



SAINT MARY'S
UNIVERSITY SINCE 1802

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Annual Financial Report

March 31, 2020

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Office of the President

Introduction

I am pleased to introduce the University's Annual Financial Report for the 2020 fiscal year. This report demonstrates accountability to the community and a strong commitment to fiscal responsibility; one of our key corporate values.

The Board of Governors of Saint Mary's University oversees management of the University's financial, physical and human assets. The Board carries out its fiduciary duty, in part, by ensuring that the University's annual financial statements are prepared in accordance with best practices and audited by the University's auditor, Grant Thornton LLP. Detailed information about the Board of Governors is included in Appendix 1.

In this report, you will find commentary and key performance measures related to University debt, used by management and designed to inform all members of the University community. This discussion and analysis should be read in conjunction with the audited financial statements.

The financial statements (pages 14-29) show the University's overall financial picture and are included in this report. The reporting is on a fund accounting basis, using the restricted fund method of accounting for contributions. Our independent auditor has audited the financial statements and, in their opinion, (see page 15) the statements fairly present, in all material respects, the University's financial position at March 31, 2020 and the results of its operations for the year then ended.

The Annual Financial Report is provided in the context of the University's Strategic Plan and its various strategic initiatives. In addition to supporting the University's initiatives on Discovery & Innovation and Intercultural Learning, this Annual Financial Report discusses our ability to strengthen our Institutional Sustainability.

In summary, the aim of this Annual Financial Report is to ensure our stakeholders have full and transparent information about the University's finances.

Robert Summerby-Murray Ph.D.
President and Vice Chancellor



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Management Discussion and Analysis

March 31, 2020

Strategic Plan – 2017-2022



AGE QUOD AGIS

VISION

Saint Mary's, building on its strong tradition of accessibility and community engagement, will be the university of choice for aspiring citizens of the world.

MISSION

The mission of Saint Mary's University is to offer undergraduate, graduate, and life-long learning programs; to engage in research and disseminate its results; and to serve the community from the local to the international level.

VALUES

Our values articulate our distinctive contribution to civil society, locally and globally. These values are highlighted in the Santamarian Signature:

Pursuing academic growth, Demonstrating resilience, Developing intercultural competence, Engaging our alumni and community; and Exercising ethical wisdom



Discovery & Innovation in a Learning-centred Environment



Intercultural Learning



Institutional Sustainability

We recognize the importance of the contribution and growth of each individual in the University's success and promote a safe, respectful and inclusive learning environment.

Please see **Appendix 2** for the summary of Strategic Plan Initiatives – 2017-2022.

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Our Framework

Saint Mary's University, founded in 1802, is located in Halifax, Nova Scotia and is the second largest educational institution in the province. The campus is home to more than 7,000 students from over 108 countries who are enrolled during the academic year and summer sessions, attending classes on the 42-acre campus in south end of Halifax and more than 750 faculty and staff supporting programs and operations.

Saint Mary's vision is to be the university of choice for aspiring citizens of the world. Culturally diverse and globally-connected, Saint Mary's is recognized as a national leader in international and intercultural education. Our global network of 51,000 alumni is strong and engaged; Saint Mary's boasts the 2nd highest level of alumni engagement in the country.

An urban, mid-sized university, Saint Mary's offers innovative and relevant programs in Arts, Science, Business, and Graduate Studies and Research. While Saint Mary's is primarily undergraduate, the university is increasingly recognized for research excellence and has strong and growing suite of graduate programs including five PhD programs. It is also well known for athletic excellence and a strong arts program.

The renowned Sobey School of Business is a national leader in business education. It is the only comprehensive business school in the region offering academic and research programming at the undergraduate, Masters, and PhD levels. Saint Mary's mentors innovators and entrepreneurs in every discipline. We are the only Canadian university to offer BA in Entrepreneurship, and the Master of Technology Entrepreneurship & Innovation program attracts ambitious entrepreneurs from around the world. The Saint Mary's University Entrepreneurship Centre is a hub for entrepreneurship for local businesses and award-winning student teams.

The introduction of the five-year Saint Mary's University Strategic Plan (2017-2022) signaled the intention to grow, elevate and expand Saint Mary's, building on the university's distinct strengths, values and culture. Our three key initiatives are: Promoting Discovery and Innovation in a Learning-Centred Environment, Fostering Intercultural Learning and Understanding, and Strengthening Institutional Sustainability. The strategic plan stems from our values which articulate our distinctive contribution to our students and to civil society, locally and globally.

Our Latin motto *Age Quod Agis* calls for us to 'do what we do', to act in the world, to shoulder responsibility, to champion social justice, and to uphold ethical values. It is at the heart of what it means to be a Santamarian.

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Responsibility for Financial Reporting

The administration of the University is responsible for the preparation, integrity and objectivity of the financial statements and the notes thereto. The administration believes that the financial statements present fairly the University's financial position as at March 31, 2020 and the results of its operations for the year then ended.

The administration has also prepared the unaudited financial information presented elsewhere in this financial report and has ensured that it is consistent with the financial statements.

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations per Part III of the CPA Canada Handbook and the standards for private enterprise as per Part II of the Handbook for items not addressed in Part III. Where alternative accounting methods exist, those deemed most appropriate in the circumstances have been chosen. Financial statements include amounts based on estimates and judgment. Such amounts have been determined on a reasonable and consistent basis to ensure that the financial statements are presented fairly, in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the administration has developed and maintains a system of internal control designed to provide reasonable assurance that University assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board carries out its responsibility for review of the financial statements principally through its Audit and Risk Committee. All of the members of the Audit and Risk Committee are independent, i.e., not officers or employees of the University. The Audit and Risk Committee meets regularly with administration and with the external auditors, Grant Thornton LLP, to discuss the planning and results of audit examinations and financial reporting matters. The external auditors have full access to the Audit and Risk Committee with and without the presence of management.

The Board of Governors of Saint Mary's has responsibility to review and approve the financial statements upon the recommendation of management and the Audit and Risk Committee.



Gabrielle Morrison
Vice-President, Finance & Administration

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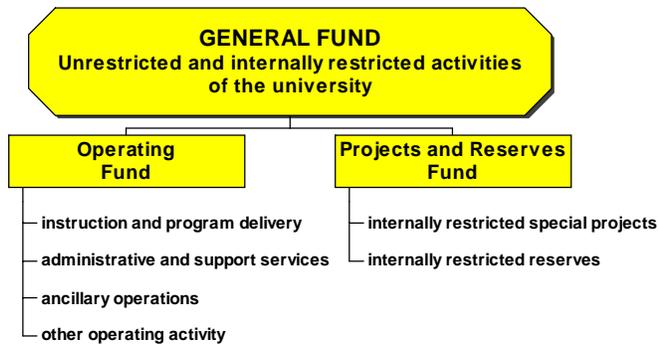
Fund Accounting

The Board of Governors and management have responsibility to set the strategic directions for the University, allocate resources, and then assess achievements associated with those decisions. Fund accounting assists by classifying financial statement items for accounting and reporting purposes into logical groupings with specified activities and objectives. Presentation of the financial information in fund format, based on restrictions and areas of activity, enables more effective performance evaluation and stewardship.

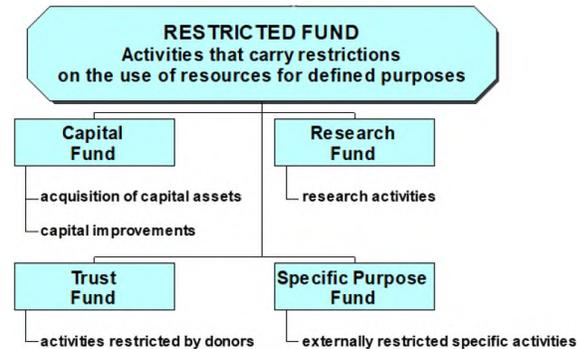
The University reports under the Canadian accounting standards for not-for-profit organizations in Part III of the *CPA Canada Handbook* and the standards for private enterprises as per Part II of the *CPA Canada Handbook* for items not addressed in Part III.

The financial statement structure for Saint Mary's University is comprised of:

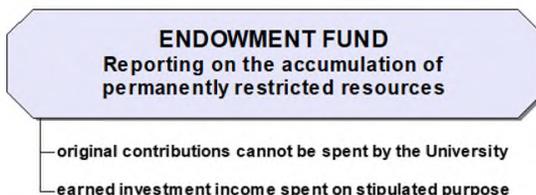
the General Fund



the Restricted Fund



the Endowment Fund

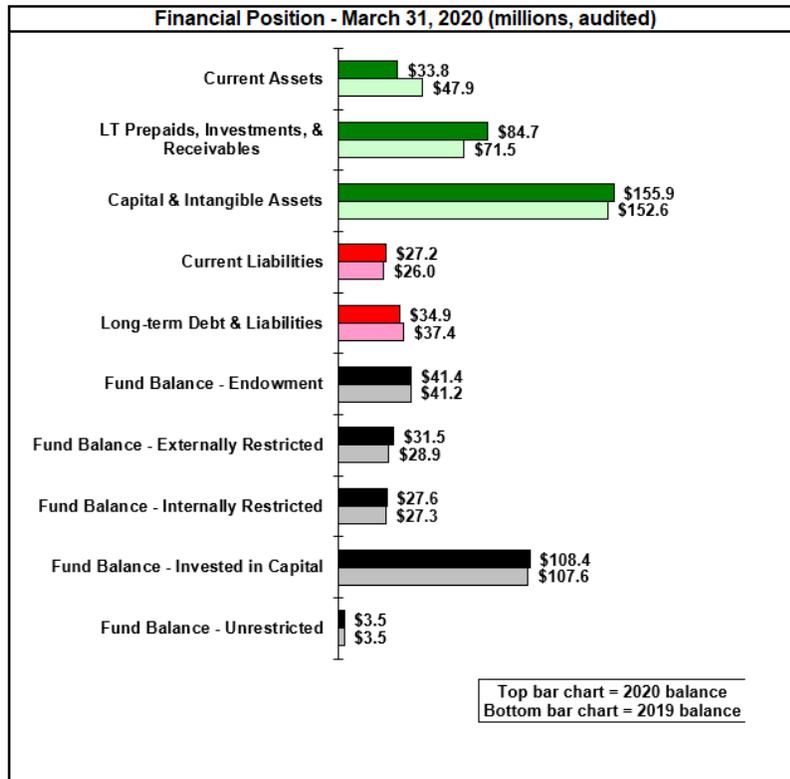


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Financial Position and Fund Balances

(Millions \$)

The Statement of Financial Position reports what the University owns (assets), what it owes to others (liabilities) and the remaining interest or equity in the assets (fund balances) at the March 31, 2020 reporting date.



University current assets amount to \$33.8 and are comprised of cash, short-term investments, accounts receivable, inventories and prepaid expenses. The year-end balance of current assets was \$14.1 lower than the previous year. Cash and short-term investments decreased by approximately \$14.5. Part of the reduction in cash and short term investments related to funding \$5.5 of the construction cost of the Dauphinee Centre.

