FINANCIAL STATEMENTS For BOARD OF MANAGEMENT OF MOSS PARK ARENA For the year ended DECEMBER 31, 2020

Welch LLP®

Management's Responsibility for the Financial Statements

The financial statements of the Board of Management of Moss Park Arena (the "Arena") are the responsibility of management and have been approved by the Board of Management.

The financial statements have been prepared in compliance with the Canadian public sector accounting standards, established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 2 to the financial statements.

The preparation of the financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Arena's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board of Management is responsible for ensuring that management fulfills its responsibilities for financial reporting. The Board reviews the Arena's financial statements and discusses any significant financial reporting or internal control matters prior to the approval of the financial statements.

The financial statements have been audited by Welch LLP, independent external auditors appointed by the City of Toronto's City Council, in accordance with Canadian generally accepted auditing standards. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Arena's financial statements.



INDEPENDENT AUDITOR'S REPORT

To the Council of the Corporation of the

CITY OF TORONTO AND THE BOARD OF MANAGEMENT OF MOSS PARK ARENA

Opinion

We have audited the financial statements of the Board of Management of Moss Park Arena (the "Arena"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net debt and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Arena as at December 31, 2020 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for 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 Arena in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our 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.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, 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 the financial statements, management is responsible for assessing the Arena's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Arena or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities 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 auditor's 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 Arena'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 Arena'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 Arena 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.

Chartered Professional Accountants Licensed Public Accountants

Toronto, Ontario December 14, 2021.

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BOARD OF MANAGEMENT OF MOSS PARK ARENA STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2020

	<u>2020</u>		<u>2019</u>
FINANCIAL ASSETS Cash	\$ 23,880	\$	42,779
Accounts receivable	19,500		38,238
Due from the City of Toronto - deficit (note 5)	51,587		102,256
Accounts receivable - City of Toronto (note 6)	 <u>284,751</u>		307,731
	 <u>379,718</u>		<u>491,004</u>
LIABILITIES			
Accounts payable and accrued liabilities	2,707		82,097
Deferred revenue	22,750		99,399
Deferred emergency funding - City of Toronto (note 9)	60,000		-
City of Toronto - working capital advance (note 7)	10,000		10,000
Post-employment benefits payable (note 6)	 <u>284,751</u>		307,731
	 380,208		499,227
NET DEBT	 <u>(490</u>)		(8,223)
NON-FINANCIAL ASSETS			
Tangible capital assets (note 4)	4,646		6,872
Prepaid expenses	490		490
Inventories	 		7,733
	 <u>5,136</u>	_	15,09 <u>5</u>
ACCUMULATED SURPLUS	\$ 4,646	\$	6,872

Approved on behalf of the Board of Management

BOARD OF MANAGEMENT OF MOSS PARK ARENA STATEMENT OF OPERATIONS YEAR ENDED DECEMBER 31, 2020

	<u>Budget</u> (unaudited)	<u>2020</u>	<u>2019</u>
Revenue			
Ice rentals	\$ 571,340	\$ 138,160	\$ 530,073
Hockey school, camps and league operations (Schedule A)	284,081	65,342	253,494
Facility rentals (8,742	-	5,792
Other	-	_	221
Pro shop and skate sharpening (Schedule B)	26,391	(1,503)	13,150
Snack bar and vending operations (Schedule B)	5,700	(1,526)	4,504
Funding from (to) the City of Toronto for	0,700	(1,020)	1,001
employee related costs (note 6)		(22,980)	(20,394)
Emergency funding - City of Toronto (note 9)	-	650,824	(20,394)
Emergency funding - City of Toronto (note 9)	896,254	828,317	786,840
	<u> </u>	020,317	100,040
Expenses			
Salaries and wages	471,893	461,983	475,953
Employee benefits	132,597	107,393	102,823
Utilities	178,630	122,054	189,432
•	36,650	27,570	28,186
Repairs and maintenance General administration			
	43,900	26,097	43,545
Insurance	13,000	12,416	12,914
Professional fees	6,500	7,135	7,066
Amortization		2,226	3,586
N (<u>883,170</u>	<u>766,874</u>	<u>863,505</u>
Net revenue over expenses (expenses over revenue)	40.004	04.440	(=0.00=)
before the undernoted	13,084	61,443	(76,665)
Vehicle and equipment reserve contribution (note 8)	(12,000)	(13,000)	(12,000)
Operating surplus (deficit)	\$ 1,08 <u>4</u>	48,443	(88,665)
oporating carpiae (action)	Ψ 1,001	10, 110	(00,000)
Net expenditures receivable from (payable to) the			
City of Toronto (note 5)		(50,669)	85,079
51. y 51.1 51.51115 (1.1515 5)		(00,000)	
Annual deficit		(2,226)	(3,586)
Accumulated surplus, beginning of year		6,872	10,458
Accumulated surplus, beginning of year		0,012	10,430
Accumulated surplus, end of year		<u>\$ 4,646</u>	\$ 6,872



