

central cariboo
arts and culture
society

2020
annual report

board of directors

Jasmine Alexander (2020-)
 Lisa Bland (2016-20)
 Jane Bowser (2020-)
 Harry Jennings (2010-)
 Bettina Johnson (2017-20)
 Jane Perry (2014-)
 Thomas Schoen (2010-11,
 2012-)
 Ann Smith (2017- 20)
 Diane Wright (2019-)
 Erich Zirnhelt (2020-)



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

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.

message from the president

As Huey Lewis once sang, “The heart of rock and roll is the beat!”. Well, I believe the heart, and soul, of a community is arts and culture and its commitment to support. The Central Cariboo has kept that heart pumping.

I’d like to make a special mention of outgoing Board members Ann Smith, Bettina Johnson and Lisa Bland. So much great experience and valued contributions. We welcomed new directors Jane Bowser, Jasmine Alexander and Erich Zirnhelt, bringing new ideas and creative minds.

In these times of uncertainty and challenge, our magnificent staff, Leah Selk and Emily Clearwater, have been outstanding in carrying on and meeting many new stressful situations with professionalism. Our great thanks to them!

As for achievements, the new streamlined and efficient grants program is in place which I’m certain will meet our goal of developing and supporting arts and culture in the Central Cariboo and will enable many more worthwhile projects, creativity and networking throughout our region. Also, the pivot of Performances In The Park to online video is very worthy of note.

Our greatest challenge just may be working to maintain our high standards within the constraints imposed by funding limits and new economic realities resulting from Covid-19 and its repercussions. I believe we are up to that challenge.

Harry Jennings, President

message from the executive director

Reflecting on 2020 with all of its chaos, loss, and adaptation, I find myself being evermore grateful for the arts. Throughout a time of uncertainty and unknown, art lifted our spirits, offered us hope, and connected us in new ways. Art held us in a loving embrace, and offered a shoulder to cry on.

Creativity was the catalyst for many pivoted dreams and opportunities. And pivot we did! Thank you to Venta Rutkauskas and the Community Arts Council of WL for quickly switching gears with Performances in the Park. The team adapted to provide an online listening experience that not only kept artists working, but showcased our beautiful region through unique and familiar backdrops.

We also received many creative and adaptive grant requests through our newly streamlined program, which allocated \$25,000 to local community groups for arts-based activities.

Thank you to the CCACS Board of Directors for your continued support and guidance in these challenging times, and to Emily Clearwater for ensuring the safety of those using the Arts Centre and doing all she can to keep the facility operating. We can’t wait to open our doors again and welcome you back to a vital organ of our community.

Leah Selk, Executive Director

“Art is a step in the known toward the unknown.”

- Kahlil Gibran

The *Central Cariboo Arts Centre* houses four arts groups as permanent tenants and has two short term rental spaces. The Graham Kelsey Room is a large hall (capacity 90 people) which includes rental of the connected kitchen. The space transforms easily and is used for art classes and sales, live performances, ukulele practice, language videos, quilting retreats, community gatherings, and so much more.

The Open Studio is a boardroom style space (capacity 20 people) which is utilized mainly as a meeting room, but other rentals include painting classes, felting workshops, photography classes and a writers' group.

Our Arts Centre Administrator, Emily Clearwater, usually takes up a whole page to wax lyrical about all the amazing things that happened in our beloved little building over the past year. 2020, however, was a little different. We were closed for essentially three quarters of the year. For a lot of us, the Arts Centre is a place we can go to get out of the house, to find some peace, to chat with like-minded friends, to just turn up and know that there will always be someone there, with a cup of tea and a yarn ready. We did our best to keep our tenants' access open, but we are sorry to those of you who needed the Arts Centre this year and it wasn't there for you. It's during hard times like these that places like the Arts Centre are needed most.



Lyle Bats and Blocktreat perform at the Onward Ranch while Rick Magnell films. Photo by Leah Selk.

Performances in the Park was in the process of being developed for our usual outdoor summer concert series in Boitano Park when we realized that a pivot would be necessary if we were to carry on. Organized by Venta Rutkauskas with the Community Arts Council of Williams Lake, performances were recorded and viewers were encouraged to 'listen live' along with us on the Performances in the Park YouTube channel. We are grateful to all of our sponsors for sticking with us through the unknown, and for their continued support of the arts. *The show must go on!*

2020 LINE-UP

- Blocktreat ~ Lyle Bats ~ Miss White Spider
- ~ The Salmon Brothers ~ Ten Days Notice ~
- Dana De Samedi ~ Rich n Beka
- ~ Ladies of the Valley ~ Marin Patenaude ~

WWW.YOUTUBE.COM/PERFORMANCESINTHEPARK

Following a review of our *Grants Program* in 2019, we launched a "new and improved" program that saw a streamlined combination of our previous Project and Support Grants programs into "CCACS Grants". Four streams of grants are available (Project; Community-Based Support; General Program Support; Capital Acquisition) via two annual intakes and for amounts between \$500 and \$3000. The Central Cariboo Joint Committee has demonstrated their support and faith of our organization's management of the program by allowing us to fully manage it, therefore allowing for a much more efficient approval and award process that sees awards distributed directly from the CCACS. In 2020, \$25,000 was allocated to local organizations who found creative ways to forge ahead in various capacities.