In total, long-term prepaid expenses, receivables, and investments increased \$13.2 compared to the prior year with nearly the entire amount attributable to long-term investments. The University received \$8.9 in gifts and bequests, which represents an increase of \$5.0 over the previous year. The long-term investments are recorded at fair value and the investment income included unrealized losses of \$3.7 from the change in the fair value, due to the impact of the market fluctuations as a result of COVID-19 global pandemic, of the investments in

2020. The gifts include funds for endowments, program support, and capital projects.

Capital and intangible assets, with a net book value of \$155.9, are a prominent component of the University's statement of financial position. The University's buildings comprise 74% of net capital assets.

Current liabilities of \$27.2 include payables, accruals, students' deposits, deferred revenue and the current portion of long-term debt. The year-end balance decreased \$1.2 compared to the prior year. The decrease in long-term debt & liabilities \$2.5 was primarily due to normal principal debt repayments.

The fund balances represent the University's residual interest in its assets after deducting liabilities. The fund accounting method of reporting used by Saint Mary's shows the restrictions on the balances. \$72.9 relates to resources that are constrained by endowments and other external restrictions; \$27.6 is internally restricted by the University for projects and reserves; \$108.4 is the net amount invested in buildings and other capital assets. The unrestricted General Fund balance represents the accumulated surplus and is \$3.5.

In total, the fund balances of Saint Mary's University have increased over the past five years from \$174.6 at March 31, 2016 to \$212.4 at March 31, 2020.

Debt Capacity

Debt Capacity Analysis, March 31, 2020

Critical Success Factor: **Ability to pay debt charges with medium term resources**

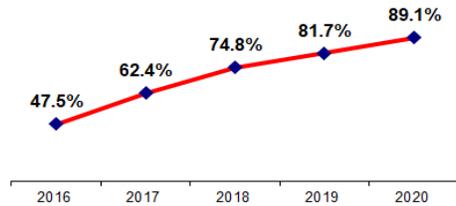
Key Performance Indicator: **Ratio of expendable resources to debt**

Financially healthy institutions are able to draw on an appropriate mix of capital funding. This would include capital grants, fundraising, debt and internally generated cash from operations. When measuring debt capacity, two levels of liquidity are important: i) unrestricted fund balances which are immediately available to be expended and ii) resources which the University can access in the medium term. Together these two types of liquid assets are termed "expendable resources" and provide the capacity to service debt which, in turn, enables the University to fund its educational mission.

Ability to pay debt with medium term resources	2019	2020
Expendable resources (millions)	\$30.8	\$31.1
Debt, incl. current portion of long-term debt (millions)	\$37.7	\$34.9
Ratio of expendable resources to debt	81.7%	89.1%

- expendable resources increased 1% and University debt decreased 7.4%
- the ratio of expendable resources to debt increased 19 percent from the previous year

Ratio of Expendable Resources to Debt



Critical Success Factor: **Manageable debt load**

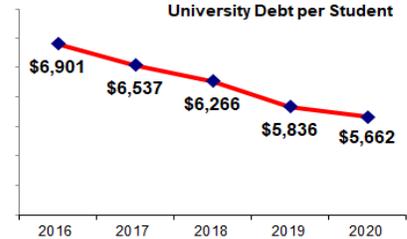
Key Performance Indicator: **University debt per student**

Moody's Credit Research (Special Comment, 2001) indicates that debt capacity in higher education institutions is not a static concept, but changes over time as fundamental credit factors evolve. As a result, the University's debt capacity would increase as enrolment grows, provincial funding strengthens, external donations increase or the endowment levels improve. Student demand is a key indicator that can be used as a proxy for a combination of these fundamental credit factors. Accordingly, the amount of outstanding debt owed by the University per student should be kept at a level that is consistent with the university's tolerance for debt risk.

Manageable debt load	2019	2020
Debt, incl. current portion of long-term debt (millions)	\$37.7	\$34.9
Number of students (full time equivalents)	6,460	6,164
University debt per student	\$5,836	\$5,662

- University debt per student decreased \$174 during the year

University Debt per Student



Critical Success Factor: **Debt funding strength arising from operations**

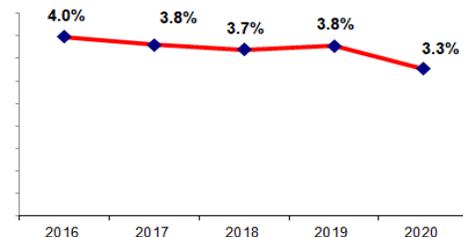
Key Performance Indicator: **Ratio of debt service cost to operating revenue**

Revenue growth (tuition + other sources of revenue) provides "funding room" for new debt. Projects such as residence ancillaries are often expected to be self-supporting and use less debt capacity than projects that do not have an associated revenue stream. Overall, the University must be concerned about the potential for reduced long-term financial flexibility when adding fixed costs in the form of principal and interest payments on debt. Debt charges add cost pressure to the expenditure side of the operating budget, so it is important to monitor the ratio of debt service cost to total operations.

Debt funding strength arising from operations	2019	2020
Debt service cost: principal + interest (millions)	\$5.2	\$4.5
Total operating revenue (millions)	\$137.5	\$137.6
Ratio of debt service cost to operating revenue	3.8%	3.3%

- exceeding 10% would raise concerns about being highly leveraged (Moody's)

Ratio of Debt Service Cost to Operating Revenue

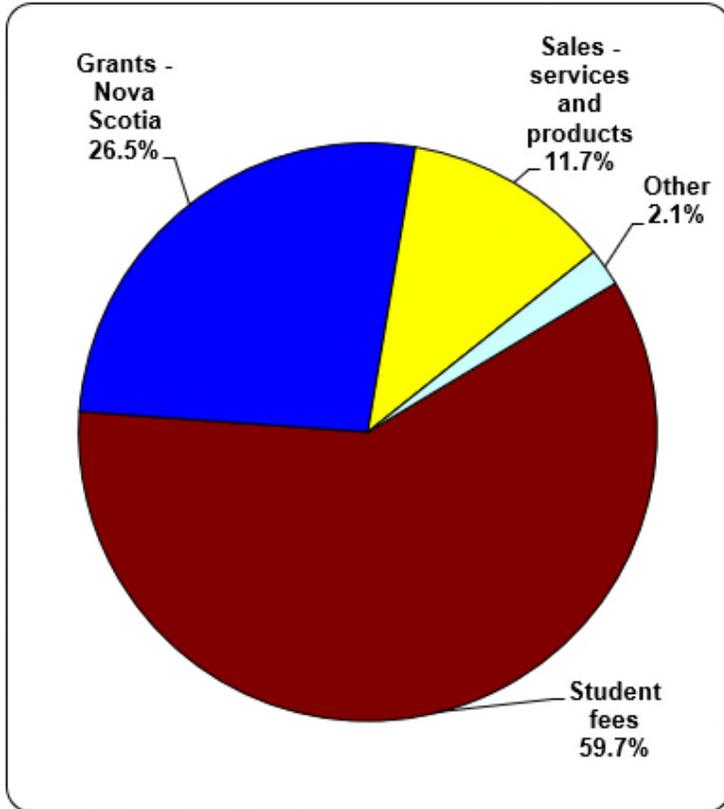


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General Fund Analysis
Operating Fund - Revenues

(Millions \$)

The 2020 operations of Saint Mary's University produced revenues of \$137.6 (2019 - \$137.5). (see Page 29 – Operating Fund)



Student fees are the largest component of operating revenue. The majority of sales of services and products are also related to students and enrolment, i.e., residence fees, food service and bookstore sales. The chart on the right shows the breakdown of operating revenue including ancillaries.

As a result of decreased enrolment, student fee revenue decreased \$0.3 or -0.3% compared to the prior year. This was despite increases in domestic and international tuition fees as well as other specific fees.

Sales of services and products were unchanged at 11.7% of revenue. Declines in revenue for residence and the campus store were offset by increases in meal plan revenue and rental income with the opening of the Dauphinee Centre.

The Province of Nova Scotia, responding to fiscal challenges, increased funding to the University system for 2020 with Saint Mary's increase being \$0.7. The grant amount, including a restricted one-time grant of \$0.4 related to deferred maintenance was included in the operating budget approved by the Board of Governors.

Overall operating revenue was up \$0.1 over the previous year. The Unrestricted Fund Balance at the end of the year is at \$3.5, within the target range approved by policy of the Board of Governors.

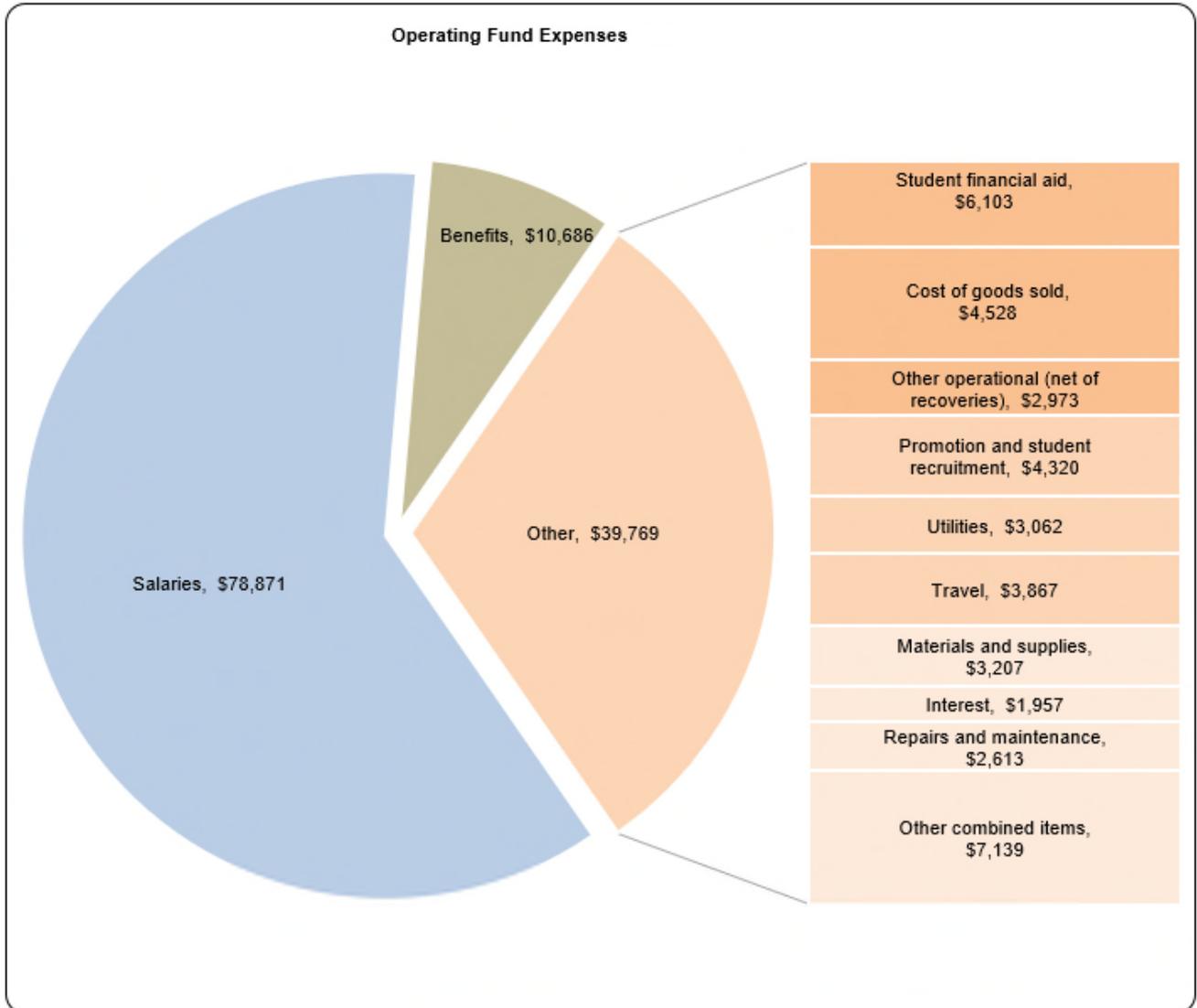
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General Fund Analysis
Operating Fund – Expenses

(Millions \$)

The 2020 operations of Saint Mary's incurred expenses of \$129.3 (2019 - \$123.7) excluding interfund transfers. The following chart (in thousands) shows the breakdown of operating expenses for the year by category, including ancillary operations and after grouping together a portion of "other" expenses. (see Page 29 – Operating Fund)

The largest component of the University's investment in its educational mission is salaries and benefits (69.2%) The next largest component of operating expenses is the investment in student financial aid. Student Financial Aid has grown from \$5.2 in 2016 to \$6.1 in 2020. The third largest expense component of operating expense is the cost of goods sold related to Meal Plans and the University Campus Store.



