



Mill Bay Community League,  
Box 84,  
Mill Bay, BC  
V0R 2P0

Finance Division

August 29, 2018

CVRD,  
175 Ingram Street,  
Duncan, BC  
V9L 1N8

Attention: General Manager, Corporate Services

Dear Sir:

**Re: Grant for Mill Bay Community League**

We enclose the following documents requested for the processing of the grant to the Mill Bay Community League for the 2019 CVRD budget:

- Proposed draft budget for our fiscal year ending June 30, 2019;
- Copy of the financial statements for our fiscal year ended June 30, 2018;
- Report from the president setting out how the funds were used in the fiscal year ended June 30, 2018.

If you require any further information or have any questions with respect to the foregoing, do not hesitate to contact me at 250-743- 9760

Yours truly,

Norman Wills, Vice-President  
Mill Bay Community League,

encl.

## MILL BAY COMMUNITY LEAGUE 2017

The Mill Bay Community League history goes back to 1945 and has been an important community entity since then.

Our continuing goal has been to maintain the hall for the use of community groups to meet for functions such as wedding receptions, craft fairs, exercise programmes, seniors programmes, musical shows, meetings and a variety of other events.

We continue to hold executive meetings once a month in the boardroom and special general meetings when requested. We continue to host an annual community volunteer appreciation BBQ in the summer to honour and thank all those people in the community who have so generously donated their time and effort, and we also host an annual children's Christmas Variety Show.

The major expenditures proposed for the hall in the upcoming year include upgrading of the heating and ventilation system. The siding and windows are currently in the process of being completed. We are also looking to do further upgrades in the kitchen and to purchase additional tables and chairs to replace those which have been damaged.

We also continue to publish information in the monthly newsletter and this is another ongoing expense to the MBCL.

MBCL consists of a group of volunteers who is doing its best to provide a facility for our community to use and enjoy and with your assistance, we will be able to continue. New members are always welcome.



Norman Wills, Vice-President  
Mill Bay Community League

**MILL BAY COMMUNITY LEAGUE  
DRAFT BUDGET  
June 30, 2019**

**INCOME:**

Lease	\$ 19,300
Grant	10,000
Hall Rentals	16,000
Dues	250
<b>Total</b>	<u>\$ 45,550</u>

**EXPENSES:**

Messenger	\$ 7,000
Utility	4,500
Insurance	3,200
Office	600
Salary - Hall	4,800
Grounds	1,500
Janitorial	600
Socan	225
Hall Maintenance	39,000
Miscellaneous	400
Volunteer BBQ	600
Social	400
Septic Fund	3,000
<b>Total</b>	<u>\$ 65,825</u>
<b>Net Loss</b>	- 20,275

\* Included in maintenance - Capital and extra expenditures

Chair replacement	\$ 2,000
Siding & windows on hall	33,000
<b>Total</b>	<u>\$ 35,000</u>

**MILL BAY COMMUNITY LEAGUE  
BALANCE SHEET  
At June 30, 2018**

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**2018**

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**ASSETS**

Savings - Septic	\$ 12,083.24
Chequing	8,586.72
Term Deposit - Septic	10,970.79
ISCU Shares	5.36
Accounts Receivable	4,889.00
Savings - Building Repairs	20,000.00

