

2021

ANNUAL GENERAL MEETING



AGAPÉ

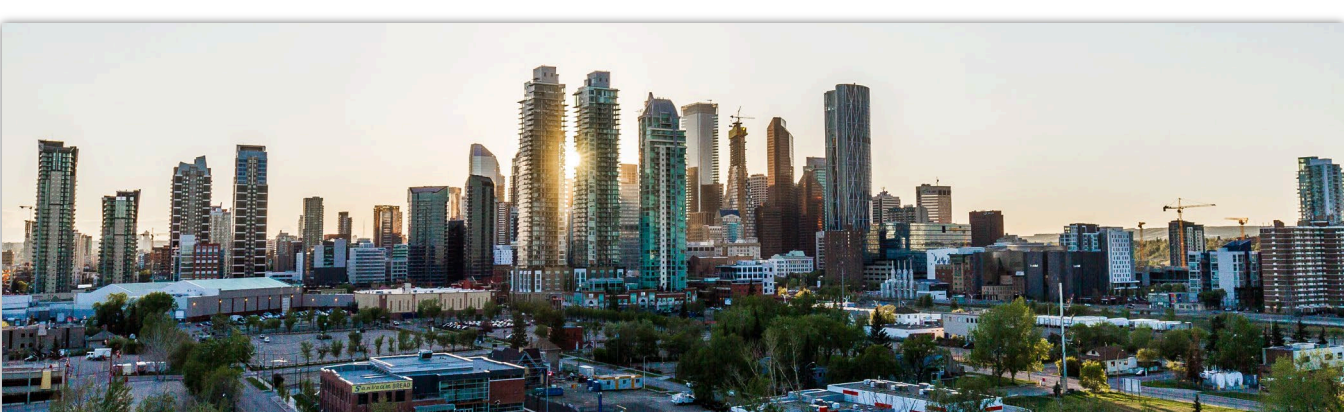
Meeting Agenda

2021 AGM for Fiscal Year 2020

Facilitator: Jonathan Durand - ALC Board Chairman

Location: Online

1. Opening Devotion and Prayer - *Pastor Noral Woodburn*
2. Call to Order - *Jonathan Durand*
 - a. Appoint Secretary
 - b. Review 2020 AGM Minutes
 - c. Introduction of Board Members
3. Chairman's Report - *Jonathan Durand*
4. Executive Director's Report - *Pastor Noral Woodburn*
5. Director of Operations' Report - *Debbie Alexander-Thomas*
6. Financial Report - *Gordon Wong*
7. Budget Presentation
8. Appointment of Auditor - *Jonathan Durand*
9. New Business
10. Adjournment with Prayer



Minutes of the 2019 AGM - June 12, 2020

Present: Pastor Noral Woodburn, Debbie Alexander-Thomas, Marlin Adhikary, Jane Lowry, Michelle Woodburn, Jonathan Durand, Steve Belzner, Gordon Wong, Robyn Kunz, Abraham Phillip, Tania Escalante, CJ Towle, Cathy Brown, Allison Vidal, Paul Tasseron, Bernice Jang, Richard LeBlanc, Gisela Rhode, Kelly Johnson, Marilynne Smith

1. Pastor Noral opened in prayer.
2. Call to Order at 6:00 pm
 - a. Jane appointed recording secretary. Pastor Noral is also recording the meeting through ZOOM.
 - b. Review of 2019 Meeting Minutes, posted on CCB. Jon moved to have the minutes accepted. Seconded by Steve. All in favor
 - c. Introduction of Board members
 - d. Introduction of Special Guests. Pastor Noral introduced 2 guests: Richard Leblanc from TEIS and Tania Escalante our IRCC monitor. Also, we have a video tribute, by Rev. Kelly Johnson, on the passing of our founder Madeline Johnson.
3. Chairman's' Report - Jonathan will not be reading his entire report. Jonathan thanked the staff for their wonderful work they are doing at Agapé. He also personally thanked each teacher for their dedication. Lastly, he acknowledged all our volunteers – giving sacrificially of their time. Noral moved to accept this report and Steve seconded. All in favor
4. Reflection: Video from former teacher Gisela Rohde, dedicated teacher of Agapé for several years. She mentions that Agapé changed her life in a lot of ways.
5. Executive Directors report – Noral did not read his report. He expressed his opinions on the current state of the world. We stand firmly on our 'Mission Statement'. This is accomplished in part with our many partnerships that we have in the community. IRCC (LINC), Beddington Community Association (ESL) City of Calgary, Police & Fire, Library, local pharmacy. Also, with the support of our many volunteers. Noral expressed how thankful he is to everyone that is involved at Agapé. Jonathan moved that we accept Noral's report. Robyn seconded. All Board members were in favor of this report. Steve questioned our plans for the summer months with the new COVID announcement today. Noral responded that we will slow down for the summer and begin classes again in September.