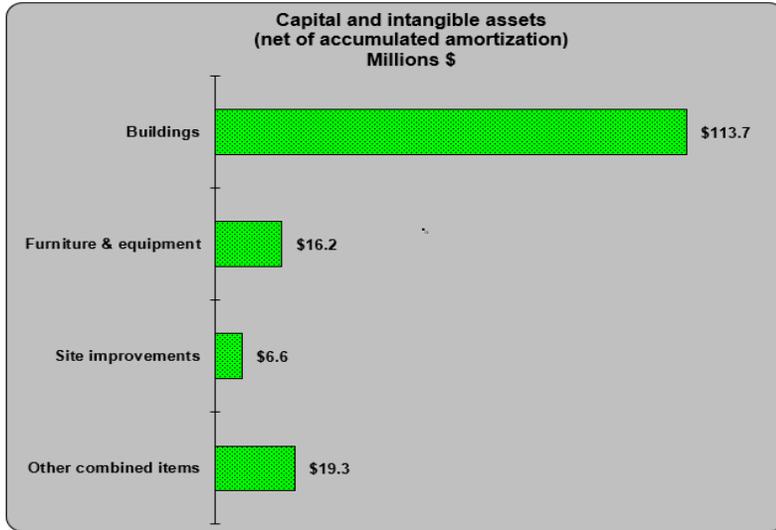
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Restricted Fund Analysis

Capital Fund

(Millions \$)

The Restricted Fund accounts for resources that are subject to restrictions on their use, either for capital assets or for specific purposes defined by external contributors to the University.

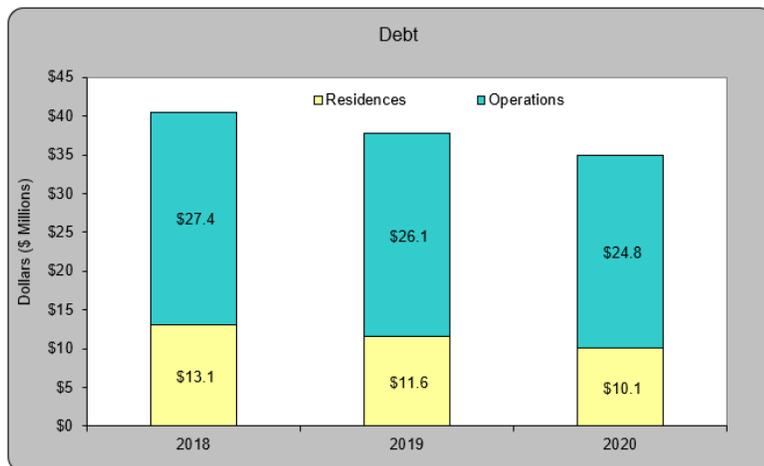


With a fund balance of \$108.4, the Capital Fund makes up the largest portion of the Restricted Fund. It accounts for all the capital and intangible assets of the University and the related debt. Capital and intangible assets are purchased by transfers from other funds, borrowing, or by contributions from external sources.

Contributions restricted for capital and intangible assets related to projects in progress are shown as revenue of the Capital Fund in the year the assets are acquired.

The Capital Fund's balance is the net investment in capital and intangible assets, which consists of the net capital and intangible assets less the related debt. During 2020 the University acquired capital and intangible assets of \$13.3. Funding for these acquisitions included transfers from internally restricted funds of \$4.6, transfers from externally restricted funds of \$2.1, transfers from the Research Fund of \$0.6, transfers from the Operating Fund of \$0.6 and internal working capital of \$5.4. Internal working capital was used to reduce interest expense associated with bridge financing. The University intends to secure long-term financing in 2021 to replenish the working capital.

Included in the \$13.3 acquisitions of capital and intangible assets was \$7.6 for buildings, \$3.9 for furniture, equipment & campus improvements, \$1.5 for Computer and Intangibles and \$0.2 for library books.



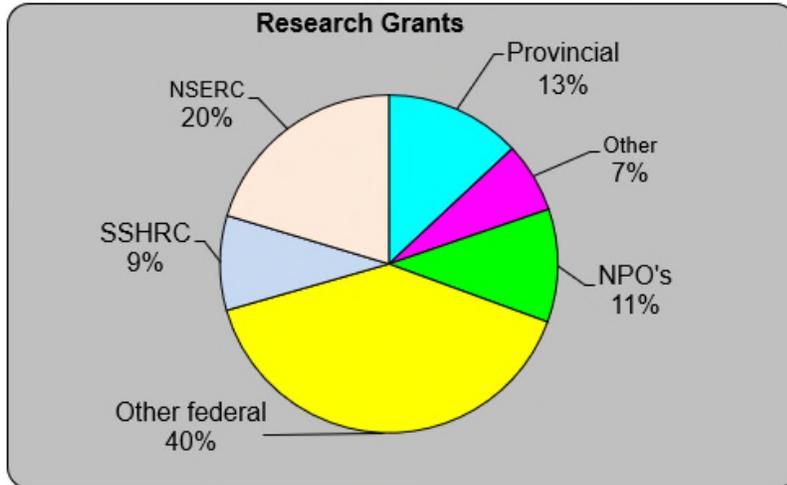
By the end of 2020 the University's debt has decreased to \$34.9 from \$37.7 in 2019. The portion of debt related to academic and administration buildings at the end of 2020 was 71%. The remainder of the debt relates to the student residence buildings.

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Restricted Fund Analysis
Research and Other Restricted Funds

(Millions \$)

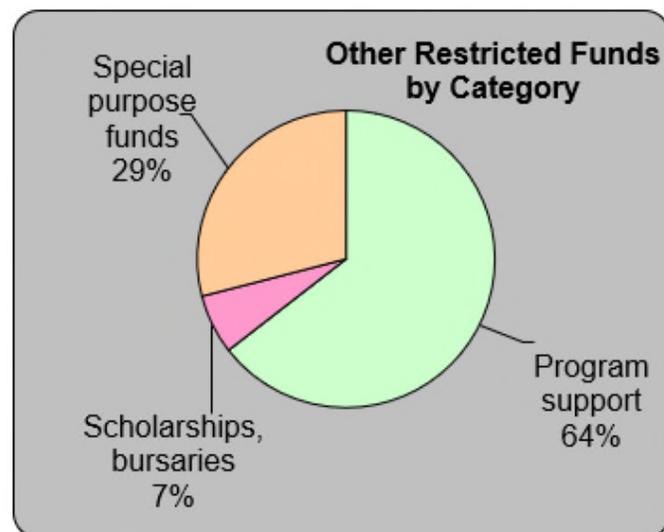
Research Fund



Research is an integral part of the University's mission. Most research funding is provided by external organizations, such as the Natural Sciences and Engineering Research Council (NSERC), the Social Sciences and Humanities Research Council (SSHRC), Canadian Foundation for Innovation (CFI) and various not-for-profit organizations (NPO's). Contributions from these organizations are restricted for research purposes and are shown as revenue of the Research Fund when received. The balance of the Research Fund, \$5.6, consists of contributions available to be carried forward to the following year.

During 2020 Saint Mary's University received \$9.0 in contributions and funding for research, up from \$8.8 in 2019. The majority of the research expenses were for salaries for research assistants, financial aid for students and travel, and accommodations relating to research and fieldwork.

Other Restricted Funds



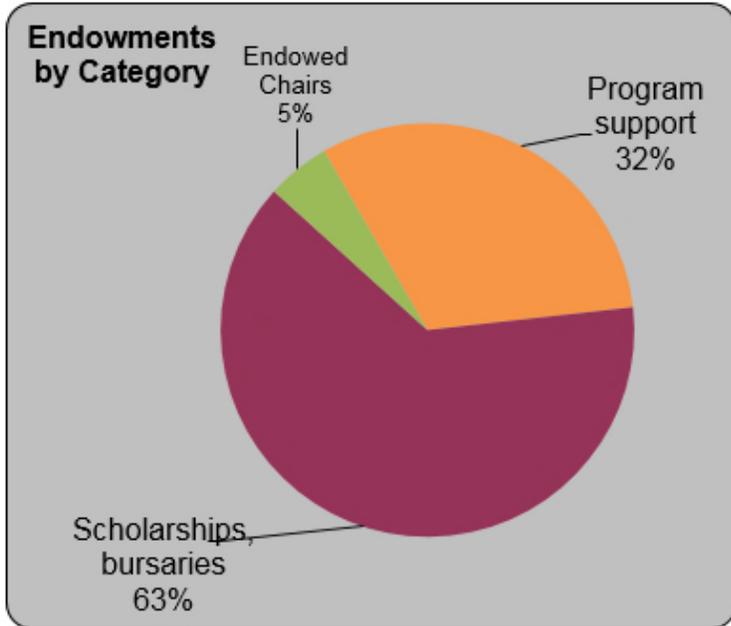
Other Restricted Funds include Trust Funds for program support and scholarships and bursaries and other Special Purpose Funds for activities that have been stipulated by donors and contributors. The chart on the left shows the breakdown of these other restricted funds by category. During the year the University received donations of \$6.5 into the Trust Fund. The Trust Fund balance of \$20.2 consists of expendable trusts and the expendable portion of the University's endowment funds. The Specific Purpose Fund accounts for resources contributed to Saint Mary's that are restricted for specific purposes other than research. During the year the University received donations of \$1.0 for specific purposes. At March 31, 2020, the fund balance was \$5.7

During the year, the Other Restricted Funds provided scholarships and bursaries totaling \$1.3.

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Endowment Funds Analysis

(Millions \$)



The \$41.4 in the Endowment Fund (2019 - \$41.2) must be maintained in perpetuity and is not available for spending. However, each year a portion of the investment income is available for spending in accordance with donors' restrictions and University policy. This portion of the investment income earned on the Endowment Fund is transferred to the Trust Fund for spending, increasing the expendable funds. The chart shows the breakdown by category of the Endowment Fund balance on March 31, 2020.

Endowment investments are recorded at fair value and investment income, including unrealized gains and losses, is allocated to the related endowments. Investment performance recognized a net investment loss, including unrealized net losses of \$3.4, for 2020 of \$1.5. This is directly due to market fluctuations caused by the COVID-19

pandemic.

