

Chartered Accountants  
Canadian Member Firm of  
Grant Thornton International

Doane Raymond 

**ACTRA Performers Guild**  
**Financial Statements**  
February 28, 1995

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## Auditors' Report

To the Members of the  
ACTRA Performers Guild

We have audited the balance sheet of the ACTRA Performers Guild as at February 28, 1995 and the statements of Continuity of Face to Face Fund, Continuity of Into the Mainstream Fund, deficit and income and expenses for the year then ended. These financial statements are the responsibility of the Guild's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Guild as at February 28, 1995 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.



Markham, Canada  
May 12, 1995

Chartered Accountants

# ACTRA Performers Guild Balance Sheet

February 28

1995

1994

## Assets

### Current

Cash	\$ 419,546	\$121,523
Accounts receivable	183,254	145,747
Investments (Note 3)	406,340	-
Prepaid expenses and deposits	21,739	16,584
Due from National Building Corporation	-	17,982
Due from Toronto Branch	24,470	18,360
Due from Media Guild	-	52,262
Due from Alliance	3,239	45,789
Due from Performers Rights Society Inc.	<u>6,465</u>	<u>79,188</u>
	<b><u>\$1,065,053</u></b>	<b><u>\$497,435</u></b>

## Liabilities


### Current

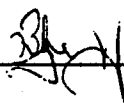
Accounts payable and accrued liabilities	\$ 286,536	\$216,639
Accrued vacation pay	243,519	197,533
Due to branches	670,065	311,125
Due to Writers Guild	15,526	9,959
Due to Media Guild	<u>648</u>	<u>-</u>
	<b><u>1,216,294</u></b>	<b><u>735,256</u></b>

### Deficiency and funds

Deficit	(357,825)	(251,795)
Face to Face Fund	204,706	10,336
Into the Mainstream Fund	<u>1,878</u>	<u>3,638</u>
	<b><u>(151,241)</u></b>	<b><u>(237,821)</u></b>
	<b><u>\$1,065,053</u></b>	<b><u>\$497,435</u></b>

On Behalf of the Council





See accompanying notes to the financial statements.

**ACTRA Performers Guild**  
**Statement of Continuity of Face to Face Fund**

Year Ended February 28	1995	1994
Balance, beginning of year	\$ 10,336	\$ -
Transfer from the Alliance of Canadian Cinema, Television and Radio Artists	-	121,527
Receipts	<u>224,656</u>	<u>8,774</u>
	234,992	130,301
Disbursements	<u>30,286</u>	<u>119,965</u>
Balance, end of year	<u>\$204,706</u>	<u>\$ 10,336</u>

**Statement of Continuity of Into the Mainstream Fund**

Year Ended February 28	1995	1994
Balance, beginning of year	\$ 3,638	\$ -
Receipts	<u>44,075</u>	<u>31,946</u>
	47,713	31,946
Disbursements	<u>45,835</u>	<u>28,308</u>
Balance, end of year (Note 6)	<u>\$ 1,878</u>	<u>\$ 3,638</u>

**Statement of Deficit**

Year Ended February 28	1995	1994
Balance, beginning of year	\$(251,795)	\$ -
Assumption of debt (Note 4)	-	(146,370)
Excess of expenses over income	<u>(106,030)</u>	<u>(105,425)</u>
Balance, end of year	<u>\$(357,825)</u>	<u>\$(251,795)</u>

See accompanying notes to the financial statements.

# ACTRA Performers Guild

## Statement of Income and Expenses

Year Ended February 28

1995

1994

	1995	1994
<b>Income</b>		
Per capita	\$1,027,235	\$ 940,940
Information services	424,578	396,595
B.C. transfer payment	-	122,850
National Defense contribution	184,760	20,000
Miscellaneous income	<u>10,532</u>	<u>-</u>
	<u>1,647,105</u>	<u>1,480,385</u>
<b>Expenses</b>		
Salaries and benefits - page 7	563,863	561,276
Negotiations/commercials - page 7	36,766	11,723
Guild council - page 7	58,625	72,094
Director expenses - page 7	21,549	36,319
National Defence	266,893	32,506
Office expenses - page 7	103,982	109,206
Printing	71,380	43,378
Furniture, fixtures and equipment - page 7	19,188	20,215
Data processing - page 7	108,893	103,786
Policy and public relations - page 7	46,204	27,877
External relations	42,489	36,716
Referenda	9,135	25,851
Staff training	14,337	10,500
Legal fees	27,230	24,266
Audit fees	10,500	7,000
Professional fees	5,265	773
Bank charges and GST expense	<u>25,096</u>	<u>23,652</u>
	<u>1,431,395</u>	<u>1,147,138</u>
Surplus before transfer payments	215,379	333,247
Transfer payments to branches	<u>321,740</u>	<u>438,672</u>
Excess of expenses over income	<u>\$ (106,030)</u>	<u>\$ (105,425)</u>

See accompanying notes to the financial statements.

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# ACTRA Performers Guild

## Notes to the Financial Statements

February 28, 1995

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### 1. Nature of Operations

The Guild is a federation of Branches/Local Unions, national in scope, representing performers in the live transmission and recorded media.

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### 2. Significant accounting policies

- (a) These financial statements include only the operations carried on by the ACTRA Performers Guild. They do not include the assets, liabilities, income and expenses of the autonomous branches including those administered by the Guild in trust for those branches. Separate financial statements have been prepared for the branches.
- (b) The Guild follows accounting principles appropriate for non-profit organizations. These principles conform with those which are generally accepted for commercial enterprises except that fixed assets are charged to operations in the year of acquisition, rather than recorded as assets and depreciated over their estimated useful lives.
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### 3. Investments

Investments are carried at cost and consist of the following:

Bank of Montreal Corporation term deposit, due March 22, 1995, 6.25% annual yield	\$305,869
Bank of Montreal term deposit, due March 6, 1995, 6.175% annual yield	<u>100,000</u>
	405,869
Accrued interest on investments to February 28, 1995	<u>471</u>
	<u>\$406,340</u>

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### 4. Assumption of debt

Upon the reorganization of the Alliance of Canadian Cinema, Television and Radio Artists into autonomous guilds and branches, ACTRA Performers Guild agreed to assume the vacation pay liabilities for its employees as well as the employees of the branches administered by the Guild.

Should any branches under administration become independent then these liabilities would be assumed by the branch.

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# ACTRA Performers Guild

## Notes to the Financial Statements

February 28, 1995

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### 5. Contingent liability

On November 3, 1993, an action for damages was commenced in the Supreme court of British Columbia against the ACTRA B.C. Performers - Locals 1 and 2, the Alliance of Canadian Cinema, Television and Radio Artists, the ACTRA Performers Guild and the ACTRA Fraternal Benefit Society as defendants. No specific amount of damages has been claimed.

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### 6. Mainstream fund

During the year Toronto branch advanced the fund \$14,270 to cover operating costs. \$5,000 was repaid by year-end leaving a balance at \$9,270 owing to Toronto branch. Since there is uncertainty of the repayment, the advances will be treated as a grant and only repayable if the fund has sufficient surplus.



# ACTRA Performers Guild Schedule of Operating Expenses

February 28

1995

1994

<b>Salaries and benefits</b>		
Total basic salaries	\$442,717	\$378,651
Staff benefits - general	61,346	77,607
Staff benefits - RRSP	41,518	53,855
Vacation pay	<u>18,282</u>	<u>51,163</u>
	<u>\$563,863</u>	<u>\$561,276</u>
<b>Negotiations/commercials</b>		
Commercials	\$ 22,299	\$ 7,881
IPA	9,178	1,708
Other	<u>5,289</u>	<u>2,134</u>
	<u>\$ 36,766</u>	<u>\$ 11,723</u>
<b>Guild Council</b>		
Officer expenses	\$ 155	\$ -
National council expenses	17,465	37,229
National executive expenses	22,811	21,332
Committee expenses	9,194	4,533
Honoraria	<u>9,000</u>	<u>9,000</u>
	<u>\$ 58,625</u>	<u>\$ 72,094</u>
<b>Director expenses</b>		
National executive	\$ 9,707	\$ 12,511
Western region	7,866	16,279
Eastern region	<u>3,976</u>	<u>7,529</u>
	<u>\$ 21,549</u>	<u>\$ 36,319</u>
<b>Office expenses</b>		
Rent	\$ 42,000	\$ 42,000
Telecommunication	28,320	28,880
Insurance	1,712	1,505
Supplies and miscellaneous	10,034	12,693
Postage	9,482	15,234
Courier	<u>12,434</u>	<u>8,894</u>
	<u>\$103,982</u>	<u>\$109,206</u>
<b>Furniture, fixtures and equipment</b>		
Capital	\$ -	\$ 1,905
Repairs	43	1,489
Maintenance	5,998	4,490
Leases, rental	<u>13,147</u>	<u>12,331</u>
	<u>\$ 19,188</u>	<u>\$ 20,215</u>
<b>Data processing</b>		
Maintenance	\$ 4,177	\$ 11,456
Software	10,787	11,403
Hardware	30,257	18,517
Supplies	7,685	6,079
Programming	<u>55,987</u>	<u>56,331</u>
	<u>\$108,893</u>	<u>\$103,786</u>
<b>Policy and public relations</b>		
L.A. Expo expenses	\$ 5,504	\$ 18,610
Guild newsletter	37,316	8,053
Public relations	<u>3,384</u>	<u>1,214</u>
	<u>\$ 46,204</u>	<u>\$ 27,877</u>