6. Director of Operations Report – Debbie read her report to everyone. Debbie moved that her report be accepted as read. Jonathan seconded. All in favor.
7. Reflection from a previous graduate – Ammar Al-Tamky shared his story about coming from Syria with his wife and children in 2016 and attending Agapé. Ammar is currently attending CLB 5 and looking towards getting his citizenship very soon.
8. Administrative Assistant Report – Jane did not read her report – she expressed how blessed she feels to have been at Agapé for the last 21 years. Jonathan moved that this report is accepted. Robyn seconded. All in favor.
9. Lead Teacher Report – Mandi did not read her report. She also expressed how much of a blessing and privilege it is to teach at Agapé. She took her practicum here, with Gisela as her supervisor. She expressed how well the Agapé team work together through COVID, and especially how the teachers stepped up to learn all that is needed for online learning. She also expressed how the students are so happy that they still get to be connected and continue to learn English. They are happy to be learning new computer skills as well. Jonathan moved that we accept Mandi's report. Steve seconded. All in favor.
10. Financial Report – Gordon briefly went over the Year End statement of operations (profit & loss). He stated that Agapé had a healthy year in 2019. Jonathan moved that this report be accepted. Steve Seconded. All in favor. Gordon also went over the budgets for Agapé & LINC 2020. Noral noted that the dates on the top pages of the budgets are wrong in the document. It should read 2020 to 2021 for the LINC budget and 2020 for Agapé budget. Jonathan moved that the budgets be approved. Robyn seconded. All in favor.
11. Appointment of Auditor for 2020 – Gordon suggested that we continue to use the same auditor (Retzlaff & Wong). Jonathan moved that we accept this decision. Steve seconded. All in favor.
12. New Business – No new business currently.
13. Noral asked Tania to share - She briefly shared how exciting it is to see how much of a community Agapé is and how it's not just about teaching English. She can definitely sense in the group how everyone is so passionate about what they are doing here. She said how great it is to be working with Agapé, having to bend to the way IRCC has asked us too and to meeting our target numbers. She looks forward to continuing working together and looks forward to the time she can come in person to Agapé to do a monitor.
14. Adjournment - Pastor Noral lead us in prayer. Jonathan thanked everyone for attending tonight. He moved that we adjourn Robyn and Steve seconded. Meeting adjourned at 7:30 pm

2020 Ministry Highlights



10 Volunteers
committed over
210 hours



130 students in 4
Informal sessions
(Conversation
Circles)



Average of 56 ESL
Students each
semester



Average of 134
Students in the LINC
program each
Semester

Program Summary

Students Registered per Program	ESL/New Students	LINC/New Students	ESL/New Bible Study
Winter Semester	89/39	146/29	7/2
Spring Semester	17/5	120/14	0
Fall Semester	23/9	135/35	8/0

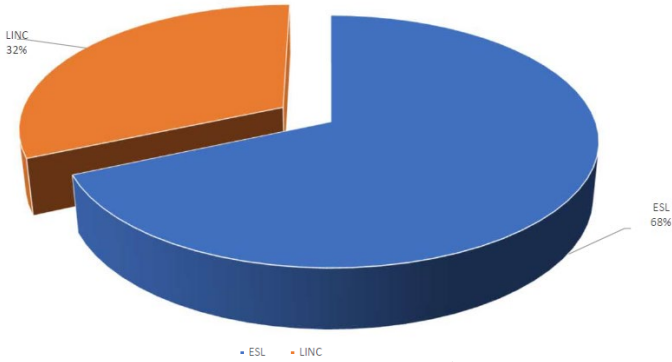
Total New students for 2020: 133 out of 545

Financial Summary

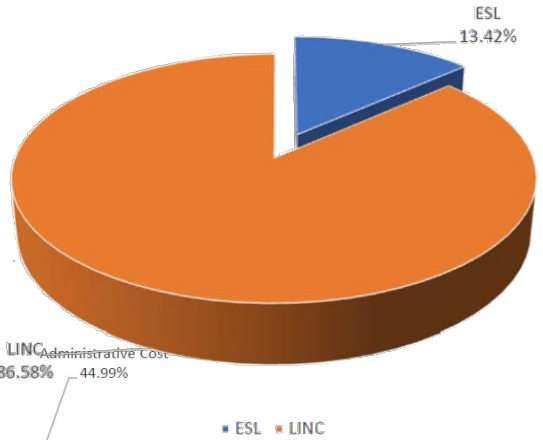
Financial Summary	2019	2020	Growth
Total Income	431,765	424,397	-7,368
IRCC Funding	391,128	367,456	-23,672
Donations	34,916	39,149	4,233
Others	5,721	17,792	12,071

Financial Summary Charts

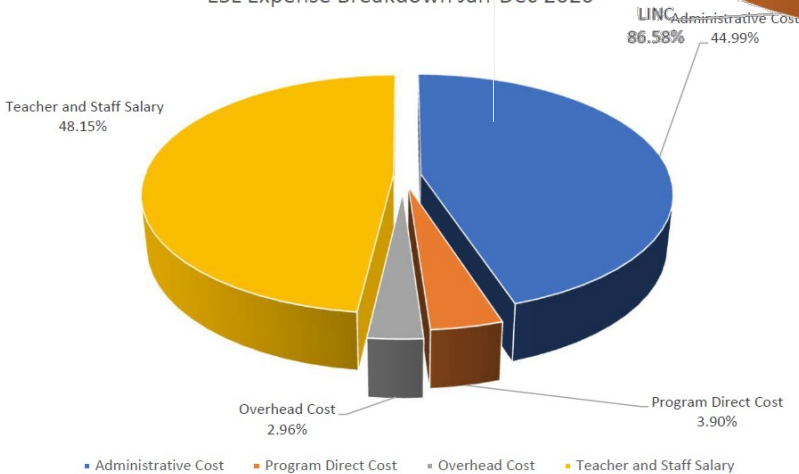
Agape Language Centre Society Profit by Program Jan-Dec 2020



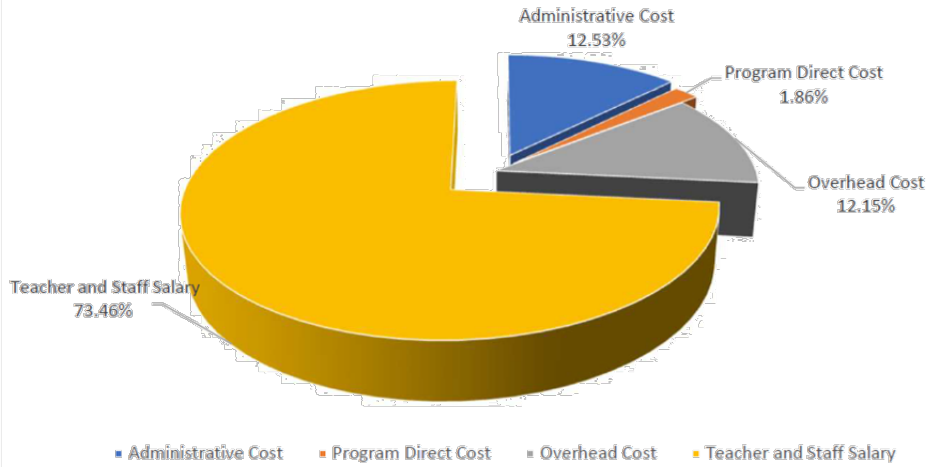
Agape Language Centre Revenue Breakdown Jan-Dec 2020



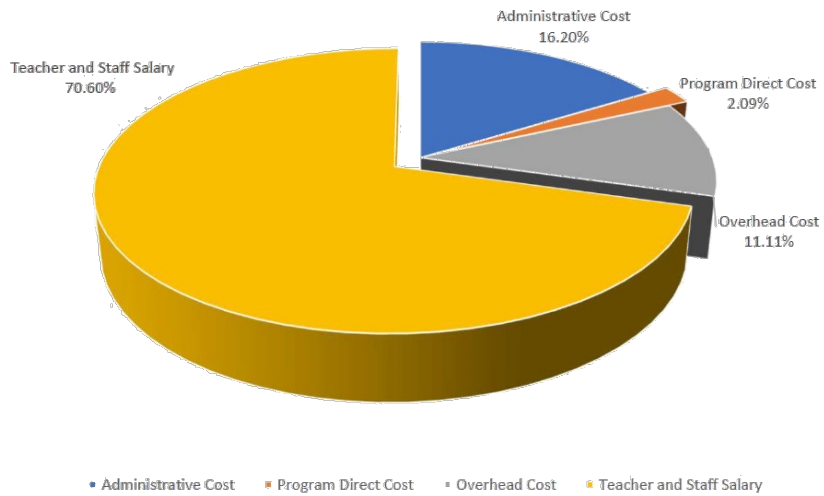
ESL Expense Breakdown Jan-Dec 2020



LINC Expense Breakdown Jan-Dec 2020



Agape Language Centre Expenses Breakdown Jan-Dec 2020



Immigration, Refugees and Citizenship Canada -- Immigration, Réfugié et Citoyenneté Canada funds the LINC (Language Instruction for Newcomers to Canada) classes.