The endowment spending policy provides an allocation of 4.0% of the market value of the endowment assets based on a three-year moving average. The spending limit is intended to preserve the purchasing power of the endowment principal over the long-term by adding investment returns greater than 4.0% to the endowment principal. Over the long term, these excess returns are expected to grow and offset the effect of inflation.

During 2020, Saint Mary's University received \$1.3 in endowed donations.



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Financial Statements

March 31, 2020



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Independent auditor's report

To the Board of Governors of
Saint Mary's University

Opinion

We have audited the financial statements of Saint Mary's University (the "University") which comprise the statement of financial position as at March 31, 2020, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly in all material respects, the financial position of Saint Mary's University as at March 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

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 University 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.

Responsibilities of Management 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 the financial statements, management is responsible for assessing the University'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 University or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the University'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 University'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 University'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 University 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.



Halifax, Canada
September 17, 2020

Chartered Professional Accountants

Statement of Financial Position

As at March 31

(\$ thousands)

	2020				2019			
	General	Restricted	Endowment	Total	General	Restricted	Endowment	Total
Current Assets								
Cash and short-term investments (Note 3)	19,580	2,126	108	21,814	34,644	1,523	160	36,327
Accounts receivable (Note 4)	9,240	407	-	9,647	8,458	49	-	8,507
Inventories	900	-	-	900	1,015	-	-	1,015
Prepaid expenses	1,463	-	-	1,463	2,041	-	-	2,041
	<u>31,183</u>	<u>2,533</u>	<u>108</u>	<u>33,824</u>	<u>46,158</u>	<u>1,572</u>	<u>160</u>	<u>47,890</u>
Long-term Assets								
Long-term prepaid expenses	12	-	-	12	19	-	-	19
Long-term investments (Note 5)	-	40,880	41,866	82,746	-	28,250	41,324	69,574
Long-term receivable	1,276	660	-	1,936	1,224	688	-	1,912
Capital assets (Note 7)	-	154,208	-	154,208	-	151,116	-	151,116
Intangible assets (Note 8)	-	1,731	-	1,731	-	1,471	-	1,471
	<u>1,288</u>	<u>197,479</u>	<u>41,866</u>	<u>240,633</u>	<u>1,243</u>	<u>181,525</u>	<u>41,324</u>	<u>224,092</u>
	<u>32,471</u>	<u>200,012</u>	<u>41,974</u>	<u>274,457</u>	<u>47,401</u>	<u>183,097</u>	<u>41,484</u>	<u>271,982</u>
Current Liabilities								
Amounts due to governments	1,733	-	-	1,733	1,778	-	-	1,778
Accounts payable and accrued liabilities	7,086	720	8	7,814	7,181	2,187	8	9,376
Unearned fees and other deferred revenue	14,594	181	-	14,775	12,025	4	-	12,029
Current portion of long-term debt (Note 9)	-	2,871	-	2,871	-	2,816	-	2,816
	<u>23,413</u>	<u>3,772</u>	<u>8</u>	<u>27,193</u>	<u>20,984</u>	<u>5,007</u>	<u>8</u>	<u>25,999</u>
Long-term Liabilities								
Long-term deferred revenue	70	-	-	70	110	-	-	110
Long-term accrued liabilities	2,822	-	-	2,822	2,444	-	-	2,444
Long-term debt (Note 9)	-	31,984	-	31,984	-	34,843	-	34,843
Due to (from) other funds (Note 13)	(24,942)	24,361	581	-	(6,954)	6,655	299	-
	<u>(22,050)</u>	<u>56,345</u>	<u>581</u>	<u>34,876</u>	<u>(4,400)</u>	<u>41,498</u>	<u>299</u>	<u>37,397</u>
	<u>1,363</u>	<u>60,117</u>	<u>589</u>	<u>62,069</u>	<u>16,584</u>	<u>46,505</u>	<u>307</u>	<u>63,396</u>
Fund Balances								
Endowment	-	-	41,385	41,385	-	-	41,177	41,177
Externally restricted	-	31,482	-	31,482	-	28,951	-	28,951
Internally restricted	27,608	-	-	27,608	27,317	-	-	27,317
Invested in capital assets	-	108,413	-	108,413	-	107,641	-	107,641
Unrestricted	3,500	-	-	3,500	3,500	-	-	3,500
	<u>31,108</u>	<u>139,895</u>	<u>41,385</u>	<u>212,388</u>	<u>30,817</u>	<u>136,592</u>	<u>41,177</u>	<u>208,586</u>
	<u>32,471</u>	<u>200,012</u>	<u>41,974</u>	<u>274,457</u>	<u>47,401</u>	<u>183,097</u>	<u>41,484</u>	<u>271,982</u>

Commitments (Note 14) Contingencies (Note 15)

Approved by the Board of Governors



Chair, Board of Governors



President and Vice Chancellor

See accompanying notes to the financial statements.

Statement of Operations and Changes in Fund Balances

For the year ended March 31
(\$ thousands)

	2020				2019			
	General (See Schedule 1)	Restricted (See Schedule 2)	Endowment	Total	General (See Schedule 1)	Restricted (See Schedule 2)	Endowment	Total
Revenues								
Government grants and contributions								
Government of Canada	1,554	6,913	-	8,467	1,623	6,539	-	8,162
Government of Nova Scotia	36,459	1,690	-	38,149	35,758	12,685	-	48,443
Other	-	-	-	-	9	-	-	9
Other grants	232	1,623	-	1,855	230	1,660	-	1,890
Student fees	82,192	144	-	82,336	82,444	132	-	82,576
Gifts and bequests	165	7,480	1,257	8,902	100	2,793	1,012	3,905
Sales of services and products	16,030	320	-	16,350	16,072	325	-	16,397
Income from investments	942	453	(1,525)	(130)	1,430	512	2,606	4,548
Miscellaneous income	1,047	574	-	1,621	1,126	860	-	1,986
	138,621	19,197	(268)	157,550	138,792	25,506	3,618	167,916
Expenses								
Salaries	79,742	3,764	-	83,506	75,221	3,452	-	78,673
Employee benefits	10,726	219	-	10,945	10,455	198	-	10,653
Equipment rental	890	2	-	892	784	-	-	784
Materials and supplies	3,347	791	-	4,138	3,246	1,570	-	4,816
Communications	538	11	-	549	625	14	-	639
Travel	4,212	1,284	-	5,496	4,137	1,469	-	5,606
Utilities	3,062	-	-	3,062	3,088	-	-	3,088
Printing and duplicating	1,045	26	-	1,071	887	33	-	920
Library acquisitions	2,032	-	-	2,032	1,661	-	-	1,661
Hospitality	995	324	-	1,319	1,009	309	-	1,318
Repairs and maintenance	2,638	295	-	2,933	2,706	964	-	3,670
Promotion and student recruitment	4,427	258	-	4,685	4,617	119	-	4,736
Professional fees	1,565	1,263	186	3,014	915	1,585	141	2,641
Rent	341	74	-	415	303	144	-	447
Other operational expenses	3,800	479	10	4,289	3,676	704	9	4,389
Cost of goods sold	4,528	-	-	4,528	4,527	-	-	4,527
Student financial aid	6,167	2,821	-	8,988	6,058	2,371	-	8,429
Amortization of capital and intangible assets	-	9,929	-	9,929	-	9,150	-	9,150
Interest	1,957	-	-	1,957	2,109	-	-	2,109
Internal cost recoveries	(602)	602	-	-	(606)	606	-	-
	131,410	22,142	196	153,748	125,418	22,688	150	148,256
Revenues less expenses before transfers	7,211	(2,945)	(464)	3,802	13,374	2,818	3,468	19,660
Interfund transfers (Note 13)	(6,920)	6,248	672	-	(12,803)	14,117	(1,314)	-
Net increase in fund balances	291	3,303	208	3,802	571	16,935	2,154	19,660
Fund balances, beginning of year								
Endowment	-	-	41,177	41,177	-	-	39,023	39,023
Externally restricted	-	28,951	-	28,951	-	23,166	-	23,166
Internally restricted	27,317	-	-	27,317	26,746	-	-	26,746
Invested in capital assets	-	107,641	-	107,641	-	96,491	-	96,491
Unrestricted	3,500	-	-	3,500	3,500	-	-	3,500
Fund balances, beginning of year, total	30,817	136,592	41,177	208,586	30,246	119,657	39,023	188,926
Fund balances, end of year								
Endowment	-	-	41,385	41,385	-	-	41,177	41,177
Externally restricted	-	31,482	-	31,482	-	28,951	-	28,951
Internally restricted	27,608	-	-	27,608	27,317	-	-	27,317
Invested in capital assets	-	108,413	-	108,413	-	107,641	-	107,641
Unrestricted	3,500	-	-	3,500	3,500	-	-	3,500
Fund balances, end of year, total	31,108	139,895	41,385	212,388	30,817	136,592	41,177	208,586

See accompanying notes to the financial statements.

Statement of Cash Flows

For the year ended March 31

(\$ thousands)

	2020				2019			
	General	Restricted	Endowment	Total	General	Restricted	Endowment	Total
Operating Activities								
Increase in fund balances from operations	291	3,303	208	3,802	571	16,935	2,154	19,660
Amortization of capital and intangible assets	-	9,929	-	9,929	-	9,150	-	9,150
Realized and unrealized investment losses (gains)	-	165	3,148	3,313	-	(420)	(1,123)	(1,543)
Gifts-in-kind	-	(1,095)	(168)	(1,263)	-	(117)	(151)	(268)
Change in non-cash working capital	(15,355)	16,089	283	1,017	1,543	(9,894)	61	(8,290)
Cash generated from operating activities	(15,064)	28,391	3,471	16,798	2,114	15,654	941	18,709
Investing Activities								
Purchase of investments	-	(16,110)	(7,357)	(23,467)	-	(8,771)	(4,185)	(12,956)
Disposal of investments	-	4,410	3,834	8,244	-	12,335	3,237	15,572
Purchase of capital assets	-	(12,424)	-	(12,424)	-	(15,973)	-	(15,973)
Purchase of intangible assets	-	(859)	-	(859)	-	(675)	-	(675)
Cash used for investing activities	-	(24,983)	(3,523)	(28,506)	-	(13,084)	(948)	(14,032)
Financing Activities								
Debt repayments	-	(2,805)	-	(2,805)	-	(2,769)	-	(2,769)
Cash used for financing activities	-	(2,805)	-	(2,805)	-	(2,769)	-	(2,769)
Increase (decrease) in cash and short-term investments	(15,064)	603	(52)	(14,513)	2,114	(199)	(7)	1,908
Cash and short-term investments, beginning of year	34,644	1,523	160	36,327	32,530	1,722	167	34,419
Cash and short-term investments, end of year	19,580	2,126	108	21,814	34,644	1,523	160	36,327

See accompanying notes to the financial statements.

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

1. Authority and purpose

Saint Mary's University (the University) is a provincially incorporated body operating under the authority of the Saint Mary's University Act, 1970 (amended 2007). The University is a not-for-profit entity and grants degrees, diplomas, and certificates in the Sobey School of Business, and the Faculties of Arts, Science, Graduate Studies and Research, and Education. The University also performs research activities. The Board of Governors has overall governance responsibility for the University and, subject to the powers of the Board of Governors, the Senate is responsible for the educational policy. The University is a registered charity under the Income Tax Act and accordingly is exempt from income taxes.

2. Summary of significant accounting policies and reporting practices

a) Basis of accounting

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles using Canadian accounting standards for not-for-profit organizations in Part III of the *CPA Canada Handbook*.

b) Use of estimates

The preparation of financial information requires management to make estimates and assumptions that affect reported amounts of assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the year. Significant estimates and assumptions are involved in the calculation of the collectible portion of accounts receivables, amortization of capital assets, accrued liabilities for payroll and employee future benefits, unearned portion of tuition and fees, and the fair value of financial instruments. Actual results could differ from those estimates. Estimates are regularly reviewed by management and adjusted as required.

c) Fund accounting

The University follows the restricted fund method of accounting for contributions. Under fund accounting, resources are classified for accounting and reporting purposes into funds in accordance with specified activities or objectives.

The University has classified accounts with similar characteristics into major funds as follows:

- i) The General Fund is unrestricted and accounts for the University's program delivery, service and administrative activities. This fund is further divided into the Operating Fund and the Projects and Reserves Fund.

The Operating Fund accounts for the University's primary function of instruction, including academic, support services, administrative services, facilities management and other operating activities. It also accounts for ancillary operations that provide goods and services to the University community, which are supplementary to the functions of instruction, research and service and are expected to operate on at least a break-even basis.

The Projects and Reserves Fund accounts for money internally designated for specific projects or purposes.

- ii) The Restricted Fund carries restrictions on the use of the resources for particular defined purposes. The fund is further divided into the Capital, Research, Trust and Specific Purpose Funds.

The Capital Fund accounts for the acquisition of and major renovation or improvement to capital assets.

The Research Fund accounts for activities in support of research.

The Trust Fund accounts for activities that have been stipulated by donors and contributors.

The Specific Purpose Funds are externally restricted for specific projects and purposes.

- iii) The Endowment Fund accounts for resources received with the stipulation that the original contribution not be spent. The fund also consists of a portion of the investment income earned on these funds that is required by donors and the Board of Governors to be added to the fund to offset the eroding effect of inflation.

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

d) Inventories

Bookstore inventory and inventory on hand for repairs and maintenance are valued at the lower of cost and net realizable value.

e) Capital assets

Purchased and constructed capital assets are recorded at cost and subsequently measured at cost less accumulated amortization. Interest on financing during construction is added to the capitalized costs. The University reports donated capital assets at fair value upon receipt when the fair value can be reliably determined. Amortization expense is reported in the Capital Fund. Capital assets, other than land, art, and antiques, are amortized over their estimated useful lives. Land, art and antiques are not amortized. One-half year's amortization is recorded in the year of acquisition. Amortization of new construction and buildings begins in the year premises is available for use. Management reviews estimates of the useful lives of capital assets and adjusts the estimates as required.

Whenever events or changes in circumstances indicate a capital asset no longer has any long-term service potential to the University, the excess of its net carrying amount over any residual value would be recognized as an expense. Such a write-down is not reversed if the service potential subsequently improves.

Capital assets are amortized over the estimated useful life of the asset using the straight-line method. The range of the estimated useful lives of each category of capital asset is shown below expressed in years.

Buildings	3 - 40
Site improvements	8 - 25
Library materials	10
Equipment, furnishings and interior improvements	8
Leasehold improvements	3
Information technology and motor vehicles	5

f) Intangible assets

Purchased and developed intangible assets are recorded at cost and subsequently measured at cost less accumulated amortization. The University reports donated intangible assets at fair value upon receipt when the fair value can be reliably determined. Interest on financing during development is added to the capitalized costs. Amortization expense is reported in the Capital Fund. All intangible assets have limited lives and are amortized over their estimated useful lives. One-half year's amortization is recorded in the year of acquisition. Amortization of purchased and developed intangible assets begins in the year usage commences. Management regularly reviews estimates of the useful lives of intangible assets and adjusts the estimates as required.

Whenever events or changes in circumstances indicate an intangible asset no longer has any long-term service potential to the University, the excess of its net carrying amount over any residual value would be recognized as an expense. Such a write-down is not reversed if the service potential subsequently improves.

Intangible assets are amortized over the estimated useful life of the asset using the straight-line method. The estimated useful lives of each category of intangible asset is shown below expressed in years.

Enterprise Resource Planning System	15
Other software	5

g) Financial instruments

The University considers any contract creating a financial asset or liability as a financial instrument, except in certain limited circumstances. Financial instruments consist of cash, short and long-term investments, accounts receivables, accounts payable, amounts due to government and short and long-term debt.

The University initially measures its financial assets and liabilities at fair value. Cash denominated in Canadian dollars is measured and reported at face value. Cash balances denominated in foreign currency are translated using the exchange rate on the Statement of Financial Position date. Short-term investments are measured and reported at fair value.

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

g) Financial instruments (continued)

The University has chosen to subsequently measure and report long-term investments at fair value calculated using quoted market values based on actively traded markets. The University records the change in the fair value as part of income from investments.

In addition the University has chosen to subsequently measure a restricted long-term receivable at fair value. The receivable is related to donations from an individual which are held in an irrevocable charitable trust with the income payable to the University. The funds must be held in the trust for a minimum of 10 years after the death of the individual. This 10 year period ends in March 2020.

Changes in fair value of financial assets are recognized in the Statement of Operations. All other financial assets including accounts receivable and other long term receivables, are recorded at amortized cost. Transaction costs related to financial assets are expensed as incurred. Financial liabilities, including accounts payable, accruals, and long-term debt are recorded at amortized cost. Financing fees related to financial liabilities are deferred and amortized over the period of the related liability. Management reviews financial instruments for impairment and adjusts as required.

If there is an indicator of impairment, the University determines whether there is a significant adverse change in the expected amount or timing of the future cash flows from the financial asset. If there is a significant adverse change in 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 University 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.

The University is exposed to various risks through its financial instruments. Included are the following significant risks:

Credit risk

The University is exposed to credit-related losses in the event of non-performance by counterparties to financial instruments. Credit exposure is minimized by dealing mostly with creditworthy counterparties such as highly rated financial institutions. The University provides credit to its students in the normal course of operations. To reduce this risk, the University places restrictions on registering for courses and the issuance of grades and degrees until payment on account is made. The University also uses third party agencies to collect outstanding receivables. The University assesses accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts.

Interest rate risk

The University minimizes interest rate risk by using fixed interest rate loans and interest rate swaps on floating rate loans to fix interest rates on its long-term debt.

Foreign currency risk

The University undertakes revenue and purchase transactions in foreign currencies, and therefore is subject to gains and losses due to the fluctuations in foreign currency exchange rates. All foreign currency is reflected in Canadian dollars for financial statement purposes.

The University is also exposed to foreign currency risk on a portion of its long-term investments. The University believes that, over the long term, fluctuations in currency tend to offset. The University believes there is a role for currency management within the funds however the benefits must be measured against the cost of management.

Market risk

The University's investments are affected by market conditions. The University has established an Investment Committee and a Treasury department to mitigate market risk.

Liquidity risk

Liquidity risk is the risk that the University will encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset. The University maintains a \$5,500,000 line of credit with a major financial institution that is designed to ensure sufficient funds are available to meet current and forecasted financial requirements in the most cost effective manner. There are no amounts outstanding on the line of credit.

h) Interest rate swap agreements

The University has entered into several interest rate swap agreements with chartered banks to reduce interest rate exposure associated with certain long-term debt obligations. The agreements have the effect of converting the floating rate of interest on certain debt to a fixed rate. It is the University's policy not to use derivative financial instruments for trading or speculative purposes.

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

h) Interest rate swap agreements (continued)

The University designates each interest rate swap agreement as a cash flow hedge of a specifically identified debt instrument. The swap agreements are effective hedges, both at maturity and over the term of the agreement, since the term to maturity, the notional principal amount, and the interest rate of the swap agreements all match the terms of the debt instruments being hedged. The swap agreements involve periodic exchange of payments without the exchange of the notional principal amount upon which the payments are based. The payments are recorded as an adjustment of the interest expense on the hedged debt instrument.

In the event that the interest rate swap agreements are terminated or cease to be effective in part or in whole prior to maturity any associated realized or unrealized gains or losses are recognized in income. In the event a designated hedged debt instrument is extinguished or matures prior to the termination of the related interest rate swap agreement, any realized or unrealized gain or loss is recognized in income.

i) Revenue recognition

Revenue from tuition fees, residence fees, contracts, and sales are recognized when the services are provided or goods are sold. Unearned revenue from these sources is deferred. For academic year credit course tuition, residence fees and dining services the amounts deferred are calculated on the basis of one-twelfth of the fees charged.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. Restricted contributions related to the acquisition of capital assets are recognized as revenue when the related assets are acquired. All other restricted contributions are recognized as revenue of the appropriate restricted fund when received or receivable.

Contributions for endowment are recognized as revenue in the Endowment Fund in the year received. Investment income earned on Endowment Fund resources that must be spent on restricted activities is recognized as revenue of the appropriate restricted fund. Investment income earned on restricted funds is recorded as revenue of the appropriate restricted fund. Other investment income is recognized as revenue of the General Fund when earned.

j) Donations and pledges

Donations are recorded as revenue in the fiscal period in which they are received. Gifts-in-kind, including works of art, equipment, investments and library holdings are recorded at fair market value on the date of their donation.

Pledges of donations to be received in future years are not recorded in the financial statements.

k) Administrative leave, retirement incentives and allowances

The University accrues the liability for the full cost of retirement incentives in the year in which the event that creates the obligation occurs. It accrues, on a yearly basis, accumulated administrative leave and retiring allowance obligations. The estimated amounts are recorded at their net present values and are reviewed annually and adjusted as circumstances or assumptions change.

l) Fundraising costs

The University expenses fundraising costs in the year in which they are incurred.

m) Foreign currency translation

Foreign currency transactions are recorded at the exchange rate in effect at the time of the transaction except when the transaction is hedged in which case the terms of the hedge are used. Monetary assets and liabilities denominated in foreign currency reported on the Statement of Financial Position are recorded at the exchange rate in effect on the financial statement date. Non-monetary assets and liabilities denominated in foreign currency are recorded at the exchange rate in effect on the transaction date.

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

3. Cash and short-term investments

Cash and short-term investments include cash on hand, balances with banks net of overdrafts, and highly liquid temporary money market instruments.

4. Accounts receivable

The University is exposed to credit risk through payment default on its accounts receivable. Exposure to credit risk on accounts receivable is managed through active monitoring and collection practices. A provision for uncollectible accounts has been determined in the amount of \$2,010 (2019 \$1,508) based on respective aging of accounts, risk profile of certain accounts and collections subsequent to year end. Receivables written off during the year and adjustments to the allowance for doubtful receivables amounted to \$487 (2019 \$476).

5. Long-term Investments

Long-term investments are recorded at fair value. The change in fair value created an unrealized loss of \$3,748 (2019 gain \$1,321).

	2020		2019	
	Cost	Fair Value	Cost	Fair Value
Canadian equities	6,046	10,197	6,855	12,060
U.S. Equities	923	440	-	-
Pooled investment funds	71,961	72,109	55,190	57,514
Total investments	78,930	82,746	62,045	69,574

6. Pension plans

The University maintains a defined contribution pension plan for the benefit of its employees. Employer contributions for the year ended March 31, 2020 totalled \$4,803 (2019 \$4,521).

7. Capital assets

	2020			2019		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Land	13,938	-	13,938	13,938	-	13,938
Buildings	192,666	78,925	113,741	185,034	74,565	110,469
Site improvements	10,643	4,023	6,620	10,736	3,571	7,165
Library materials	3,204	1,647	1,557	3,481	1,749	1,732
Equipment, furnishings and interior improvements	27,268	11,031	16,237	26,377	10,247	16,130
Information technology	1,404	440	964	862	238	624
Leasehold improvements	-	-	-	216	216	-
Art and antique collection	980	-	980	980	-	980
Motor vehicles	216	45	171	95	17	78
	250,319	96,111	154,208	241,719	90,603	151,116

Amortization expense for capital assets was \$9,329 (2019 \$8,620). Disposals of capital assets totalled \$465 (2019 \$499). The University completed a major capital project to replace the existing arena on campus in August 2019. In 2020, \$6,725 (2019 - \$8,593) was capitalized as part of buildings.

8. Intangible assets

	2020			2019		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Enterprise Resource Planning System	3,989	3,286	703	3,413	3,036	377
Other software	1,679	651	1,028	1,425	331	1,094
	5,668	3,937	1,731	4,838	3,367	1,471

Amortization expense for intangible assets was \$599 (2019 \$530). Disposals of intangible assets totalled \$5 (2019 \$39).

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

9. Long-term debt

Debt	Principal and Interest Payments	Maturity Date	Debt Interest Rate	Hedged Interest Rate	2020	2019
					Total	Total
Long-term loans (unsecured)						
Enterprise Resource Planning System	Monthly	Jun 2021	CDOR +0.25%	5.16%	298	522
Rice and Vanier Residences	Semi-annual	Jun 2019	5.02%	-	-	101
Loyola Residence and Academic Complex	Semi-annual	May 2022	5.34%	-	735	1,002
Residences Renovations	Monthly	Aug 2026	6.95%	-	5,397	6,032
Residences Renovations	Monthly	Sep 2026	CDOR +0.30%	5.97%	2,668	3,004
Residences Renovations	Monthly	Sep 2026	CDOR +0.30%	5.40%	1,254	1,415
Science Building Renewal Project	Monthly	Mar 2033	CDOR +0.20%	5.30%	14,285	15,018
Homburg Centre for Health & Wellness	Monthly	Jul 2037	CDOR +0.31	3.09%	1,732	1,804
960 Tower Road Building and Renewal of Athletic Facilities	Monthly	Jan 2039	4.64%	-	8,486	8,761
Subtotal					34,855	37,659
Less: current portion					(2,871)	(2,816)
Total long-term debt					31,984	34,843

Principal instalments payable in each of the next five years:

2021	2,871
2022	2,846
2023	2,792
2024	2,788
2025	2,952

Interest expense on long-term debt during the year totalled \$1,957 (2019 \$2,109).

10. Interest rate swap agreements

The University has entered into interest rate swap agreements with two chartered banks to manage interest rate exposure associated with certain long-term debt obligations. The notional underlying principal value of the interest rate swaps related to debt outstanding at March 31, 2020 was \$20,236 (2019 \$21,762). The University has no plans to sell or terminate the interest rate swap agreements prior to maturity. If the University had terminated these swaps on March 31, 2020, it would have been obligated to pay the banks \$4,913 (2019 \$4,036), which is the fair value of the swaps as calculated by the banks.

The University formally documents all relationships between hedging instruments and hedged items, as well as its risk management objective and strategy for undertaking various interest rate hedge transactions. This process includes linking the derivatives to specific assets and liabilities on the statement of financial position or to specific firm commitments or anticipated transactions. The University also formally assesses, both at the hedges' inception and on an ongoing basis, whether the derivatives that are used in hedging transactions are highly effective in offsetting changes in fair values or cash flows of hedged items.

11. Interest Income

Interest income earned on bank accounts, investments and long-term receivables, \$425 (2019 \$550), is reported as investment income and interest earned on student accounts, \$210 (2019 \$302), is reported as student fees in the Statement of Operations.

12. Gifts-in-kind and donation pledges

Gifts-in-kind received and recorded consist of the following:	2020	2019
Investments	1,262	248
Art and antiques	1	7
Other	-	13
	1,263	268

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

12. Gifts-in-kind and donation pledges (continued)
Donation pledges

Donations pledged but not received as at March 31, 2020, totalled \$17,346 (2019 \$23,339). These pledges are expected to be honoured during the subsequent ten-year period and will be recorded as revenue when received.

13. Interfund transfers and amounts due to and from funds

The University has internal loans from the Operating Fund to the Capital Fund related to various properties on campus. The loans are interest bearing with annual payments, with the exception of the loan for 5900 Inglis Street Property which is charged interest monthly and will be repayable at maturity.

			2020	2019
	Term Remaining	Interest	Total	Total
Internal loans				
5900 Inglis Street Property	1 Year	0.75%	8,583	8,583
Total			<u>8,583</u>	<u>8,583</u>

All other amounts due to and from funds are non-interest bearing and have no set terms of repayment. The interfund transfers received or paid among the General, Restricted and Endowment Funds are described below.

	2020			2019		
	General	Restricted	Endowment	General	Restricted	Endowment
Transfers received (paid)						
Contributions to reserves	-	-	-	-	-	-
Purchase capital and intangible assets	(5,191)	5,191	-	(8,427)	8,427	-
Maintenance and replacements	(845)	845	-	(1,750)	1,750	-
Debt reduction	(2,805)	2,805	-	(3,678)	3,678	-
Research and specific purposes	109	(2,265)	2,156	(566)	453	113
Program support	1,812	(328)	(1,484)	1,618	(191)	(1,427)
Total	<u>(6,920)</u>	<u>6,248</u>	<u>672</u>	<u>(12,803)</u>	<u>14,117</u>	<u>(1,314)</u>

14. Commitments

Encumbrances at March 31, 2020 were \$2,861. The University has entered into various agreements for capital expenditures in the upcoming fiscal year. The total capital budget for the 2021 fiscal year is \$10,962. A project to upgrade the University's central heating plant will begin in June 2020 at a cost of \$6,500. This project will significantly reduce the carbon footprint of the University, reduce energy use and improve infrastructure. The project is expected to be completed by December 2021.

The University also has operating leases with minimum lease payments for the next five years as follows:

2021	902
2022	592
2023	502
2024	209
2025	15

Notes to Financial Statements

For the year ended March 31, 2020

(\$ thousands)

15. Contingencies

The University participates in a reciprocal exchange of insurance risks in association with over 60 Canadian universities through the Canadian Universities Reciprocal Insurance Exchange (CURIE). This self-insurance co-operative involves a contractual agreement to share the insured property and liability risks of member institutions for a term of not less than five years.

The projected costs of claims will be funded through members' premiums based on actuarial projections. As at December 31, 2019, CURIE had an accumulated excess of income over expenses of \$88,264 of which the University's pro-rata share is approximately 0.83% on an ongoing basis. CURIE wrote property policies with a limit of \$5,000 per occurrence and placed on behalf of subscribers an excess policy of \$1,245,000 above CURIE's \$5,000 limit. In respect of General Liability policies, CURIE's limit of liability per occurrence was \$5,000 and it purchased excess policies above these limits on behalf of subscribers in the amount of \$45,000. In respect of Errors and Omissions Liability policies, CURIE's limit of liability per occurrence was \$5,000 and it purchased excess policies on behalf of subscribers through a combined excess program with General Liability in the amount of \$45,000. As the originating insurer CURIE has a contingent liability in the event the reinsurer is unable to meet its obligations.

In the event premiums are not sufficient to cover claim settlements, the member universities would be subject to an assessment in proportion to their participation.

16. Impact of COVID-19

Since December 31, 2019, the spread of COVID-19 has severely impacted many local economies around the globe. In many countries, including Canada, businesses were forced to cease or limit operations for long periods of time. Measures taken to contain the spread of the virus, including travel bans, quarantines, physical distancing and closures of non-essential services have triggered significant disruptions to businesses worldwide, resulting in an economic slowdown. Global stock markets have also experienced great volatility. Governments and central banks have responded with monetary and fiscal interventions to stabilize economic conditions.

The University has been impacted by COVID-19 in several ways. Investments (see Note 5) were impacted negatively due to the volatility in the global stock markets. Residence and food service operations were also impacted negatively in March 2020.

Management responded to the impact of COVID-19 by establishing a virtual campus, requiring all non-essential employees to work remotely and moving the completion of the academic term online.

17. Adoption of Accounting Standards

Since April 1, 2019, CPA Canada has updated several accounting standards related to not-for-profit organizations. The University is compliant with the updated accounting standards and no changes to accounting policies or restatement of figures reported were required. The updated accounting standards include:

ASNPO 4441 Collections held by not-for-profit organizations, which requires collections be recorded at cost or a nominal value

ASNPO 4433 Tangible Capital Assets held by not-for-profit organizations which requires tangible capital assets be separated into their significant component parts where practicable.

Schedules to the Financial Statements – General Fund – Statements of Operations and Changes in Fund Balances
Schedule 1
General Fund - Statement of Operations and Changes in Fund Balances

For the year ended March 31

(\$ thousands)

	General Fund					
	2020			2019		
	Operating	Projects and Reserves	Total	Operating	Projects and Reserves	Total
Revenues						
Government grants and contributions						
Government of Canada	1,504	50	1,554	1,623	-	1,623
Government of Nova Scotia	36,459	-	36,459	35,753	5	35,758
Other	-	-	-	9	-	9
Other grants	52	180	232	41	189	230
Student fees	82,192	-	82,192	82,444	-	82,444
Gifts and bequests	115	50	165	100	-	100
Sales of services and products	16,030	-	16,030	16,070	2	16,072
Income from investments	388	554	942	519	911	1,430
Miscellaneous income	834	213	1,047	922	204	1,126
	<u>137,574</u>	<u>1,047</u>	<u>138,621</u>	<u>137,481</u>	<u>1,311</u>	<u>138,792</u>
Expenses						
Salaries	78,871	871	79,742	74,520	701	75,221
Employee benefits	10,686	40	10,726	10,462	(7)	10,455
Equipment rental	890	-	890	784	-	784
Materials and supplies	3,207	140	3,347	3,019	227	3,246
Communications	537	1	538	622	3	625
Travel	3,867	345	4,212	3,860	277	4,137
Utilities	3,062	-	3,062	3,088	-	3,088
Printing and duplicating	1,042	3	1,045	883	4	887
Library acquisitions	2,032	-	2,032	1,661	-	1,661
Hospitality	981	14	995	990	19	1,009
Repairs and maintenance	2,613	25	2,638	2,687	19	2,706
Promotion and student recruitment	4,320	107	4,427	4,481	136	4,617
Professional fees	1,317	248	1,565	785	130	915
Rent	340	1	341	303	-	303
Other operational expenses	3,597	203	3,800	3,545	131	3,676
Cost of goods sold	4,528	-	4,528	4,527	-	4,527
Student financial aid	6,103	64	6,167	6,020	38	6,058
Interest	1,957	-	1,957	2,109	-	2,109
Internal cost recoveries	(623)	21	(602)	(668)	62	(606)
	<u>129,327</u>	<u>2,083</u>	<u>131,410</u>	<u>123,678</u>	<u>1,740</u>	<u>125,418</u>
Revenues less expenses before transfers	8,247	(1,036)	7,211	13,803	(429)	13,374
Interfund transfers	(8,247)	1,327	(6,920)	(13,803)	1,000	(12,803)
Net increase in fund balances	-	291	291	-	571	571
Fund balances, beginning of year						
Internally restricted	-	27,317	27,317	-	26,746	26,746
Unrestricted	3,500	-	3,500	3,500	-	3,500
Fund balances, beginning of year, total	<u>3,500</u>	<u>27,317</u>	<u>30,817</u>	<u>3,500</u>	<u>26,746</u>	<u>30,246</u>
Fund balances, end of year						
Internally restricted	-	27,608	27,608	-	27,317	27,317
Unrestricted	3,500	-	3,500	3,500	-	3,500
Fund balances, end of year, total	<u>3,500</u>	<u>27,608</u>	<u>31,108</u>	<u>3,500</u>	<u>27,317</u>	<u>30,817</u>

See accompanying notes to the financial statements.