**Total Assets**

\$ 56,535.11

**LIABILITIES**

Accounts Payable	\$ 3,599.40
Deferred Income	-

**Total Liabilities**

3,599.40

**EQUITY**

Retained Earnings	\$ 44,135.33
Current Income	8,800.38

**Total Equity**

52,935.71

**Liabilities & Equity**

\$ 56,535.11

**MILL BAY COMMUNITY LEAGUE  
COMPARATIVE BALANCE SHEET  
AT JUNE 30, 2018**

	2018	2017
<b>ASSETS</b>		
Savings - Septic	\$ 12,083.24	\$ 12,083.24
Chequing	8,586.72	12,677.80
Term Deposit - Septic	10,970.79	10,894.53
ISCU Shares	5.36	5.24
Accounts Receivable	4,889.00	2,641.54
Savings - Building Repairs	20,000.00	10,000.00
<b>Total Assets</b>	<u>\$ 56,535.11</u>	<u>\$ 48,302.35</u>
<b>LIABILITIES</b>		
Accounts Payable	\$ 3,599.40	\$ 3,547.02
Deferred Income	-	620.00
<b>Total Liabilities</b>	<u>3,599.40</u>	<u>4,167.02</u>
<b>EQUITY</b>		
Retained Earnings	\$ 44,135.33	\$ 25,575.50
Current Income	8,800.38	18,559.83
<b>Total Equity</b>	<u>52,935.71</u>	<u>44,135.33</u>
<b>Liabilities &amp; Equity</b>	<u>\$ 56,535.11</u>	<u>\$ 48,302.35</u>

**MILL BAY COMMUNITY LEAGUE  
INCOME STATEMENT  
AT JUNE 30, 2018**

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**2018**

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**REVENUE**

Dues	\$ 230.80
Hall Rental	18,133.16
CVRD Lease	19,520.00
CVRD Grant	8,212.00
Interest	92.06
Miscellaneous (Note 3)	4,823.50

**Total Revenue** \$ 51,011.52

**EXPENSES**

Grounds Improvement/Mtc	\$ 1,096.15
Hall & Equipment: Repairs & Maintenance	8,325.27
Maintenance Salary	4,800.00
Janitor Supplies	605.00
Telephone/Utility	4,340.38
Meetings, Socials	1,947.79
Insurance	2,900.00
Office Supplies	202.90
Messenger	5,264.15
Miscellaneous (Note 2)	6,403.68
Socan	194.32
Donations (Note 1)	6,131.50

**Total Expenses** 42,211.14

**Net Income** \$ 8,800.38

**MILL BAY COMMUNITY LEAGUE  
COMPARATIVE INCOME STATEMENT  
AT JUNE 30, 2018**

	2018	2017
<b>REVENUE</b>		
Dues	\$ 230.80	\$ 280.00
Hall Rental	18,133.16	16,152.53
CVRD Lease	19,520.00	19,500.00
CVRD Grant	8,212.00	7,903.00
Interest	92.06	88.25
Miscellaneous (Note 3)	4,823.50	-
<b>Total Revenue</b>	<u><u>\$ 51,011.52</u></u>	<u><u>\$ 43,923.78</u></u>
<b>EXPENSES</b>		
Grounds Improvement/Mtc	\$ 1,096.15	\$ 575.40
Hall & Equipment: Repairs & Maintenance	8,325.27	5,778.63
Maintenance Salary	4,800.00	4,800.00
Janitor Supplies	605.00	548.13
Telephone/Utility	4,340.38	4,457.83
Meetings, Socials	1,947.79	215.00
Insurance	2,900.00	2,064.00
Office Supplies	202.90	441.56
Miscellaneous (Note 2)	5,264.15	5,820.08
Membership	6,403.68	424.00
Socan	194.32	194.32
Donations (Note 1)	6,131.50	45.00
<b>Total Expenses</b>	<u><u>42,211.14</u></u>	<u><u>25,363.95</u></u>
<b>Net Income</b>	<u><u>\$ 8,800.38</u></u>	<u><u>\$ 18,559.83</u></u>

**MILL BAY COMMUNITY LEAGUE**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2018**

Note 1. Donations are made up of:	
CMS Food Bank	\$2,500.00
MBMHS - electrical for museum	3,600.00
Plaque for Volunteer of Year	31.50
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	\$6,131.50

Note 2. Miscellaneous expenses are:	
Canada Day Dance	\$5,727.86
Bank Charges	24.00
Web Page expense	501.82
Licenses & permits	150.00
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	\$6,403.68

Note 3. Miscellaneous income is:	
Canada Day Dance	\$4,823.50