, we also have our tenant groups coming and going at all hours, in large groups and small. The Arts Centre pulse fluctuates, but is always pumping!



Total Arts Centre usage over the past three years has been reducing, although the reduction in 2019 was mainly due to a reduction of non-arts bookings, compared to the drop off in 2018.

The Graham Kelsey room is our largest space (capacity 90 people) and includes rental of the connected kitchen. We love to see the room transformed again and again, as it is used for drawing classes, music shows, ukulele practice (pictured), language videos and so much more – we even had a wedding this year!

The Open Studio on the main floor sees nearly as much action as the Graham Kelsey room. All kinds of activities are hosted here; a board room, a classroom for Elder College and a workshop space are just a few of the varieties of ways groups utilise this space.

a message from the arts centre administrator

This year was a lot of fun. Reinstating regular tenant meetings (complete with loads of snacks and cups of tea of course) is allowing tenants to share, discuss ideas and inspire one another. The tenants and regular user groups created a joint project of artwork for the stairwell; make sure to visit the Arts Centre to take a look! I look forward to more collaborative activities in the coming year. The meetings also provided an open environment for tenants to give their perspective and input on the new building security and safety measures we developed this year.

The recycling centre has seen high usage and has been very welcomed by all building users. It is especially helpful for rental groups - they are expected to clean up after themselves and giving them a large variety of recycling categories and options helps to make that less of an intimidating task.

I must give a shout out to the Cariboo Piecemakers Quilting Club. They set up a donation box at their Christmas sale (held at the Arts Centre, of course!) with all the proceeds going towards purchasing new tables for the Arts Centre – thank you lovely ladies! And thank you to all those in the community who contributed.

Continuing with tradition, we enjoyed a wonderful hootenanny in the fall. Tenants, user groups, arts supporters and their families were treated to a full sit-down dinner with dessert. The catching up, mingling and lively conversation were anchored together by the sweet tunes of local singer songwriter Sandy Carifelle. Thank you everyone who attended – without you the Arts Centre just wouldn't be the same!

Emily Clearwater, Arts Centre Administrator



funding programs

We continued to administer three different funding programs - Project Grants, Support Grants, and Fee-for-Service Agreements. Project Grants are between \$300 and \$3000, and encourage organizations or community groups to focus on projects which are new or build creatively on previous work, and are likely to increase participation in arts and culture.

Support Grants offer funding up to \$1000 from CCACS' own revenues. Grants to organizations or groups are to assist with capital acquisitions which facilitate and support the artistic activities of the organization or group; general program support such as workshops, professional development, or any other activity designed to enhance an existing program; and, community-based artistic activity. Professional development grants to individual artists are to assist with course fees, related necessary materials and travel on the understanding that applicants will be required to show how the professional development activity will benefit not only their own practice, but also the general community and local artists.

\$9,450
support
grants

\$20,639
project
grants

\$76,000
fee-for-
service
agreements

total 2019 arts and culture funding
\$106,089

Fee-for-Service agreements are used to secure services from organizations for a specified fee, and are administered by the CCACS. Services provided generally tend to be operating public facilities, such as museums or galleries, or coordinating high profile public events on an annual basis, such as annual festivals. The agreements are intended to provide a stable source of basic funding on a multi-year basis to allow groups to undertake effective planning and make the most of the often substantial volunteer time also required to deliver services. We administered a review of Fee-for-Service agreements this year in order to make appropriate recommendations for 2020-2022 agreements, and are pleased to have recommended an annual increased funding total to \$84,500 for ten organizations.

We also undertook a thorough review this year of our Project and Support Grants programs, paving the way for us to launch a more streamline and accessible program in 2020. The review included a survey of the community and was approved by the Central Cariboo Joint Committee in the fall. We're excited to re-launch, so stay tuned!



We have held a contract with the Cariboo Regional District and City of Williams Lake to administer Performances in the Park for the past eight years, and for the last seven of those years the events were organized by Angela Sommer of AngelKeys Music Studio. We are very grateful to Angela for her dedication to ensuring the success of the events, and

we are proud of Angela's continued improvements over the years, including community engagement and participation.