We also continue to administer *Fee-for-Service Agreements* that provide stable, multi-year funding agreements with ten organizations totalling \$84,500 annually. While some activities obviously had to be cancelled, we commend organizations for continuing to provide arts and culture to our community at a time when it is needed most.

More information about our programming is available on our website at centralcaribooarts.com.

Our Mandate:

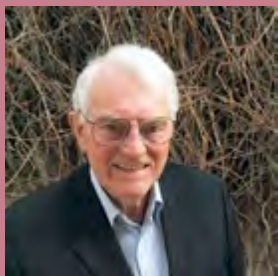
to support artistic and cultural organizations and events in the Central Cariboo

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

Our Society



Graham Kelsey, 2011.

It all started with Graham Kelsey, a man with a passion for the arts and our community, and a presentation to the Central Cariboo Joint Committee. In 2009 in a remarkable initiative, the vast Cariboo Regional District became one of the first of BC's Regional Districts to develop an arts and culture function, passing a bylaw allocating tax revenue from the Central Cariboo region (City of Williams Lake and CRD Areas D, E, and F) to arts and culture - a model that is now recognized province-wide. 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 cultural organizations and events, and to facilitate the development of arts and culture in the central part of the region. We take development of the arts seriously - not just maintaining the status quo.

In 2016 we achieved accreditation under Imagine Canada's Standards certification, demonstrating excellence in five key areas of operations: Board Governance; Financial Accountability & Transparency; Fundraising; Staff Management; Volunteer Involvement.

Supporting Our Community

Engagement within and among the various communities that we serve in arts and culture was one of the five basic goals that guided our first full year of operations in 2011, and proved a sound guide to continue our work.



The Nenquani Drummers provide a welcome at the Arts Centre's Open House / Volunteer Appreciation Night in 2011.

In 2019, 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. During the decade since Bylaw 4420 was passed, its implementation has shown a "measurably beneficial effect on arts and culture in the Central Cariboo."

Central Cariboo Arts Centre

We manage this facility on behalf of the City of Williams Lake, which provides studio space to four tenant groups (Williams Lake Spinners, Weavers and Fibre Artists' Guild; Cariboo Potters' Guild; Cariboo Art Society; and Community Arts Council of Williams Lake), as well as performance and meeting spaces for the broader arts community and general public. In 2013, the Central Cariboo Arts Centre became a Safe Harbour: Respect for All certified location, showing our support for diversity and rejection of discrimination.

Our Arts Centre Administrators have each imprinted their mark on the Arts Centre, and it wouldn't be the place it is today without their hard work and dedication. Thank you to Leah Selk (2011 - 14), Brandon Hoffman (2014 - 18), and Emily Clearwater (2018 - present).

"The efforts by the staff and board have ensured that the Arts Centre is an important part of the community and as a longtime resident I can see the value the Centre has added to the region. I am happy to pay taxes to support the Centre and its work."

(Quotes are from the 2016 external Arts Centre Operations and Management review).

Numerous community members with a dedication to arts and culture have joined our organization as a Board member. Without them, we would not be where we are today. We are grateful to each and every one of our volunteers, and thank you for your incredible service to our community. Special thanks go to Harry Jennings and Thomas Schoen for their involvement in establishing the organization and their continued commitment over the past ten years.

"The Arts Centre is a wonderful asset for our community and deserves continuing support."



The WL Spinners, Weavers, and Fibre Artists' Guild take advantage of nice weather to work in front of the Arts Centre's "Creative Hands" mural by Dwayne Davis and Steven Davis-Gosling.

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Workshops and Development

We offer workshops for artists and organizations in order to develop their capacity and further their work, whether it be individually or within the community.

Our staff and board also seek opportunities for development so that we may continue to be of useful service to our community, and over the years have completed programming in areas of non-profit management, project management, human resources, marketing, systems change, and more, as well as many networking opportunities.



Leah (middle) with colleagues at the Culture Days 2014 National Congress on Culture in Winnipeg.