BOARD OF MANAGEMENT OF MOSS PARK ARENA STATEMENT OF CHANGES IN NET DEBT YEAR ENDED DECEMBER 31, 2020

		<u>2020</u>		<u>2019</u>	
Annual deficit	\$	(2,226)	\$	(3,586)	
Amortization of tangible capital assets		2,226		3,586	
Utilization of inventories, net		7,733		2,950	
Changes in net debt		7,733		2,950	
Net debt, beginning of year		(8,223)		(11,173)	
Net debt, end of year	\$	(490)	\$	(8,223)	



BOARD OF MANAGEMENT OF MOSS PARK ARENA STATEMENT OF CASH FLOWS YEAR ENDED DECEMBER 31, 2020

CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES		2020		<u>2019</u>
Annual deficit	\$	(2,226)	\$	(3,586)
Adjustment for: Amortization		<u> 2,226</u>		3,586 -
Non-cash changes to operations: Accounts receivable Due from the City of Toronto - deficit Accounts receivable - City of Toronto Accounts payable and accrued liabilities Deferred revenue Deferred emergency funding - City of Toronto Post-employment benefits payable Inventories		18,738 50,669 22,980 (79,390) (76,649) 60,000 (22,980) 7,733 (18,899)		(12,861) (64,898) 21,295 27,856 14,694 - (21,295) 2,950 (32,259)
DECREASE IN CASH		(18,899)		(32,259)
CASH, BEGINNING OF YEAR		42,779	_	75,038
CASH, END OF YEAR	\$	23,880	\$	42,779



1. NATURE OF OPERATIONS

The Board of Management of Moss Park Arena (the "Arena") was established as a community recreation centre under the Community Recreation Centres Act, pursuant to Chapter 25 of the City of Toronto Municipal Code, By-Law No. 381-74, as amended. The Board of Management operates and manages the Arena on behalf of the City of Toronto (the "City").

Under the By-Law, the Board of Management, at the end of each fiscal year, shall pay to the City all revenue received by the Board over and above that necessary to pay all the charges, costs and expenses resulting from or incidental to the management and control of the premises.

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting

These statements have been prepared in accordance with Canadian public sector accounting standards as issued by the Public Sector Accounting Board ("PSAB").

Revenue recognition

Revenues and expenditures are recorded on an accrual basis, when the service has been provided, evidence of an arrangement exists, the fee is fixed or determinable and the amount is collectible.

Ice rentals, hockey schools and camp fees paid in advance are recorded as deferred revenue.

Financial instruments

The Arena initially measures its financial assets and financial liabilities at fair value.

The Arena subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, accounts receivable and amounts due from the City. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Inventories

Inventories held for resale are initially recorded at cost and subsequently measured at the lower of cost and net realizable value. The cost is determined on a first-in, first-out basis.

Tangible capital assets

Tangible capital assets are recorded at cost. Amortization is provided on a straight-line basis over their estimated useful lives as follows:

Computer equipment Machinery and equipment

- 3 years straight-line
- 10 years straight-line



2. SIGNIFICANT ACCOUNTING POLICIES - Cont'd.

Contributed materials and services

Major capital expenditures are financed by the City of Toronto, which owns the facility, and are not recorded in these financial statements.

Services provided without charge by the City are not recorded in these financial statements.

