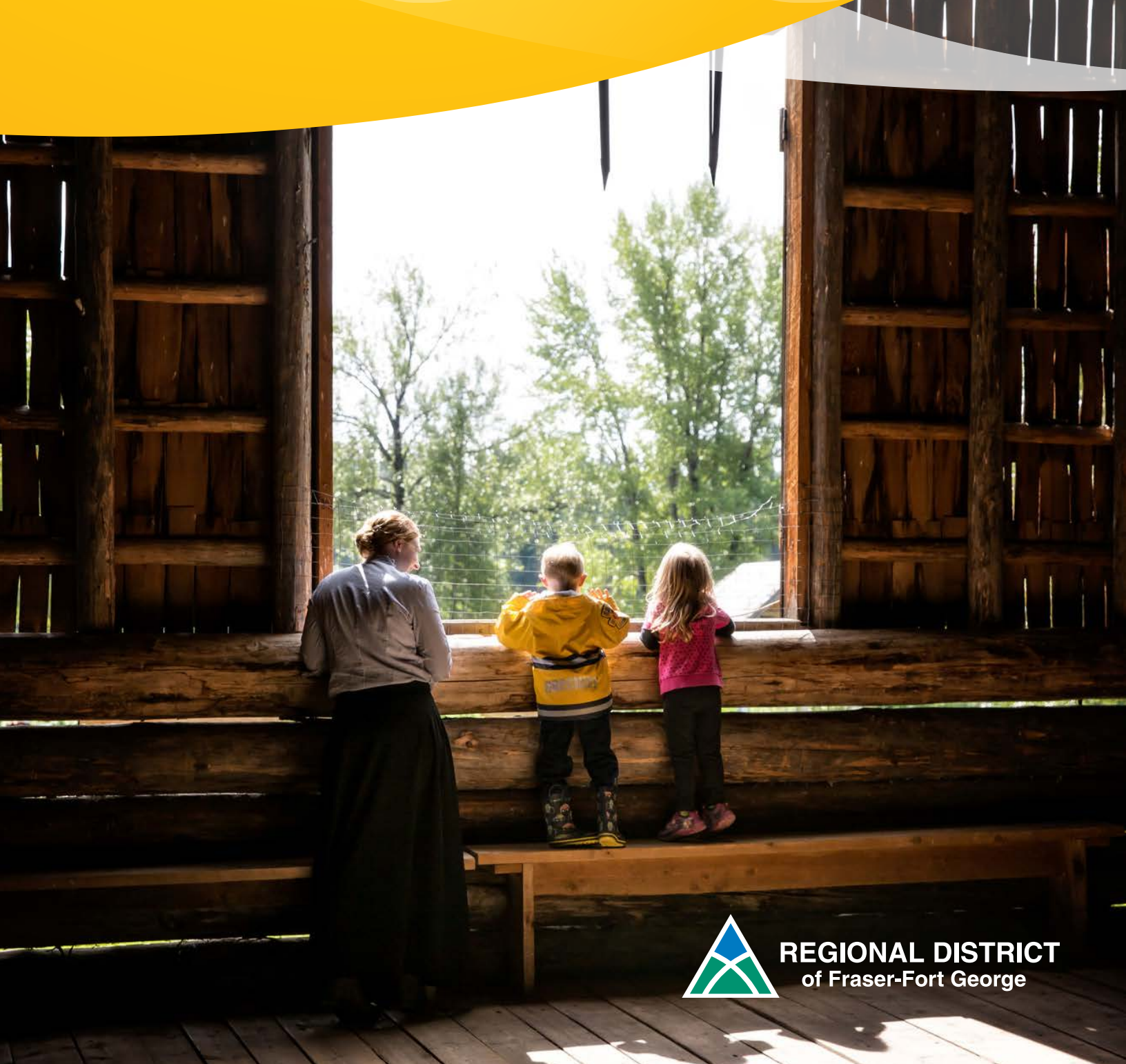


REGIONAL DISTRICT OF FRASER-FORT GEORGE

2018 ANNUAL **CULTURAL** REPORT



REGIONAL DISTRICT
of Fraser-Fort George



REGIONAL DISTRICT OF FRASER-FORT GEORGE CULTURAL VISION STATEMENT

The RDFFG is recognized locally, provincially and nationally for the high quality and diversity of its cultural offerings.

Residents in large numbers attend the events and facilities and are active in telling visitors to the region about the cultural activities offered throughout the RDFFG.

Both domestic and international cultural tourists have put the RDFFG on their lists of places to visit, creating significant positive economic impact within the RDFFG.

The cultural institutions and events are experiencing sustained growth due to cultural groups working together collaboratively and cooperatively in planning and developing institutions and events.

The cultural vibrancy of the region has resulted in new businesses locating in the RDFFG and existing businesses and institutions are able to attract a qualified work force.



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INTRODUCTION

The Regional District of Fraser-Fort George's Cultural Plan for 2016 - 2020 was produced in 2015 using input from many stakeholders and arts and cultural organizations from throughout the RDFFG. The Cultural Plan was approved by the RDFFG Board in the fall of 2015 and the implementation is ongoing.

The Cultural Plan provides funding and support to eight regional museums, galleries and historic sites. That certainty and stability allows these cultural sites to plan their work more effectively and to continue to enrich our communities through history, art and science. The cultural sites — in Mackenzie, Prince George, McBride and Valemount — give local residents and visitors the opportunity to learn about our past, they help celebrate and interpret community milestones, and they entertain and educate.

2018 TOURISM STATISTICS & PERFORMANCE INDICATORS

BC FERRY TRAFFIC* on the Port Hardy to Prince Rupert Route was down by 4.7 percent, carrying just under 43,000 passengers.

HIGHWAY TRAFFIC VOLUME* on Route 97, north of Marguerite Ferry Crossing Rd, was up 1.8 per cent to 1,062,540.

VISITOR VOLUME AT VISITOR INFORMATION CENTRES*

decreased in the RDFFG's four major communities in 2018 when compared to the previous year. This decrease is likely due to abnormally high numbers in 2017; that year's wildfire season drew many visitors and evacuees into Visitor Information Centres looking for road closure updates.

	2018	2017	Change
Mackenzie ¹	10,455	10,913	-4.2%
McBride	22,154	22,529	-1.7%
Prince George	12,443	15,155	-17.9%
Valemount ²	22,546	27,904	-19.2%

¹ open seasonally May to mid-September
² open seasonally May to Thanksgiving

AIRPORT PASSENGER VOLUME* was up 1.5 per cent at the Prince George Regional Airport to 506,486.

THE HOTEL OCCUPANCY RATE* for Prince George was down 1.3 per cent to 65.8 per cent, while the **AVERAGE DAILY ROOM RATE*** increased 1.1 per cent to \$123.

"2018 saw a drop in the overall number of visitors to the Prince George Visitor Centre, largely due to the significant reduction in wildfire evacuees in the city compared to 2017. Additionally, there were no major road closures in 2018, the main contributing factor to the boost in visitation the previous year. Because of this, visitors were able to move through the Prince George area to their next destination freely without needing to stop and find out which routes were open to them. In July 2018, we welcomed 2,860 people to the Visitor Centre, compared to 4,217 in 2017. Despite the anomaly of 2017, our visitation numbers are on the rise, as 1,614 people came through the Visitor Centre in 2016. We anticipate this trend will continue into 2019."
– Erica Hummel, CEO, Tourism Prince George

*All statistics provided by Destination BC, for the period January - December 2018



credit: District of Mackenzie/Channel Collective

Conclusions

Overall, visitor attendance at the RDFFG’s eight funded cultural sites decreased by nine per cent in 2018 to over 175,000 people. Nearly 9,500 school children also visited, an marked increase of approximately 16 per cent when compared to 2017.

As expected, local and regional residents continue to make up the majority of visitors to the attractions; however, the low Canadian dollar makes travel within our country and region attractive to both American and international visitors.

The leadership and staff at The Exploration Place, Two Rivers Gallery, Central BC Railway & Forestry Museum, Huble Homestead, Mackenzie & District Museum, Valley Museum & Archives, Whistle Stop Gallery and Valemount Museum continued to work hard during 2018 and they delivered quality visitor experiences, contributing to the ongoing success of their cultural sites.

Combined Statistics for the RDFFG’s Eight Funded Cultural Sites

	2018	2017	Change
Visitors	176,185	193,799	-9.1%
Est. outreach contacts ¹	36,991	38,598	-4.2%
Memberships	1,992	2,054	-3.0%
Jobs (full & part time)	69	71	-2.8%
Summer students	36	34	+5.9%
School children visits	9,434	8,138	+15.9%
Volunteers	426	453	-6%
Volunteer hours	9,503	11,362	-16.4%
Artifacts, images, documents donated	987 ²	586	+68%

¹ includes visits to schools and special events off-site
² plus 8 linear feet of documents in archival banker boxes

CULTURAL MARKETING PROGRAM

Launched in 2008, the cultural marketing program collectively promotes the eight cultural sites funded by the RDFFG. Barkerville Historic Town and Park and the Fort St. James National Historic Site, who have been partners in the marketing program since 2010, pay to participate in the program.

Each year promotional tactics have included a quarterly newsletter, a website, advertisements, brochures, displays, videos and other marketing initiatives. The program has been known as the Golden Raven and the ten participating cultural sites feature branded exterior signage and display the other partners' brochures for cross-promotion, encouraging longer stays in the RDFFG and supporting regional travel.

Approximately \$75,000 was spent on the cultural marketing program during 2018. This included print, television, radio and online advertising, as well as other promotional activities. As in previous years, a Golden Raven brochure was printed offering discounts and coupons for all the cultural sites and it was distributed at hotels, RV parks and Visitor Centres throughout the region.

Print advertisements appeared in the Northern BC and Tourism Prince George visitor guides, YellowheadIt and RV West Magazines, the Milepost, and other local and regional publications. The quarterly Golden Raven newsletter was distributed across Northern BC to museum and gallery members, Visitor Information Centres, doctor's offices and hotels. Quantities varied depending on the season, ranging from 3,200 copies for the winter issue and increased up to 6,700 copies in the summer when all the cultural sites, RV parks and other seasonal facilities are open.

Another key tactic was the Golden Raven Discovery Pass which first launched in 2016. The RDFFG partnered with the Prince George Public Library to make it easier for residents to explore the ten Golden Raven museums, galleries and cultural attractions. Similar cultural pass programs are offered at public libraries in Vancouver, Toronto, Hamilton and Ottawa. The Discovery Pass is valid for general admission for any combination of up to four adults or children over a loan period of two weeks. The program has been extended throughout the RDFFG and surrounding areas and passes can also be borrowed at public libraries in Mackenzie, McBride, Valemount, Wells and Quesnel. The RDFFG received a Service Award in early 2018 from the Prince George Public Library as part of the Jean Clark History Awards, recognizing the success of the Discovery Pass program over the past year.

Rebranding

A review of the Golden Raven marketing program was undertaken in 2017 and completed in early 2018. Staff and managers from the participating cultural sites were interviewed, as were other cultural stakeholders. In addition, the review included a telephone survey of residents in the region. Overall the review concluded that while there was good support for the cultural attractions within the RDFFG, the awareness of the Golden Raven brand needed to be improved. A brand refresh and a new direction was needed to market more effectively and stay current with promotional trends, especially online and within the world of social media. A new brand, Northern Routes Cultural Experience, was developed and is now being implemented at the cultural sites and across all promotional platforms.



Get ready to

Have fun

AT NORTHERN BC'S PREMIER MUSEUMS
GALLERIES & CULTURAL ATTRACTIONS

Northern Routes, is bold and fun. It aims to connect with people, particularly young families with children, in an engaging way, highlighting that there is always something to see, do or learn at the RDFFG's funded museums, galleries and cultural attractions. The new brand identity was selected to better unite the ten diverse cultural sites and experiences through their most commonly identified characteristic which is their location. The name Northern Routes also embraces the geographic reach the cultural sites have within Northern BC, and emphasizes that arts, culture and heritage are best discovered by traveling and exploring the RDFFG and surrounding areas.

Looking ahead to 2019

With the foundational elements of the brand in place and approved by the Cultural Services Advisory Committee, developing a full set of new marketing tools was a focus for late 2018 and into 2019.

Work on a new website, northernroutes.ca, commenced in late 2018 for a launch in early 2019. The design will reflect input received from the Cultural Services Advisory Committee's Marketing Sub-Committee. The website will feature a strong emphasis on promoting special events and blog content, and will also provide detailed information for all the participating cultural attractions.

Northern Routes will also have a strong presence on social media, focusing on two channels – Facebook and Instagram. The existing Golden Raven Facebook page will be renamed and a new Instagram page will be launched. Regular posts will be made on these channels to maintain a solid profile and foster and engage with a growing online community. Social media will also be a key tool in advertising special events through a specially developed campaign called "Meet You There".

CURATORIAL SUPPORT

The Exploration Place and Two Rivers Gallery both provide curatorial expertise and support to other RDIFFG funded cultural sites as a requirement of their funding agreements. The cultural sites all continue to have strong working relationships and offer support to each other.

Two Rivers Gallery's assistance includes methods to properly display and protect paintings, and The Exploration Place has a leadership role in the development of a digital database for public access to artifacts, and on the digitization and cataloguing historical records.

Two Rivers Gallery's Regional Travelling Exhibition for 2018

was *Hold Fast/Let Go – Reflections on Home & Family* by Frances Gobbi, Mo Hamilton and Catherine Ruddell as follows:

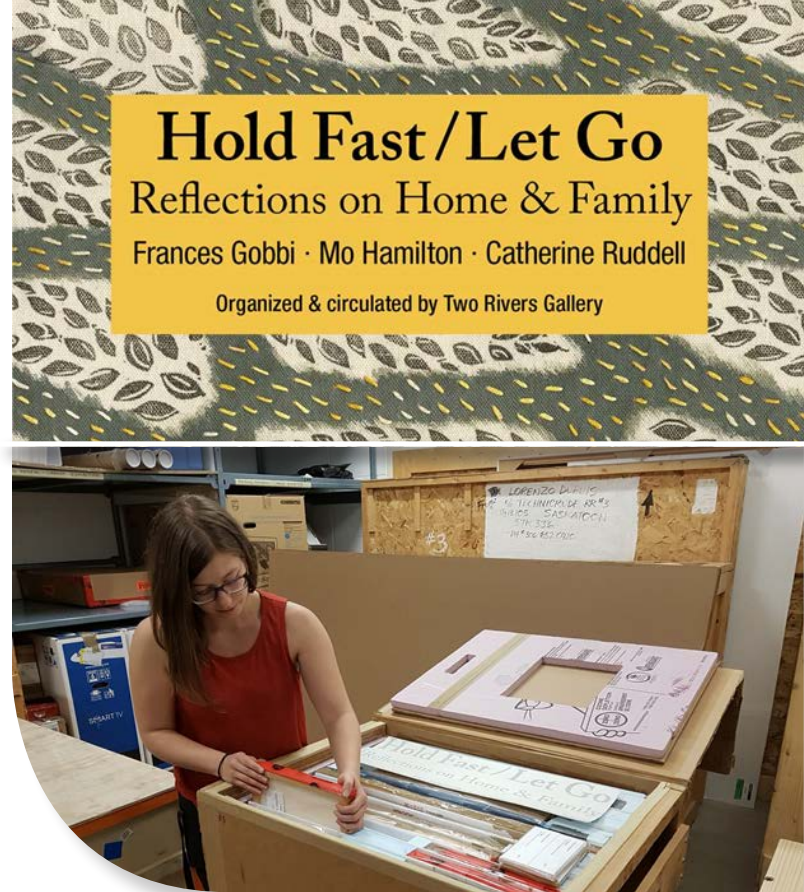
- June 28 – July 29 at Notable Expressions, Mackenzie Art Centre
- August 17 – September 16 at the Valemount Museum & Archives
- September 28 – October 28 at the Valley Museum & Archives in McBride

The exhibition brought together three bodies of work with different investigations on home and family. Francis Gobbi's geometric watercolour and graphite compositions, modeled after the biblical quilt pattern 'Storm at Sea', tell of navigating the challenges of home-life and motherhood, and reconciling personal beliefs with those instilled during her upbringing. Mo Hamilton's intimate block prints depict houses in curious scenarios, often symbolic of transition. Her work positions home as an experience that is deeply individual and constantly in flux. Catherine Ruddell's block printed and embroidered canvases of patterns of various plants are inspired by her maternal grandmother's stories and her own upbringing in Fort St. John. Her work highlights the role that place and family history play in the forming of identity.