Schedules to the Financial Statements – Restricted Fund – Statement of Operations and Changes in Fund Balances

Schedule 2

Restricted Fund - Statement of Operations and Changes in Fund Balances
 For the year ended March 31
 (\$ thousands)

	Restricted Fund									
	2020					2019				
	Capital	Research	Trust	Specific Purpose	Total	Capital	Research	Trust	Specific Purpose	Total
Revenues										
Government grants and contributions										
Government of Canada	-	6,187	-	726	6,913	-	6,153	-	386	6,539
Government of Nova Scotia	-	1,162	-	528	1,690	-	1,089	11,000	596	12,685
Other grants	-	1,564	-	59	1,623	-	1,564	-	96	1,660
Student fees	-	-	-	144	144	-	-	-	132	132
Gifts and bequests	1	-	6,451	1,028	7,480	19	-	1,223	1,551	2,793
Sales of services and products	-	-	-	320	320	-	-	-	325	325
Income from investments	-	-	406	47	453	-	-	260	252	512
Miscellaneous income	20	64	280	210	574	(35)	14	293	588	860
	21	8,977	7,137	3,062	19,197	(16)	8,820	12,776	3,926	25,506
Expenses										
Salaries	65	2,770	63	866	3,764	130	2,730	61	531	3,452
Employee benefits	2	179	2	36	219	5	161	2	30	198
Equipment rental	-	1	-	1	2	-	-	-	-	-
Materials and supplies	209	497	16	69	791	259	1,218	12	81	1,570
Communications	4	1	1	5	11	12	-	-	2	14
Travel	-	757	6	521	1,284	2	910	10	547	1,469
Printing and duplicating	-	7	-	19	26	-	12	5	16	33
Hospitality	-	23	2	299	324	-	52	1	256	309
Repairs and maintenance	295	-	-	-	295	964	-	-	-	964
Promotion and student recruitment	-	20	1	237	258	-	22	9	88	119
Professional fees	241	682	99	241	1,263	366	754	85	380	1,585
Rent	36	5	-	33	74	78	27	-	39	144
Other operational expenses	-	260	18	201	479	93	286	19	306	704
Student financial aid	-	1,505	1,114	202	2,821	-	1,115	1,029	227	2,371
Amortization of capital and intangible assets	9,929	-	-	-	9,929	9,150	-	-	-	9,150
Internal cost recoveries	-	191	(2)	413	602	-	126	2	478	606
	10,781	6,898	1,320	3,143	22,142	11,059	7,413	1,235	2,981	22,688
Revenues less expenses before transfers	(10,760)	2,079	5,817	(81)	(2,945)	(11,075)	1,407	11,541	945	2,818
Interfund transfers	11,532	(1,558)	(3,151)	(575)	6,248	22,166	(1,277)	463	(7,235)	14,117
Net increase (decrease) in fund balances	772	521	2,666	(656)	3,303	11,091	130	12,004	(6,290)	16,935
Fund balances, beginning of year										
Externally restricted	5	5,090	17,490	6,366	28,951	64	4,960	5,486	12,656	23,166
Invested in capital assets	107,641	-	-	-	107,641	96,491	-	-	-	96,491
Fund balances, beginning of year, total	107,646	5,090	17,490	6,366	136,592	96,555	4,960	5,486	12,656	119,657
Fund balances, end of year										
Externally restricted	5	5,611	20,156	5,710	31,482	5	5,090	17,490	6,366	28,951
Invested in capital assets	108,413	-	-	-	108,413	107,641	-	-	-	107,641
Fund balances, end of year, total	108,418	5,611	20,156	5,710	139,895	107,646	5,090	17,490	6,366	136,592

See accompanying notes to the financial statements.

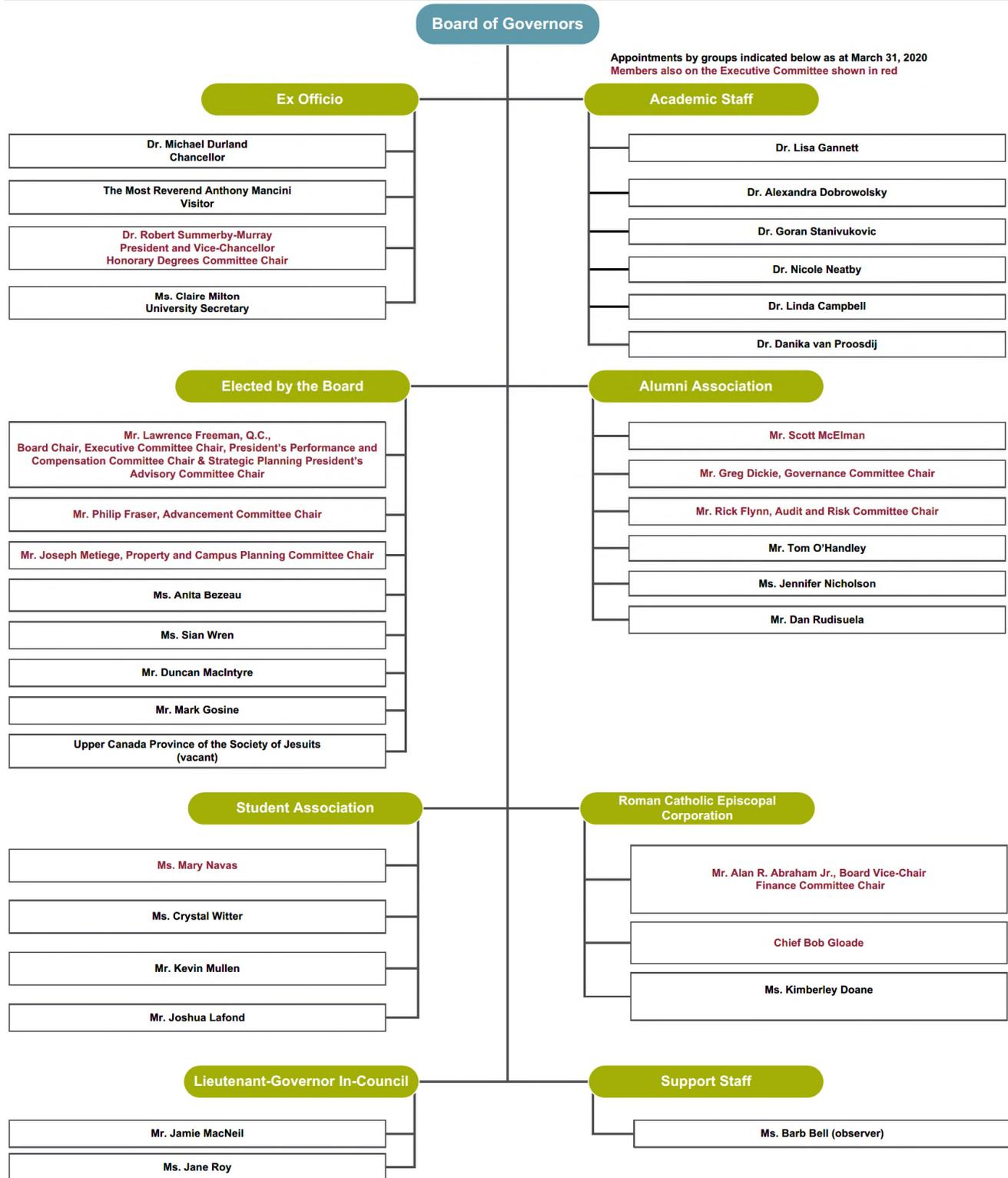


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Appendix 1: University and Financial Governance

March 31, 2020

Board Committee Structure

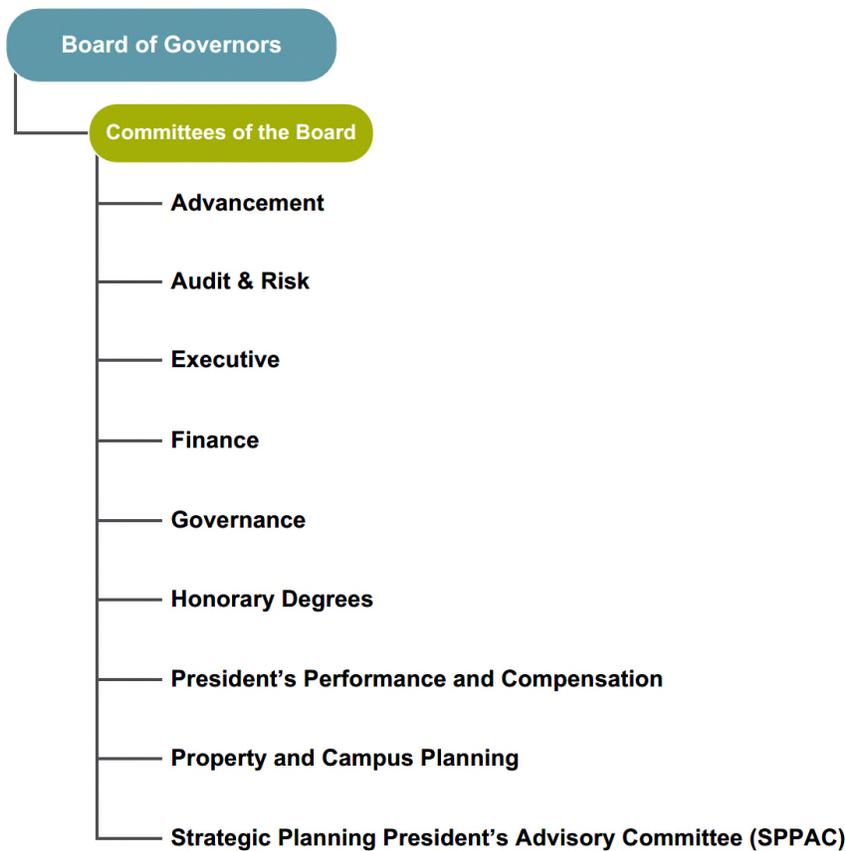


University Governance

Saint Mary's University operates under a shared governance structure. The Board of Governors has the overall conduct, management and control of the University, and in particular oversees all administration of the University, including property, revenues, expenditures, and business. The Senate oversees the academic and research activities of the University, subject to the powers of the Board of Governors.