This year was an unprecedented time in many ways and registration was no exception, varying significantly from previous years. We averaged 323 returning students registrations and 78 new students for a total of 401 students in our continuous LINC Program. We offer three semesters each year of English Language training for students from around the world in different walks of life having the drive to learn English. We partner with CLARC (Calgary Language Assessment and Referral Centre) to refer LINC students to our school. On average, a semester could last anywhere from 12 to 15 weeks depending on the time of year.

During 2020, Agapé Language Centre partnered with IRCC to provide 9 LINC classes ranging from CLB 1 to 4 with options of Monday to Friday, Monday to Thursday during the week mornings or afternoons, and Tuesday and Thursday evenings. There were 57 persons from China, 35 Syrian, and 26 Eritrean, these being the top three countries of newcomer immigrants to Agapé.

Due to the COVID pandemic situation throughout Canada and the world, it was challenging to have guest speakers and events to help our student integrate into society. We were even unable to celebrate our graduates' accomplishment of learning English. We had a total of 84 graduates across the school and of those numbers 35 students left the school for either higher learning or for employment. We have been so amazed by our students' victories over the struggles of learning English with the challenge of online learning coupled with new technologies and the challenge that brings alongside a new language. The Agapé team tips their hats to each of you.

We at Agapé Language Centre would like to thank IRCC in supporting new immigrants with the LINC program and providing the necessary settlement options for their survival in Canada.

Chairman's Report

As Board Chair for the Agapé Language Centre, the 2020 school year was a year of ingenuity for both our staff and students. As Board Chair I feel privileged to serve ALC as we journey together toward empowering new Canadians through language training and preparation for Canadian citizenship.



On behalf of the ALC Board, I would like to thank **Pastor Noral Woodburn** for his faithful service to the Agapé Language Centre in 2020. **Debbie Alexander-Thomas** has definitely grown into her role as the Director of Operations. In a year that could not have been more difficult, she has excelled! Her involvement over this year has provided stability to the staff, teachers, and students. She, along with our board, have done their best to guide ALC through the uncertainties of an ever-evolving federal budget as well as an unprecedented public health crisis. I would like to thank **Abraham, Ken, Tope, Steve, and Robyn** for being willing to serve as Board Members this last year. I look forward to working with each of you in the years and months to come.

I would also like to thank our administrative team, **Debbie, Jane and Gordon**. Their continued commitment to ALC provides quality and stability to all parts of our organization. The dedication and hard work of each member of the administrative team is greatly appreciated. I would also like to acknowledge our outgoing staff **Marlin, and Victoria** for their faithful years of service. I would also like to take this opportunity to express my appreciation to our valued and talented teachers **Mandi, C.J., Marilynne, Bernice, Jocelyn, Mighelle, Rosemary, Shannon, Allison, Ruth, Luisa, and Norma**. The work that you all undertook this year to make online learning work for your students has been valuable! We would truly not have been successful this year without your diligent efforts. Finally, I would like to thank our amazing and dedicated volunteers. Among others, each week we can count on **Norma, Paul, Marty, Bonnie, Ann, Rabia, Gary, Kathi, David, Catherine, and Susan** to give of their time and talent to our students. Your servant's heart is a true blessing to all that are involved with ALC. Your ongoing involvement ensures that the community here at ALC continues to thrive.

Respectfully submitted,

Jonathan Durand | Chairman

Director's Report

It is with great honour that I present the 2020 Director's Annual Report. This has been a challenging year for all during Covid 19 however the reports and the stories contained within the report, show the resilience that the Agapé Team has in pursuing the Vision of its community regardless of what they faced.



The vision of Agapé, "To help newcomers to Calgary improve their English language, understand Canadian culture, make new friends, and feel more at home in Canada. To accomplish this Agapé Language Centre continues to work with a mix of experienced teachers and volunteers who empower our new neighbours and facilitate their integration into Canadian Society."

As a faith-based organization we are guided by faith, lived through the gospel values as expressed in Micah 6:8; "Seek Justice, Love Kindness and Mercy and walk humbly with God."

Throughout 2020, the Agapé community created a sense of belonging, so students were comfortable in developing a strong sense of self-worth while learning English and settling into communities in Calgary while facing the pandemic head on.

We purposely create learning partnerships that involve staff, students, sponsors, and community members. All are recognized as positive contributors to student learning. Together we are creating a community of learners who contribute to the common good while facing unique challenges in a complex world.

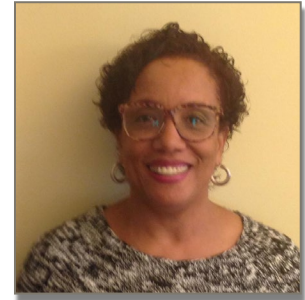
Agapé Language Centre would like to mention several significant partnerships that make it possible for Agapé to achieve the above goal. First, Immigration, Refugees and Citizenship Canada (IRCC) has partnered with Agapé since 2000 by providing funding for LINC education for new immigrants. Second, Beddington Heights Community Association also partners with Agapé providing funding for our ESL and Conversation Classes.

I would like to recognize all of our staff who have gone above and beyond as we shift from face-to-face learning to 100% online. Thank you for all your hard work and flexibility over this past year.

May God Continue to bless our work here at Agapé Language Centre.

Submitted by **Noral Woodburn** | Director

Director of Operations Report



To say that 2020 was different is a huge understatement for many in Calgary, Canada, and the world. We each were shocked into reacting with speed and agility in the new normal that our lives became in a matter of days. This reaction was no different at Agapé.

We pivoted to an online environment in a matter of days to provide our students with the continued level of education that they had experienced in our in-person classes. The staff worked very diligently to make it a success for both the students and our school. We were surprised at our own resiliency and courage in learning new technology. Our students struggled and were challenged with shifting to online classes, with learning how to use the computer and its acronyms, and with how to sign into class daily. The students had to adapt to studying at home while having their kids at home and resisting the urge to get help from family members to pass tests along with finding that quiet place to attend class.

One student could only find that place of solitude in the hallway of their apartment building. Both teachers and students persevered, making the best of the situation that was handed to them so quickly with no time to prepare for it. This change for the average person was difficult. Just imagine a person that does not speak the language, in a new country, with no extended family to help them through. We are so very humbled that each student has stuck to their learning online. In the end, we had few problems with absenteeism and students being engaged with the new way of being taught.

A year later, the grace of our God has shone through, and we stand each day amazed at His capacity to solve each crisis that appears. From having enough laptops to help students succeed in their zest to learn English, to wondering how we can make sure students attend classes regularly and on time from their couches. How we can convey to them that coffee break is not every time a family member needs a question answered but a scheduled time within their online learning just like in the classroom. A challenge for each teacher but through it all we stand by the goodness of our God to help us through it all.

As a team, we look forward with anticipation of what God has in store for us and the options that lay ahead of this new way of teaching called online learning.

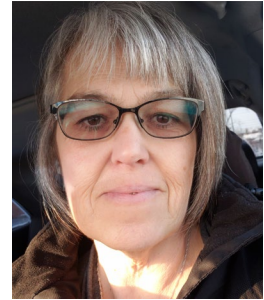
Respectfully submitted,

Debbie Alexander-Thomas | Director of Operations

Admin Assistant Report

2020, what can I say...

It was a very strange and trying year for everyone. The school did not feel like itself, the empty classrooms, & the quiet hallways at coffee time. What a huge change for our school. We dearly miss the laughter and daily greetings from our students.



With God's grace & strength our admin team, teachers, & students persevered. The teachers went above and beyond to quickly learn what they needed to help their students remain in class in an on-line environment. The students were so very thankful that they got to remain connected and in a class with their new friends. We did lose a few to 'technical' difficulties, but they all wanted to remain on our waitlist to come back as soon as we are back to in person schooling.

As always, I am ever so grateful for this ministry, and look forward to what the new day brings.

Respectfully submitted,

Jane Lowry | Administrative Assistant

Lead Teacher Report

2021 has been Agapé's second year of online classes. Teachers have gained a confidence and comfort with the delivery and rhythm of online classes and have developed creative methods to give students the best opportunity for success. The majority of students have indicated a preference for online over in-person classes, proof that Agapé teachers are doing great work at building the students' confidence in online learning.



In September, Agapé had the opportunity to hold one in-person class. It accommodated a group of high-beginner students who did not want online learning and had been waiting since March to resume in-person LINC instruction. Agapé staff worked tirelessly to create classroom routines that ensured all COVID protocols were followed, and everyone was safely attending class at Agapé. Along with the emphasis on covering LINC material, this class introduced the students to the digital skills necessary for success with online delivery. It built up the students' confidence and competence navigating Zoom, email, and online websites. The evidence of success came when this class was required to move online in late November and every student was able to log in and participate. The majority of those students continue to be successful in their online classes.

This coming year, the LINC teachers will continue training for a new program called Avenue. It is an IRCC-funded program designed to accommodate online and blended classes. At the end of the training program, teachers will be able to create interactive online activities and direct students to a course page with assignments and tasks to practice and assess the English they are learning in class.

I would like to personally thank the teachers-Allison, Bernice, CJ, Jocelyn, Luisa, Marilynne, Norma, Rosemary, Ruth, and Shannon-for their continued dedication to their classes and students. It is because of them that our students have been successful this last year.

I would also like to thank the Administrative staff-Debbie, Gordon, Jane, Noral, and Victoria-for their support, leadership, and dedication. At every turn and for every problem encountered, you pointed us to God for the hope, direction, and encouragement we needed and were His hands and feet to care for us.

Respectfully submitted,

Mandi Henn | Agapé Lead Teacher

ESL in a Pandemic

March 13th, 2020, the day we anxiously awaited the government's announcement of a possible total lockdown in Calgary, which would force us to pivot the whole school to an online environment come Monday. When the announcement came close to midday, we had to make some quick decisions. What platform would we use to teach students? How would we communicate to our students? How would we quickly train our teachers to use technology confidently, and what parts of the school would be online? These were the challenges as we would have to tackle with only two weeks left in the semester. Teachers had yet to conduct student conferences, and our graduating students still had to receive their certificates. The race was on!!

The Admin staff rose to the challenge. In two days, we had decided what program would be used to deliver online classes. On day three teachers had training sessions and by Friday March 20th, 2020, we were ready to deliver our very first online class in the LINC program on Monday March 23rd, 2020.

There were many growing pains to work through throughout that first semester, like learning how to utilize technology to mimic the classroom learning, activity, and testing. How to get students to do their own work without family help, how to teach students repeatedly how to join the classroom daily using whatever equipment was available to them, and to let them know that we had to spend the 2.5 hours learning and not on a break for half of that time. Our teacher's patience was pushed to the limit and then some!! I am sure all were grateful when the end of June came, and we could have a semester break from laptops, tablets, and cell phones.

September came way too fast, and we had to re-train students on technology and get comfortable again ourselves as we all thought this thing (COVID-19) would have been over by now. By the end of December, although we were much more comfortable with technology, we were all zoomed out. Our hope would be by January we would be back in the building, and all would be a fleeting memory. Again, we were wrong and back online we went, recognizing that God has a plan that did not coincide with our semester at all. So here we are a year later, still teaching online with some of us loving the choice and flexibility it gives. Who would have thought this would be an embracing viable option for both students and teachers alike? Looks like online is here to stay!!



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AGAPE LANGUAGE CENTRE SOCIETY
FINANCIAL STATEMENTS
DECEMBER 31, 2020

Aperture

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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of
AGAPE LANGUAGE CENTRE SOCIETY

Qualified Opinion

We have audited the financial statements of AGAPE LANGUAGE CENTRE SOCIETY, which comprise of the statement of financial position as at December 31, 2020, statement of operations, statement of changes net assets, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effect of the matter described in the *Basis for Qualified Opinion*, the accompanying financial statements present fairly, in all material respects, the financial position of AGAPE LANGUAGE CENTRE SOCIETY as at December 31, 2020 and the results of its operations, changes in fund balances and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

In common with many not-for-profit organizations, the Society derives revenues from donations, the completeness of which is not readily susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Society and we were not able to determine whether any adjustments might be necessary to fund raising activities and donations, excess of revenue over expenses, assets and fund balances.

Responsibilities of Management's and Those Charged with Governance for the Financial Statements

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

In preparing these financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

CALGARY, ALBERTA
April 29, 2021



CHARTERED PROFESSIONAL ACCOUNTANTS

**AGAPE LANGUAGE CENTRE SOCIETY
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>		
CURRENT		
Cash	\$ 154,412	\$ 47,017
Accounts receivable	-	2,056
Goods and services tax recoverable	161	296
Prepays	<u>132</u>	<u>-</u>
Capital assets (Note 3)	<u>154,705</u> <u>7,898</u>	<u>49,369</u> <u>10,991</u>
	\$ <u>162,603</u>	\$ <u>60,360</u>
<u>LIABILITIES</u>		
CURRENT		
Accounts payable and accrued liabilities	\$ 4,013	\$ 11,671
Deferred revenue	119,205	22,865
Deferred contributions related to capital assets (Note 4)	<u>7,145</u>	<u>10,016</u>
	<u>130,363</u>	<u>44,552</u>
Related party transactions (Note 5)		
Economic dependency (Note 6)		
Subsequent events (Note 7)		
<u>NET ASSETS</u>		
Invested in capital assets	753	975
Unrestricted	<u>31,487</u>	<u>14,833</u>
	<u>32,240</u>	<u>15,808</u>
	\$ <u>162,603</u>	\$ <u>60,360</u>

APPROVED BY THE BOARD:



Director



Director

**AGAPE LANGUAGE CENTRE SOCIETY
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
REVENUES		
Donations	\$ 39,149	\$ 34,916
Deferred contributions related to capital assets	2,871	4,923
Fees and registrations	6,522	5,721
Government funding - LINC	336,225	287,881
- Syrian Initiative	28,360	98,324
Government subsidies	<u>11,270</u>	<u>-</u>
	<u>424,397</u>	<u>431,765</u>
EXPENSES		
Advertising and promotion	13,156	16,003
Amortization	3,093	4,514
Facility and equipment rental	18,335	16,884
Hospitality	284	1,566
Office	17,642	20,604
Professional fees	5,380	5,667
Salaries and wages	328,915	339,131
Telephone	1,682	1,998
Training and materials	4,853	10,198
Travel	512	1,899
Utilities	<u>12,645</u>	<u>12,000</u>
	<u>406,497</u>	<u>430,464</u>
Excess of operating revenues over expenses	17,900	1,301
Equipment acquisitions not capitalized (Note 2)	<u>1,468</u>	<u>565</u>
Excess of revenues over expenses	<u>\$ 16,432</u>	<u>\$ 736</u>

**AGAPE LANGUAGE CENTRE SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
YEAR ENDED DECEMBER 31, 2020**

	<u>Invested in capital assets</u>	<u>Unrestricted</u>	Total	
			<u>2020</u>	<u>2019</u>
Net assets, beginning of year	\$ 975	\$ 14,833	\$ 15,808	\$ 15,072
(Deficiency) excess of revenues over expenses	<u>(222)¹</u>	<u>16,654</u>	<u>16,432</u>	<u>736</u>
Net assets, end of year	<u>\$ 753</u>	<u>\$ 31,487</u>	<u>\$ 32,240</u>	<u>\$ 15,808</u>

¹Consist of:

Amortization expense	\$(3,093)
Amortization of deferred contributions related to capital assets	<u>2,871</u>
	<u>\$(222)</u>

**AGAPE LANGUAGE CENTRE SOCIETY
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
CASH FLOWS PROVIDED BY (USED FOR):		
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 16,432	\$ 736
Amortization	3,093	4,514
Deferred contributions related to capital assets	(2,871)	(4,923)
Net change in non-cash working capital balances related to operations		
Accounts receivable	2,056	(143)
Goods and services tax recoverable	135	(10)
Prepays	(132)	280
Accounts payable and accrued liabilities	(7,658)	4,112
Deferred revenue	<u>96,340</u>	<u>(15,590)</u>
	<u>107,395</u>	<u>(11,024)</u>
INVESTING ACTIVITIES		
Purchase of capital assets using restricted funds	<u>-</u>	<u>(16,970)</u>
FINANCING ACTIVITIES		
Deferred contributions related to capital assets	<u>-</u>	<u>16,970</u>
Change in cash	107,395	(11,024)
Cash, beginning of year	<u>47,017</u>	<u>58,041</u>
Cash, end of year	<u>\$ 154,412</u>	<u>\$ 47,017</u>

**AGAPE LANGUAGE CENTRE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020**

1. PURPOSE OF THE ORGANIZATION

The Agape Language Centre Society is incorporated under the Societies Act of Alberta as a not-for-profit organization, and is a registered charity under the Income Tax Act. The Society is committed to an outreach ministry to new international neighbours. Our mission is to demonstrate God's unconditional love to our neighbours by meeting their need for English language and acculturation training through high quality interactive instruction in an accepting and affirming atmosphere.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations. The most significant accounting policies are summarized below:

Revenue recognition

Donations, fees for services related to courses and government funding are recognized as revenue when such courses and programs are delivered.

Designated contributions are recorded as deferred contributions until spent. Once spent, they are recorded to revenue on the same basis as the expenditure incurred.

Capital Assets

Capital assets are recorded at cost. Assets with per unit cost of \$300 or less for general fund and assets with per unit cost of \$1,000 or less for LINC program are expensed in the year of acquisition. Amortization is recorded on a declining balance basis at the following annual rates:

Computer equipment	30%, 100%, and 55%
Office furniture and equipment	20%

In the year of acquisition, amortization is reduced by one-half.