Employee related costs

The Arena has adopted the following policies with respect to employee benefit plans:

- (a) The City of Toronto offers a multi-employer defined benefit pension plan (the "Plan") to the Arena's eligible employees. Due to the nature of the Plan, the Arena does not have sufficient information to account for the Plan as a defined benefit plan; therefore, the multi-employer defined benefit pension plan is accounted for in the same manner as a defined contribution plan. An expense is recorded in the period in which contributions are made.
- (b) The Arena also offers its eligible employees a defined benefit sick leave plan, a post-retirement life, health and dental plan, a long-term disability plan and continuation of health, dental and life insurance benefits to disabled employees. The accrued benefit obligations are determined using an actuarial valuation based on the projected benefit method prorated on service, incorporating management's best estimate of future salary levels, inflation, sick day usage estimates, ages of employees and other actuarial factors.

Net actuarial gains and losses that arise are amortized over the expected average remaining service life of the employee group.

The Arena recognizes an accrued benefit liability on the statement of financial position, which is the net of the amount of the accrued benefit obligations and the unamortized actuarial gains / losses.

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards 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. Management makes accounting estimates when determining the collectibility of accounts receivable, the useful life of its tangible capital assets, significant accrued liabilities, the post-employment benefits liabilities and the related costs charged to the statement of operations. Actual results could differ from those estimates, the impact of which would be recorded in future periods.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.



3. FINANCIAL INSTRUMENTS

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The following disclosures provide information to assist users of the financial statements in assessing the extent of risk related to the Arena's financial instruments.

Credit risk

The Arena is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Arena's maximum exposure to credit risk represents the sum of the carrying value of its cash, accounts receivable and amounts due from the City of Toronto. The Arena's cash is with a Canadian chartered bank and as a result management believes the risk of loss on this item to be remote.

Management believes that the Arena's credit risk with respect to accounts receivable is limited. The organization manages its credit risk by reviewing accounts receivable aging and following up on outstanding amounts.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Arena's cash earns interest at prevailing market rates and the interest rate exposure related to these financial instruments is negligible.

Liquidity risk

Liquidity risk refers to the adverse consequence that the Arena will encounter difficulty in meeting obligations associated with financial liabilities, which are comprised of accounts payable and accrued liabilities.

The Arena manages liquidity risk by monitoring its cash flow requirements on a regular basis. The Arena believes its overall liquidity risk to be minimal as the Arena's financial assets are considered to be highly liquid.

Changes in risk

There have been no significant changes in the Arena's risk exposures from the prior year.

4. TANGIBLE CAPITAL ASSETS

Tangible capital assets consist of the following:

		20	20		 2019			
		Cost		umulated ortization	Cost		Accumulated amortization	
Machinery and equipment Computer equipment	\$	44,917 21,315 66,232	\$ \$	40,271 21,315 61,586	\$ 44,917 21,315 66,232	\$ <u>\$</u>	38,045 21,315 59,360	
Less: accumulated amortization		(61,586)			(59,360)			
	<u>\$</u>	4,646			\$ 6,872			



5. OPERATING DEFICIT DUE FROM THE CITY OF TORONTO

The amount due from the City of Toronto consists of the following:

	<u>2020</u>	<u>2019</u>
Balance, beginning of year	<u>\$ 102,256</u>	\$ 37,358
Current year's operating deficit (surplus) Current year's amortization Net expenditure receivable from (payable to) the City of Toronto	(48,443) (2,226) (50,669)	88,665 (3,586) 85,079
Received from the City of Toronto during the current year		(20,181)
Balance, end of year	\$ 51,587	\$ 102,256

6. POST-EMPLOYMENT BENEFITS PAYABLE AND ACCOUNTS RECEIVABLE - CITY OF TORONTO

The Arena participates in a benefit plan provided by the City of Toronto. The Arena provides administrative employees with long-term disability benefits and the continuation of health, dental and life insurance benefits to disabled employees.

The Arena also provides health, dental, accidental death and disability, life insurance and long-term disability benefits to eligible employees. Depending on length of service and individuals' election, management retirees are covered either by the former City of Toronto retirement benefit plan or by the current retirement benefit plan.

