

ONTARIO VOLLEYBALL ASSOCIATION
Financial Statements
Year Ended August 31, 2020

ONTARIO VOLLEYBALL ASSOCIATION
Index to Financial Statements
Year Ended August 31, 2020

| | Page |
|--|--------|
| AUDITORS' REPORT | 1 - 2 |
| FINANCIAL STATEMENTS | |
| Statement of Financial Position | 3 |
| Statement of Changes in Net Assets | 4 |
| Statement of Revenues and Expenditures | 5 |
| Statement of Cash Flow | 6 |
| Notes to Financial Statements | 7 - 15 |

INDEPENDENT AUDITOR'S REPORT

To the Members of Ontario Volleyball Association

Opinion

We have audited the financial statements of Ontario Volleyball Association (the Association), which comprise the statement of financial position as at August 31, 2020, and the statements of changes in net assets, revenues and expenditures and cash flow 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 financial position of the Association as at August 31, 2020, and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

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 those 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 Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating 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.

(continues)

James B. MacNeill FCPA, FCA, CFP Jeremy A. Giles CPA, CA Lissa Savage CPA, CA
Mark Snyders CPA, CA Robert F. Edmundson CPA, CA (Retired)

INDEPENDENT AUDITOR'S REPORT *(continued)*

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.

London, Ontario
November 19, 2020

MacNeill Edmundson
PROFESSIONAL CORPORATION
CHARTERED PROFESSIONAL ACCOUNTANTS
Authorized to practise public accounting by
the Chartered Professional Accountants of Ontario

James B. MacNeill FCPA, FCA, CFP Jeremy A. Giles CPA, CA Lissa Savage CPA, CA
Mark Snyders CPA, CA Robert F. Edmundson CPA, CA (Retired)

ONTARIO VOLLEYBALL ASSOCIATION
Statement of Financial Position
August 31, 2020

| | 2020 | 2019 |
|--|---------------------|---------------------|
| ASSETS | | |
| CURRENT | | |
| Cash | \$ 1,116,778 | \$ 694,461 |
| Investments (Note 2) | 248,736 | 603,501 |
| Accounts receivable | 269,284 | 272,568 |
| Inventory | 4,330 | 5,863 |
| Interest receivable | 30,264 | 25,276 |
| Harmonized sales tax recoverable | - | 53,892 |
| Prepaid expenses | 41,834 | 252,938 |
| | <u>1,711,226</u> | <u>1,908,499</u> |
| CAPITAL ASSETS (Note 3) | 280,803 | 271,904 |
| INTANGIBLE ASSETS (Note 4) | 12,000 | 18,000 |
| LONG TERM INVESTMENTS (Note 2) | 288,779 | 536,348 |
| DEPOSITS | 135,891 | 133,756 |
| | <u>\$ 2,428,699</u> | <u>\$ 2,868,507</u> |
| LIABILITIES AND NET ASSETS | | |
| CURRENT | | |
| Accounts payable and accrued liabilities | \$ 174,559 | \$ 670,085 |
| Harmonized sales tax payable | 1,565 | - |
| Deferred revenue (Note 5) | 157,186 | 201,162 |
| Payable to members | 384,545 | 313,478 |
| | <u>717,855</u> | <u>1,184,725</u> |
| LONG TERM DEBT (Note 6) | 40,000 | - |
| DEFERRED REVENUE (Note 5) | 60,202 | 43,536 |
| | <u>818,057</u> | <u>1,228,261</u> |
| NET ASSETS | | |
| Contingency reserve fund (Note 7) | 1,610,642 | 1,640,246 |
| | <u>\$ 2,428,699</u> | <u>\$ 2,868,507</u> |

ON BEHALF OF THE BOARD


 _____ Director


 _____ Director

**MACNEILL EDMUNDSON
 PROFESSIONAL CORPORATION**

ONTARIO VOLLEYBALL ASSOCIATION
Statement of Changes in Net Assets
Year Ended August 31, 2020

| | <u>2020</u> | <u>2019</u> |
|---|----------------------------|----------------------------|
| NET ASSETS - BEGINNING OF YEAR | \$ 1,640,246 | \$ 1,510,319 |
| Deficiency of revenue over expenditures | <u>(29,604)</u> | <u>129,927</u> |
| NET ASSETS - END OF YEAR | <u>\$ 1,610,642</u> | <u>\$ 1,640,246</u> |

ONTARIO VOLLEYBALL ASSOCIATION
Statement of Revenues and Expenditures
Year Ended August 31, 2020

| | 2020 | 2019 |
|---|--------------------|-------------------|
| REVENUE | | |
| Programs - tournaments, fees and other | \$ 2,339,881 | \$ 5,060,351 |
| Memberships | 551,743 | 524,436 |
| Grants - Government of Ontario | 428,759 | 353,132 |
| Canada Emergency Wage Subsidy (Note 12) | 307,189 | - |
| Grants - Other | 104,511 | 106,213 |
| Sponsorships | 77,396 | 89,454 |
| Investment income | 40,360 | 57,883 |
| Other | 26,962 | 29,786 |
| Publication sales | 13,161 | 13,643 |
| Fundraising | 5,983 | 6,051 |
| Nationals (indoor) | - | 35,000 |
| Grants - Trillium Fund | - | 6,304 |
| | <u>3,895,945</u> | <u>6,282,253</u> |
| EXPENDITURES | | |
| Programs (Note 15) | 3,210,619 | 5,276,061 |
| Administrative salaries and benefits (Note 12) | 363,096 | 410,086 |
| Other administrative costs (Note 16) | 184,940 | 256,465 |
| Communications | 60,116 | 23,481 |
| Special events | 33,188 | 64,460 |
| Meetings | 32,453 | 52,008 |
| Amortization of capital assets | 30,633 | 59,099 |
| Publication costs | 10,504 | 10,666 |
| | <u>3,925,549</u> | <u>6,152,326</u> |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | <u>\$ (29,604)</u> | <u>\$ 129,927</u> |

ONTARIO VOLLEYBALL ASSOCIATION
Statement of Cash Flow
Year Ended August 31, 2020

| | 2020 | 2019 |
|--|---------------------|-------------------|
| OPERATING ACTIVITIES | | |
| Excess (deficiency) of revenue over expenditures | \$ (29,604) | \$ 129,927 |
| Items not affecting cash: | | |
| Amortization of capital assets | 30,633 | 59,099 |
| Amortization reported under program expenses | 51,454 | 50,911 |
| | <u>52,483</u> | <u>239,937</u> |
| Changes in non-cash working capital: | | |
| Accounts receivable | 3,284 | 288,252 |
| Interest receivable | (4,988) | (13,446) |
| Inventory | 1,533 | 6,046 |
| Accounts payable and accrued liabilities | (495,528) | (162,406) |
| Deferred revenue | (43,976) | 140,080 |
| Prepaid expenses | 211,104 | (123,846) |
| Harmonized sales tax recoverable | 55,457 | 21,675 |
| Deferred revenue - long-term | 16,666 | (16,666) |
| Payable to members | 71,067 | 37,262 |
| | <u>(185,381)</u> | <u>176,951</u> |
| Cash flow from (used by) operating activities | <u>(132,898)</u> | <u>416,888</u> |
| INVESTING ACTIVITIES | | |
| Purchase of capital assets | (84,985) | - |
| Net (increase) decrease in deposits | (2,134) | (43,494) |
| Net (increase) decrease in investments | 602,334 | (32,390) |
| Cash flow from (used by) investing activities | <u>515,215</u> | <u>(75,884)</u> |
| FINANCING ACTIVITY | | |
| Net increase (decrease) in long term debt | 40,000 | - |
| INCREASE IN CASH FLOW | <u>422,317</u> | <u>341,004</u> |
| Cash - beginning of year | 694,461 | 353,457 |
| CASH - END OF YEAR | <u>\$ 1,116,778</u> | <u>\$ 694,461</u> |

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

PURPOSE OF THE ORGANIZATION

Ontario Volleyball Association ("the Association") is a provincial organization operating programs to lead in the development and promotion of the sport throughout Ontario. Ontario Volleyball Association is incorporated in the province of Ontario under the Corporations Act as a not-for-profit organization.

1. ACCOUNTING POLICIES

Basis of presentation

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

Fund accounting

Contingency Reserve Fund

The objective of the contingency reserve fund is to maintain funds sufficient to meet the Association's annual working capital requirements and any planned future capital commitments. This reserve was established to ensure that the Association will be able to continue to operate as a going concern.

Revenue recognition

The Association follows the deferral method of accounting for grants. Grants are recognized as revenue in the year in which the related expenses are incurred. Program fees are recognized as revenue when the programs are held. Investment income includes interest income, realized investment gains and losses, and unrealized gains.

Donated services

The Association benefits greatly from donated services in the form of volunteer work to assist the Ontario Volleyball Association in carrying out its service delivery activities. Because of the difficulty in determining their fair value, donated services are not recognized in the financial statements.

Inventory

Inventory consists of books, manuals, score sheets and miscellaneous items necessary for the conduct of the Organization's operations. Inventory is valued at the lower of cost and net realizable value with the cost being valued using the weighted average method.

(continues)

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

1. ACCOUNTING POLICIES *(continued)*

Capital assets

Capital assets are recorded at cost. Amortization is provided on the basis and at the annual rates indicated as follows:

| | | |
|---|-------------------|----------------------|
| Equipment | 10 years | straight-line method |
| Volleyball courts and equipment | 10 years | straight-line method |
| Improvements to beach volleyball courts under license | over license term | straight-line method |
| Leasehold improvements | over lease term | straight-line method |

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.

Financial instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash, investments, accounts receivable and interest receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and amounts payable to members.

Deferred government assistance

Capital asset grants are accounted for as deferred government assistance and amortized on the same basis as the related capital assets.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

2. INVESTMENTS

| | 2020 | 2019 |
|--|------------|--------------|
| Fixed Income Investments | \$ 537,515 | \$ 1,139,849 |
| Less: Long-term portion | (288,779) | (536,348) |
| Current portion - maturing in the next 12 months | \$ 248,736 | \$ 603,501 |

Investments consist of mutual funds, as well as GIC's and bonds that mature from June 2021 to February 2025 and earn interest at rates between 1.85% and 3.54% annually.

3. CAPITAL ASSETS

| | Cost | Accumulated amortization | 2020 Net book value | 2019 Net book value |
|---|------------|-----------------------------|---------------------------|---------------------------|
| Equipment | \$ 33,645 | \$ 33,645 | \$ - | \$ 54 |
| Volleyball courts and equipment | 607,845 | 436,701 | 171,144 | 118,138 |
| Improvements to beach volleyball courts under license | 228,649 | 135,276 | 93,373 | 138,827 |
| Leasehold improvements | 28,486 | 12,200 | 16,286 | 14,885 |
| | \$ 898,625 | \$ 617,822 | \$ 280,803 | \$ 271,904 |

4. INTANGIBLE ASSETS

| | 2020 | 2019 |
|-------------------------------------|-----------|-----------|
| Licenses - cost | \$ 30,000 | \$ 30,000 |
| Licenses - accumulated amortization | (18,000) | (12,000) |
| | \$ 12,000 | \$ 18,000 |

Licenses include a license agreement with the City of Pickering for the use of 5 beach volleyball courts from May 1, 2018 to September 30, 2022. The license is being amortized straight line over the term.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

5. DEFERRED REVENUE

Deferred revenue represents monies received prior to the year end which relate to events which will not occur until after year end, or specifically will be designated as subsequent year revenues.

| | <u>2020</u> | <u>2019</u> |
|---|------------------|------------------|
| Ministry of Tourism, Culture and Sport - OASF | \$ 100,767 | \$ - |
| Ministry of Tourism, Culture and Sport - OCSRF | 34,003 | 89,625 |
| Other fund previously Performance bonds | 23,900 | 23,900 |
| Ashbridges Bay Beach Volleyball | 20,400 | 11,577 |
| Ontario championships travel fund | 13,543 | 13,543 |
| Programs - tournaments, fees and other | 12,573 | 40,481 |
| Solars Fund | 12,202 | 12,202 |
| Tourism Toronto - Enercare Centre signing bonus | - | 50,000 |
| Memberships | - | 3,370 |
| | - | - |
| Subtotal | 217,388 | 244,698 |
| Current portion of deferred revenue | (157,186) | (201,162) |
| Long term portion of deferred revenue | \$ 60,202 | \$ 43,536 |

Performance bonds payable represent amounts collected from all clubs for ongoing participation in the Association's programs. These funds were collected at the time of registration. In a prior year, the Association eliminated the requirement for performance bonds and refunded bonds where possible. The remaining funds will be used for operational indoor club volleyball.

Previously, a volleyball club contributed \$18,500 to the Association for its use. The Association has decided that the funds along with other internal fund contributions will be used for athlete assistance for athletes who are national team candidates. This fund is known as the Solars Fund. The full amount, less \$2,000 for current awards, has been presented as long term.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

6. LONG TERM DEBT

The Association received the Canada Emergency Business Account loan during the year. The amount received was \$40,000. If \$30,000 is repaid by December 31, 2022, the remaining \$10,000 is forgivable. The loan is interest free until December 31, 2022.

7. CONTINGENCY RESERVE FUND

During a prior fiscal year the Association created the Contingency Reserve Fund (note 1). The Net Asset position is being presented in the financial statements as the Contingency Reserve Fund, which is comprised of operating and capital funds. The Fund decreased by \$29,604 as a result of deficient revenue over expenditures during the fiscal year.

The Finance and Audit Committee has determined a target amount of reserve funds required to meet working capital requirements and capital funding to be \$1,925,000. The target amount is based on the combination of estimated capital requirements plus one base funding cycle and an average of other grants received. This amount has been calculated as follows:

| | |
|---------------------------------|------------------|
| Average grant revenue per annum | \$475,000 |
| Ministry funding cycle | <u>x 3 years</u> |
| Ministry funding reserve | \$1,425,000 |
| Reserve for Capital Projects | \$500,000 |
| Total Contingency Reserve Fund | \$1,925,000 |

8. SPONSORSHIPS

The Association's financial statements reflect only cash sponsorships received from various sponsors. During the current fiscal year, the Association received additional donations of products from various sponsors with a retail value of approximately \$30,160 (2019 - \$69,504).

9. ECONOMIC DEPENDENCE

The continued operations of the Association depend to some extent upon the funding that it receives from the Provincial Government. The Association also currently relies on the Canada Wage Subsidy (CEWS) to subsidize a significant portion of its salary expenses. Any significant reduction in these sources would significantly curtail the Association's ability to offer a complete range of programs.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

10. OFFICE RENT & MAINTENANCE

The Association leases premises at 60 Scarsdale Road, Toronto, Ontario on a monthly basis from Elm Place Inc. The association entered into a lease agreement that runs to September 2024 with the following required annual payments:

| | | |
|------|--|--------------------------|
| 2021 | | \$ 105,299 |
| 2022 | | 105,299 |
| 2023 | | 105,299 |
| 2024 | | 105,299 |
| 2025 | | 8,775 |
| | | <u>\$ 429,971</u> |

11. FINANCIAL INSTRUMENTS

The Association as part of its operations carries a number of financial instruments, which include cash, investments, accounts receivable, interest receivable, accounts payable and accrued liabilities and amounts payable to members. The carrying amount of the Association's financial instruments approximates their face value due to their relatively short-term maturities. It is management's opinion that the Association is not exposed to significant interest rate, currency or credit risks arising from its financial instruments, except as otherwise disclosed.

12. SALARIES AND BENEFITS

Salaries and benefits consist of:

| | <u>2020</u> | <u>2019</u> |
|--------------------------------------|----------------------------|----------------------------|
| Administrative salaries and benefits | \$ 363,096 | \$ 410,086 |
| Programs | <u>920,959</u> | <u>810,726</u> |
| | <u>\$ 1,284,055</u> | <u>\$ 1,220,812</u> |

Salaries and benefits allocated to programs are reported under program expenditures. To subsidize these costs, the Association received \$307,189 from the Canada Emergency Wage Subsidy.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

13. SUBSEQUENT EVENTS: COVID-19

The recent outbreak of Coronavirus Disease 2019, or COVID-19, has spread across the globe and is impacting worldwide economic activity. This global pandemic poses the risk that the Association or its members, employees, contractors, suppliers, and other partners may be unable to conduct regular business activities for an indefinite period of time. While it is not possible at this time to estimate the impact that COVID-19 could have on the association's business, the continued spread of COVID-19 and the measures taken by the federal, provincial, and municipal governments to contain its impact could adversely impact the organization's business, financial condition or results of operations.

Specifically, the Association has so far experienced cancellation of tournaments and programs. As a result, the Association has experienced a significant reduction in revenue in fiscal 2020. To offset these revenue decreases, the Association has reviewed its expenses, and deferred or reduced those expenses where possible, including a reduction in human resource costs. The Association has also applied for the government programs and subsidies for which it qualifies. Included in Accounts Receivable is \$117,912 relating to the Canada Emergency Wage Subsidy for July and August. An additional \$46,299 is expected to be received for September 2020 wages.

The extent to which the COVID-19 outbreak impacts the Association's future financial results will depend on future developments that are highly uncertain and cannot be predicted, including new information that may emerge concerning the spread of the virus and government actions.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

14. COMMITMENTS

The Association has provided the City of Toronto with a letter of credit in the amount of \$75,413. The letter of credit may be used by the City to remedy any of the Licensee's defaults.

The Association has entered into a license agreement with The Board of Governors of Exhibition Place to use the Enercare Centre for the OVA Provincial Championships in April of 2023 and 2026.

Net rental costs (including HST) are \$556,908 for the 2023 event and \$580,812 for the 2026 event. Future required payments (including HST) are \$261,747 in 2022, \$278,454 in 2023, \$272,982 in 2025 and \$290,406 in 2026.

In the prior year, the Association also entered into license agreements for the properties where the beach volleyball courts were renovated or constructed. The license agreement for the courts located in the City of London has an initial term from July 1, 2018 to September 30, 2022. The total commitment over the initial term is \$60,583 (including HST). There are two renewal options from May 1, 2023 to September 30, 2024 and from May 1, 2025 to September 30, 2026. The total commitment over these renewal terms is \$27,685 (including HST) each.

The license agreement for the courts located in Barrie has an initial term from July 1, 2018 to September 30, 2028 and a renewal option from May 1, 2029 to September 30, 2033. The license fee is calculated as 15% of the revenue generated from the courts plus HST and is payable annually by October 15th.

The license agreement for the courts located in the City of Pickering has a term from July 1, 2018 to September 30, 2022. The total commitment over the term is \$22,600 (including HST).

The Association has an agreement to purchase medals for a cost of \$148,062. Of this, \$110,292 are expected to be purchased in the subsequent year. The remaining purchases will occur thereafter.

ONTARIO VOLLEYBALL ASSOCIATION
Notes to Financial Statements
Year Ended August 31, 2020

15. PROGRAM EXPENSES

| | <u>2020</u> | <u>2019</u> |
|---------------------------------|---------------------|---------------------|
| Programs - Learn To Compete | \$ 790,384 | \$ 1,167,490 |
| Programs - Train To Train | 759,870 | 1,111,519 |
| Officials | 476,917 | 524,478 |
| Programs - Learn To Train | 434,656 | 322,760 |
| Programs - OVA Beach Facilities | 215,853 | 682,187 |
| Provincial championships | 213,000 | 815,980 |
| Coaching | 137,896 | 116,370 |
| Beach | 104,760 | 356,506 |
| Programs - Train To Compete | 64,297 | 151,604 |
| Programs - Sitting Volleyball | 12,986 | 28,909 |
| Beach Nationals (recovery) | - | (1,742) |
| | <u>\$ 3,210,619</u> | <u>\$ 5,276,061</u> |

Programs - OVA Beach Facilities includes amortization of capital assets (improvements to volleyball courts under license) of \$45,454 (2019 - \$44,911) and amortization of intangible assets of \$6,000 (2019 - \$6,000).

16. OTHER ADMINISTRATION COSTS

| | <u>2020</u> | <u>2019</u> |
|---|-------------------|-------------------|
| Professional services | \$ 71,285 | \$ 142,127 |
| Rent | 33,607 | 29,515 |
| Insurance | 24,694 | 21,837 |
| Bank, credit card & payroll service charges | 20,514 | 23,593 |
| Phone, fax & internet | 11,392 | 9,218 |
| Office supplies and other | 10,368 | 11,162 |
| Leasehold improvements | 5,753 | 521 |
| Postage & courier | 3,612 | 4,897 |
| Printing & copying | 3,456 | 2,259 |
| Sundry | 259 | 174 |
| Bad debt expense | - | 11,162 |
| | <u>\$ 184,940</u> | <u>\$ 256,465</u> |