Contributed services

Volunteers assist the Society in carrying out certain activities. Because of the difficulty in determining their exchange amount and of the fact that such assistance is generally not otherwise purchased, contributed services are not recognized in the financial statements.

Financial instruments

The Society's financial instruments consist of cash, accounts receivable, and accounts payable and accrued liabilities. Unless otherwise indicated, it is management's opinion that the Society is not exposed to significant interest or credit risks arising from these financial instruments. The exchange amount of these financial instruments approximate their carrying values at December 31, 2020.

**AGAPE LANGUAGE CENTRE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020**

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement uncertainty

The preparation of the financial statements of the Society are in conformity with Canadian accounting standards for not-for-profit organizations that require management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. These estimates are subject to measurement uncertainty and may differ from actual results.

3. CAPITAL ASSETS

	<u>2020 Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>
Computer equipment	\$ 39,216	\$ 37,987	\$ 1,229
Office furniture and equipment	<u>33,759</u>	<u>27,090</u>	<u>6,669</u>
	<u>\$ 72,975</u>	<u>\$ 65,077</u>	<u>\$ 7,898</u>
	<u>2019 Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>
Computer equipment	\$ 39,216	\$ 36,561	\$ 2,655
Office furniture and equipment	<u>33,759</u>	<u>25,423</u>	<u>8,336</u>
	<u>\$ 72,975</u>	<u>\$ 61,984</u>	<u>\$ 10,991</u>

4. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represents the value of capital assets acquired with funds provided by funders. These deferred contributions are recognized as revenue at the same rate as the capital assets are amortized.

5. RELATED PARTY TRANSACTIONS

During the year, the Society made payments related to facility rental expenses, utilities expenses, photocopying fees, janitorial expenses, and internet expenses totaling \$49,431 to Beddington Pentecostal Church. Beddington Pentecostal Church share a common Board of Directors with the Society. The Society also received donations of \$23,000 from Beddington Pentecostal Church. As at December 31, 2020, the Society has no outstanding amounts due to or receivable from Beddington Pentecostal Church. These transactions are recorded at the exchange amount which is the amount agreed upon by the related parties.

**AGAPE LANGUAGE CENTRE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2020**

6. ECONOMIC DEPENDENCY

During the year, the Society received \$364,585 (2019 - \$386,205) of Government of Canada grants, representing 86% (2019 - 89%) of the Society's total revenue. As such, the Society's future economic viability is dependent on its continuance to receive such funding.

7. SUBSEQUENT EVENTS

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a global pandemic, which continues to spread in Canada and around the world.

As at December 31, 2020, the Society has not seen a major impact on operations in response to the COVID-19 crisis.

Management believes that some aspects of the disruption to operations may be temporary; however, there is uncertainty about the length and potential long term impact of the disruption.

LINC Program Budget (FY April 01, 2021, to March 31, 2022)

		Budget 2020/2021	Budget 2021/2022
Income	IRCC Grant	338,947	338,950
Expenses	Administrative Cost	44,210	44,211
	Salaries and Benefits	247,663	247,843
	Training and Prof. Dev.	300	200
	Travel, Accommodation	230	140
	Training Materials / Printed Resources	2,750	2,750
	Photocopy	3,114	3,114
	Office Supplies	1,350	1,350
	Promotions	1,260	1,260
	Copyright Fees	839	839
	Rental	16,341	16,341
	Utilities	11,733	11,733
	Janitorial	8,832	8,832
	GST	325	338
Total		338,947	338,950

Agapé Program Budget (FY January 01, 2021, to December 31, 2021)

		Budget 2020	Budget 2021
Income	Contribution - General	23,004	23,004
	Fundraising	11,460	11,207
	Registration (ESL, etc.)	20,680	2,400
Total Contribution		55,144	36,611
Expenses	Admin: Salaries	8,023	7,846
	Admin: Accounting Fees	1,800	1,800
	Admin: Bank Charges	480	540
	Admin: Office	5,889	5,019
	TOTAL ADMIN COST	16,192	15,205
	Prog: Salaries	38,115	19,352
	Prog: Program Delivery	178	178
	Prog: Training Materials	180	160
	Prog: Overhead Cost	480	1,710
	TOTAL PROGAM DEL.	38,953	21,399
Total		55,145	36,604

Agape Over the Years



Semester End Potluck



Christmas Hampers



Easter Activities



Spring Activities



CLB 5 pm Grad Night



Teddy Bear Picnic



Canada Day



Scavenger Hunt



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