Opening receptions were held in each of the three communities with the artists in attendance and a printmaking workshop was also held in McBride. Two Rivers Gallery is committed to circulating quality exhibitions throughout the RDIFFG and is thankful for the financial support to do so.

Other local and regional outreach undertaken by Two Rivers Gallery in 2018 included activities at:

- Pioneer Days, McBride
- Canada Day, Lheidli T'enneh Memorial Park
- Summerfest, Prince George
- BC Days, Lheidli T'enneh Memorial Park
- Active Living Market, Prince George (twice annually)
- Career & Volunteer Fairs, UNBC & CNC
- New Student Welcome Fairs, UNBC & CNC
- Bike to Work Week
- UNBC Green Days
- Winterfest, Prince George
- YMCA Healthy Kids Fair, Prince George
- PGYSA Active Start Mini Fest, Prince George
- Spring Arts Bazar, Studio 2880
- Back to School Event, Prince George
- Day of Cultures, Prince George



Hold Fast / Let Go
Reflections on Home & Family
Frances Gobbi · Mo Hamilton · Catherine Ruddell
Organized & circulated by Two Rivers Gallery

CULTURAL SITES' ACTIVITIES





At The Exploration Place Museum & Science Centre visitors can discover local history, explore hands-on science and enjoy regularly changing exhibits. The museum has a licensed daycare and after school program with its own vehicles to transport children, and a community gardening program nearby at Lheidli T'enneh Memorial Park is offered for children enrolled in the museum's after school care and summer camp programs. In the summer months The Exploration Place also operates the Fort George Railway, along with an ice cream stand in the train station. There is also a well-stocked gift shop in the museum offering souvenirs, snacks and beverages.

The museum is open year round, seven days per week and in 2018 had 20 full time staff, eight part time staff and eight summer students.

2018 Highlights

The Exploration Place is passionate about advocacy. The museum was thrilled to host the 16th Annual Canadian Association of Science Centre's Conference which brought nearly 130 delegates from across the country to Prince George for a three-day conference with engaging learning sessions, keynote speakers and special events including a welcome reception, tradeshow and the National CASCADE Awards Gala. Museum staff also published articles locally, provincially and internationally and has been working with the BC Museum Association, the Canadian Museum Association and CASC to advance the industry as a key player in cultural and scientific literacy. Also active in media relations, The Exploration Place received an outstanding amount of coverage during 2018, from defending the relevance of museums to taking on McDonald's, and from clarifying their archives' role to sharing our collective stories.

The Little Prince Steam Engine treated 12,291 passengers to rides around Lheidli T'enneh Memorial Park. During the 2018 season 51 days were non-operational given mechanical issues and wildfire risks. During these wildfires, The Exploration Place supported evacuees displaced by wildfires for the second year in a row, offering 554 complimentary admissions.

Ongoing Programming & Special Events

- Coding & Tech Up
- Adult Speaker Series
- Symbiosis STEAM Ecosystem & Women in STEM
- Science World MOU & Community Science Celebrations
- Way Late Play Dates
- Heritage Fair
- Rotten Pumpkin Festival

Exhibits

- Super Cells – The Power of Stem Cells
- Terry Fox: Running to the Heart of Canada
- Local Freemasons
- Ben Ginter
- Robert Bateman

THE EXPLORATION PLACE MUSEUM & SCIENCE CENTRE

The Exploration Place continues to have a relationship of trust with the Lheidli T'enneh. With an MOU in place, the museum houses cultural material, photographic and digital resources, and the award-winning Hodul'eh-A Exhibit. Repatriation and reconciliation projects are underway with many local First Nations and partners like the Royal BC Museum and the Royal Ontario Museum to start the process of bringing cultural artifacts home.

School programs were also extremely successful with over 5,000 participants, a 45% increase over 2017. The childcare program also remains popular and has also been reinvigorated with a new approach positioning it as an Integrated Learning program.

2019 Plans

An important focus for The Exploration Place in 2019 and into 2020 will be sourcing funding for and implementing a new database system as the Adobe Flash technology supporting current one is discontinued.

The Exploration Place is also excited to co-host the BC Museum Association's Conference in Prince George in September along with other RDFFG cultural attractions.

	2018	2017	Change
Visitors	92,211	103,197	-10.6%
Train passengers	12,291	18,628	-34.0%
Memberships	1,170	1,242	-5.8%
Volunteers	15	49	-66.7%
Volunteer hours	1,423	1,576	-9.7%
Admission revenue ¹	\$642,050	\$688,781	-6.8%
Fundraising revenue ²	\$80,368	\$118,318	-32.1%
Gift Shop sales ³	\$135,932	\$194,866	-30.2%
RDFFG grant	\$780,000	\$770,000	+1.3%
Other grants	\$283,285	\$188,095	+50.1%
Total operating budget	\$2,077,005	\$1,957,494	+6.1%

¹ Includes program & membership fees

² Includes special events, sponsorships & donations

³ Includes food & ice cream sales



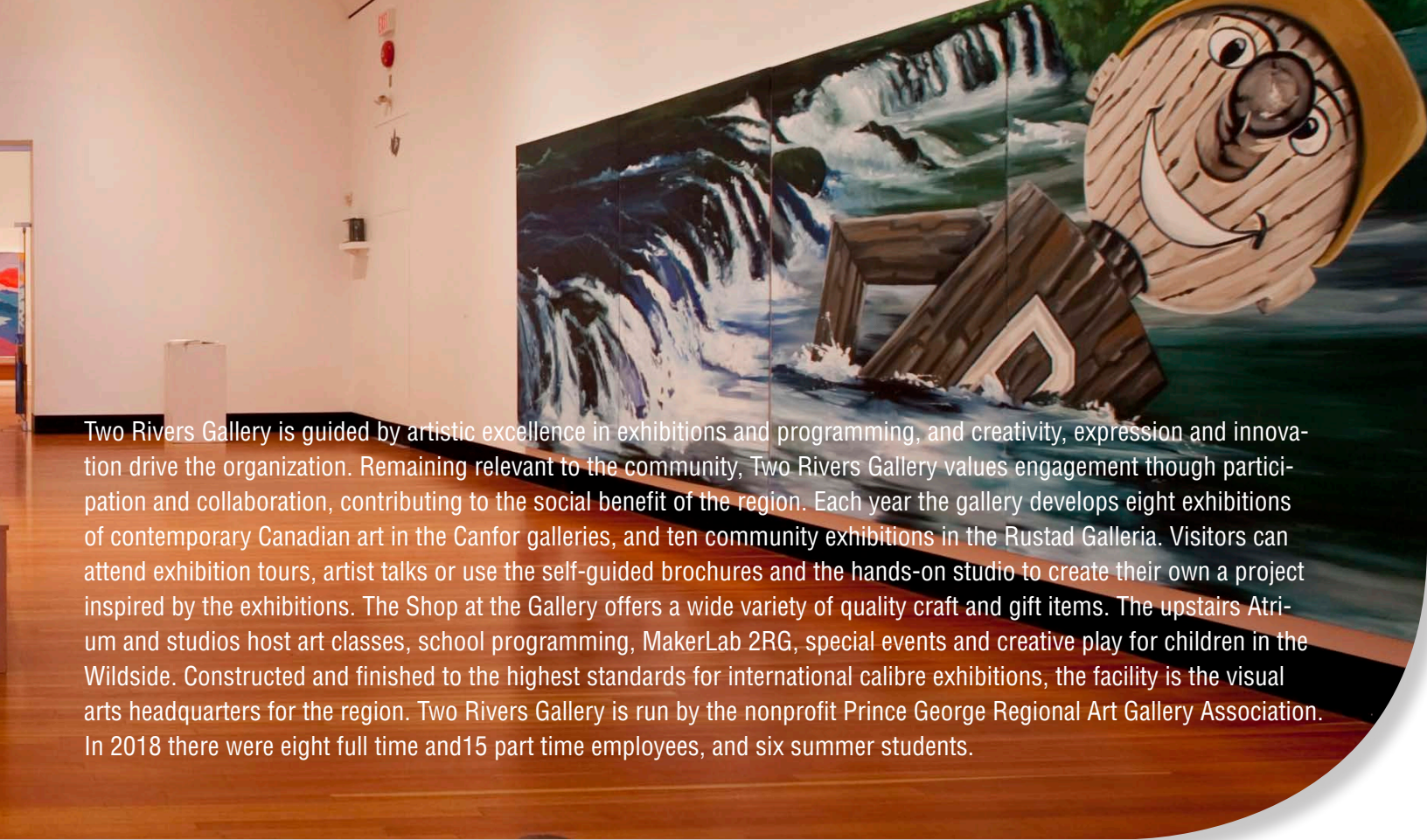
TWO RIVERS GALLERY



2018 Highlights

For Two Rivers Gallery, 2018 was a great year of non-stop exhibitions, programs and events made possible by secure funding, a solid team and an engaged community.

The gallery reached out by involving new audiences and starting in January 2018, complimentary admission was offered to those who self identify as Indigenous as a way to honour the peoples who have lived in this territory and country for thousands of years, and as a commitment to build relationships based upon respect, recognition of culture and a shared desire to work together. In 2018, 228 people made use of this program. In February the Two Rivers Gallery team travelled to the Nisga'a territory to take in Hobiye and shortly after the Executive Director of the Nisga'a Museum presented at Two Rivers Gallery's Annual General Meeting. A recent change in management at their museum postponed plans to host an exhibition of Nisga'a art, however, Indigenous Curator Rose Spahan will co-curate a 2019 exhibition on reconciliation with Two Rivers Gallery.



Two Rivers Gallery is guided by artistic excellence in exhibitions and programming, and creativity, expression and innovation drive the organization. Remaining relevant to the community, Two Rivers Gallery values engagement through participation and collaboration, contributing to the social benefit of the region. Each year the gallery develops eight exhibitions of contemporary Canadian art in the Canfor galleries, and ten community exhibitions in the Rustad Galleria. Visitors can attend exhibition tours, artist talks or use the self-guided brochures and the hands-on studio to create their own a project inspired by the exhibitions. The Shop at the Gallery offers a wide variety of quality craft and gift items. The upstairs Atrium and studios host art classes, school programming, MakerLab 2RG, special events and creative play for children in the Wildside. Constructed and finished to the highest standards for international calibre exhibitions, the facility is the visual arts headquarters for the region. Two Rivers Gallery is run by the nonprofit Prince George Regional Art Gallery Association. In 2018 there were eight full time and 15 part time employees, and six summer students.

The Uncork and Unwind events and Try It Tuesdays were popular ways to reach out and give participants an opportunity to create. Through these programs, and many other educational offerings, Two Rivers Gallery made a concerted effort to connect activities to exhibitions, something which will happen even more in 2019. While exhibitions are an opportunity to showcase the work of contemporary Canadian artists, not everyone has a chance to see every show. Through a catalogue program Two Rivers Gallery extends its reach outside the region and six catalogues were published in 2018 featuring artists Tammy Salzl, Allyson Glenn, Lou Lynn, Mitchel Wiebe and Ruth Beer (in collaboration with the Reach Gallery), and the regional outreach exhibition featuring local artists Mo Hamilton, Catherine Ruddel and Frances Gobbi.

Through exhibitions and programs Two Rivers Gallery continues to engage local communities with authentic experiences. Highlights include Prince George artist Kim Stewart's artist's talk which attracted well over 100 people and a curatorial tour of the Lawren Harris exhibition with Curator of the Vancouver Art Gallery Ian Thom. As always, the gallery is proud to organize BMO KidzArt Days and involve young people and families in dozens of creative activities. Over 12,000 people participated in the 29th

	2018	2017	Change
Visitors	39,963	39,775	+0.5%
Memberships	480	482	-0.5%
Volunteers	115	122	-5.7%
Volunteer hours	2,250	2,030	+10.8%
Admission revenue ¹	\$202,007	\$230,290	-12.3%
Fundraising revenue ²	\$162,955	\$125,316	+30.0%
Gift shop sales	\$60,197	\$62,874	-4.3%
RDFFG grant	\$500,000	\$500,000	-
Other grants	\$456,247	\$376,817	+21.1%
Total operating budget	\$1,353,405	\$1,288,721	+5.2%

¹ Includes education & program revenue
² Includes special events, sponsorships & donations



KidzArt Dayz event. Highlights were Vancouver based artist and designer Jenny Hsieh to creating a branding illustration for the event and bringing in Regina artist Terry Fidelak to build a clay installation with the public.

Two Rivers Gallery continues to work to enhance its capacity to operate effectively and efficiently. In January the gallery received \$60,000 over three years of funding from the Natural Science and Engineering Research Council for MakerLab programming and later in 2018 received another \$10,000 from NSERC for Maker projects. This funding enabled Two Rivers Gallery to hire a full time MakerLab Coordinator and expand the team. A partnership with Emily Carr University of Art and Design not only funded the residency with Terry Fidelak, but with ECUAD's support Two Rivers Gallery brought four artists to Prince George for talks and involved artists Benny Zenga and Emily Smith in the Maker Experience and Mini Maker Faire.



Much of 2018 has been spent not exactly enhancing Two Rivers' building but maintaining an eighteen year old art gallery and finding ways to manage the growing maintenance costs of over \$70,000 and utilities costs of over \$100,000. The gallery conducted internal analyses of occupancy expenses and with help from the City of Prince George they installed a capacitor so monthly surcharges are no longer paid.

The gallery continues to inspire, acting as a catalyst for creativity in the community. 2018 marked the fifth anniversary of MakerLab. Through MakerLab they collaborated with The Exploration Place, Science World, School District 57 and Emily Carr University of Art & Design on special events including a Maker Experience for grade 5 students during May. In September the gallery welcomed the fourth cohort of MakerLab Youth Immersion students and celebrated the exhibition featuring the youth and mentors from 2017/18. Children and family programs are, as always, an extremely important part of what Two Rivers Gallery does. Through school programming, events, Sunday Open Studios, classes and Creativity Camps the gallery encourages creative thought, experimentation and expression. Artists exhibiting in the main galleries also meet with art and design students from the College of New Caledonia, inspiring young artists and Rustad Galleria exhibitions often provide a first exhibition experience for emerging artists.

Two Rivers Gallery looks forward to continuing to celebrate artistic excellence and encouraging creative explorations in 2019.



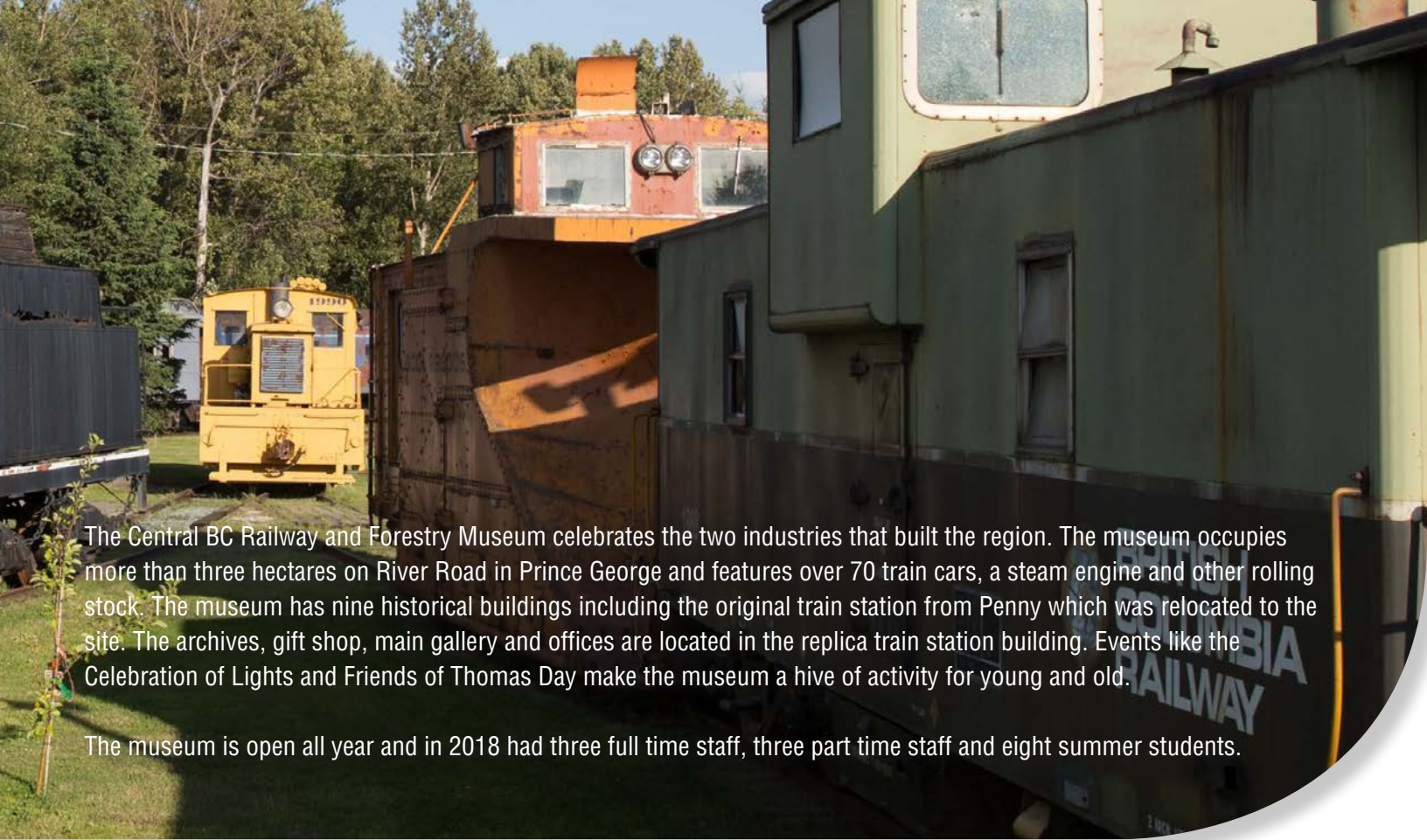
CENTRAL BC RAILWAY & FORESTRY MUSEUM

2018 Highlights

2018 was a year of growth for the Central BC Railway & Forestry Museum, staff and volunteers and it was filled with activity, events and special projects. The year started as a ColdSnap venue and finished on a high note with the Celebration of Lights. Outreach included taking the Cottonwood mini-train to several locations, including two new events in Hixon and Prince George, participating in Farmfest for the first time, to show off produce from the gardens and Urban Orchard and share information on heritage railway gardens. The Museum also attended Two Rivers Gallery Mini-Maker Fair to help kids build telegraph keys and learn about Morse code. There was also a significant increase in the number of birthday parties, school programs and facility rentals. Large scale events hosted included the Freemason Grand Lodge Barbeque for 400 people and two special events for CN, each with over 300 attendees.

Two part time staff joined the museum family in 2018, a Curator and an Event Coordinator. Staff participated in a number of training and networking events including Destination BC's Remarkable Experiences, the International Women's Breakfast, Heritage BC's Conference and the BC Museum Association's Conference. Increased funding for eight summer students, along with more volunteers, made a big impact in what could be accomplished over the summer months. Students produced an exhibit on the history of train robberies, and volunteers assisted with construction, renovation, restoration and maintenance projects.

Upgrades and general maintenance in the park was extensive and included work on wireless internet, lighting, sprinklers and alarms, re-roofing the Heritage Display and Maintenance buildings, moving and installing the Island Cache School House, and painting in several buildings. Artifacts were also repaired and restored including the A6 BC Rail speeder, the Tie Crane Speeder, a box car at Fox's Hollow for curatorial storage and the McCormick Deering Tractor. Work on the mini-rail included upgrading and lifting track.



The Central BC Railway and Forestry Museum celebrates the two industries that built the region. The museum occupies more than three hectares on River Road in Prince George and features over 70 train cars, a steam engine and other rolling stock. The museum has nine historical buildings including the original train station from Penny which was relocated to the site. The archives, gift shop, main gallery and offices are located in the replica train station building. Events like the Celebration of Lights and Friends of Thomas Day make the museum a hive of activity for young and old.

The museum is open all year and in 2018 had three full time staff, three part time staff and eight summer students.

2019 will see much progress with the new Curator managing curatorial summer students and focusing on completing an in-depth inventory of the rail cars and the artifacts held within them. The reorganizing of the library, curatorial and archive space will continue and a new collections plan will be implemented. Through a partnership with UNBC, an intern will be researching the Island Cache to help create the narrative framework for the community and the Island Cache School House at the Museum.

2019 Plans

Repairs to the fleet of mini-rail equipment to prevent further wiring failures are ongoing. Many parts and rewiring are needed to maintain these units which travel a surprising number of kilometers each year.

	2018	2017	Change
Visitors	12,986	19,533	-33.5%
Memberships	36	40	-10.0%
Volunteers	68	61	+11.5%
Volunteer hours	2,096	1,232	+70.1%
Admission revenue ¹	\$85,793	\$81,586	+5.2%
Fundraising revenue ²	\$2,132	\$5,434	-60.7%
Gift shop sales	\$22,483	\$19,204	+18.2%
Food sales	\$14,887	\$9,722	+53.1%
RDFFG grant	\$195,000	\$190,000	+2.6%
Other grants	\$50,309	\$29,282	+71.8%
Total operating budget	\$329,797	\$359,724	-8.3%

¹ Includes mini-rail

² Includes special events & cash donations



2018 Special Events

- May: Spring on the Homestead
- June: Seniors' Day, Homicide on the Homestead and Sherlock Saturday
- July: Dominion Day, Kids' Carnival and Scavenger Saturday
- August: Homestead Days and Sherlock Saturday
- September: Potato Festival, Homicide on the Homestead and Scavenger Saturday
- October: Thanksgiving and Halloween Spooktacular

2019 Plans

The year ahead will be one of transition with new team members and several key projects to focus on. The new caretaker and his family have been living on-site since September and have proven to be valuable, going above and beyond for Huble Homestead, and will be a key part of the return of the sheep program and future maintenance of the site. The children's book on the Lheidli T'enneh and the Fish Camp is back on track with two local artists committed to the project, the Huble House and the General Store will be repainted, and the back shed will be revitalized.

	2018	2017	Change
Visitors	8,068	7,707	+4.7%
Memberships	50	41	+22.0%
Volunteers	106	92	+15.2%
Volunteer hours	1,245	878	+41.8%
Admission revenue	\$15,166	\$13,850	+9.5%
Fundraising revenue ¹	\$3,717	\$6,653	-44.1%
General Store revenue	\$31,359	\$27,386	+14.5%
RDFFG grant	\$195,000	\$190,000	+2.6%
Other grants	\$92,612	\$78,766	+17.6%
Total operating budget	\$347,766	\$332,206	+4.7%

¹ Includes off-season special events



MACKENZIE & DISTRICT MUSEUM

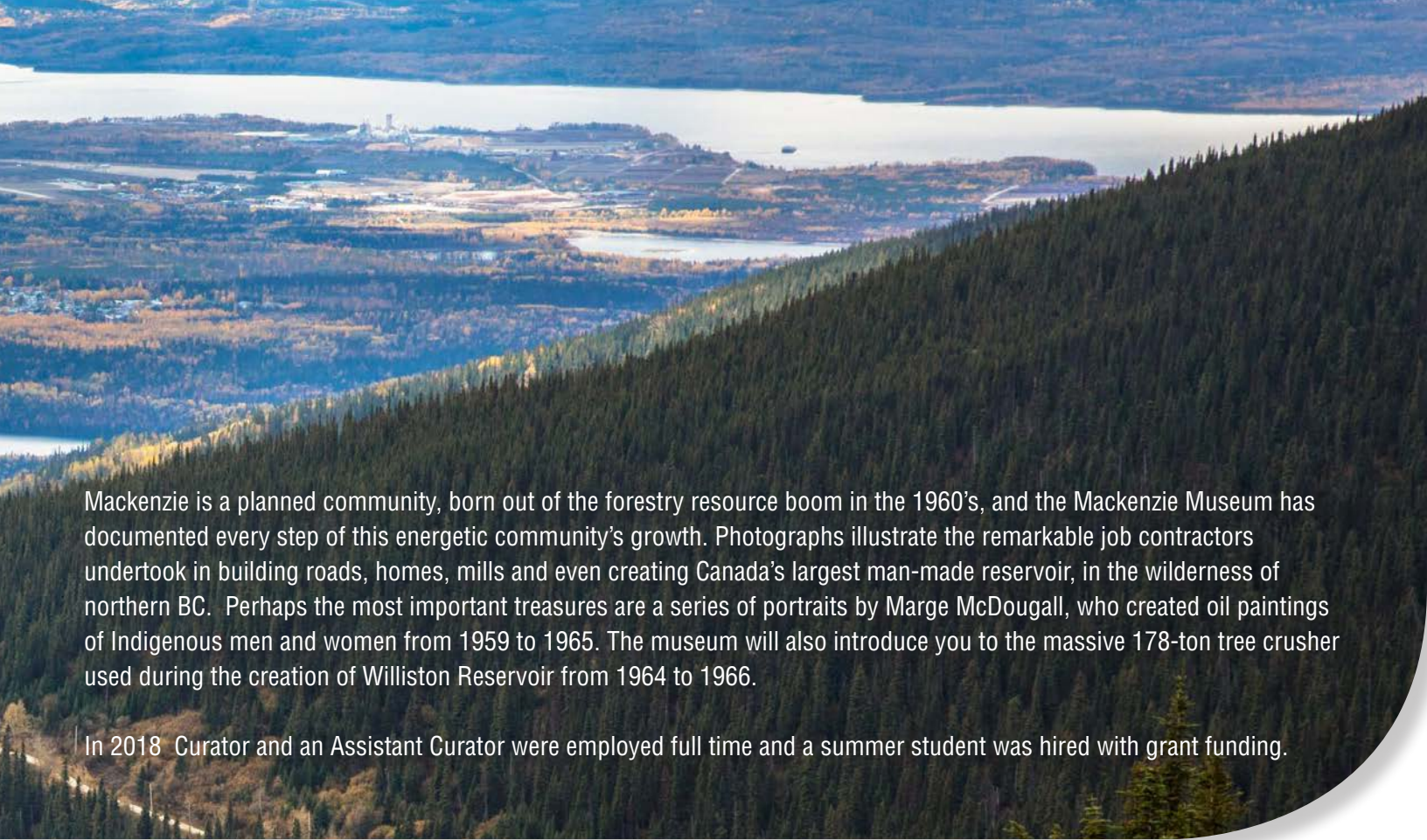
2018 Highlights

Digitization continued to be a major undertaking for the Mackenzie Museum during 2018. Having an Assistant Curator was beneficial, allowing the Curator to focus on digitizing archival documents and artifacts, including the Mackenzie Times newspaper negatives. Unfortunately, the Assistant Curator resigned in June 2018 and the position remained vacant. There was some temporary staffing support over the summer months as funding for one student was approved.

Visitor numbers for 2018 were relatively consistent with 2017 and just over 1,000 people visited the Mackenzie Museum.

Facebook continues to be a strong tool for the museum with an online community of 1,079 followers, an increase of 140 over 2017. Posts are made consistently and the “Photo of the Week” is a popular feature that engages followers and ties back into the digitization project which provides a greater inventory of images to choose from.





Mackenzie is a planned community, born out of the forestry resource boom in the 1960's, and the Mackenzie Museum has documented every step of this energetic community's growth. Photographs illustrate the remarkable job contractors undertook in building roads, homes, mills and even creating Canada's largest man-made reservoir, in the wilderness of northern BC. Perhaps the most important treasures are a series of portraits by Marge McDougall, who created oil paintings of Indigenous men and women from 1959 to 1965. The museum will also introduce you to the massive 178-ton tree crusher used during the creation of Williston Reservoir from 1964 to 1966.

In 2018 Curator and an Assistant Curator were employed full time and a summer student was hired with grant funding.

An outreach program, started in 2017 with Wildlife Infometrics at McLeod's Lake Historical Post, continued in 2018. The Mackenzie Museum worked with 60 participants consisting of 47 children and 13 adults at the site. The school outreach program brought 55 children from the community of Mackenzie and 16 accompanying adults into the museum as well.

Other activities undertaken by the Mackenzie Museum included attending the BC Museum Association's Conference in Kelowna with a workshop on Indigenous Cultural Competencies.

2019 Plans

In the year ahead the Mackenzie Museum plans to grow gift shop sales and will increase the selection of products offered with Mackenzie-branded souvenirs and novelty items. The ability to handle both debit and credit card sales is essential and will be implemented.

	2018	2017	Change
Visitors	1,014	1,009	+0.5%
Memberships	45	67	-32.8%
Volunteers	13	14	-7.1%
Volunteer hours	349	460	-24.1%
Admission revenue ¹	\$1,058	\$1,067	-0.8%
Fundraising revenue	\$400	\$1,600	-75.0%
Gift Shop sales	\$951	\$1,213	-21.6%
RDFFG grant	\$35,000	\$35,000	-
Other grants	\$16,482	\$25,310	-34.9%
Total operating budget	\$56,866	\$65,293	-12.9%

¹ Admission is by donation



VALLEY MUSEUM & ARCHIVES





2018 Highlights

Extensive interior renovations were completed at the new museum and library building at 521 Main Street and the Valley Museum & Archives officially opened their doors in June 2018. Visitation has increased slightly over 2017 to 4,516 people in 2018, but during both years the museum was only open for six months given the planned move and renovations required.

During 2018 the Valley Museum & Archives started a new Facebook Business Page with 41 followers. This is in addition to the very active Living Legacies Facebook Group with 840 members that celebrates experiences and memories of life in the McBride and the surrounding Robson Valley. The museum undertook several shows in 2018 in their new space including the Great Migration, Here to There – The Story of McBride’s Hospitals, Mysteries at the Museum, and Hold Fast/Let Go, a traveling outreach project from Two Rivers Gallery. Make and Take workshops during the summer focused on traditional skills like crafting toys, wheat weaving, alcohol ink art, silk dyeing, and bannock, pasta and ice cream making. Free walking tours of McBride were also popular.

2019 Plans

In the coming year the Valley Museum & Archives will finalize plans for its outdoor space and begin the installation of large machinery and farming equipment. The goal is to have the space tell the history of the Robson Valley with farming, forestry and logging, railway, transportation, homesteading, hunting and trapping, mining and First Nations items. Hopefully, the exhibit will also include a small log cabin.

	2018	2017	Change
Visitors ¹	4,516	4,382	+3.0%
Memberships	67	49	+36.7%
Volunteers	84	87	-3.4%
Volunteer hours	1,144	4,216	-72.8%
RDFFG grant	\$35,000	\$35,000	-
Total operating budget	\$100,438	\$75,416	+33.2%

¹ Attendance estimated with laser-counter;
Museum closed for 6 months each year for renovations



WHISTLE STOP GALLERY

2018 HIGHLIGHTS

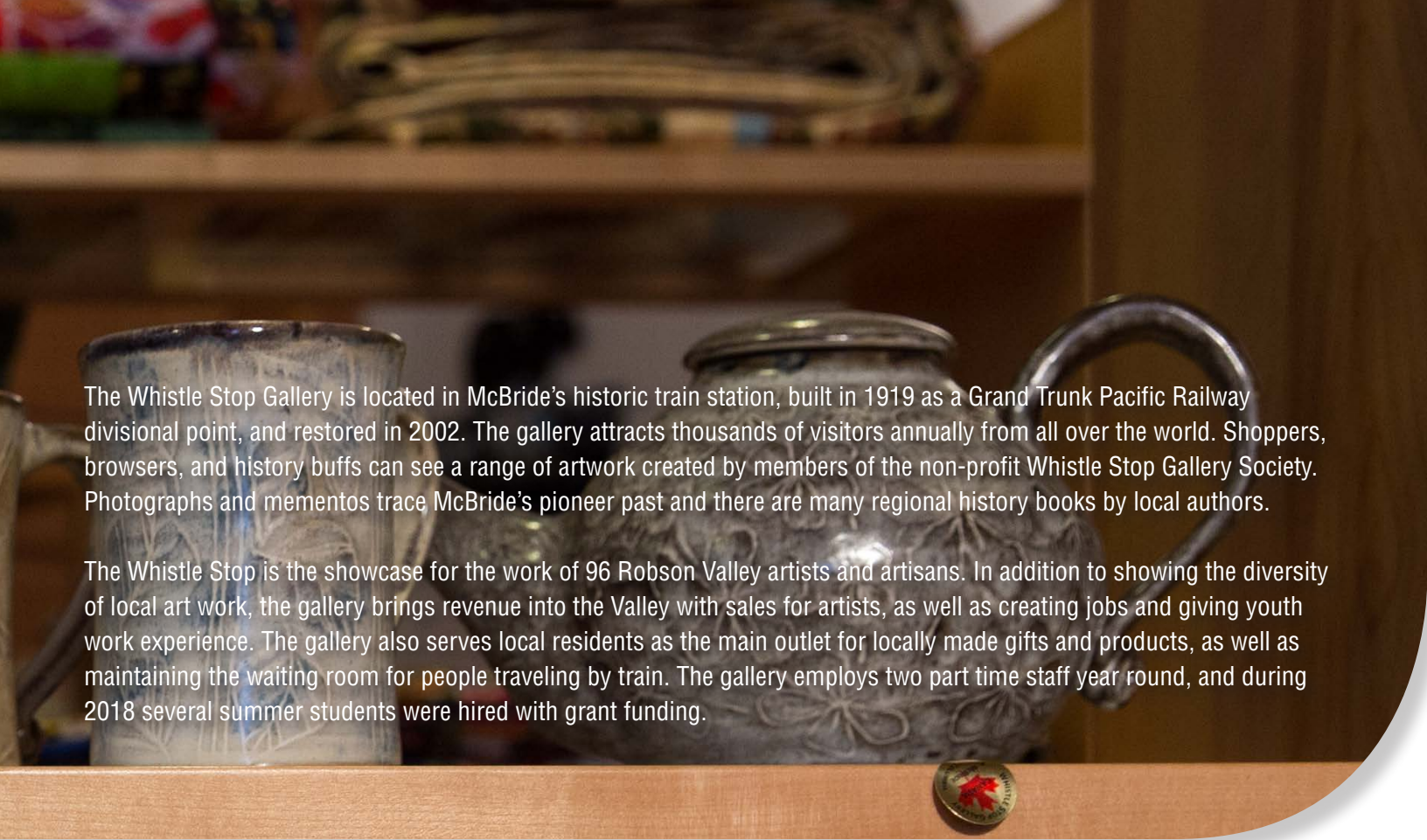
During 2018 the Whistle Stop Gallery continued to see strong visitor numbers and summer sales. The gallery now offers higher value items as the world economy, especially in the US, strengthens and local sales also picked up. The gallery continued to be diligent, reducing expenses and making the best use of resources, resulting in a small surplus. It will be used to cushion against unexpected expenses as the gallery operates on a bare bones budget.

A major funding boost came when Service Canada approved four students for 2018. After successful negotiations, the gallery hired three students, where one senior student's hours were extended in lieu of hiring a junior student. The students were all WorldHost trained and benefited from hands on experience during their placements, developing communication skills, multi-tasking abilities, and basic office and cash skills. The gallery also benefited from their enthusiasm, ideas and input, as the students performed extremely well.

The summer months were busy with daily hours extended 8am – 7pm, various outreach activities and collaboration on the Library's summer program the Robson Valley Explorers displaying the children's artwork. The gallery was also a stop of interest for the Pioneer Days Poker Run and a partner with the Library in hosting the Family Fun Festival on Canada Day.

In the Fall the Whistle Stop Gallery hosted a successful photography exhibit The Women of McBride and also





The Whistle Stop Gallery is located in McBride’s historic train station, built in 1919 as a Grand Trunk Pacific Railway divisional point, and restored in 2002. The gallery attracts thousands of visitors annually from all over the world. Shoppers, browsers, and history buffs can see a range of artwork created by members of the non-profit Whistle Stop Gallery Society. Photographs and mementos trace McBride’s pioneer past and there are many regional history books by local authors.

The Whistle Stop is the showcase for the work of 96 Robson Valley artists and artisans. In addition to showing the diversity of local art work, the gallery brings revenue into the Valley with sales for artists, as well as creating jobs and giving youth work experience. The gallery also serves local residents as the main outlet for locally made gifts and products, as well as maintaining the waiting room for people traveling by train. The gallery employs two part time staff year round, and during 2018 several summer students were hired with grant funding.

partnered with the Robson Valley Arts Council in the Ancient Forest Arts in the Park celebration. During the winter, the gallery participated in the Festival of Lights and Late Night Shopping events. Hours were also extended in the off season to 9am – 5pm daily. A number of artists have set up shop in the station on Saturday afternoons. From painters and authors to basket makers and photographers, they shared the making of their art with delighted visitors. As is the nature of artists, this was somewhat ad hoc, but every artist’s visit adds value.

2019 PLANS

Future plans include the development of an Arts Centre. The Whistle Stop Gallery has been working with the Village of McBride on upgrades for the heritage train station and a facilities assessment in order to move towards developing the second story of the building. As always, the determinant factor for this project is funding. There have been numerous meetings with community members, Village Council and staff for this project, and designs and reports have been created and submitted. The Whistle Stop Gallery is hopeful that this project will soon become a reality.

	2018	2017	Change
Visitors ¹	16,240	16,500	-1.6%
Memberships	106	103	+2.9%
Volunteers	19	21	-9.5%
Volunteer hours	900	940	-4.3%
Gift Shop sales	\$49,112	\$45,232	+8.6%
RDFFG grant	\$40,000	\$40,000	-
Other grants	\$17,894	\$16,224	+10.3%
Total operating budget	\$137,434	\$111,907	+22.8%

1 Attendance is estimated



The Valemout Museum, located in the Valemout Historic Railway Station, has something for every member of the family. The Museum has three levels in the main building with displays on rail camps and towns, a model railway, Japanese Internment Camp display, Valemout Pioneers and war heroes, Margaret McKirdy sculptures, James Vanslyk Art, a Pioneer Kitchen, Early Settlers stories and items, Outfitting and Trapper's Cabin display. Outside there is a restored CN Caboose and nearby in the Museum Annex is a display of logging and farming artifacts. The museum has a gift shop with locally published books and souvenir CN items. The staff includes an administrator and two summer students who help with exhibits, organizing events, guiding visitors, research requests, grant projects and run the Children's Heritage Summer Program.



2018 HIGHLIGHTS

Overall attendance at the Valemout Museum & Archives saw a decrease in 2018 to 1,187 people. The Children's Heritage Summer Program was well-supported with 24 children signed up. The Children's Program Coordinator, funded by Young Canada Works, was responsible for preparing and implating the weekly event with help from the Museum Assistant, and also worked on new content for the 2019 events.

The students also accessioned many photo files and created a file for the accession records, and produced a series of prints, photos and postcards from the Art Bowman collection to sell online and at the museum.

The annual Canada Day celebrations were attended by approximately 249 visitors along with Shirley Bond, MLA, Valemout Mayor Jeannette Townsend and local RCMP members in their Red Serge. The event was supported by a grant from the Village of Valemout for the cake and tent rental. Columbia Basin Trust also provided a \$1,000 grant to allow for free museum admission on the day.



VALEMOUNT MUSEUM & ARCHIVES

The annual Blueberry Tea, held in August, was tied to a yard sale in 2018 in an effort to better support attendance at the event. Unfortunately, wildfire smoke did hinder part of the day's event.

Two Rivers Gallery's travelling regional outreach exhibit Hold Fast/Let Go opened in August with artist Megan Hunter attending. A workshop planned with the artist was cancelled and in future years the museum will try to move the event and workshop into September to increase participation.

2019 PLANS

The Children's Heritage Summer Program will remain a priority focus for 2019, and Canada Day celebrations and the Blueberry Tea in August are planned.

The museum is also working with Celia Nord, Curator with the Simpcw First Nation to create a new First Nations exhibit in Fall 2019.

	2018	2017	Change
Visitors	1,187	1,696	-30.0%
Memberships	38	30	+26.7%
Volunteers	6	7	-14.3%
Volunteer hours	96	30	+320%
Admission revenue	\$2,706	\$3,506	-22.8%
Fundraising revenue	\$834	\$1,496	-44.2%
Gift shop sales	\$2,907	\$3,008	-3.4%
RDFFG grant	\$38,000	\$38,000	-
Other grants	\$9,451	\$8,883	+6.4%
Total operating budget	\$36,859	\$49,938	-26.2%





APPENDIX: CULTURAL SITES' FINANCIAL STATEMENTS



FRASER-FORT GEORGE MUSEUM SOCIETY
 (OPERATING AS THE EXPLORATION PLACE)

Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Assets		
Current assets:		
Cash	\$ 34,299	\$ 27,162
Accounts receivable (note 2)	9,418	4,192
Restricted cash (note 3)	13,813	68,878
Inventory (note 4)	70,320	59,957
Prepaid expenses	47,537	53,732
	<u>175,387</u>	<u>213,921</u>
Tangible capital assets (note 5)	320,850	383,946
Artifacts (note 6)	1	1
	<u>\$ 496,238</u>	<u>\$ 597,868</u>
Liabilities		
Current liabilities:		
Accounts payable and accrued liabilities (note 8)	\$ 186,491	\$ 235,060
Unearned revenue	13,813	50
	<u>200,304</u>	<u>235,110</u>
Deferred contributions (note 10)	-	68,257
Deferred capital contributions (note 11)	135,404	181,550
	<u>335,708</u>	<u>484,917</u>
Net assets:		
Unrestricted deficiency	(24,916)	(89,445)
Invested in capital assets (note 12)	185,446	202,396
	<u>160,530</u>	<u>112,951</u>
Contingency (note 13)		
Commitment (note 14)		
	<u>\$ 496,238</u>	<u>\$ 597,868</u>

See accompanying notes to financial statements.



FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Revenue:		
Amortization of deferred contributions (note 10)	\$ 155,257	\$ 60,901
Amortization of deferred capital contributions (note 11)	46,146	43,530
Donations	4,555	37,424
Grant - debt relief (note 17)	84,123	118,173
Grants	975,912	828,095
Memberships	106,942	110,605
Program fees and admissions	535,108	578,176
Shop	135,932	118,426
Special events	67,278	72,548
Sponsorships	13,090	8,346
	<u>2,124,343</u>	<u>1,976,224</u>
Expenses (Schedule 1)	<u>2,077,005</u>	<u>1,957,494</u>
Excess of revenue over expenditures before other income	47,338	18,730
Other income:		
Interest income	241	64
Excess of revenue over expenditures	47,579	18,794
Net assets, beginning of year	112,951	94,157
Net assets, end of year	<u>\$ 160,530</u>	<u>\$ 112,951</u>

See accompanying notes to financial statements.



FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Statement of Changes In Net Assets

Year ended December 31, 2018, with comparative information for 2017

	Unrestricted	Invested in tangible capital assets	Total 2018	Total 2017
Balance, beginning of year	\$ (89,445)	\$ 202,396	\$ 112,951	\$ 94,157
Excess (deficiency) of revenue over expenditures	119,404	(71,825)	47,579	18,794
Additions to tangible capital assets	(54,875)	54,875	-	-
Balance, end of year	\$ (24,916)	\$ 185,446	\$ 160,530	\$ 112,951

See accompanying notes to financial statements.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash provided by (used in):		
Cash flows from operating activities:		
Deposits	\$ 13,763	\$ (250)
Donations	4,555	37,422
Gift certificates	-	671
Grants	970,682	827,582
Interest and bank charges	(17,205)	(19,462)
Interest received	241	64
Memberships	106,942	110,605
Program fees and admissions	535,108	578,176
Programs and services	(731,030)	(668,305)
Shop	135,932	118,426
Special events	67,278	72,548
Sponsorship	13,090	8,346
Wages and benefits	(1,179,409)	(1,036,546)
	(80,053)	29,277
Cash flows from financing activities:		
Deferred capital contributions	-	80,000
Deferred contributions	87,000	87,000
	87,000	167,000
Cash flows from investing activities:		
Purchase of tangible capital assets	(54,875)	(110,926)
Net (decrease) increase in cash and cash equivalents	(47,928)	85,351
Cash and cash equivalents, beginning of year	96,040	10,689
Cash and cash equivalents, end of year	\$ 48,112	\$ 96,040
Cash and cash equivalents consists of:		
Cash	\$ 34,299	\$ 27,162
Restricted cash	13,813	68,878
	\$ 48,112	\$ 96,040

See accompanying notes to financial statements.



FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements

Year ended December 31, 2018

Fraser-Fort George Museum Society is incorporated under the Societies Act (British Columbia) and operates under the registered trade name The Exploration Place (“The Exploration Place”). It is responsible for the operation of the Fraser-Fort George Regional Museum, situated in Prince George, British Columbia. The Exploration Place is a non-profit organization under Section 149(1)(f) of the Income Tax Act and is a registered charity.

On November 28, 2016, the new Societies Act (British Columbia) became effective. The Society has transitioned to the new act.

1. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) Revenue recognition:

The Exploration Place follows the deferral method of accounting for contributions.

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

Investment revenue is recognized as revenue to the extent received or receivable.

(b) Inventory:

Inventory, consisting of gift shop items held for resale are recorded at the lower of average cost and net realizable value. Net realizable value is the estimated selling price in the normal course of business less the estimated costs to make the sale. The cost of inventories is comprised of directly attributable costs and includes the purchase price plus other costs incurred in bringing the inventories to their present location.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

1. Significant accounting policies (continued):

(b) Inventory (continued):

A provision is recorded when the cost of inventories is not estimated to be recoverable due to obsolescence, damage or permanent declines in selling prices. When circumstances which previously caused inventories to be written down no longer exist, the previous impairment is reversed. Management reviews the provision annually to assess whether, based on economic conditions, it is adequate.

(c) Tangible capital assets:

Tangible capital assets, if purchased, are recorded at cost, and if donated, are recorded at their estimated fair value at the time of donation. Assets that are under development and not in use are not amortized until such time as they are used. Amortization is computed on the straight-line basis at the following annual rates:

Asset	Rate
Computers and multimedia equipment	3 years
Displays	7 years
Leasehold improvements	3 years
Office furniture and equipment	5 years
Public gallery	7 years
Vehicles	7 years

Tangible capital assets that no longer provide long-term service potential for The Exploration Place are written down to the residual value, if any. When a tangible capital asset's carrying amount is written down, a corresponding amount of any unamortized deferred contributions related to the tangible capital asset would be recognized as revenue, provided that all restrictions have been complied with.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

1. Significant accounting policies (continued):

(d) Artifacts:

The artifacts of The Exploration Place are comprised of documents, pictures, textiles, 3D artifacts, and paleontology materials. The artifacts are shown as an asset at a nominal value of \$1 due to the practical difficulties of determining a meaningful value for the assets. Items purchased for the artifacts are recorded as an expense in the year of acquisition. Contributed artifacts items are not recorded in the books of accounts. All preservation costs are expensed in the period incurred. The artifacts are not amortized as these assets are rare and unique and have cultural and historical significance.

(e) Contributed services:

Volunteers contribute their time to assist The Exploration Place in carrying out its service delivery activities. Due to the difficulty of determining their fair market value, contributed services are not recognized in the financial statements.

(f) Statement of cash flows:

The statement of cash flows is prepared using the direct method. Under this method, assets, liabilities, revenue and expenses are adjusted for the effect of non-cash items. The Exploration Place considers currency on hand, demand deposits with financial institutions and all highly liquid investments purchased with a maturity of three months or less to be cash and cash equivalents.

(g) 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 reporting period. Items subject to such estimates and assumptions include allowance for doubtful accounts, unearned revenue and the carrying amount of tangible capital assets. Actual results could differ from those estimates.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

1. Significant accounting policies (continued):

(h) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Exploration Place has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the effective interest rate method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, The Exploration Place determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount The Exploration Place expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

2. Accounts receivable:

	2018	2017
Trade accounts receivable	\$ 9,418	\$ -
Sales tax receivable	-	2,200
Payroll advances	-	1,992
	\$ 9,418	\$ 4,192

3. Restricted cash:

Gaming and deposit funds are to be used for specific programs within the next year and are externally restricted.

	2018	2017
Gaming funds	\$ -	\$ 68,257
Interest	-	571
Deposit	13,813	50
	\$ 13,813	\$ 68,878

4. Inventory:

	2018	2017
Opening inventory	\$ 59,957	\$ 40,615
Purchases	72,750	76,407
Cost of sales	(62,387)	(57,065)
Ending inventory	\$ 70,320	\$ 59,957

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

5. Tangible capital assets:

			2018	2017
	Cost	Accumulated amortization	Net book value	Net book value
Computers and multimedia equipment	\$ 246,078	\$ 226,835	\$ 19,243	\$ 19,468
Displays	1,384,814	1,253,598	131,216	162,675
Leasehold improvements	131,752	111,014	20,738	325
Office furniture and equipment	550,894	401,477	149,417	200,662
Public gallery	375,912	375,676	236	816
Vehicles	110,469	110,469	-	-
	\$ 2,799,919	\$ 2,479,069	\$ 320,850	\$ 383,946

6. Artifacts:

The Exploration Place maintains an extensive collection of documents, pictures, textiles, 3D artifacts, and paleontology materials featuring life in the Regional District of Fraser-Fort George.

The Exploration Place acquires artifacts by purchase, gift and bequest.

7. Bank indebtedness:

The Exploration Place has an operating loan, authorized to \$30,000, bearing interest at prime plus 2.4%, at December 31, 2018 the interest rate is 5.85% (2017 – 5.60%) and secured by a general security agreement.

As at December 31, 2018, this facility remained unused.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

8. Accounts payable and accrued liabilities:

	2018	2017
Trade payables and accrued liabilities	\$ 106,025	\$ 146,278
Payroll and withholding taxes	43,256	44,395
Vacation and banked time	34,652	42,073
Provincial sales tax	2,558	2,314
	\$ 186,491	\$ 235,060

9. Unearned revenue

Unearned revenue represents funds received in connection with the Daycare program. The funds received are prepayments for daycare services to be delivered in the future. These prepayments will be recognized as revenue when the services are delivered.

10. Deferred contributions:

Deferred contribution reported relates to funding for operations and is held as restricted cash.

	Gaming	2018	2017
Balance, beginning of year	\$ 68,257	\$ 68,257	\$ 42,158
Restricted contributions	87,000	87,000	87,000
Amount amortized to revenue	(155,257)	(155,257)	(60,901)
	\$ -	\$ -	\$ 68,257

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

11. Deferred capital contributions:

	2018	2017
Balance, beginning of year	\$ 181,550	\$ 145,080
Capital contributions received	-	80,000
Amortization of deferred capital contributions	(46,146)	(43,530)
	\$ 135,404	\$ 181,550

12. Invested in tangible capital assets:

	2018	2017
Balance, beginning of year	\$ 202,396	\$ 217,155
Acquisition of tangible capital assets	54,875	110,926
Amount financed by deferred capital contributions	-	(80,000)
Amortization of tangible capital assets	(117,971)	(89,215)
Amortization of deferred capital contributions	46,146	43,530
	\$ 185,446	\$ 202,396

13. Contingency:

The Exploration Place is contingently liable as a guarantor of credit cards with a maximum credit limit of \$36,500 (2017 - \$37,100). The amount outstanding at December 31, 2018 is \$2,044 (2017 - \$3,477) and is recorded in accounts payable and accrued liabilities.

14. Commitment:

The Exploration Place is committed to rent the land and building it uses from the Regional District of Fraser-Fort George payable in annual payments of \$1 to August 2022. This amount is included in rental expense.

As at December 31, 2018, the fair value for this contributed service is not readily available, therefore the Society has elected to recognize these services at cost.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

15. Endowment fund:

The Exploration Place is the income beneficiary of a permanent endowment in the amount of \$25,440 (2017 - \$25,440) at the Prince George Community Foundation for the purpose of funding arts and cultural activities. These funds are not included in the asset balances of The Exploration Place.

During 2018, contributions of \$nil (2017 - \$nil) were made to this endowment fund.

The investment return on these funds is provided to The Exploration Place annually. In 2018, The Exploration Place received \$2,050 (2017 - \$2,462) in investment income from this endowment fund.

16. Financial risks and concentration of risk:

Financial risks:

a) Credit risk

The Exploration Place provides credit on a selective basis and has carried out specific procedures to minimize the risk. The majority of the receivables are from government bodies. Credit risk is considered to be nominal.

b) Interest rate risk

Interest rate risk is the risk that the value of The Exploration Place's assets and liabilities can change due to a change in interest rates. The Exploration Place considers interest rate risk related to financial instruments to be low because of their short-term nature.

c) Foreign exchange risk

The Exploration Place's functional currency is the Canadian dollar and major purchases are transacted in Canadian dollars. Foreign exchange risk is considered to be nominal.

FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

16. Financial risks and concentration of risk (continued):

d) Liquidity risk

Liquidity risk is the risk that The Exploration Place will encounter difficulty in meeting the obligations associated with its financial liabilities.

At December 31, 2018, The Exploration Place has financial liabilities of \$186,491 (2017 - \$235,060) and available financial assets of \$43,717 (2017 - \$31,354), a shortfall of \$142,773 (2017 - \$203,706). The shortfall has arisen as a result of unfunded capital expenditures and operating deficiencies in previous years.

The ability of The Exploration Place to continue to settle its financial liabilities when due is dependent on the timely receipt of funding from its granting agencies and on its ability to generate sufficient future operating surpluses from enhanced revenues and reduced expenditures. The Exploration Place prepares budgets and monitors performance against budget to aid it in re-establishing an appropriate level of liquidity.

Concentration of risk:

a) Industry

The Exploration Place operates a museum and is affected by general economic trends. A decline in economic conditions, consumer-spending levels or other adverse conditions could lead to reduced revenue.

17. Economic dependence:

The operations of The Exploration Place are economically dependent on the continuing financial support of the Regional District of Fraser-Fort George. In 2018, The Exploration Place received 38% (2017 – 38%) of its revenue from the Regional District of Fraser-Fort George. The Regional District of Fraser-Fort George considers debt relief funding for the loan held for the land and building in which The Exploration Place is situated as part of the financial support provided. During the year, \$84,123 (2017 - \$118,173) was provided through a reduction in the annual grant funding actually received. This financial support is considered non-repayable and is recorded in the statement of operations.



FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Notes to Financial Statements (continued)

Year ended December 31, 2018

18. Remuneration of directors, employees and contractors:

For the fiscal year ended December 31, 2018, The Exploration Place paid remuneration of \$75,000 or greater to two employees, whom received total remuneration of \$116,560 and \$76,488 respectively.

Remuneration paid to directors during the year ended December 31, 2018 was \$nil.

19. Related party transactions:

The Exploration Place paid in total \$73,650 (2017 - \$71,319) in wages expenses to direct family members of the management team.

The transaction is in the normal course of operations and is measured at the exchange amount, which is the amount of consideration established and agreed to by the related party.



FRASER-FORT GEORGE MUSEUM SOCIETY

(OPERATING AS THE EXPLORATION PLACE)

Schedule 1 - Expenses

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Advertising	\$ 16,632	\$ 18,650
Amortization	117,971	89,215
Bad debt (recovery)	-	(194)
Debt relief (note 17)	84,123	118,173
Exhibition and travel	835	1,274
Insurance	45,939	52,452
Interest and bank charges	17,205	19,462
Miscellaneous	100	-
Office and data processing	108,081	69,054
Professional fees	19,346	19,932
Program materials	58,069	51,871
Rental	58,069	75,957
Repairs and maintenance	60,567	69,750
Security and telephone	23,560	18,686
Shop merchandise	113,182	117,888
Special events	35,189	29,649
Training and development	20,323	13,036
Travel	37,049	54,175
Utilities	87,359	81,418
Wages and benefits	1,173,406	1,057,046
	\$ 2,077,005	\$ 1,957,494

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

STATEMENT OF OPERATIONS

For the year ended December 31, 2018

	<u>2018</u>	<u>2018</u>	<u>2017</u>
	Budget	Actual	Actual
	(Note 13)		
REVENUES			
GRANT REVENUES			
Regional District of Fraser-Fort George	\$ 510,000	\$ 510,000	\$ 500,000
Community Gaming	162,500	175,100	159,100
Education Programming (Schedule 4)	117,455	129,212	83,284
BC Arts Council	63,000	63,000	63,000
Exhibition Programming (Schedule 5)	76,213	60,997	58,133
Other Grants	9,800	12,438	13,800
Other Gaming Revenue	3,000	5,500	3,030
	<u>941,968</u>	<u>956,247</u>	<u>880,347</u>
PROGRAMMING REVENUE			
Education Programming (Schedule 4)	267,597	238,275	250,981
Gallery Shop (Schedule 3)	80,034	60,197	62,874
Development (Schedule 1)	90,638	65,912	60,886
Exhibition Programming (Schedule 5)	23,200	47,720	25,291
Facility Rental (Schedule 2)	19,625	13,055	18,448
	<u>481,094</u>	<u>425,159</u>	<u>418,480</u>
Amortization of Deferred Contributions Related to Equipment (Note 9)	<u>-</u>	<u>309</u>	<u>280</u>
	<u>1,423,062</u>	<u>1,381,715</u>	<u>1,299,107</u>
EXPENSES			
Education Programming (Schedule 4)	384,412	369,844	346,422
Administrative Expenses (Schedule 6)	326,921	309,979	289,477
Exhibition Programming (Schedule 5)	297,316	306,709	263,780
Administrative Wages and Benefits	249,315	235,252	245,533
Marketing	57,454	42,817	46,281
Gallery Shop - Cost of Sales (Schedule 3)	48,716	33,883	44,044
Gallery Shop - General and Administrative (Schedule 3)	25,326	26,268	25,068
Development (Schedule 1)	18,400	16,765	14,918
Facility Rental (Schedule 2)	1,625	695	760
Amortization	10,000	11,193	12,550
	<u>1,419,485</u>	<u>1,353,405</u>	<u>1,288,833</u>
EXCESS REVENUES	<u>\$ 3,577</u>	<u>\$ 28,310</u>	<u>\$ 10,274</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31, 2018

	2018			2017
	<u>Investment In Equipment (Note 10)</u>	<u>Unrestricted</u>	<u>Internally Restricted Equipment Reserve</u>	<u>Total</u>
BALANCE AT BEGINNING OF THE YEAR	\$ 97,210	\$ 86,362	-	\$ 183,572
EXCESS REVENUES (EXPENSES)	(10,884)	39,194	-	28,310
INTERFUND TRANSFER (Note 16)	13,254	(43,254)	30,000	-
BALANCE AT END OF THE YEAR	<u>\$ 99,580</u>	<u>\$ 82,302</u>	<u>\$ 30,000</u>	<u>\$ 211,882</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

STATEMENT OF FINANCIAL POSITION

December 31, 2018

ASSETS

	<u>2018</u>	<u>2017</u>
CURRENT ASSETS		
Cash	\$ 246,065	\$ 315,959
Temporary Investment (Note 3)	40,000	-
Accounts Receivable	4,193	8,391
Inventory	13,095	13,089
Prepaid Expenses	<u>10,241</u>	<u>13,958</u>
	313,594	351,397
EQUIPMENT (Note 4)	100,642	98,581
PERMANENT COLLECTION (Note 5)	<u>1</u>	<u>1</u>
	<u>\$ 414,237</u>	<u>\$ 449,979</u>

LIABILITIES

	<u>2018</u>	<u>2017</u>
CURRENT LIABILITIES		
Accounts Payable and Accrued Liabilities (Note 6)	\$ 89,933	\$ 102,337
Unearned Revenue (Note 7)	100,875	154,723
Deferred Contributions (Note 8)	<u>10,484</u>	<u>7,975</u>
	201,292	265,035
DEFERRED CONTRIBUTIONS RELATED TO EQUIPMENT (Note 9)	<u>1,063</u>	<u>1,372</u>
	<u>202,355</u>	<u>266,407</u>

NET ASSETS

INVESTMENT IN EQUIPMENT (Note 10)	99,580	97,210
UNRESTRICTED	82,302	86,362
INTERNALLY RESTRICTED EQUIPMENT RESERVE	<u>30,000</u>	<u>-</u>
	<u>211,882</u>	<u>183,572</u>
	<u>\$ 414,237</u>	<u>\$ 449,979</u>

COMMITMENTS (Note 11)

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

STATEMENT OF CASH FLOWS

For the year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
OPERATING ACTIVITIES		
Excess Revenues	\$ 28,310	\$ 10,274
Items Not Affecting Cash:		
Amortization of Deferred Contributions Related to Equipment	(309)	(280)
Amortization of Equipment	<u>11,193</u>	<u>12,550</u>
	39,194	22,544
Changes in Non-Cash Operating Working Capital Items:		
Accounts Receivable	4,198	2,140
Inventory	(6)	4,815
Prepaid Expenses	3,717	(4,320)
Accounts Payable and Accrued liabilities	(12,404)	50,919
Unearned Revenue	(53,848)	66,522
Deferred Contributions	<u>2,509</u>	<u>1,400</u>
	<u>(16,640)</u>	<u>144,020</u>
INVESTING ACTIVITIES		
Acquisition of Temporary Investment	(40,000)	-
Acquisition of Equipment	<u>(13,254)</u>	<u>(729)</u>
	<u>(53,254)</u>	<u>(729)</u>
(DECREASE) INCREASE IN CASH DURING THE YEAR	(69,894)	143,291
CASH AT BEGINNING OF THE YEAR	<u>315,959</u>	<u>172,668</u>
CASH AT END OF THE YEAR	<u>\$ 246,065</u>	<u>\$ 315,959</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES, continued

Inventory

Inventory is valued at the lower of cost and net realizable value, with the cost being determined using the specific identification method. Net realizable value is the estimated selling price in the ordinary course of business, less any applicable variable selling costs. Inventory consists of items available for sale in the gift shop.

Equipment, Deferred Contributions Related to Equipment and Amortization

Equipment is recorded at cost. Contributed equipment is recorded at fair value at the date of contribution. Equipment and deferred contributions related to equipment are amortized using the declining-balance method at the following annual rates:

Art Rack	4%
Program equipment	20%
Exhibition equipment	20%
Shop fixtures	20%
Computer equipment	30%
Office equipment	20%
Furniture	20%
Maintenance equipment	20%
Software	20%
Data base	20%

Permanent Collection

The permanent collection of the Association is comprised of paintings, drawings, sculptures and other visual art materials primarily of a contemporary nature. The Association is responsible for the management of the Prince George Regional Art Gallery collection. The collection is shown as an asset at nominal value of \$1 due to the practical difficulties of determining a meaningful value for the assets. Items purchased for the collection are recorded as an expense in the year of acquisition. Contributed collections are appraised and recorded at fair market value in the books of account. A donation-permanent collection revenue and expense is recognized for the contribution. See Schedule 5 for more information. All preservation costs are expensed in the period incurred. The permanent collection is not amortized as these assets are works of art, which are rare and unique and have cultural and historical significance.

Contributed Materials, Supplies and Services

Donors and volunteers contribute materials, supplies and services to assist the Association in carrying out its service delivery activities. Contributed materials, supplies and services are recognized in the financial statements only if their fair value can be determined.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES, continued

Cash

Cash includes cash on hand and cash on deposit net of cheques issued and outstanding at the reporting date.

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 that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in net income.

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

Financial liabilities measured at cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The entity recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

Measurement Uncertainty

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 reporting period. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Significant estimates include the useful life of equipment.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

3. TEMPORARY INVESTMENT

The temporary investment consists of a guaranteed investment certificate with an interest rate of 1.9% per year and a maturity date of January 30, 2024. The investment is redeemable on demand with no penalty.

4. EQUIPMENT

	2018			2017
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Collection's storage	\$ 79,264	\$ 12,492	\$ 66,772	\$ 65,875
Program equipment	33,634	19,755	13,879	14,500
Exhibition equipment	44,002	39,896	4,106	5,134
Shop fixtures	21,041	16,742	4,299	4,591
Computer equipment	88,404	81,348	7,056	2,809
Office equipment	12,368	10,330	2,038	2,557
Furniture	43,747	42,165	1,582	1,977
Maintenance equipment	3,689	3,495	194	243
Software	450	321	129	161
Data base	7,704	7,117	587	734
	<u>\$ 334,303</u>	<u>\$ 233,661</u>	<u>\$ 100,642</u>	<u>\$ 98,581</u>

5. PERMANENT COLLECTION

The Association maintains an extensive collection of visual arts, particularly art featuring the Central Interior and life in Northwestern Canada. The permanent collection comprises of 412 (2017 – 407) works of art.

The Association acquires works of art by purchase, gift and bequest. There were seven acquisitions during the year from gifts or bequests. The fair value of these pieces totalled \$38,750 (2017 – \$5,600).

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable consists of:

	2018	2017
Trade payable	\$ 78,838	\$ 91,818
Government remittances payable - payroll and federal sales tax	11,095	10,519
	<u>\$ 89,933</u>	<u>\$ 102,337</u>

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

7. UNEARNED REVENUE

	<u>2018</u>	<u>2017</u>
Programs	\$ 84,518	\$ 138,935
Canada Council for the Arts Operating Grant (Catalogues)	11,000	8,500
Memberships	5,357	6,921
Northern Health Contract	-	367
	<u>\$ 100,875</u>	<u>\$ 154,723</u>

8. DEFERRED CONTRIBUTIONS

Deferred contributions represent unspent resources received in the current period that are related to subsequent periods and are externally restricted for specific program expenditures. The deferred contributions for the year are as follows:

	<u>2018</u>	<u>2017</u>
Fundraising revenue		
- Permanent collection	<u>\$ 10,484</u>	<u>\$ 7,975</u>

9. DEFERRED CONTRIBUTIONS RELATED TO EQUIPMENT

Deferred contributions related to equipment represent restricted contributions with which equipment has or will be purchased. The changes in the deferred contributions related to equipment balance for the year are as follows:

	<u>2018</u>	<u>2017</u>
Balance at beginning of the year	\$ 1,372	\$ 1,652
Amounts amortized to revenue	<u>(309)</u>	<u>(280)</u>
Balance at end of the year	<u>\$ 1,063</u>	<u>\$ 1,372</u>

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

10. INVESTMENT IN EQUIPMENT

	<u>2018</u>	<u>2017</u>
Net assets invested in equipment is calculated as follows:		
Equipment	\$ 100,642	\$ 98,581
Permanent collection	<u>1</u>	<u>1</u>
	100,643	98,582
 Financed by:		
Deferred contributions related to equipment	<u>1,063</u>	<u>1,372</u>
	<u>\$ 99,580</u>	<u>\$ 97,210</u>
 The change in net assets invested in equipment is calculated as follows:		
 Deficiency of revenue over expenses:		
Amortization of deferred contributions related to equipment	\$ 309	\$ 280
Amortization of equipment	<u>(11,193)</u>	<u>(12,550)</u>
	<u>(10,884)</u>	<u>(12,270)</u>
 Investment in equipment		
Acquisition of equipment	<u>13,254</u>	<u>729</u>
 Change in net assets invested in equipment	<u>\$ 2,370</u>	<u>\$ (11,541)</u>

11. COMMITMENTS

The Association has a twenty-year lease, for its current premises, with the City of Prince George. The lease expires in 2028, and lease payments are \$1,000 per annum. The fair value of the lease payments cannot be reasonably determined.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

12. FINANCIAL INSTRUMENTS

Risks and Concentrations

The Association is exposed to various risks through its financial instruments, without being exposed to concentrations of risks. The following analysis provides a measure of the Association's risk expose as at December 31, 2018.

Credit Risk

The Association is exposed to credit risk on the accounts receivable from its members. Management deems this risk to be minimal.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty meeting obligations associated with financial liabilities. The Association is exposed to liquidity risk mainly in respect of its accounts payable.

13. BUDGETS

Budgets have been prepared by management, approved by the board, but were not subject to audit or review.

14. RELATED PARTY TRANSACTIONS

During the year, fees of \$6,336 (2017 - \$4,312) were paid to board members. The fees were comprised of teaching fees of \$3,848 (2017 - \$3,003), exhibition fees of \$1,134 (2017 - \$130) and consignment fees of \$1,354 (2017 - \$1,179).

The transactions occur in the normal course of operations and are at the exchange amount, which the amount of consideration agreed to by the related parties.

15. REMUNERATION OF DIRECTORS, EMPLOYEES AND CONTRACTORS

Remuneration of Directors

Remuneration in the form of consignment, exhibition and teaching fees paid to elected directors during the year ended December 31, 2018 was \$6,336 (2017 - \$4,312).

Top Ten Employee and Contractor Compensation

One employee received compensation in excess of \$75,000 for the year ended December 31, 2018. Their compensation for the year ended December 31, 2018 was \$79,927 (2017- \$76,233).

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

16. INTERFUND TRANSFER

During the year, a transfer of \$13,254 (2017 - \$729) was made from the Unrestricted fund to the Investment in Equipment fund for capital assets purchased. A transfer of \$30,000 (2017 - nil) was also made from the Unrestricted fund to the Internally Restricted Equipment Reserve fund to reserve funds for the future purchase of equipment.

17. COMPARATIVE FIGURES

Certain prior year figures, presented for comparative purposes, have been reclassified to conform to the current year's financial statement presentation.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

Schedule 1

SCHEDULE OF DEVELOPMENT

For the year ended December 31, 2018

	<u>2018</u> Budget (Note 13)	<u>2018</u> Actual	<u>2017</u> Actual
REVENUES			
Fundraising Events	\$ 54,500	\$ 33,500	\$ 34,356
Memberships	16,150	9,726	10,412
Miscellaneous	6,984	4,692	5,290
Admissions	5,004	4,903	3,907
Annual Campaign	4,100	7,306	3,904
Endowment Fund Revenue	3,900	5,785	3,017
	<u>90,638</u>	<u>65,912</u>	<u>60,886</u>
EXPENSES			
Fundraising Events	16,400	16,765	14,749
Development Wages	-	-	107
Memberships	2,000	-	62
	<u>18,400</u>	<u>16,765</u>	<u>14,918</u>
EXCESS REVENUES	<u>\$ 72,238</u>	<u>\$ 49,147</u>	<u>\$ 45,968</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

Schedule 2

SCHEDULE OF FACILITY RENTAL

For the year ended December 31, 2018

	<u>2018</u> Budget (Note 13)	<u>2018</u> Actual	<u>2017</u> Actual
REVENUES			
Facility Rental	\$ 19,625	\$ 13,055	\$ 18,448
EXPENSES			
Facility Rental	<u>1,625</u>	<u>695</u>	<u>760</u>
EXCESS REVENUES	<u>\$ 18,000</u>	<u>\$ 12,360</u>	<u>\$ 17,688</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

Schedule 3

SCHEDULE OF GALLERY SHOP

For the year ended December 31, 2018

	<u>2018</u> Budget (Note 13)	<u>2018</u> Actual	<u>2017</u> Actual
REVENUES	\$ 80,034	\$ 60,197	\$ 62,874
COST OF SALES	<u>47,516</u>	<u>33,883</u>	<u>44,044</u>
GROSS PROFIT (2018 - 44%; 2017 - 30%)	<u>32,518</u>	<u>26,314</u>	<u>18,830</u>
GENERAL AND ADMINISTRATIVE EXPENSES			
Wages	23,746	23,323	23,353
Advertising and Promotion	980	1,426	1,198
Bank Charges and Interest	-	-	517
Shop Supplies	<u>600</u>	<u>1,519</u>	<u>-</u>
	<u>25,326</u>	<u>26,268</u>	<u>25,068</u>
EXCESS REVENUES (EXPENSES)	<u>\$ 7,192</u>	<u>\$ 46</u>	<u>\$ (6,238)</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

SCHEDULE OF EDUCATION PROGRAMMING

For the year ended December 31, 2018

	<u>2018</u> <u>Budget</u> <u>(Note 13)</u>	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
REVENUE			
EDUCATIONAL PROGRAMMING GRANTS			
City of Prince George	\$ 21,525	\$ 24,525	\$ 21,750
Vancouver Foundation	20,000	20,000	19,500
NSERC	20,000	30,000	-
Canadian Museums Association YCWHO	16,730	23,446	15,636
BCAC program grants	17,700	9,700	14,800
Prince George Community Foundation	2,500	5,000	5,000
Canada Summer Jobs	10,000	6,541	4,098
NDIT Fabulous Festivals	5,000	5,000	2,500
Miscellaneous	4,000	5,000	-
	<u>117,455</u>	<u>129,212</u>	<u>83,284</u>
EDUCATIONAL PROGRAMING REVENUE			
Youth Programs	107,620	104,214	106,211
Sponsors	53,377	53,287	43,301
Art Heals Program	29,550	23,654	27,385
Partnerships	4,000	2,650	-
Public Programs	26,000	21,198	25,744
Maker Lab	27,000	16,952	24,131
Adult Studio Programs	19,450	16,080	18,117
City Project	-	-	4,000
Miscellaneous	-	-	1,444
Sunday Open Studio	600	240	648
	<u>267,597</u>	<u>238,275</u>	<u>250,981</u>
	<u>385,052</u>	<u>367,487</u>	<u>334,265</u>
EXPENSES			
Wages	222,331	218,626	189,799
Maker Lab	46,000	52,640	65,114
Youth Programs	63,761	54,608	49,942
Outreach Programs	12,520	9,866	11,613
Adult Studio Programs	12,400	7,103	11,599
Public Programs	9,000	9,311	7,460
Art Heals Program	5,500	3,396	5,507
Miscellaneous	10,500	13,075	3,632
Sunday Open Studio	2,400	1,220	1,756
	<u>384,412</u>	<u>369,844</u>	<u>346,422</u>
EXCESS (EXPENSES) REVENUES	<u>\$ 640</u>	<u>\$ (2,357)</u>	<u>\$ (12,157)</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

SCHEDULE OF EXHIBITION PROGRAMMING

For the year ended December 31, 2018

	<u>2018</u> <u>Budget</u> <u>(Note 13)</u>	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
REVENUE			
EXHIBITION PROGRAMMING GRANTS			
Canada Council for the Arts	\$ 41,500	\$ 30,500	\$ 41,614
Canadian Heritage	18,000	14,995	-
Canadian Museums Association YCWBOL	11,713	14,552	6,519
Exhibition	5,000	950	10,000
	<u>76,213</u>	<u>60,997</u>	<u>58,133</u>
EXHIBITION PROGRAMMING REVENUE			
Exhibition Sponsors	15,000	6,580	11,400
Catalogue Sales	1,200	1,440	843
Acquisitions	2,000	850	748
Miscellaneous	-	100	6,700
Donations - Permanent Collection (Note 5)	-	38,750	5,600
Capital	5,000	-	-
	<u>23,200</u>	<u>47,720</u>	<u>25,291</u>
	<u>99,413</u>	<u>108,717</u>	<u>83,424</u>
EXPENSES			
Wages	112,969	114,664	107,352
Exhibition Production	43,408	40,402	29,574
Artist Exhibition Fees	31,159	25,722	29,244
Travelling Exhibitions	23,965	25,138	22,987
Catalogues and Overviews	28,500	16,603	18,669
Touring	13,425	13,167	686
Visiting Artist Expense	6,600	9,402	25,457
Insurance	5,665	5,100	1,642
Receptions and Hospitality	6,500	5,023	5,121
Permanent Collection	5,300	430	419
Galleria	5,205	3,921	3,576
Curatorial Travel and Mileage	5,500	2,908	5,274
Publicity	6,200	2,897	5,755
Lectures and Talks	2,420	2,432	2,299
Copyright Fees	500	100	125
Advertising	-	50	-
Donations to Permanent Collection (Note 5)	-	38,750	5,600
	<u>297,316</u>	<u>306,709</u>	<u>263,780</u>
EXCESS EXPENSES	<u>\$ (197,903)</u>	<u>\$ (197,992)</u>	<u>\$ (180,356)</u>

See notes to the financial statements.

PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION

Schedule 6

SCHEDULE OF ADMINISTRATIVE EXPENSES

For the year ended December 31, 2018

	<u>2018</u> <u>Budget</u> <u>(Note 13)</u>	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
EXPENSES			
Occupancy Costs	\$ 201,791	\$ 192,572	\$ 182,134
Bookkeeping	28,368	28,777	27,766
Office and Miscellaneous	19,080	20,700	18,134
Travel and Mileage	14,100	10,531	9,804
Professional Fees	8,500	8,149	5,901
Bank Charges and Interest	7,896	7,486	8,141
Telephone and Fax	6,240	8,063	4,347
Equipment Rental, Repairs and Maintenance	7,780	7,810	7,377
Insurance	6,600	6,010	5,768
Licenses and Dues	5,724	5,931	5,902
Postage	5,600	4,778	4,375
Training and Professional Development	7,100	4,749	4,615
Meetings	3,192	2,665	1,721
Board Development	2,880	1,337	1,841
Security	1,170	359	1,033
Recruitment	600	62	452
Library	300	-	166
	<u>\$ 326,921</u>	<u>\$ 309,979</u>	<u>\$ 289,477</u>

See notes to the financial statements.

Central BC Railway & Forest Ind. Museum Society

Comparative Income Statement

	Actual Jan 01, 2017 to Dec 31, 2017	Actual Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2019 to Dec 31, 2019
REVENUE				
REVENUE ACTIVITY				
GATE	53,158.97	50,764.85	40,000.00	40,000.00
MINI RAIL ADMISSION	28,427.15	35,028.20	25,000.00	25,000.00
Mini Rail Outreach	1,849.08	0.00	0.00	0.00
GIFT SHOP	9,482.08	7,595.63	10,000.00	10,000.00
FOOD	9,721.92	14,887.40	12,000.00	12,000.00
TOURS	56.70	469.50	0.00	0.00
MEMBERSHIPS	2,375.50	2,408.00	2,500.00	2,500.00
BIRTHDAY PARTY	1,756.25	2,301.00	2,500.00	2,500.00
FACILITY RENTAL	2,076.60	5,016.00	7,000.00	7,000.00
Gratuity for Functions	984.83	1,086.49	500.00	500.00
School Programs	598.31	1,358.50	500.00	500.00
SPECIAL EVENTS	4,356.00	585.00	0.00	0.00
NET REVENUE (OPERATIONAL)	114,843.39	121,500.57	100,000.00	100,000.00
GRANTS				
CITY OF PRINCE GEORGE	500.00	0.00	500.00	500.00
REGIONAL DISTRICT OF FG	190,000.00	195,000.00	190,000.00	190,000.00
Grants-General	0.00	2,000.00	0.00	0.00
Gov't of Canada - PATHWAY	0.00	0.00	0.00	0.00
Community Foundation	5,153.47	12,772.13	2,500.00	2,500.00
SUMMER STUDENTS	23,628.75	35,536.67	20,000.00	20,000.00
MAP	0.00	0.00	0.00	0.00
TOTAL GRANTS	219,282.22	245,308.80	213,000.00	213,000.00
REVENUE - OTHER				
SPONSORSHIP - GENERAL	2,000.00	0.00	0.00	0.00
RENT	5,525.00	0.00	7,200.00	7,200.00
DONATIONS - CASH	3,138.70	2,132.68	2,000.00	2,000.00
DONATIONS - LEGACY	295.60	0.00	0.00	0.00
PST COMMISSION	195.77	196.42	200.00	200.00
INTEREST INCOME	2,221.94	2,985.21	1,500.00	1,500.00
TOTAL OTHER REVENUE	13,377.01	5,314.31	10,900.00	10,900.00
GAMING INCOME				
GAMING REVENUE	30,000.00	30,000.00	30,000.00	30,000.00
TOTAL GAMING	30,000.00	30,000.00	30,000.00	30,000.00
PROJECTS				
Other Revenue	0.00	0.00	0.00	0.00
TOTAL PROJECTS	0.00	0.00	0.00	0.00
AMORTIZATION				
Amort of deferred capital contribut	0.00	0.00	0.00	0.00
Total Amortization	0.00	0.00	0.00	0.00
TOTAL REVENUE	377,502.62	402,123.68	353,900.00	353,900.00
EXPENSE				
COST OF GOODS SOLD				
INVENTORY A - GIFT SHOP	1,084.47	3,621.49	4,500.00	4,500.00
Food Expense	2,595.21	951.07	7,500.00	7,500.00
Birthday Party Expenses	111.65	225.78	500.00	500.00
GIFT SHOP SUPPLIES	145.69	12.57	350.00	350.00
GIFT SHOP CONSIGNMENT	2,906.71	1,311.20	1,000.00	1,000.00
TOTAL COST OF GOODS SOLD	6,843.73	6,122.11	13,850.00	13,850.00
FUNDRAISING				

Central BC Railway & Forest Ind. Museum Society

Comparative Income Statement

	Actual Jan 01, 2017 to Dec 31, 2017	Actual Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2019 to Dec 31, 2019
SPECIAL EVENTS	5,460.48	8,682.73	0.00	0.00
School Tour Expenses	0.00	88.93	0.00	0.00
ENDOWMENT FUND EXPENSE	5,000.00	5,000.00	0.00	0.00
TOTAL FUNDRAISING	10,460.48	13,771.66	0.00	0.00
CURATORIAL				
CURATORIAL SUPPLIES	1,496.96	374.31	2,275.00	2,275.00
TOTAL CURATORIAL COSTS	1,496.96	374.31	2,275.00	2,275.00
GENERAL & ADMINISTRATIVE...				
ADVERTISING & PROMOTIONS	84.60	2,102.26	1,500.00	1,500.00
BANK CHARGES & INTEREST	2,783.74	4,505.96	2,000.00	2,000.00
BOOKKEEPING EXPENSE	0.00	370.59	0.00	0.00
CASH OVER/SHORT	281.99	527.26	0.00	0.00
DUES & SUBSCRIPTIONS	2,257.95	2,928.76	2,000.00	2,000.00
Vehicle: Repair Fuel & Oil	1,016.62	573.46	2,000.00	2,000.00
Insurance - Vehicle	1,783.00	1,901.00	2,000.00	2,000.00
INSURANCE	14,813.87	14,974.71	17,500.00	17,500.00
ACCOUNTING	5,967.53	5,590.00	7,500.00	7,500.00
LICENCES & PERMITS	286.00	250.00	500.00	500.00
ENTERTAINMENT/MEETING E...	493.58	419.54	5,000.00	5,000.00
OFFICE, NEWSLETTERS, SUP...	3,349.76	2,242.52	4,000.00	4,000.00
POSTAGE	321.20	240.31	225.00	225.00
PROFESSIONAL FEES	3,570.00	1,980.00	250.00	250.00
REPAIRS & MAINTENANCE	9,390.41	15,251.30	10,000.00	10,000.00
SECURITY & SAFETY	4,655.02	1,883.19	2,000.00	2,000.00
SHOP SUPPLIES, REPAIRS, M...	0.00	25.67	0.00	0.00
TELEPHONE, FAX, INTERNET	4,162.74	3,671.92	4,200.00	4,200.00
SUPPLIES	213.78	126.50	500.00	500.00
Recovery of Property -DO NOT ...	0.00	0.00	0.00	0.00
Property Taxes	1,000.00	0.00	300.00	300.00
Land Lease Rent	0.00	1,000.00	1,000.00	1,000.00
TRAVEL	2,600.94	1,986.80	3,000.00	3,000.00
Travel - Meals	503.24	469.65	500.00	500.00
Taxes	0.00	0.00	0.00	0.00
UTILITIES	18,626.68	18,366.68	25,000.00	25,000.00
VOLUNTEERS	729.67	770.63	100.00	100.00
Staff exp from Gratuities	1,350.24	1,079.89	500.00	500.00
In Kind Donations (No tax receipt)	0.00	0.00	0.00	0.00
TOTAL GENERAL & ADMIN EX...	80,242.56	83,238.60	91,575.00	91,575.00
PROJECT EXPENSES				
Special Project Exp	2,383.79	15,542.17	0.00	0.00
Pathway Paving Expense	0.00	0.00	0.00	0.00
HYSTER FORKLIFT	59.64	0.00	0.00	0.00
Model Railway Club	183.24	61.96	0.00	0.00
Computers	0.00	0.00	0.00	0.00
TV	0.00	0.00	0.00	0.00
TOTAL ELECTRONICS	0.00	0.00	0.00	0.00
TOTAL PROJECT EXPENSES	2,626.67	15,604.13	0.00	0.00
MINI RAIL				
ROLLING STOCK	0.00	165.86	0.00	0.00
PORTABLE MINI RAIL & EQUI...	12.82	24.31	200.00	200.00
TOTAL MINI RAIL	12.82	190.17	200.00	200.00
WAGES & BENEFITS				
WAGES	224,273.74	188,640.93	210,000.00	210,000.00
EI EXPENSE	4,722.25	4,073.36	6,000.00	6,000.00
CPP EXPENSE	9,426.46	7,617.37	10,000.00	10,000.00
BENEFITS	14,563.13	8,857.02	12,000.00	12,000.00
WORKERS' COMPENSATION	2,091.55	742.41	1,000.00	1,000.00

Central BC Railway & Forest Ind. Museum Society

Comparative Income Statement

	Actual Jan 01, 2017 to Dec 31, 2017	Actual Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2018 to Dec 31, 2018	Budget Jan 01, 2019 to Dec 31, 2019
TRAINING	2,964.00	565.00	2,000.00	2,000.00
Miscellaneous	0.00	0.00	5,000.00	5,000.00
TOTAL WAGES & BENEFITS	258,041.13	210,496.09	246,000.00	246,000.00
TOTAL EXPENSE	359,724.35	329,797.07	353,900.00	353,900.00
NET INCOME	17,778.27	72,326.61	0.00	0.00

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

STATEMENT OF FINANCIAL POSITION

As at December 31, 2018

	<u>2018</u>	<u>2017</u>
ASSETS		
CURRENT ASSETS		
Cash (Note 3)	\$ 64,851	\$ 75,257
Accounts receivable	1,561	2,633
Inventory (Note 2(c))	13,039	10,648
Prepaid expenses	<u>4,446</u>	<u>2,227</u>
	83,897	90,765
INTERNALLY RESTRICTED ASSET (Notes 2 (f) & 4)	25,000	25,000
ARTIFACTS AND LIVESTOCK (Note 2(d))		
CAPITAL ASSETS (Notes 2(e) & 5)	<u>117,076</u>	<u>100,184</u>
	<u>\$225,973</u>	<u>\$215,949</u>
LIABILITIES, DEFERRALS AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accruals	\$ 7,932	\$ 12,648
Government payables	<u>5,933</u>	<u>3,838</u>
	13,865	16,486
DEFERRED CONTRIBUTIONS (Note 6)	<u>42,549</u>	<u>35,792</u>
	<u>56,414</u>	<u>52,278</u>
OTHER INFORMATION (Notes 7 to 9)		
NET ASSETS (for changes, see page 4)		
Invested in capital assets	117,076	100,184
Internally restricted reserve (Note 2(f))	25,000	25,000
Unrestricted	<u>27,483</u>	<u>38,487</u>
	<u>169,559</u>	<u>163,671</u>
	<u>\$225,973</u>	<u>\$215,949</u>

Approved on behalf of the Board:

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

STATEMENT OF OPERATIONS

For the year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
REVENUE		
Regional District of Fraser Fort George	\$195,733	\$190,000
Community Gaming contributions	56,560	50,731
Federal Government grants	30,419	14,174
Other grants and recoveries	4,900	13,871
General store & other earned revenue	45,120	39,676
Donations and fundraising	20,686	18,431
Interest received on bank deposits	<u>236</u>	<u>911</u>
	<u>353,654</u>	<u>327,794</u>
EXPENSES		
Site costs (Page 10)	119,225	110,444
Public outreach (Page 10)	129,382	130,326
Administrative (Page 10)	71,268	61,165
Development projects (Note 2 (b))	13,183	17,483
Amortization of furniture and equipment	3,942	3,734
Amortization of leasehold improvements	<u>10,766</u>	<u>9,054</u>
	<u>347,766</u>	<u>332,206</u>
NET REVENUE (EXPENSES) FOR THE YEAR	\$ <u>5,888</u>	\$ (<u>4,412</u>)

See notes to the financial statements

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31, 2018

	Invested in capital <u>assets</u>	Capital reserve <u> </u>	Unres- tricted <u> </u>	<u>2018</u>	Total <u>2017</u>
Balance at beginning of the year	\$100,184	\$25,000	\$38,487	\$163,671	\$168,083
Net revenue (expenses) For the year	(14,708)	-	20,596	5,888	(4,412)
Leasehold improvements	20,551		(20,551)		
Acquisition of capital equipment	<u>11,049</u>	<u>-</u>	<u>(11,049)</u>	<u>-</u>	<u>-</u>
Balance at end of the year	<u>\$117,076</u>	<u>\$25,000</u>	<u>\$27,483</u>	<u>\$169,559</u>	<u>\$163,671</u>

See notes to the financial statements

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

STATEMENT OF CASH FLOWS

For the year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts		
Grants and subsidies	\$243,819	\$216,860
Community Gaming	50,600	50,600
Site revenue receipts and recoveries	<u>68,575</u>	<u>60,768</u>
	<u>363,094</u>	<u>328,228</u>
Payments		
Site costs	125,765	108,229
Public outreach costs	129,879	130,916
Administration costs	71,512	63,428
Development projects	<u>13,183</u>	<u>17,483</u>
	<u>340,339</u>	<u>320,056</u>
Cash flows from operating activities	<u>22,755</u>	<u>8,172</u>
CASH FLOWS FROM FINANCING & INVESTING ACTIVITIES		
Funds transferred from capital reserve	-	15,000
Outlays for capital equipment	(11,049)	(1,227)
Cost of leasehold improvements	(20,551)	(49,712)
Outlays recoverable	<u>(1,561)</u>	<u>(920)</u>
Cash flows from financing & investing activities	<u>(33,161)</u>	<u>(36,859)</u>
DECREASE IN OPERATING CASH FOR YEAR	(10,406)	(28,687)
Cash at beginning of the year	<u>75,257</u>	<u>103,944</u>
OPERATING CASH AT END OF THE YEAR (Note 3)	\$ <u>64,851</u>	\$ <u>75,257</u>
INTERNALLY RESTRICTED ASSET		
Cash on deposit (Notes 2 (f) & 4)	<u>\$ 25,000</u>	<u>\$ 25,000</u>

See notes to the financial statements

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. NATURE OF OPERATIONS, CORPORATE STATUS AND CAPITAL DISCLOSURES

The Society is incorporated under the Societies Act of British Columbia, and is a registered charity. On behalf of the Regional District of Fraser-Fort George (the Regional District) the Society manages and maintains the Huble Homestead Historic Site at Giscome Portage Regional Park, near Prince George, B.C. The current service agreement covers years 2016 to 2020. It requires that the Society make provision for the upkeep and restoration of heritage buildings and structures. The Society is also responsible for artifacts on site, and for store operations, animal husbandry, and tours of facilities and the adjacent park. Ownership of major assets, except for artifacts and certain capital equipment (see 2(d) below), remains with the Regional District.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared using Canadian accounting standards for non-government not-for-profit organizations.

The following policies obtain:

(a) Revenue recognition

The financial statements conform to the deferral method of accounting for externally restricted contributions, which are brought into revenue in the year that related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or when collection is reasonably assured.

(b) Accounting for development projects

Development projects comprise restoration and other work on heritage buildings and facilities for which the Society is funded out of general revenues. Because these assets belong to the Regional District such expenditures are expensed in the statement of operations, that is, unless they cover substantial additions or improvements to such assets, requiring that costs be capitalized as leasehold improvements and amortized over a number of years satisfactory to the Board. (See Note 2(e))

(c) Inventory

Inventory of supplies is stated at the lower of cost and net realizable value, using the first-in, first-out method.

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) Artifacts and livestock

Heritage furniture and effects at the site, including display tools and implements, are expensed when acquired. Livestock is on loan from patrons of the Society, which is responsible for feed and maintenance.

(e) Capital assets and amortization

Capital assets are amortized as follows:

Office furniture and equipment - 20%, declining balance,

Site equipment - 20%, declining balance, and

Leasehold improvements - 12 years, straight-line.

Where assets are acquired from restricted contributions the latter are deferred and amortized to revenue on the same basis as the related assets.

(f) Internally restricted reserve and matching fund

In keeping with requirements of the Regional District mentioned in Note 1 above, management sets aside a capital reserve and cash allocated to fund it, providing for restoration costs and emergency expenditures on heritage assets that cannot be adequately met out of operating revenues for any one year. Transfers to and from the reserve are at the discretion of the Board, provided that an amount satisfactory to the Regional District is maintained therein. See also Note 4.

(g) Donations

Contributions in kind are recorded at market value.

(h) Allocation of expenses

With the exception of payroll expenditures, the Society charges support payments direct to the expense categories therefor within broadly delineated functions, namely: Site, Public Outreach and Administration costs. In the case of payroll expenditures, these costs are allocated to the respective functions in accordance with estimated time spent by management and staff in carrying out the duties called for by the particular function.

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Statement of cash flows

This statement is prepared using the direct method whereby the main categories of incomings and outgoings are reflected as cash receipts and payments, respectively.

(j) Use of estimates

The preparation of financial statements, in conformity with Canadian accounting standards for not-for-profit organizations require that management make estimates and assumptions that affect the reported amounts of revenues and expenses for the year, and the corresponding amounts of assets, liabilities, deferrals and various disclosures at year-end. Estimates are reviewed periodically, based on currently available information. Actual results may differ from estimates.

3. CASH AT END OF THE YEAR

	<u>2018</u>	<u>2017</u>
This comprises operating bank balances:		
General accounts	\$ 41,659	\$ 46,106
Gaming account	<u>23,192</u>	<u>29,151</u>
	<u>\$ 64,851</u>	<u>\$ 75,257</u>

4. INTERNALLY RESTRICTED ASSET

This represents cash resources in connection with the restricted reserve fund described in Note 2 (f) above. As of the year end the amount of \$25,000 is set aside in a special bank account pending the Board's decision regarding its utilization.

5. CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net book amount 2018</u>	<u>2017</u>
Office furniture and equipment	\$14,961	\$12,431	\$ 2,530	\$ 2,995
Site equipment	53,168	33,668	19,500	11,929
Leasehold improvements	<u>129,220</u>	<u>34,174</u>	<u>95,046</u>	<u>85,260</u>
	<u>\$197,349</u>	<u>\$80,273</u>	<u>\$117,076</u>	<u>\$100,184</u>

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

6. DEFERRED CONTRIBUTIONS

Deferred contributions amounting to \$42,549 represent unexpended program funding, the disbursement of which is restricted by contributors:

Changes in deferred amounts are as follows:

	<u>2018</u>	<u>2017</u>
Balance at beginning	\$ <u>35,792</u>	\$ <u>37,108</u>
Contributions received:		
Community Gaming Grant	50,600	50,600
Other provincial grants	9,900	6,050
Regional District special grant	8,500	-
Federal Government grants	<u>30,418</u>	<u>21,344</u>
	<u>99,418</u>	<u>77,994</u>
Contributions included in revenue	135,210 (<u>92,661</u>)	115,102 (<u>79,310</u>)
Balance at end of the year	\$ <u>42,549</u>	\$ <u>35,792</u>

7. FINANCIAL INSTRUMENTS

Financial instruments comprise cash, term deposits, accounts receivable, and current liabilities. There is no interest or credit risk attaching to these financial instruments; carrying amounts thereof represent fair values at December 31, 2018.

8. CONTRIBUTED SERVICES

During the year volunteers contributed some 1,244 (2017 850) hours to the Society's many projects. Calculated at rates approximating market values, the monetary equivalent for these services is \$20,643 (2017 - \$13,663).

9. ECONOMIC DEPENDENCE

The Society is economically dependent on the Regional District for its continuance as an entity providing the level of services comparable to those currently undertaken.

HUBLE HOMESTEAD GISCOME PORTAGE
HERITAGE SOCIETY

SCHEDULES OF EXPENSES

For the year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
SITE COSTS		
Salaries and benefits	\$ 80,666	\$ 71,623
General store - cost of inventory sold	13,473	15,843
other costs	763	1,129
Maintenance and supplies	22,756	20,257
Insurance	834	834
Exhibits and collections	<u>733</u>	<u>758</u>
	<u>\$119,225</u>	<u>\$110,444</u>
 PUBLIC OUTREACH		
Salaries and benefits	\$109,537	\$111,970
Advertising and gifts	5,510	6,911
Education	924	889
Events	<u>13,411</u>	<u>10,556</u>
	<u>\$129,382</u>	<u>\$130,326</u>
 ADMINISTRATION		
Salaries and benefits	\$ 52,294	\$ 44,490
Office expenses and miscellaneous	7,171	5,429
Professional fees	5,269	4,869
Office rent	3,813	3,813
Insurance	1,250	1,338
Training	676	573
Telephone	<u>795</u>	<u>653</u>
	<u>\$ 71,268</u>	<u>\$ 61,165</u>

See notes to the financial statements

11:11 AM
2019-06-27
Accrual Basis

Mackenzie & District Museum Society

Balance Sheet

As of 31 December 2018

31 Dec 18

ASSETS

Current Assets

Chequing/Savings

Chequing 9,382.69

GIC #1 Emergency Reserve Fund 5,136.32

GIC #2 Building Reserve Fund 20,801.64

Petty Cash 100.00

Total Chequing/Savings 35,420.65

Other Current Assets

Capital Reserve 24,000.00

Total Other Current Assets 24,000.00

Total Current Assets 59,420.65

Fixed Assets

Furniture and Equipment 7,046.37

Total Fixed Assets 7,046.37

TOTAL ASSETS 66,467.02

LIABILITIES & EQUITY

Equity

Opening Balance Equity 66,810.98

Unrestricted Net Assets 225.14

Net Income (569.10)

Total Equity 66,467.02

TOTAL LIABILITIES & EQUITY 66,467.02

11:10 AM
2019-06-27
Accrual Basis

Mackenzie & District Museum Society
Profit & Loss
January through December 2018

Jan - Dec 18

Ordinary Income/Expense

Income

Amts rec'd from Federal Gov't	4,481.68
Amts rec'd from Municipal Gov't	12,000.00
Amts rec'd from Regional Dist	35,572.25
Archival Income	
Archival Photo Usage	125.00
Digitizing / Scanning	140.00
Total Archival Income	<u>265.00</u>
Commission - PST	8.24
Donations	1,458.35
Gift Shop	950.58
Investments	211.09
Memberships - Public	1,350.00

Total Income 56,297.19

Expense

Bank Service Charges	51.00
Business Licenses and Permits	164.98
Cleaning Supplies	34.05
Cost of Goods Sold	170.32
Curatorial Supplies	868.88
Dues & Memberships	
BC Historical Fed	110.00
BCMA Membership	100.00
Chamber Membership	71.00
Total Dues & Memberships	<u>281.00</u>
Freight	51.36
GST	254.99
Insurance	2,709.00
Internet	578.28
Maintenance	21.86
Office Supplies	651.88
Postage	40.05
Promotion	486.86
Security	360.00
Telephone Expense	1,094.21
Training	
BCMA Conference	545.00
Total Training	<u>545.00</u>
Travel	
BCMA Conference	1,690.28
Total Travel	<u>1,690.28</u>
Wages - Asst. Curator	
Benefits - C.P.P.	446.08
Benefits - E.I.	262.25

11:10 AM
2019-06-27
Accrual Basis

Mackenzie & District Museum Society
Profit & Loss
January through December 2018

	<u>Jan - Dec 18</u>
Benefits - Income Tax	26.25
Wages - Asst. Curator	8,342.88
Total Wages - Asst. Curator	9,077.46
Wages - Curator	
Benefits - C.P.P.	1,394.17
Benefits - E.I.	731.79
Benefits - Income Tax	118.75
Wages - Curator	29,637.60
Total Wages - Curator	31,882.31
Wages - Student	
Benefits - C.P.P.	232.36
Benefits - E.I.	124.75
Wages - Student	5,367.65
Total Wages - Student	5,724.76
Website	127.76
Total Expense	56,866.29
Net Ordinary Income	(569.10)
Net Income	<u>(569.10)</u>

2018 - Valley Museum Budget		
		2018
Revenues		
	Federal Funding	
	Canada Summer Student Grant	\$ 6,469.00
	New Horizons for Seniors Grant	\$ -
	Library and Archives Canada	
	Young Canada Works Grant	
	Provincial Funding	
	BC Rural Dividends	
	BC Community Gaming Grant	\$ 27,000.00
	BCMA - Family Day	
	Municipal Funding	
	Regional District (Fraser-Fort George) Grant (Golden Raven)	\$ 35,000.00
	Regional District - Arts Culture and Heritage	\$ 5,000.00
	RDFFG (grant for Vault) - <i>awarded 2017, received 2018</i>	\$ 8,400.00
	Northern Interior Children Early Years Initiative Grant	\$ 3,239.88
	McBride Community Foundation Endowment Grant	\$ 2,019.38
	Regional District Grant in Aid - <i>awarded 2017, received 2018</i>	\$ 10,000.00
	McBride Community Forest	\$ 500.00
	Opening Balance (retained operational expenses from previous years)	\$ 10,866.91
	Retained money from previous years grants (restricted in use)	\$ 95,208.94
	Internally Restricted funds (<i>landscaping</i>)	\$ 25,000.00
	Internally Restricted funds (<i>GIC</i>)	\$ 1,548.52
	Restricted Funds (<i>Donated specifically for renovations</i>)	\$ 4,883.65
	Membership Fees	\$ 670.00
	Donations (General)	\$ 1,827.03
	Fundraising (See Appendix)	\$ 4,652.73
	Gift Shop - Revenue	
	Opening Balance	
	Sales (Valley Museum Merchandise)	\$ 170.65
	Workshops Fees	\$ 1,360.50
	Other Sales	\$ 25.00
	Taxes collected	\$ 360.11
	Coffee Shop	\$ 627.45
	Photocopying/large format Printing	\$ 117.80
	Commission earned from sales	\$ 985.41
	Artists portion of sales (due to artists)	\$ 2,352.94
	Miscellaneous Revenues	
	GST rebate	\$ 9,205.09
	VISA cash back	\$ 210.13
	Subtotal Income	\$ 257,701.12

		2018
Expenses		
	Literature/Brochures	\$ 480.48
	Contracts	\$ -
	Advertising	\$ 2,137.85
	Internet/Phone	\$ 1,564.84
	Postage & Freight	\$ 173.05
	Office Supplies/Expenses/Admin Expenses	\$ 663.58
	Photocopying	\$ 2,614.82
	Bank Charges	\$ 220.21
	Insurance & memberships	\$ 2,360.00
	Building Supplies & Maintenance	\$ 1,271.92
	Lawn & Snow Removal	\$ 34.23
	Museum Display Area Expense	\$ 4,343.64
	Heating/Hydro/Propane	\$ 3,428.64
	Janitor Supplies	\$ 406.51
	Archival Supplies	\$ 1,133.14
	Acquisitions (Archival/Artifacts)	\$ 46.79
	Conferences & Professional Development	\$ 358.68
	Rent	\$ 742.00
	Walking Tour	\$ 4,177.04
	Special Events	\$ 346.44
	Payroll/Wages	\$ 51,551.80
	Property taxes	\$ 1,373.91
	Legal/Accounting	\$ 1,205.81
	Presentations/Demo	\$ 1,077.79
	Fundraising Expenses	\$ 2,046.00
	Renovations to 521	\$ 94,070.90
	Landscaping	\$ 7,564.57
	Gift Shop - Expenses	
	Gift Shop - Coffee shop materials	\$ 816.00
	Gift Shop - workshop expenses	\$ 1,252.00
	Gift Shop - general expenses (bags, paper, etc)	\$ 816.00
	Gift Shop - taxes	\$ 116.46
	Gift Shop - Vendors	\$ 2,559.28
	Gift Shop - Valley Museum Merchandise	\$ 89.88
	Restricted Funds	
	Internally restricted funds (landscaping - sent to next year)	\$ 25,000.00
	GIC (expires October 24, 2019) - Collateral for VISA - sent to next year	\$ 1,548.52
	Subtotal Expenses	\$ 217,592.78
	Excess of Revenues over Expenses	\$ 40,108.34

WS Appendix A

Whistle Stop Finance			
REVENUE	Budget	Actuals to Date	Variance
Sales	\$42,000.00	\$49,111.66	Sales above projections
RDFFG	\$40,000.00	\$40,000.00	
CSJ Grant	\$6,000.00	\$12,144.00	Extra CSJ funding
BC Arts Grant	\$5,000.00	\$5,750.00	Women of McBride Project
Memb Rev	\$2,000.00	\$2,700.00	
Project revenue VC	\$25,000.00	\$25,000.00	
Janitorial Services	\$4,200.00	\$4,200.00	
Total Revenue	\$124,200.00	\$138,905.66	
EXPENSES			
Artists	\$31,000.00	\$37,728.03	Artist payments above proj – see sales
Rent	\$7,800.00	\$7,800.00	
Wages+MERCS	\$62,000.00	\$69,844.35	Extra CSJ Exp
Major Repairs	\$500.00	\$0.00	
COG	\$300.00	\$207.32	
Consumable Supplies	\$600.00	\$539.09	
Postage	\$600.00	\$210.00	
Advertising	\$1,500.00	\$1,835.00	
Phone/Inet	\$3,700.00	\$3,361.76	
License/Insurance/WCB	\$2,500.00	\$2,491.05	
Bank Charges	\$1,500.00	\$704.43	
Visa/MC Fees	\$2,500.00	\$1,429.20	
Web Hosting	\$300.00	\$359.64	
Grant/Project expenditure	\$5,000.00	\$9,890.53	Women of McBride Project
Pro Del	\$500.00	\$0.00	
Misc Travel	\$400.00	\$0.00	
Furniture/Fixtures/Repairs	\$1,500.00	\$997.07	Computer/Printer purchase
MISC	\$0.00	\$36.95	Saff food exp
Transfer to Reserves	\$2,000.00	1471.24	
Total Expenses	\$124,200.00	\$138,905.66	
Net Income / Expenses	\$0.00	\$0.00	

Valemount Historic Society
Income Statement 01/01/2018 to 31/12/2018

Income Statement 01/01/2017 to 31/12/2017

REVENUE

Memberships	300.00	
Books	1,717.77	
Misc. Retail	1,290.30	
RETAIL SALES - TOTAL		3,308.07
Photos from Archives	14.50	
Other Fundraising	475.95	
FUNDRAISING - TOTAL		490.45
Charitable Donations	432.42	
Admissions	2,274.00	
Misc Donations	1,231.38	
ADMISSION-DONATION TOTAL		3,937.80
Employment Grants -YCW	7,180.64	
Operating Grants	38,026.00	
Project Grants	2,170.00	
Children's Day Grants	535.00	
GRANTS - TOTAL		47,911.64
BANK INTEREST	184.95	184.95

TOTAL REVENUE **55,832.91**

EXPENSE

GST Paid on purchases	161.54	
Net GST Paid		161.54
Bank Charges	8.58	
Office Supplies	1,613.24	
Insurance	2,437.00	
Accounting / Legal	982.50	
Advertising	481.25	
Advertising - Signage		
Advertising & Promotion		
Computer Software		5,522.57
Small Books	67.60	
Misc Retail	397.65	
RETAIL COST OF GOODS SOLD		465.25
Dues and memberships	272.00	
Conference & Training	70.00	
Delivery & Freight	115.94	
Travel	203.53	
Fundraising costs	437.10	
Electricity	1,554.36	
Telephone	1,546.24	
Internet	319.14	
UTILITIES - TOTAL		4,518.31
REPAIR / MAINTENANCE	964.47	
Displays - project	59.95	
Displays - regular	81.34	
DISPLAYS - Total		1,105.76
Wages and Salaries	32,382.34	
CPP Expense	978.79	
Worker's Compensation	104.05	
EI Expense	868.80	
STAFF COSTS		34,333.98
ADMINISTRATION - CONTRACT		941.00
Children's Day Expenses		307.75
EVENTS		1,549.35
Depreciation Expense		4,056.02
TOTAL EXPENSES		52,961.53

NET INCOME **2,871.38**

REVENUE

Memberships	300.00	
Books	1,584.77	
Misc. Retail	1,311.00	
RETAIL SALES - TOTAL		3,195.77
Photos from Archives	7.50	
Other Fundraising	365.41	
FUNDRAISING - TOTAL		372.91
Charitable Donations	165.00	
Admissions	2,411.10	
Misc Donations	279.00	
ADMISSION-DONATION TOTAL		2,855.10
Employment Grants -YCW	7,065.38	
Operating Grants	38,026.00	
Project Grants	1,000.00	
Children's Day Grants	535.00	
GRANTS - TOTAL		46,626.38
BANK INTEREST	-	

TOTAL REVENUE **53,050.16**

EXPENSE

GST Paid on purchases	203.99	
Net GST Paid		203.99
Bank Charges	2.31	
Office Supplies	789.53	
Insurance	2,405.00	
Accounting / Legal	436.83	
Advertising	501.63	
Advertising - Signage		
Advertising & Promotion		
Computer Software		4,135.30
Small Books	245.63	
Misc Retail	456.90	
RETAIL COST OF GOODS SOLD		702.53
Dues and memberships	277.00	
Conference & Training	-	
Delivery & Freight	66.17	
Travel	-	
Fundraising costs	412.10	
Electricity	1,563.14	
Telephone	1,523.45	
Internet	289.83	
UTILITIES - TOTAL		4,131.69
REPAIR / MAINTENANCE	1,223.25	
Displays - project	385.64	
Displays - regular	458.50	
DISPLAYS - Total		2,067.39
Wages and Salaries	32,688.09	
CPP Expense	1,012.16	
Worker's Compensation	83.12	
EI Expense	860.38	
STAFF COSTS		34,643.75
ADMINISTRATION - CONTRACT		467.50
Children's Day Expenses		348.19
EVENTS		1,097.34
Depreciation Expense		4,102.63
TOTAL EXPENSES		51,900.31

NET INCOME **1,149.85**





REGIONAL DISTRICT
of Fraser-Fort George

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