Through its stewardship role, the Board oversees the conduct of the University's affairs, ensuring through the President that a qualified and diligent team carries out the day-to-day activities with respect to the University's financial and other resources, and together with the Senate, fulfills the mission of the University. The Board consists of members of the University community, including alumni, faculty, students, and committed volunteers from the community at large.

For greater clarity, the Board does not duplicate the role of the University's administration, which is responsible for the day-to-day business of the University and for the implementation of policies adopted by the Board. The governance structure is established in the Saint Mary's University Act, 1970.



Board Committee Structure

The Board of Governors has delegated responsibility to several committees, comprised of Governors, to carry out work on behalf of the Board. The following is a list of Board Committees (with Chairs shown in brackets) as at March 31, 2020. The financially oriented committees (Finance and Audit & Risk) are further discussed on page iv.

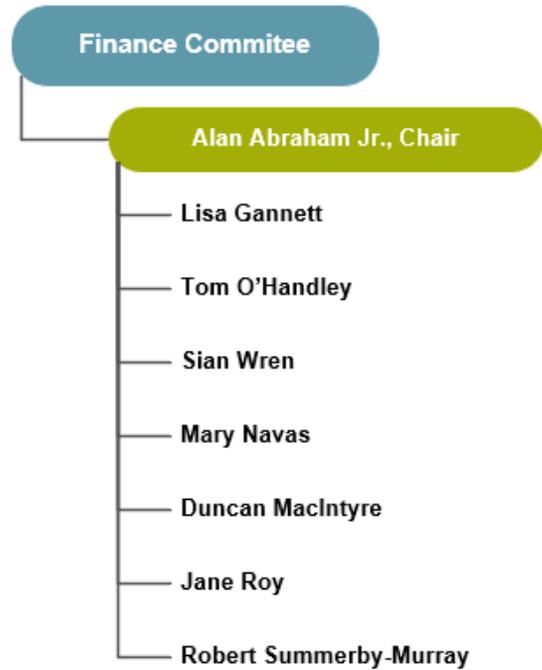
Each committee is governed by Terms of Reference approved by the Board. The by-laws of the University require that a majority of each standing committee be Governors and that the Chair of each standing committee is a Governor. Unless the Board specifically grants decision-making authority to a committee, the committees are advisory to the Board and make recommendations for the consideration of the Board.

Financial Governance – Financial Committees of the Board of Governors

Appointments as at March 31, 2020

The Finance Committee assists the Board of Governors in its oversight of University finances. The functions of the committee include:

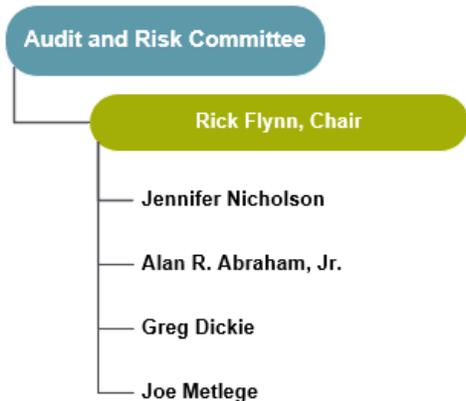
- Establishment, review and oversight of a Board of Governors policy framework concerning financial matters including those associated with the acquisition and disposition of capital assets (in collaboration with the Property Committee)
- Oversight and advice on the University's long-term financial planning, including its activities directed to financial risk assessment and risk management
- Oversight and advice on operating and capital budget planning and expenditures, including attention to both the University's immediate and long-term financial health
- Oversight and advice on operating and capital financing, including debt management
- Oversight and advice on the establishment, operations and management of University investments, including oversight of the Investment Advisory Committee.



The Finance Committee met three times during the year.

The primary purpose of the Audit and Risk Committee is to assist the Board of Governors in its oversight of:

- The financial reporting process to ensure the transparency and integrity of financial reports;
- The effectiveness of the University's internal control and risk management environment;
- The independent audit process, including recommending the appointment and assessing the performance of the external auditor; and
- The University's risk management framework



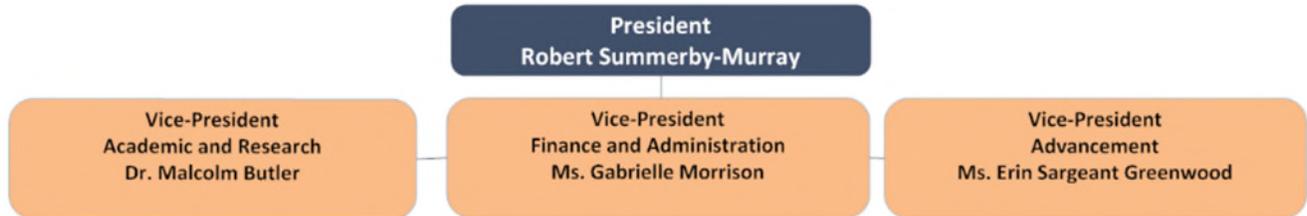
The external auditor, Grant Thornton LLP reports to the Audit Committee independent of management. All members of the Audit and Risk Committee must be external Board members. A majority of the Committee members are required to be financially literate and ideally, at least one member will have a professional accounting designation.

The Audit and Risk Committee met four times during the year.

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Financial Leadership – Executive Management Group

Appointments as at March 31, 2020



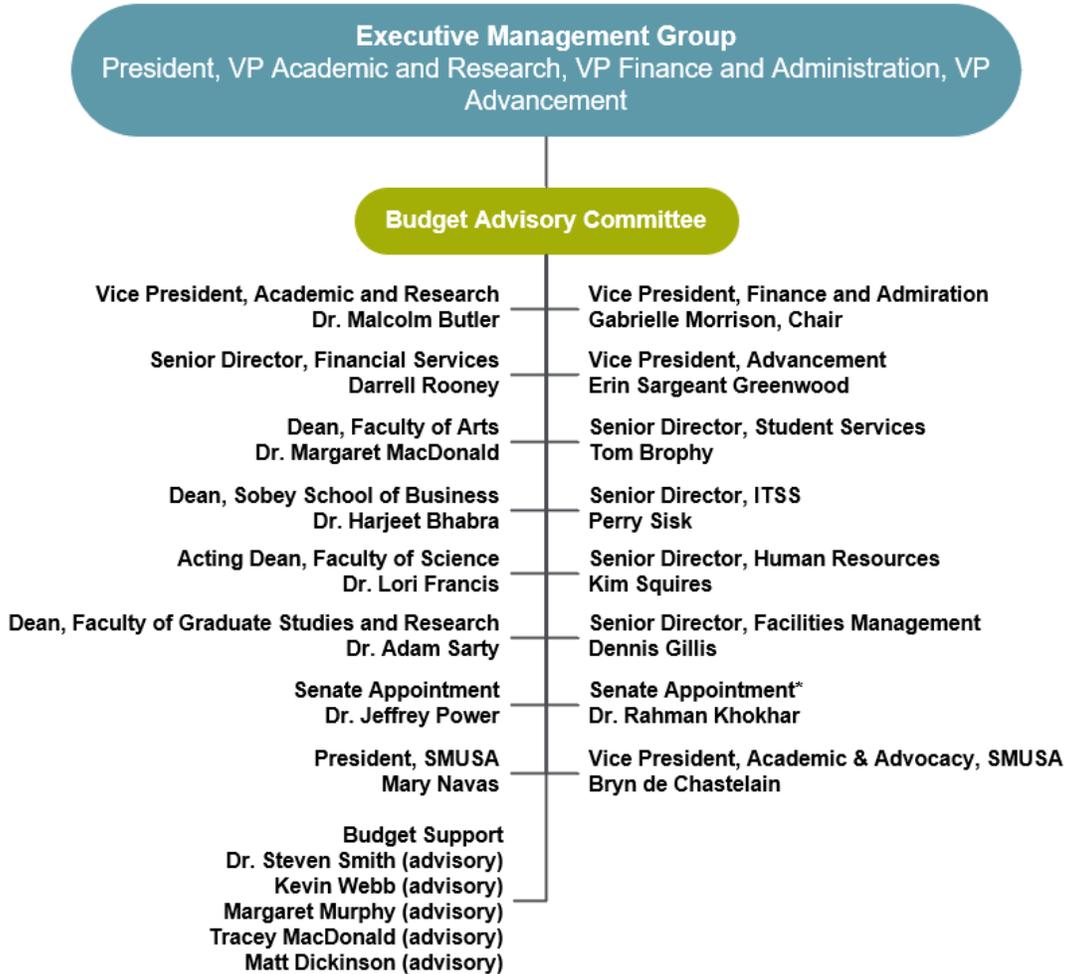
Saint Mary's University Act

“The President of the University shall have general supervision of and direction over the academic and administrative work of the University and the teaching staff thereof and all officers and employees.”

Executive Management Group (EMG)

The President and Vice-Presidents comprise the EMG, the senior management policy group at Saint Mary's. The EMG considers the academic and administrative environments and advises the President on a wide range of University policy issues, including such financial items as operating and capital budgets, tuition and student fees, financial reporting, funding, pension administration, business planning and risk management. The EMG's financial planning link to the Board of Governors is through the Finance Committee and Executive Committee of the Board.

Financial Leadership – Budget Advisory Committee, March 31, 2020



The Budget Advisory Committee is a cross-functional team, designed to represent the interests of the Saint Mary's University community. The budget process begins with the EMG setting broad parameters and operational goals. The process is highly consultative, involving all departments in the development of budget papers. The Budget Committee is responsible for reviewing the budget proposals and preparing the draft operating and capital budgets.

The draft budget is routed through an extensive review process, including the following:

- Property Committee (capital items)
- Senior Management Group
- Academic Senate
- SMUSA
- Executive Management Group
- Finance Committee (with Audit & Risk Committee) and Board Executive Committee



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Appendix 2: Strategic Plan Initiatives 2017- 2022

Strategic Plan Initiatives 2017 - 2022



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VALUES

Our values articulate our distinctive contribution to civil society, locally and globally. These values are highlighted in the Santamarian Signature:

Pursuing academic growth, Demonstrating resilience, Developing intercultural competence, Engaging our alumni and community; and Exercising ethical wisdom



Discovery & Innovation in a Learning-centred Environment

- Promote innovative and distinctive pedagogies and student curriculum
- Improve the holistic student learning experience
- Graduating students with creative and entrepreneurial mindsets
- Deliver a student-focused experiential and academic service-learning strategy
- Promote both foundational and community-engaged research



Intercultural Learning

- Position Saint Mary's as a national leader in international and intercultural education
- Enhance learning opportunities for Indigenous students and enhance Indigenous cultural education
- Provide intercultural learning opportunities for faculty, staff and students to develop global empathy
- Ensure our campuses are a microcosm of a diverse world
- Promote diversity



Institutional Sustainability

- Cultivate our 'people capacity' with students, staff, faculty
- Cultivate and diversify our revenue and fundraising capacity and sophistication through development and delivery of an integrated Advancement plan that enables achievement of the Strategic Plan goals and objectives
- Cultivate and protect our revenue capacity through focus on strategic enrolment management
- Cultivate excellence in our operational capacities through excellence in fiscal management, revenue generation and business process improvement. Create a risk intelligent culture through mitigation and education, preserving and enhancing physical infrastructure and information technology to enhance learning and working environments.
- Establish overarching and coordinated information reporting strategy to support evidence-based decision-making