We are excited to award the 2020-2022 contract to the Community Arts Council of Williams Lake, under the leadership of Venta Rutkauskas, and look forward to working with them!

performances in the park

2019 line-up

- July 4th **Interstellar Jays w/ Tanya and Annette**
- July 11th **The Orb Trio w/ Yesterfield**
- July 18th **Naomi Kavka, Danny Bell, Saltwater Hank**
- July 25th **The Sophistocrats w/ Arnold Lucier & Friends**
- Aug 1st **Borderband w/ Tracy McNeil & Dan Parsons**
- Aug 8th **Don Alder w/ Western Jaguar**
- Aug 15th **Blackberry Wood w/ M.Lund**
- Aug 22nd **Creeshu w/ Zonnis**

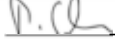

Our main source of funding for Performances in the Park is via the Cariboo Regional District and the City of Williams Lake's Arts and Culture Function. And, we would not be able to offer such high calibre and varied performers without the support of our sponsors:

Gold Sponsors		
Silver Sponsors		
Bronze Sponsors		
Media Sponsors		

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Financial Position
December 31, 2019
(Unaudited)

	2019	2018
ASSETS		
Current		
Cash	\$ 3,600	\$ 12,589
Goods and services tax recoverable	-	3
Prepaid expenses	787	786
	<u>4,387</u>	<u>13,378</u>
Tangible capital assets (Note 6)	2,317	4,991
Restricted cash (Note 7)	48,461	57,357
	<u>\$ 55,165</u>	<u>\$ 75,726</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 7,271	\$ 1,722
Deposits received	420	249
Goods and services tax payable	148	-
	<u>7,839</u>	<u>1,971</u>
NET ASSETS		
General Fund	(1,135)	16,398
Operating Reserve	16,403	25,721
Opportunity Reserve	32,058	31,636
	<u>47,326</u>	<u>73,755</u>
	<u>\$ 55,165</u>	<u>\$ 75,726</u>

APPROVED BY THE DIRECTORS

 Director
 Director

The accompanying notes are an integral part of this statement.

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Changes in Net Assets
Year Ended December 31, 2019
(Unaudited)

	General Fund	Operating Reserve	Opportunity Reserve	2019	2018
Net assets - beginning of year	\$ 16,398	\$ 25,721	\$ 31,636	\$ 73,755	\$ 95,373
Deficiency of revenue over expenditures	(26,983)	132	422	(26,429)	(21,618)
Transfers (Note 8)	9,450	(9,450)	-	-	-
Net assets - end of year	\$ (1,135)	\$ 16,403	\$ 32,058	\$ 47,326	\$ 73,755

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Revenues and Expenditures
Year Ended December 31, 2019
(Unaudited)

	2019	2018
Revenue		
Municipal and regional contract revenue	\$ 90,000	\$ 90,000
Project revenue (Note 9)	21,250	24,500
Rental income	14,174	13,824
Other income (Note 10)	1,759	3,246
	<u>127,183</u>	<u>131,570</u>
Expenditures		
Amortization	2,155	2,711
Bank charges and interest	334	625
Consulting fees	-	1,900
Insurance	1,049	1,050
Licences, dues and fees	1,630	837
Office	2,451	2,171
Professional fees	4,327	2,175
Projects and workshops	25,509	30,772
Repairs and maintenance	7,353	9,717
Research	74	859
Staff expenses	419	482
Support grants	9,628	15,127
Telephone and utilities	9,722	8,309
Travel	605	1,067
Wages and benefits	88,391	75,810
	<u>153,647</u>	<u>153,612</u>
Deficiency of revenue over expenditures from operations	<u>(26,464)</u>	<u>(22,042)</u>
Other income (expenses)		
Interest income	554	427
Loss on disposal of tangible capital assets	(519)	(3)
	<u>35</u>	<u>424</u>
Deficiency of revenue over expenditures	<u>\$ (26,429)</u>	<u>\$ (21,618)</u>

