
MENNONITE BRETHREN BIBLICAL SEMINARY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED MAY 31, 2018

Independent Auditors' Report

Statement 1 – Financial Position

Statement 2 – