Financial Statements of

# NICOLA VALLEY INSTITUTE OF TECHNOLOGY

Year ended March 31, 2007



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#### **AUDITORS' REPORT TO THE BOARD OF GOVERNORS**

We have audited the statement of financial position of Nicola Valley Institute of Technology as at March 31, 2007 and the statements of financial activity and changes in net assets, and cash flows for the year then ended. These financial statements are the responsibility of the Institute's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Institute as at March 31, 2007 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

KPMG LLP

**Chartered Accountants** 

Kamloops, Canada

May 7, 2007

Statement of Financial Position

Year ended March 31, 2007, with comparative figures for 2006

		Special				
	Operating	Designation	Bookstore	Capital	2007	2006
Assets						
Current assets: Cash Investments (note 2) Accounts receivable	\$ 1,583,466 2,250,311 359,749	\$ 9,562	\$ - \$ -	- -	\$ 1,593,028 2,250,311 364.664	1,890,173
Inventory Prepaid expenses Due from other funds	359,749 - 59 (2,075,574)	4,915 - - 672,376	45,277 - (34,744)	- - - 1,437,942	45,277 59	328,074 41,067 76
	2,118,011	686,853	10,533	1,437,942	4,253,339	2,792,535
Investments (note 2)	-	185,066	-	-	185,066	185,066
Capital assets (note 3)	-	-	-	10,215,090	10,215,090	8,554,184
	\$ 2,118,011	\$ 871,919	\$ 10,533 \$	11,653,032	\$ 14,653,495	\$ 11,531,785
Liabilities and Net Assets						
Current liabilities Accounts payable (note 4) Deferred revenue Current portion of lease obligation (note 6)	\$ 1,118,457 1,354,651 -	\$ - - -	\$ - \$ - -	- 319,981 7,083	\$ 1,118,457 1,674,632 7,083	\$ 436,765 893,267 6,490
	2,473,108	-	-	327,064	2,800,172	1,336,522
Deferred capital contributions (note 5)	-	-	-	9,454,410	9,454,410	8,249,388
Obligation under capital lease (note 6)	-	-	-	29,400	29,400	34,504
Net assets:     Unrestricted     Restricted (note 7)     Invested in capital assets	(355,097)	871,919 -	10,533 - -	- - 1,842,158	(344,564) 871,919 1,842,158	1,018,302 590,680 302,389
Commitments (note 8) Contingent liabilities (note 9)	(355,097)	871,919	10,533	1,842,158	2,369,513	1,911,371
	\$ 2,118,011	\$ 871,919	\$ 10,533 \$	11,653,032	\$ 14,653,495	\$ 11,531,785

See accompanying notes to financial statements.

On behalf of the Board:

**Board Chair** 

V/P Corpor

V/P Corporate Services/ Bursar

Statement of Financial Activity and Changes in Net Assets

Year ended March 31, 2007, with comparative figures for 2006

		erating nedule 1)	۵	Special esignation	Bookstore	Conital	2007	2006
	(30)	iedule 1)	u	esignation	DOOKSTOLE	Capital	2007	2006
Revenue								
Grants from the Province of								
British Columbia	\$	4,674,629	\$	27,663	\$ -	\$ 18,589	\$ 4,720,881	\$ 4,164,324
Amortization of deferred								
capital contributions		-		-	-	294,978	294,978	355,416
Federal Government Grants		221,667		1,792	-	-	223,459	195,189
Tuition fees		366,107		-	-	-	366,107	400,679
Contract services		899,024		14,690	-	-	913,714	841,891
Donations		-		9,986	-	-	9,986	29,117
Sales		-		-	238,713	-	238,713	189,422
Other		77,581		15,301	-	-	92,882	105,376
		6,239,008		69,432	238,713	313,567	6,860,720	6,281,414
Expenditures								
Cost of sales		-		-	179,050	-	179,050	164,350
Wages and benefits		3,744,348		19,157	44,856	-	3,808,361	3,845,477
Supplies		194,069		-	415	-	194,484	224,677
Memberships		24,245		-	-	-	24,245	27,683
Amortization		-		-	-	400,383	400,383	421,580
Premises costs		117,256		-	-	151,809	269,065	217,709
Travel		175,187		933	798	-	176,918	179,536
Contract instruction		578,252		-	-	-	578,252	518,123
Interest and bank charges		3,317		-	-	5,243	8,560	4,227
Telephone		39,439		-	-	-	39,439	36,574
Equipment maintenance		13,988		-	-	-	13,988	17,837
Carried forward	\$	4,890,101	\$	20,090	\$ 225,119	\$ 557,435	\$ 5,692,745	\$ 5,657,773

Statement of Financial Activity and Changes in Net Assets (continued)

Year ended March 31, 2007, with comparative figures for 2006

	Operating (Schedule 1)	Special designation	Bookstore	Capital	2007	2006
Brought forward	\$ 4,890,101	\$ 20,090	\$ 225,119 \$	557,435	\$ 5,692,745	\$ 5,657,773
Expenditures (continued):						
Vehicle operation	44,822	-	-	-	44,822	27,517
Professional fees	165,708	15,750	-	-	181,458	227,188
Meetings	27,602	-	-	-	27,602	33,161
Promotion and recruiting	111,972	-	-	-	111,972	101,195
Bad debts	2,927	-	-	-	2,927	3,087
Staff development	72,836	-	-	-	72,836	31,262
Library resources	26,288	-	-	-	26,288	21,661
Subsidies and awards	21,745	45,857	-	-	67,602	40,738
Honoraria	34,326	-	-	-	34,326	37,653
Contract arrangements	140,000	-	-	-	140,000	91,000
	5,538,327	81,697	225,119	557,435	6,402,578	6,272,235
Excess (deficiency) of revenue over						
expenditures	700,681	(12,265)	13,594	(243,868)	458,142	9,179
Net assets, beginning of year	1,021,363	590,680	(3,061)	302,389	1,911,371	1,902,192
Transfers (note 10)	(2,077,141)	293,504	-	1,783,637	-	-
Net assets, end of year	\$ (355,097)	\$ 871,919	\$ 10,533 \$	1,842,158	\$ 2,369,513	\$ 1,911,371

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended March 31, 2007, with comparative figures for 2006

		2007	2006
Cash provided by (used in):			
Operations:			
Excess of revenue over expenditures  Amortization of deferred revenue related to capital	\$	458,142	\$ 9,179
assets	(	294,978)	(355,416)
Amortization expense		400,383	421,580
		563,547	75,343
Changes in non-cash operating working capital:			
Increase in accounts receivable		(36,590)	(122,174)
Decrease (increase) in inventory		(4,210)	23,151
Decrease in prepaid expenses		17	1,024
Increase in accounts payable		681,683	42,211
Increase in deferred revenue		781,365	311,665
Increase in deferred capital contributions		500,000	9,077
	3,	485,812	340,297
Financing:			
Principal payments on obligations under capital lease		(4,511)	(1,463)
Investments:			
Purchase of capital assets		061,280)	(116,366)
Purchase of investments	(	360,138)	(424,510)
	(2,	421,418)	(540,876)
Increase (decrease) in cash position	1,	059,883	(202,042)
Cash, beginning of year		533,145	735,187
Cash, end of year	\$ 1,	593,028	\$ 533,145

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended March 31, 2007

#### Authority and purpose:

Nicola Valley Institute of Technology (NVIT) operates under the authority of the College and Institute Act of British Columbia. The Institute provides quality post secondary education relevant to the diverse and evolving needs of First Nations communities. The Institute is a not-for-profit entity, governed by a Board of Governors, the majority of which are nominated by an aboriginal band or entity, with approval sought from the Ministry of Advanced Education. The Institute is a registered charity and therefore exempt from income taxes under section 149 of the Income Tax Act.

#### 1. Significant accounting policies:

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles for not for profit organizations, which encompasses the following principles:

#### (a) Fund accounting:

The Institute records accounting transactions using the fund method generally in use for not-for-profit organizations and follows the deferral method of accounting for contributions. As a result, the resources, operations and transactions of the Institute, for accounting and financial reporting and control purposes, are segregated into various funds, each being treated as a separate entity and each complying with the purposes for which it was established. The Institute maintains the following funds:

#### (i) Operating Fund:

Reflects the revenue and expenditures related to the base-funded teaching and administration operations of the Institute.

#### (ii) Capital Fund:

Reflects the Institute's receipts and disbursements for the acquisition of capital assets.

#### (iii) Special Designation Fund:

Reflects the contributions which are restricted for use only on behalf of specific purposes. Endowment equity and student financial aid funding are recorded in this fund.

#### (iv) Bookstore Fund:

Reflects the revenue and expenditures related to the operation of the bookstore.

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 1. Significant accounting policies (continued):

#### (b) Revenue recognition:

The Institute receives monies from a number of different sources and classifies these monies into separate categories of revenue. These categories include provincial and federal government grants, tuition fees, contract revenue, donations, investment income, and monies received from the sale of goods or services. The Institute recognizes revenue using the deferral method.

Some of these revenues, such as grants and donations received for capital purposes, may be restricted in its use by the external contributor. These externally restricted revenues are deferred and recognized in the same period the related expenses are incurred. In cases where contributions are received for the purchase of capital assets having a limited life, the contributions are deferred and amortized to revenue in an amount equivalent to the related amortization expense. Note 5 provides a summary of changes in deferred capital contributions over the course of the year.

Revenues received without restrictions include the operating grants from the Province of British Columbia, Federal grants, contract revenue, tuition fees, non-restricted donations, and sales of services and products. Monies received from these sources are reported as revenue at the time the product is delivered or the services are substantially provided.

Contract revenue and related profits are recognized on the percentage of completion basis. The percentage of completion is determined by the costs incurred. Costs are the most reasonably determinable measure of performance which relate as directly as possible to the activities critical to completion of the contract.

Externally restricted contributions containing stipulations that the principal should be retained have been recorded as a direct increase in endowment equity. Income earned on endowment investments is deferred and recognized as revenue in accordance with the stipulations of the related endowments. Income from unrestricted investments is recognized as revenue when earned.

#### (c) Inventory:

Inventory held for resale in the bookstore is valued at the lower of cost and net realizable value.

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 1. Significant accounting policies (continued):

#### (d) Capital assets:

Capital assets are recorded at cost, or in the case of donated assets, at their fair value at the date of the contribution. Amortization is provided for over the estimated useful lives of the capital assets on a straight line basis at the following annual rates:

Asset	Rate
Building	2 1/2%
Site improvements	10%
Library acquisitions	10%
Classroom furniture	20%
Office furniture	20%
Office equipment	25%
Automotive	25%
Computers	33 1/3%
Software	50%

Capital assets are written down to net realizable value at the point they no longer contribute to the Institute's ability to provide services. Deferred capital contributions associated with the written down capital asset are recognized as revenue if all restrictions have been complied with.

#### (e) Investments:

Portfolio investments held on a long term basis are recorded at cost. Investments are written down to net realizable value if there is a permanent impairment in value. Short term investments are recorded at the lower of cost or market value.

#### (f) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that 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 that period. Actual results could differ from those estimates.

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 2. Investments:

The Institute has established a permanent endowment fund to provide income from which scholarships and bursaries can be awarded to students. The investments of \$185,066 in special designation fund and related income are restricted for use only as specified. The fair market value of the investments is equal to their cost.

	2007	2006
Operating Guaranteed investment certificates	\$ 2,250,311	\$ 1,890,173
Endowments Guaranteed investment certificates	185,066	185,066
	\$ 2,435,377	\$ 2,075,239

### 3. Capital assets:

						2007		2006
			Α	ccumulated		Net book		Net book
		Cost	á	amortization		value		value
De illelie e	Φ	0.000.000	Φ	1 100 171	Φ	7 700 440	Φ	0.001.114
Building	\$	8,906,623	\$	1,108,174 124.334	\$	7,798,449	\$	8,021,114
Site improvements		303,024		,		178,690		208,993
Library acquisitions Automotive		47,044 19,473		10,138 14,604		36,906 4,869		33,417 9,737
Classroom furniture		84,195		81,967		2,228		,
Office equipment		500,868		433,254		67,614		10,217 83,000
Office furniture		239,863		231,212		8,651		34,425
		,		,		54,319		91,359
Computers Software		560,869		506,550		9.731		,
Asset under construction		51,247 2,019,666		41,516		2,019,666		19,463
Asset under construction				0.551.740				0.511.705
Capital asset under lease		12,732,872		2,551,749		10,181,123		8,511,725
obligation Office equipment		42,459		8,492		33,967		42,459
	\$	12,775,331	\$	2,560,241	\$	10,215,090	\$	8,554,184

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 4. Accounts payable and accrued liabilities:

Included in accounts payable and accrued liabilities is accrued holiday pay of \$161,585 (2006 - \$172,818).

NVIT accrues holiday pay entitlements as they are earned by the employee; however, it is expected that these unfunded liabilities will be met on a continuous basis over the long term. Payments of these amounts will be funded from revenues of the period in which they occur.

#### 5. Deferred capital contributions:

Deferred capital contributions represent contributed capital assets and restricted contributions with which specified capital assets were purchased. The changes in the deferred contributions balance for the period are as follows:

	2007	2006		
Balance, beginning of year Add: Contributions received Less: Amounts amortized to revenue	\$ 8,249,388 1,500,000 (294,978)	\$	8,535,727 69,077 (355,416)	
	\$ 9,454,410	\$	8,249,388	

There are no unexpended deferred capital contributions at the end of the year.

#### 6. Obligations under capital lease:

In the prior year the Institute entered into a capital lease with IOS Financial Services for a new photocopier.

The following is a schedule of the future minimum lease payments of the capital lease expiring on Jan 16, 2011, together with the balance of the obligation:

Notes to Financial Statements (continued)

Year ended March 31, 2007

### 6. Obligations under capital lease (continued):

	2007		2006
Year ending:			
2007		\$	11,519
2008	11,482	*	11,519
2009	11,482		11,519
2010	11,482		11,519
2011	13,024		9,600
Total minimum lease payments	47,470		55,676
Less amount representing interest (at 13.2%)	10,987		14,682
Present value of net minimum capital lease payments	36,483		40,994
Current portion of obligations under capital lease	7,083		6,490
	\$ 29,400	\$	34,504

### 7. Special designation fund:

	Endowment			
	equity	Other	2007	2006
Balance, beginning of year	\$ 217,050	\$ 373,630	\$ 590,680	\$ 439,923
Add:				
Donations received during				
the year	4,286	14,580	18,866	34,672
Interest earned on funds	6,414	-	6,414	4,928
Grants from the Province				
of British Columbia	-	29,455	29,455	15,690
Other	-	14,698	14,698	81,894
Transfers from other funds	-	293,504	293,504	127,271
	10,700	352,237	362,937	264,455
Deduct:				
Administration costs and				
workshops	-	(35,840)	(35,841)	(101,507)
Scholarships and bursaries	(2,633)	(43,224)	(45,857)	(12,191)
	(2,633)	(79,064)	(81,698)	(113,698)
Balance, end of year	\$ 225,117	\$ 646,803	\$ 871,919	\$ 590,680

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 8. Commitments:

The Institute is committed under operating leases for vehicles extending for various periods to the year 2011. Estimated future minimum annual payments required over the next four years are as follows:

	Total
2008 2009 2010 2011	\$ 10,632 10,632 10,632 5,316
	\$ 37,212

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 9. Contingent liabilities:

#### (a) Pension liability:

The college and its employees contribute to the College Pension Plan and Municipal Pension Plan, jointly trusteed pension plans. The boards of trustees for these plans represent plan members and employers and are responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer contributory pension plans. Basic pension benefits provided are defined. The College Pension Plan has over 11,000 active contributors from college senior administration and instructional staff and approximately 3,200 retired members. The Municipal Pension Plan has about 130,000 active contributors, with approximately 4,900 from colleges.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of the plan funding. The most recent valuation for the College Pension Plan as at August 31, 2003 indicated an unfunded liability of \$50 million for basic pension benefits. A subsequent valuation was done at August 31, 2006 with results available in 2007. The most recent valuation for the Municipal Pension Plan as at December 31, 2003 indicated an unfunded liability of \$789 million for basic pension benefits. A subsequent valuation was done at December 31, 2006 with results available in 2007. The actuary does not attribute portions of the unfunded liability to individual employers. Nicola Valley Institute of Technology paid \$235,513 for employer contributions to the plan in fiscal 2007.

(b) NVIT has been named defendent in one grievance. No reserve or liability has been recorded regarding this grievance or possible claim as the amount of the loss, if any, is underterminable at this time by management. Settlement, if any, with respect to this action will be accounted for as a charge to expenditure in the period in which the realization is known.

#### 10. Interfund transfers:

During the year, \$1,673,637 was transferred from the Operating fund to the Capital Fund in order to fund the cash outlays for capital asset acquisitions. In addition, \$403,504 was transferred from the Operating Fund to the Special Designation Fund in order to fund specific programs. During the year \$110,000 was transferred from the Special Designation Fund to the Operating Fund in order to fund outlays for capital assets acquisition.

Notes to Financial Statements (continued)

Year ended March 31, 2007

#### 11. Financial instruments:

The carrying value of cash, investments, accounts receivable, accounts payable and deferred revenue approximate their fair value due to the relatively short periods to maturity of these items or because they are receivable or payable on demand. The carrying value of the obligation under capital lease approximates the fair value as the terms and conditions of the borrowing arrangement is comparable to current market terms and conditions for similar items.

It is management's opinion the Institute is not subject to any significant interest rate or currency risk associated with these financial instruments. The maximum amount of credit risk is the carrying value for these assets.

#### 12. Comparative figures:

Certain of the comparative figures have been reclassified to conform with the financial statement presentation adopted in 2006.

#### 13. Subsequent events:

NVIT has entered into a \$3,300,000 loan agreement with BC Immigrant Investment Fund Ltd. for the construction of the new student housing project. The funds were received subsequent to the year end. The loan bears interest at 4.9% per annum with interest starting at the term loan conversion date which, is the earlier of the project completion date and September 1, 2007. Interest is payable on the first day of the third month following the month in which the term loan conversion occurs and every three months after that. Principal is repayable in 40 quarterly payments corresponding with interest payments.

Schedule 1

Year ended March 31, 2007, with comparative figures for 2006

				Operati	ng	Fund			_			
				Community	_	Continuing		ISSP				
		Genera	ıl	Education		Studies		Project		2007		2006
Devenue												
Revenue Grants from the Province												
of British Columbia	\$	4,605,329	\$	69,300	\$	_	\$		\$	4,674,629	\$	4,088,970
Federal Government Grants	Ψ	4,005,525	Ψ	09,300	Ψ	_	Ψ	221,667	Ψ	221,667	Ψ	190,709
Tuition fees		330,291		_		35,816		221,007		366,107		400,679
Contract services		330,877		568,147		33,610				899,024		781,021
Other		74,038		3,543		_				77,581		73,868
Other						0F 016		201 667		•		
		5,340,535		640,990		35,816		221,667		6,239,008		5,535,247
Expenditures												
Wages and benefits		3,483,592		222,327		-		38,429		3,744,348		3,756,062
Supplies		65,612		108,904		-		19,553		194,069		206,138
Memberships		24,245		-		-		-		24,245		27,683
Premises costs		117,256		-		-		-		117,256		155,837
Travel		129,019		36,992		-		9,176		175,187		178,029
Contract instruction		38,619		407,406		24,584		107,643		578,252		518,123
Interest and bank charges		3,317		-		-		-		3,317		3,770
Telephone		39,439		-		-		-		39,439		36,574
Equipment maintenance		13,988		-		-		-		13,988		17,837
Carried forward	\$	3,915,087	\$	775,629	\$	24,584	\$	174,801	\$	4,890,101	\$	4,900,053

Schedule 1 (continued)

Year ended March 31, 2007, with comparative figures for 2006

			Operatin								
		General		Community Education	-	Continuing Studies	ISSP Project		2007		2006
Brought forward	\$	3,915,087	\$	775,629	\$	24,584 \$	174,801	\$	4,890,101	\$	4,900,053
Expenditures (continued):											
Vehicle operation		44,822		-		-	-		44,822		27,517
Professional fees		165,708		-		-	-		165,708		208,251
Meetings		25,604		1,997		-	-		27,601		33,161
Promotion and recruiting		103,017		3,823		5,132	-		111,972		101,195
Bad debts		2,927		-		-	-		2,927		3,087
Staff development		71,977		859		-	-		72,836		31,262
Library resources		26,288		-		-	-		26,288		21,661
Subsidies and awards		13,785		7,961		-	-		21,746		12,696
Honoraria		34,286		40		-	-		34,326		37,653
Contract arrangements		140,000		-		-	-		140,000		91,000
		4,543,501		790,309		29,716	174,801		5,538,327		5,467,536
Excess of revenue over expenditures		797,034		(149,319)		6,100	46,866		700,681		67,711
Net assets, beginning of year		999,596		17,421		4,346	-		1,021,363		1,184,131
Transfers (note 10)		(2,025,247)		(51,894)		-	-		(2,077,141)		(230,479)
Net assets, end of year	\$	(228,617)	\$	(183,792)	\$	10,446 \$	46,866	\$	(355,097)	\$	1,021,363

See accompanying notes to financial statements.