Due to the complexities in valuing the benefit plans, actuarial valuations are conducted on a periodic basis. The most recent actuarial valuation was completed as at December 31, 2020 with projections to December 31, 2021. Assumptions used to project the accrued benefit obligation were as follows:

- long-term inflation rate 2.0%
- assumed health care cost trends range from 3.0% to 5.5%
- rate of compensation increase range from 3.0% to 3.5%
- discount rates post-retirement 2.0%, post-employment 1.2%, sick leave 1.5%

Information about the Arena's employee benefits, other than the multi-employer, defined benefit pension plan noted below, is as follows:

	<u>2020</u>	<u>2019</u>
Post-retirement benefits	\$ 97,166	\$ 89,409
Sick leave benefits	47,677	52,228
Income benefits	130,323	147,112
Continuation of benefits to disabled employees	99,685	109,082
	374,851	397,831
Unamortized actuarial loss	(90,100)	(90,100)
Post-employment benefit liability	<u>\$ 284,751</u>	\$ 307,731



6. POST-EMPLOYMENT BENEFITS PAYABLE AND ACCOUNTS RECEIVABLE - CITY OF TORONTO - Cont'd.

The continuity of the accrued benefit obligation is as follows:

	<u>2020</u>	<u>2019</u>
Balance, beginning of year Current service cost Interest cost Amortization of actuarial loss Expected benefits paid	\$ 307,731 3,799 9,387 12,088 (48,254)	\$ 329,026 3,296 12,531 12,909 (50,031)
Balance, end of year	<u>\$ 284,751</u>	\$ 307,731

A long-term receivable from the City of \$284,751 (2019 - \$307,731) has resulted from the recording of sick leave and post-retirement benefits. Funding for these costs continues to be provided by the City as benefit costs are paid and the City continues to be responsible for the benefit liabilities that may be incurred by the Arena.

The Arena also makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of most of its employees. The OMERS plan (the "Plan") is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employer contributions to this pension plan amounted to \$46,502 (2019 - \$43,527).

The most recent actuarial valuation of the Plan as at December 31, 2020 indicates the Plan is in a deficit position and the Plan's December 31, 2020 financial statements indicate a net deficit of \$7.655 billion (a deficit of \$3.211 billion plus adjustment of \$4.444 billion of unrecognized investment returns above or below the discount rate that is being smoothed and recognized over a five-year period). The Plan's management is monitoring the adequacy of the contributions to ensure that future contributions together with the Plan's assets and future investment earnings will be sufficient to provide for all future benefits. At this time, the Arena's contributions accounted for an insignificant portion of the Plan's total employer contributions. Additional contributions, if any, required to address the Arena's proportionate share of the deficit will be expensed during the period incurred.

7. CITY OF TORONTO - WORKING CAPITAL ADVANCE

The Arena retains a working cash advance provided by the City, for the management and control of the premises, to be returned to the City upon the Board of Management ceasing to function for any reason.

8. VEHICLE AND EQUIPMENT REPLACEMENT RESERVE

These contributions are for the financing of replacement ice resurface machines required by the Arena Boards in future years. This year's contribution was \$13,000 (2019 - \$12,000).



9. UNCERTAINTY DUE TO THE ECONOMIC CONSEQUENCES OF COVID-19

In mid-March 2020, the province of Ontario declared a state of emergency in response to the public health concerns originating from the spread of COVID-19.

On March 13, 2020, the Arena was closed to the public for the majority of the year in response to the quarantine measures implemented by the provincial government to stop the spread of the virus. During 2020, the Arena received \$710,824 from the City of Toronto as emergency funding to support cash shortfall due to the closure, of which \$60,000 is deferred as it relates to fiscal year 2021.

A high degree of uncertainty persists surrounding the full economic impact of the situation. The unpredictable nature of the spread of COVID-19 makes it difficult to determine the length of time that the Arena's operations will be impacted. Consequently, the effects of any subsequent outbreaks or abrupt declines in economic activity will have on the Arena's operations, assets, liabilities, revenues and expenses are unknown at this time.