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Cash Flow
Year Ended December 31, 2019
(Unaudited)

	2019	2018
Operating activities		
Deficiency of revenue over expenditures	\$ (26,429)	\$ (21,618)
Items not affecting cash:		
Amortization of tangible capital assets	2,155	2,711
Loss on disposal of tangible capital assets	519	3
	<u>(23,755)</u>	<u>(18,904)</u>
Changes in non-cash working capital:		
Accounts receivable	-	32
Accounts payable and accrued liabilities	5,549	1,541
Deferred income	-	(2,423)
Deposits received	171	249
Goods and services tax payable	151	(4,753)
Prepaid expenses	(1)	-
	<u>5,870</u>	<u>(5,354)</u>
Cash flow used by operating activities	<u>(17,885)</u>	<u>(24,258)</u>
Investing activity		
Purchase of tangible capital assets	-	(1,344)
Decrease in cash flow	<u>(17,885)</u>	<u>(25,602)</u>
Cash - beginning of year	<u>69,946</u>	<u>95,548</u>
Cash - end of year	<u>\$ 52,061</u>	<u>\$ 69,946</u>
Cash consists of:		
Cash	\$ 3,600	\$ 12,589
Restricted cash	48,461	57,357
	<u>\$ 52,061</u>	<u>\$ 69,946</u>



volunteer contributions

Not-for-profit organizations frequently try to assess the monetary value of in-kind contributions of their members – a Canada-wide study from the Conference Board of Canada for Volunteer Canada, for example, estimated that Canadians contributed the equivalent of 1.2 million part- and full-time jobs in 2017. While there is still a lack of an agreed method for estimating monetary value, we have estimated that our Board members' and volunteer contributions in 2019 totalled **412 hours**. We thank our Directors and volunteers for their valuable time and input!

CENTRAL CARIBOO ARTS & CULTURE SOCIETY**Notes to Financial Statements****Year Ended December 31, 2019***(Unaudited)***1. Basis of presentation**

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFP).

2. Purpose of the Society

Central Cariboo Arts & Culture Society (the "Society") is a not-for-profit organization incorporated provincially under the Society Act of British Columbia. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The Society operates to provide the Arts Centre for meetings and events for the Central Cariboo Arts and Cultural organizations and members of the community, offers a grants program to distribute project grants to groups and societies in the Central Cariboo, as well as offers assistance with respect to arts and culture matters.

3. Economic dependence

A significant portion of the Society's gross operating revenue, \$90,000 (2018 - \$90,000), is comprised of annual funding from the Cariboo Regional District and the City of Williams Lake. The Society's ability to continue operations is dependent upon the continuation of such funding.

4. Significant accounting policiesFund accounting

Revenues and expenses related to program delivery and administrative activities are reported in the General Fund.

Opportunity Reserve Funds are internally restricted by the board to provide funds to enable the Society to pursue opportunities for acquiring outside funding which requires some monetary contribution from the Society.

Operating Reserve Funds are internally restricted by the board to provide a cushion against unexpected and unbudgeted operating expenses and to fund a program designed to be operated independent of taxpayer allocations. The reserve is to not exceed \$25,000 without express board approval.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets measured at amortized cost include cash and goods and services tax receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and goods and services tax payable.

CENTRAL CARIBOO ARTS & CULTURE SOCIETY**Notes to Financial Statements****Year Ended December 31, 2019***(Unaudited)***5. Financial instruments**

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following provides information about the Society's risk exposure and concentration as of December 31, 2019.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant other price risks arising from these financial instruments.

6. Tangible capital assets

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Art	\$ 10,604	\$ 10,604	\$ -	\$ -
Computer equipment	7,364	6,586	778	1,749
Computer software	1,764	1,764	-	-
Furniture and fixtures	5,112	4,040	1,072	1,840
Leasehold improvements	9,608	9,141	467	1,402
	<u>\$ 34,452</u>	<u>\$ 32,135</u>	<u>\$ 2,317</u>	<u>\$ 4,991</u>

During the year, the amount of contributed tangible capital assets is \$NIL (2018 - \$NIL).

