

**ASSOCIATION CANADIENNE DES AGENTS DE COMMUNICATIONS  
EN ÉDUCATION**

**CANADIAN ASSOCIATION OF COMMUNICATORS  
IN EDUCATION**

**Financial Statements**

**For the Year Ended December 31, 2010**

**ASSOCIATION CANADIENNE DES AGENTS DE COMMUNICATIONS EN ÉDUCATION**

**CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION**

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**Watson Folkins Corey LLP**

*Chartered Accountants*

**INDEPENDENT AUDITORS' REPORT**

To the Directors,

ASSOCIATION CANADIENNE DES AGENTS DE COMMUNICATIONS EN ÉDUCATION / CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION

*Report on the Financial Statements*

We have audited the accompanying financial statements of the ASSOCIATION CANADIENNE DES AGENTS DE COMMUNICATIONS EN ÉDUCATION / CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION, which comprise the statement of financial position as at December 31, 2010 and the statement of revenue and expenses and changes in net assets for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in Canada, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence that we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of the ASSOCIATION CANADIENNE DES AGENTS DE COMMUNICATIONS EN ÉDUCATION / CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION as at December 31, 2010 and of its financial performance and its cash flows for the year then ended in accordance with accounting principles generally accepted in Canada.

*Watson Folkins Corey LLP*

**WATSON FOLKINS COREY LLP**

Chartered Accountants

Licensed Public Accountants

Ottawa, Ontario

Date approved by Board: September 1, 2011

## CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION

### STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31

	2010	2009
<b>CURRENT ASSETS</b>		
Cash	\$ 74,602	\$ 50,637
Short term investments	12,003	12,003
Prepays	9,526	8,649
Accounts receivable	-	721
	<b>\$ 96,131</b>	<b>\$ 72,010</b>
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 3,724	\$ 5,009
Deferred revenues	20,860	18,747
	<b>24,584</b>	<b>23,756</b>
<b>UNRESTRICTED NET ASSETS</b>	<b>71,547</b>	<b>48,254</b>
	<b>\$ 96,131</b>	<b>\$ 48,254</b>

Approved on behalf of the Board:

Director

Director

## CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION

### STATEMENT OF REVENUE AND EXPENSES FOR THE YEAR ENDED DECEMBER 31

	2010	2009
<b>REVENUE</b>		
Conference	\$ 66,344	\$ 67,925
Membership	29,055	24,831
Bravo	2,405	1,850
Other	-	128
	97,804	94,734
<b>EXPENSES</b>		
Conference	\$ 45,131	\$ 60,831
Executive meeting	13,756	10,338
General	10,544	20,733
Audit and accounting	4,482	5,150
Workshop	598	359
	74,511	97,411
EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR	23,293	(2,677)
NET ASSETS, BEGINNING OF YEAR	48,254	50,931
NET ASSETS, END OF YEAR	\$ 71,547	\$ 48,254

**CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION**  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010

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**1. PURPOSE OF THE ORGANIZATION**

The Association was incorporated under the laws of Canada as a not-for-profit organization in 1988 and its primary goal is to encourage and enhance communications in education, by holding a national conference, regional workshops and providing networking opportunities for its members across Canada. The association also establishes and maintains standards and promotes a code of ethics to contribute to, improving communication policies and practices in education.

Membership in the Association is voluntary. The Association is not subject to income taxes. The Association is dependent upon the commitment and contribution of volunteers for all aspects of its operations, including the board of directors and its committees.

**2. SIGNIFICANT ACCOUNTING POLICIES**

**a) Short term investments**

Short term investments are measured at fair value at each reporting date. Unrealized gains and losses are included in income.

**b) Revenue recognition**

The CACE follows the deferral method of accounting for revenue.

Member fees are set by the Board of Directors and are recognized as revenue in the fiscal year to which they relate. Member fees received in advance for the following fiscal year are recorded as deferred membership revenue. Conference revenue is recognized when the conference occurs. Revenue received before the conference is recorded as deferred revenue. Other revenue is recognized when services are delivered.

**c) Estimates and Assumptions**

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results may differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recognized in the financial statements in the period they become known.

**d) Capital Assets**

The Association does not have any capital assets.

**e) Financial instruments**

The CACE uses the "held for trading" method of recording its financial assets and liabilities.

**CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION**  
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**2. SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**f) Statement of cash flow**

A statement of cash flow was not presented because the required cash flow information is readily apparent from the other financial statements.

**3. FAIR VALUE OF FINANCIAL INSTRUMENTS**

The carrying value of cash, short term investments, accounts receivable, accounts payable and accrued liabilities, approximates their fair value because of the relatively short period to maturity of the instruments. Short term investments are reported at fair value. Unless otherwise stated it is Management's opinion that the CACE is not exposed to significant, currency or credit risks arising from the above financial instruments.

**4. SHORT TERM INVESTMENTS**

Short term investments consist of two GIC's varying rates of interest of 0.50% and 1.50 % with terms of maturity of 30 days and one year.

**5. CAPITAL DISCLOSURES**

The CACE defines the capital that it manages as net assets. The capital management objectives of the CACE include the ability to continue as a going concern and maintain sufficient liquidity to meet its obligations as they become due.

The CACE is not subject to any externally imposed capital requirements.



**CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION**  
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**6. FINANCIAL RISK MANAGEMENT POLICY**

The CACE is exposed to various risks through its financial instrument. The following analysis provides a measure of the risks at the reporting date, December 31, 2010.

Interest rate risk

The CACE is exposed to interest rate risk with regard to cash and investments. Fluctuations in market rates of interest on cash do not have a significant impact on the organization's results of operations. Short term investments are comprised of fixed rate GIC's and are not effected by interest rate fluctuations. The overall interest rate risk for CACE is minimale.

Liquidity risk

The CACE manages its liquidity risk by regularly monitoring forecasted and actual cash flow and financial liability maturities and by holding assets that can be readily converted to cash. Accounts payable are normally paid in 30 days.

**7. ACCOUNTING CHANGES**

During the year ended December 31, 2010, CACE adopted Handbook Sections 3862 "Disclosures" and 3863, "Presentation" issued by The Canadian Institute of Chartered Accountants with respect to financial statement presentation.

They replace Section 3861, 'Financial Instruments - Disclosure and Presentation', increasing the emphasis on disclosure about the risks associated with both recognized and unrecognized financial instruments and how these risks are managed.