BOARD OF MANAGEMENT OF MOSS PARK ARENA HOCKEY SCHOOL, CAMP AND LEAGUE OPERATIONS YEAR ENDED DECEMBER 31, 2020

Sales	<u>Budget</u> (unaudited)	<u>2020</u>	<u>2019</u>
	¢ 120.000	Ф 1E 2E1	¢ 00.000
Hockey League Registration	\$ 120,000	\$ 15,351	\$ 99,023
Hockey Winter League	112,000	39,038	115,467
Hockey School Camp	42,000	2,619	35,535
Hockey School Registration	45,000	14,020	38,139
Women's pickup	10,381	2,788	6,133
	329,381	73,816	294,297
Direct expenses			
Hockey League Referees	37,500	7,800	37,430
Hockey League expenses	3,800	270	3,346
Hockey School and Camp	2,000	404	27
Hockey School and Camp Instructors	2,000	<u> </u>	
	45,300	8,474	40,803
Gross profit	<u>\$ 284,081</u>	\$ 65,342	\$ 253,494

BOARD OF MANAGEMENT OF MOSS PARK ARENA SNACK BAR AND VENDING MACHINES OPERATIONS YEAR ENDED DECEMBER 31, 2020

	<u>Budget</u> (unaudited)	<u>2020</u>	<u>2019</u>	
Sales Snack bar Vending machines	\$ 23,700	\$ 3,168 <u>937</u> 4,105	\$ 13,720 4,984 18,704	
Less: Cost of goods sold	<u> 18,000</u>	5,631	14,200	
Gross profit (loss)	\$ 5,70 <u>0</u>	\$ (1,52 6)	\$ 4,504	

PRO SHOP AND SKATE SHARPENING OPERATIONS YEAR ENDED DECEMBER 31, 2020

	<u>Budç</u> (unaud	_	<u>2020</u>	<u>2019</u>	
Sales Pro Shop Skate sharpening	\$ 16 15	,391 \$,000 ,391	743 3,683 4,426	\$	4,529 11,572 16,101
Less: Cost of goods sold	5	000	5,929		2,951
Gross profit (loss)	<u>\$ 26</u>	<u>.391</u> \$	(1,503)	\$	13,150



December 14, 2021

Board of Management of Moss Park Arena 140 Sherbourne Street Toronto, Ontario M5A 2R6

PRIVATE AND CONFIDENTIAL

Attention: Mr. Mike Pisano

Dear Sir:

Re: Audit of the December 31, 2020 Financial Statements

During the course of our audit of the financial statements for the year ended December 31, 2020, we identified matters which would be of interest to management.

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of material misstatement and it is not designed to identify matters that may be of interest to management in discharging its responsibilities. In addition, an audit cannot be expected to disclose defalcations and other irregularities and it is not designed to express an opinion as to whether the systems of internal control established by management have been properly designed or have been operating effectively.

As a result of our observations, we have discussed our findings, which were minor matters, verbally with your staff and provided some suggestions for their consideration.

Please note that under Canadian generally accepted auditing standards we must report significant deficiencies to those charged with governance.

This letter is not exhaustive, and deals with the more important matters that came to our attention during the audit. Minor matters were discussed verbally with you and your staff. We have discussed the matters in this report with management and received his comments thereon.

Welch LLP - Chartered Professional Accountants 36 Toronto Street, Suite 1070, Toronto ON, M5C 2C5 T: 647 288 9200 F: 647 288 7600 W: welchllp.com An Independent Member of BKR International

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OTHER REPORTABLE MATTERS

Issue #1 - Lack of Board meeting minutes documentation

During the 2020 fiscal audit, we noted that no minutes were documented for the Board of Director's August 2020 board meeting. We recommend that all Board meeting minutes be documented and retained.

Management's Comments

The above issue resulted due to COVID-related logistics. Going forward for 2021 fiscal audit, all Board meeting minutes should be documented and retained.

We would like to express our appreciation for the co-operation and assistance which we received during the course of our audit from management and his staff.

We shall be pleased to discuss with you further any matters mentioned in this report at your convenience.

This communication is prepared solely for the information of management and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

Yours very truly,

Welch LLP

Christa Casey, CPA, CA

Partner

Kathy Steffan, CPA, CA

& Steffan

Partner

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