During the year, the amount of write-downs is \$2,971 (2018 - \$NIL).

7. Restricted cash

Restricted cash consists of amounts set aside to cover future anticipated costs. These amounts are held in separate bank accounts.

	2019	2018
Opportunity Reserve Funds		
Guaranteed Investment Certificate	\$ 15,753	\$ 15,545
Guaranteed Investment Certificate	16,305	16,091
	<u>32,058</u>	<u>31,636</u>
Operating Reserve Funds		
Cash	6,555	16,003
Guaranteed Investment Certificate	9,848	9,718
	<u>16,403</u>	<u>25,721</u>
	<u>\$ 48,461</u>	<u>\$ 57,357</u>

Funds invested in guaranteed investment certificates mature on December 23, 2020 and are earning interest at 0.35%.

8. Transfers

During the year, \$9,450 (2018 - \$4,000) has been transferred from the Operating Reserve Fund to the General Fund to support the grants program.

CENTRAL CARIBOO ARTS & CULTURE SOCIETY**Notes to Financial Statements****Year Ended December 31, 2019***(Unaudited)***4. Significant accounting policies (continued)**Cash and cash equivalents

Cash and cash equivalents consist of cash on hand less outstanding cheques and deposits with a maturity of less than three months at the time of purchase. When outstanding cheques are in excess of cash on hand, the excess is reported in bank indebtedness.

Term deposits

Short term investments, which consist primarily of guaranteed investment certificates (GIC's), are carried at market value.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	55%	declining balance method
Computer software	100%	declining balance method
Furniture and fixtures	20%	declining balance method
Leasehold improvements	60 months	straight-line method
Art	60 months	straight-line method

The Society regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue recognition

Central Cariboo Arts & Culture Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Contributed goods and services

The Society and its members benefit from contributed goods and services in the form of volunteer time for various committees. Contributed services are not recognized in these financial statements. Donated goods are recorded at their fair market value at the time of the donation. During the year \$1,529 in goods were donated (2018 - \$NIL).

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period.

CENTRAL CARIBOO ARTS & CULTURE SOCIETY**Notes to Financial Statements****Year Ended December 31, 2019***(Unaudited)***9. Project revenue**

	2019	2018
Contracted services	\$ 15,000	\$ 15,000
Sponsorships	6,250	9,500
	<u>\$ 21,250</u>	<u>\$ 24,500</u>

10. Other income

	2019	2018
Cleaning fee	\$ 120	\$ -
Donations	1,529	-
Membership dues	35	35
Rebates	75	106
Workshops	-	3,105
	<u>\$ 1,759</u>	<u>\$ 3,246</u>

11. Remuneration

As required by the Society Act of British Columbia, remuneration above \$75,000 paid to directors, employees and contractors must be disclosed. During the year, there is no compensation paid to directors and no remuneration, including benefits, to employees in excess of \$75,000.

There is one permanent, full-time employee whose compensation is in the salary range of \$40,000 - \$79,999.

12. Contingent liability

During the course of the year, the Council may be a defendant in a lawsuit. The Council reviews any claims or potential claims made against it on a yearly basis to determine if they would be covered by insurance, and if not, whether a claim that would not be successfully defended would have any material effect on the financial statements. The management of the Council is not aware of any claims or potential claims that if not successfully defended would have a material effect on the financial statements. If a claim was paid as a result of the outcome of litigation it would be treated as an expenditure.

13. Capital disclosure

The Society considers its capital to be the balance maintained in its Unrestricted Net Assets. The primary objective of the Society is to invest its capital in a manner that will allow it to continue as a going concern and comply with its stated objectives. Capital is invested under the direction of the Board of Directors of the Society with the objective of providing a reasonable rate of return, minimizing risk and ensuring adequate liquid investments are on hand for current cash flow

14. Comparative figures

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

for more information,
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and Culture Society



painting:
Letting Go II
by simone buck (2019)
graphics by brandon hoffman
report / design by leah selk

with financial support from:

