

**SHEAF PUBLISHING SOCIETY INC.**

**Financial Statements**

Year Ended April 30, 2023

*(Unaudited)*

**SHEAF PUBLISHING SOCIETY INC.**

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April 30, 2023

*(Unaudited)*

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# McKenzie & Co.

CHARTERED PROFESSIONAL ACCOUNTANTS  
BUSINESS MANAGEMENT ADVISORS

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PROFESSIONAL CORPORATION

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AREAS OF PRACTICE:  
Financial Statement Audits  
Tax Consulting / Preparation  
Business Valuations  
Agricultural Consulting  
Corporate Financial Planning  
Computer / Systems Consulting  
Acquisitions / Reorganizations  
Monthly Accounting / Payrolls

## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

### To the Directors of SHEAF PUBLISHING SOCIETY INC.

We have reviewed the accompanying financial statements of SHEAF PUBLISHING SOCIETY INC. that comprise the statement of financial position as at April 30, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

### Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of SHEAF PUBLISHING SOCIETY INC. as at April 30, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Other matter

The financial statements of SHEAF PUBLISHING SOCIETY INC. for the year ended April 30, 2022 were audited by another practitioner who expressed an unqualified audit opinion on those financial statements on September 16, 2022.

SASKATOON, CANADA  
September 27, 2023

**MCKENZIE + CO**  
CHARTERED PROFESSIONAL ACCOUNTANTS

**SHEAF PUBLISHING SOCIETY INC.**  
Statement of Financial Position as at April 30, 2023  
*(Unaudited)*

<b>ASSETS</b>	<b>2023</b>	<b>2022</b>
Current assets		
Cash and cash equivalents	\$ 511,921	\$ 471,069
Accounts receivable (note 3)	15,898	13,718
Term deposits (note 4)	27,246	-
	555,065	484,787
Term deposits (note 4)	-	26,198
Capital assets (note 5)	3,703	4,492
	\$ 558,768	\$ 515,477

**LIABILITIES AND NET ASSETS**

Current liabilities		
Accounts payable (note 6)	\$ 93	\$ 106
Net assets		
General fund	554,972	510,879
Capital fund	3,703	4,492
	558,675	515,371
	\$ 558,768	\$ 515,477

See accompanying notes to financial statements

Approved by:

Director: \_\_\_\_\_

Director: \_\_\_\_\_

## SHEAF PUBLISHING SOCIETY INC.

Statement of Changes in Net Assets for the year ended April 30, 2023  
(Unaudited)

<b>2023</b>		<b>General Fund</b>		<b>Capital Fund</b>		<b>2023 Total</b>
<b>Net assets, beginning of the year</b>	\$	510,879	\$	4,492	\$	515,371
Net surplus		43,304		-		43,304
Transfers						
Purchase of capital assets		(128)		128		-
Amortization of capital assets		917		(917)		-
<b>Net assets, end of the year</b>	\$	554,972	\$	3,703	\$	558,675

<b>2022</b>		<b>General Fund</b>		<b>Capital Fund</b>		<b>2022 Total</b>
<b>Net assets, beginning of the year</b>	\$	436,089	\$	4,229	\$	440,318
Net surplus		75,053		-		75,053
Transfers						
Purchase of capital assets		(2,152)		2,152		-
Amortization of capital assets		1,889		(1,889)		-
<b>Net assets, end of the year</b>	\$	510,879	\$	4,492	\$	515,371

See accompanying notes to financial statements

**SHEAF PUBLISHING SOCIETY INC.**  
Statement of Operations for the year ended April 30, 2023  
(Unaudited)

	<b>2023</b>	<b>2022</b>
<b>Revenue</b>		
University of Saskatchewan direct levy	\$ 264,888	\$ 269,610
Advertising	7,465	2,879
Interest	1,259	962
	273,612	273,451
<b>Expenses</b>		
Wages and benefits	190,944	174,868
Rent	15,934	5,975
Office	10,579	3,183
Professional fees	8,480	8,480
Insurance	2,545	2,519
Amortization	917	1,889
Telephone	800	800
Interest and bank charges	109	239
Repairs and maintenance	-	445
	230,308	198,398
<b>Net surplus</b>	<b>\$ 43,304</b>	<b>\$ 75,053</b>

See accompanying notes to financial statements

**SHEAF PUBLISHING SOCIETY INC.**  
Statement of Cash Flows for the year ended April 30, 2023  
(Unaudited)

	<b>2023</b>	<b>2022</b>
<b>Cash flows from operating activities</b>		
Net surplus	\$ 43,304	\$ 75,053
Items not affecting cash:		
Amortization	917	1,889
Changes in non-cash working capital:		
Accounts receivable	(2,180)	1,465
Accounts payable	(13)	(477)
<b>Net cash provided by operating activities</b>	<b>42,028</b>	<b>77,930</b>
<b>Cash flows from investing activities</b>		
Purchase of capital assets	(128)	(2,152)
Increase in term deposits	(1,048)	(886)
<b>Net cash used in investing activities</b>	<b>(1,176)</b>	<b>(3,038)</b>
<b>Net increase in cash and cash equivalents</b>	<b>40,852</b>	<b>74,892</b>
Cash and cash equivalents at the beginning of the year	471,069	396,177
<b>Cash and cash equivalents at the end of the year</b>	<b>\$ 511,921</b>	<b>\$ 471,069</b>

See accompanying notes to financial statements

## **SHEAF PUBLISHING SOCIETY INC.**

Notes to Financial Statements for the year ended April 30, 2023  
(Unaudited)

### **1. DESCRIPTION OF ORGANIZATION**

SHEAF PUBLISHING SOCIETY INC. (the "Organization") was incorporated under the Non-profit Corporations Act of Saskatchewan on March 30, 1979. As a non-profit the Organization's operations are exempt from income taxes under Section 149(1)(l) of the Income Tax Act. Sheaf Publishing Society Inc. publishes a campus newspaper at the University of Saskatchewan (the "U of S").

### **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) set out in Part III of the CPA Canada Handbook, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### Basis of presentation

The financial statements are prepared using the fund method of accounting. For financial reporting purposes, the accounts have been separated into the following funds:

#### General fund

The purpose of the general fund is to record the general administrative and operating activities of the Organization at the discretion of the Board of Directors.

#### Capital fund

The capital fund recognizes resources that have been invested in capital assets. These resources will increase for capital purchases and contributions directly related to capital assets and will be reduced by amortization charges and capital asset dispositions.

#### Revenue recognition

The Organization follows the deferral method of accounting for revenue. Funds received in the current year for which services have yet to be performed or expenses incurred are recorded as deferred. Contributions with no restrictions attached recorded as revenue when received.

Student fees are charged through a direct levy received from the U of S on student tuition. All fees are earned by the year end date.

Advertising revenue is recognized over the period of time related to the services provided. Interest revenue is accrued as earned.

#### Cash and cash equivalents

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

#### Accounts receivable

Accounts receivable are stated net of an allowance for bad debts, if any.

## **SHEAF PUBLISHING SOCIETY INC.**

Notes to Financial Statements for the year ended April 30, 2023  
(Unaudited)

### **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

#### Contributed services

Volunteers contribute a significant amount of time each year to assist the organization in carrying out its programs and services. Due to the difficulty in determining their fair value, contributed services are not recognized in these financial statements.

#### Use of estimates

The preparation of the financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates. Significant items subject to such estimates and assumptions include:

- a) The accounts receivable and allowance for doubtful accounts and indirectly bad debt expense.
- b) The useful lives of capital assets and indirectly amortization.

#### Financial instruments

##### *Initial and Subsequent Measurement*

The Organization initially measures its financial assets and liabilities at fair value, except for certain related party transactions that are measured at the carrying amount or exchange amount, as appropriate. The Organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments that are quoted in an active market, which are measured at fair value. Changes in the fair value of these financial instruments are recognized in income in the period incurred.

Financial assets measured at amortized cost consist of cash and cash equivalents, accounts receivable, and term deposits. Financial liabilities measured at amortized cost include accounts payable. There are no financial assets or liabilities measured at fair value.

##### *Transaction costs*

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in income in the period incurred. Transaction costs related to financial instruments subsequently measured at cost or amortized cost are included in the original cost of the financial asset or liability and recognized in income over the life of the instrument using the straight-line method.

##### *Impairment*

For financial assets measured at amortized cost, the Organization determines whether there are indication of a possible impairment. When there are, and if the Organization determines that there has been a material adverse change in the timing or expected future cash flows during the year, an impairment loss is recognized in net income. An impairment loss that has already been recognized may be reversed. The carrying amount of the financial asset may not be greater than it would have been on the reversal date if the impairment loss had never been recognized. The amount of any reversal is recognized in net income.

## SHEAF PUBLISHING SOCIETY INC.

Notes to Financial Statements for the year ended April 30, 2023  
(Unaudited)

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

	Rate	Method
Darkroom equipment	10%	declining balance
Computer/office equipment	25%	declining balance

Tangible capital assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not contribute to the Organization's ability to provide goods and services. Any impairment results in a write-down of the asset and an expense in the statement of operations. An impairment loss is not reversed if the fair value of the related asset subsequently increases.

### 3. ACCOUNTS RECEIVABLE

	2023	2022
Accounts receivable	\$ 12,910	\$ 10,748
GST receivable	2,285	2,478
Interest receivable	703	492
	\$ 15,898	\$ 13,718

There are no amounts recognized as doubtful accounts and no amounts recorded as bad debts in the year.

### 4. TERM DEPOSITS

Term deposits consist of two investments earning interest at 5.5% (2022 - 4%) annually, maturing on October 23, 2023 and November 19, 2023. Interest earned on the investments during the year was \$ 1,259 (2022 - \$ 962).

### 5. CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Darkroom equipment	\$ 6,088	\$ 4,659	\$ 1,429	\$ 1,588
Computer/office equipment	4,293	2,019	2,274	2,904
	\$ 10,381	\$ 6,678	\$ 3,703	\$ 4,492

## SHEAF PUBLISHING SOCIETY INC.

Notes to Financial Statements for the year ended April 30, 2023  
(Unaudited)

### 6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2023</u>		<u>2022</u>
Accounts payable	\$ 46	\$	59
PST payable	47		47
	<u>\$ 93</u>	<u>\$</u>	<u>106</u>

### 7. FINANCIAL RISKS AND CONCENTRATION OF RISK

The Organization is exposed to various risks through its financial instruments. The following analysis describes the Organization's risk exposure at April 30, 2023

#### Credit risk

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The accounts receivable are due primarily from the U of S levy on student fees which has a low risk of default. Term deposits are held with a credit union which management considers a low risk to default.

#### Liquidity risk

Liquidity risk is the risk that the Organization will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Organization's exposure to liquidity risk is dependent on the collection of accounts receivable. Management is of the opinion that liquidity risk is not a significant risk.

### 8. COMPARATIVE FIGURES

The prior year financial statements were prepared by another firm of accountants. Certain figures of the prior year have been reclassified to confirm to the presentation adopted in the current year.