Photo by Blair J Photography

Facilitated 24 workshops

Co-hosted the 'Sustainability Semesters' with ArtsBC in 2011

Partnered with Island Mountain Arts to present the 'Art is Your Business' conference in 2013

Developed the 'Spring into Art Makers' Fair' in 2018 (a one-day workshop series about exploring new creative media)

Performances in the Park & Canada Day

The celebration of Canada Day and Performances in the Park, the annual summer series of open air musical performances, were under threat in 2012. Although we are typically not a producing organization, we agreed to manage these two events for 2012 and hired Beth Holden as the events' Coordinator. In 2013, Angela Sommer took the reins, and in 2014, we entered a multi-year agreement to continue to present Performances in the Park under Angela's continued management until 2020, when the Community Arts Council of Williams Lake took over in partnership with us.

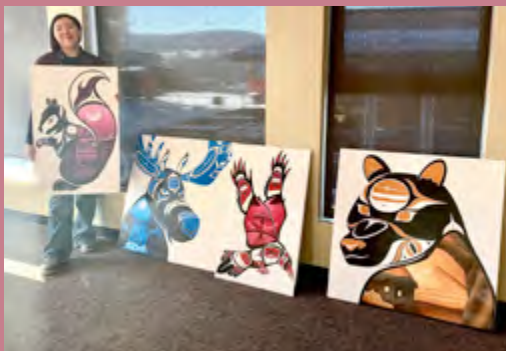


Performances in the Park played on through rain, shine, wildfire smoke, and a global pandemic. Our hats go off to all of the wonderful performers, technicians, organizers, and audience members for keeping performances alive.

All photos by Leah Selk unless otherwise noted

Funding Programs

Our aim as a non-profit is to assist the development of the arts through service and facilitation. An important means of doing that is our administration of Fee-for-Service agreements and management of the CCACS Grants program. The aim of the CCACS Grants is to encourage organizations or community groups to focus on projects which are new or build creatively on previous work, and which are likely to increase participation in arts and culture.



Leona Belleau unveils the paintings she created for the Cariboo Chilcotin Child Development Centre as part of a 2019 CCACS Project Grant. Leona honed her skills through her participation in a painting workshop with artist Clayton Gauthier as part of a 2018 Project Grant with Esk'etemc First Nation.

\$660,000 in Fee-for-Service Agreements Administered

56 Non-Profit Arts and Culture Groups Supported

\$28,755 in Support Grants Awarded from CCACS Resources (2017 - 2019)

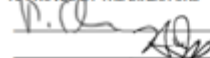
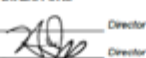
177 Arts and Culture Projects Supported

\$230,304 in Arts and Culture Grants Awarded

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Financial Position
December 31, 2020

	2020	2019
ASSETS		
Current		
Cash	\$ 33,977	\$ 3,600
Accounts receivable	11,671	-
Goods and services tax recoverable	139	-
Prepaid expenses	786	787
	<u>46,573</u>	<u>4,387</u>
Tangible capital assets (Note 6)	2,234	2,317
Restricted cash (Note 7)	38,058	48,401
	<u>\$ 86,865</u>	<u>\$ 55,105</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 8,129	\$ 7,271
Deposits received	622	420
Goods and services tax payable	-	140
Deferred income	26,775	-
	<u>35,526</u>	<u>7,839</u>
Contingent liability (Note 13)		
NET ASSETS		
General Fund	13,281	(1,135)
Operating Reserve	16,439	10,403
Opportunity Reserve	21,619	32,058
	<u>51,339</u>	<u>47,326</u>
		<u>55,105</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, 2020

	General Fund	Operating Reserve	Opportunity Reserve	2020	2019
Net assets - beginning of year	\$ (1,135)	\$ 16,403	\$ 32,058	\$ 47,326	\$ 73,755
Excess of revenue over expenditures	3,896	36	91	4,013	(26,429)
Transfers (Note 8)	10,530	-	(10,530)	-	-
Net assets - end of year	<u>\$ 13,281</u>	<u>\$ 16,439</u>	<u>\$ 21,619</u>	<u>\$ 51,339</u>	<u>\$ 47,326</u>



CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Revenues and Expenditures
Year Ended December 31, 2020

	2020	2019
Revenue		
Municipal and regional contract revenue	\$ 90,000	\$ 90,000
Grant program	25,000	-
Project revenue	21,250	21,250
Rental income	7,178	14,174
Other income	973	1,759
	<u>144,401</u>	<u>127,183</u>
Expenditures		
Amortization	1,570	2,155
Bank charges and interest	265	334
Central Cariboo Arts and Culture Society grants	25,000	-
Insurance	1,051	1,049
Licences, dues and fees	857	1,630
Office	1,669	2,451
Professional fees	2,469	4,327
Projects and workshops	21,683	25,509
Repairs and maintenance	5,965	7,353
Research	-	74
Staff expenses	306	419
Support grants	-	9,628
Telephone and utilities	6,719	9,722
Travel	389	605
Wages and benefits	87,302	88,391
	<u>155,245</u>	<u>153,647</u>
Deficiency of revenue over expenditures from operations	(10,844)	(26,464)
Other income		
Interest income	127	554
Loss on disposal of tangible capital assets	-	(519)
Rent subsidy	1,386	-
Wage subsidy	13,344	-
	<u>14,857</u>	<u>35</u>
Excess (deficiency) of revenue over expenditures	<u>\$ 4,013</u>	<u>\$ (26,429)</u>

CENTRAL CARIBOO ARTS & CULTURE SOCIETY
Statement of Cash Flow
Year Ended December 31, 2020

	2020	2019
Operating activities		
Excess (deficiency) of revenue over expenditures	\$ 4,013	\$ (26,429)
Items not affecting cash:		
Amortization of tangible capital assets	1,570	2,155
Loss on disposal of tangible capital assets	-	519
	<u>5,583</u>	<u>(23,755)</u>
Changes in non-cash working capital:		
Accounts receivable	(11,671)	-
Accounts payable and accrued liabilities	857	5,549
Deferred income	26,775	-
Deposits received	202	171
Goods and services tax payable	(287)	151
Prepaid expenses	1	(1)
	<u>15,877</u>	<u>5,870</u>
Cash flow from (used by) operating activities	<u>21,460</u>	<u>(17,885)</u>
Investing activity		
Purchase of tangible capital assets	(1,486)	-
Increase (decrease) in cash flow	19,974	(17,885)
Cash - beginning of year	52,061	69,946
Cash - end of year	<u>\$ 72,035</u>	<u>\$ 52,061</u>
Cash consists of:		
Cash	\$ 33,977	\$ 3,600
Restricted cash	38,058	48,461
	<u>\$ 72,035</u>	<u>\$ 52,061</u>

1. Basis of presentation

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

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 (2019 - \$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 policies

Fund 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.

Financial assets measured at fair value include restricted cash.

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 \$NIL in goods were donated (2019 - \$1,529).

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. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

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 analysis provides information about the Society's risk exposure and concentration as of December 31, 2020.

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	2020 Net book value	2019 Net book value
Art	\$ 10,804	\$ 10,804	\$ -	\$ -
Computer equipment	7,994	7,302	692	778
Computer software	1,704	1,704	-	-
Furniture and fixtures	5,968	4,420	1,542	1,072
Leasehold improvements	9,008	9,008	-	487
	<u>\$ 35,038</u>	<u>\$ 33,704</u>	<u>\$ 2,234</u>	<u>\$ 2,317</u>

During the year, the amount of contributed tangible capital assets is \$NIL (2019 - \$NIL).

During the year, the amount of write-downs is \$NIL (2019 - \$2,071).

7. Restricted cash

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

	2020	2019
Opportunity Reserve Funds		
Guaranteed Investment Certificate	\$ 5,257	\$ 15,759
Guaranteed Investment Certificate	16,362	10,305
	<u>21,619</u>	<u>32,058</u>
Operating Reserve Funds		
Cash	6,667	6,556
Guaranteed Investment Certificate	9,882	9,848
	<u>16,539</u>	<u>16,401</u>
	<u>\$ 38,058</u>	<u>\$ 48,461</u>

Funds invested in guaranteed investment certificates mature on December 23, 2021 and are earning interest at 0.20% (2019 - 0.35%).

8. Transfers

During the year, \$10,530 (2019 - \$9,450) has been transferred from the Operating Reserve Fund to the General Fund to support the grants program.

9. Project revenue

	2020	2019
Contracted services	\$ 15,000	\$ 15,000
Performances in the park sponsorships	6,250	6,250
	<u>\$ 21,250</u>	<u>\$ 21,250</u>

10. Other income

	2020	2019
Cleaning fee	\$ -	\$ 120
Donations	500	1,529
Membership dues	35	35
Rebates	100	75
	<u>\$ 725</u>	<u>\$ 1,759</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. Government assistance

The Society received subsidies for salaries and wages from the Canada Emergency Wage Subsidy in the amount of \$11,871 and the Temporary Wage Subsidy in the amount of \$1,873. In addition, the Society received subsidies for rental income from the Canada Emergency Commercial Rental Assistance program. These amounts have been recorded as income and are reported in the Statement of Revenues and Expenditures as other income.

13. Contingent liability

During the course of the year, the Society may be a defendant in a lawsuit. The Society 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 Society 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.

14. 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 requirements. The Society is not subject to any externally imposed requirements of its capital.

15. Impact of COVID-19

The COVID-19 pandemic has continued to cause disruptions to the Society's operations, which has resulted in the cancellation of rental and other activities however, the Society is unable to estimate this impact upon future operations.

for more information,
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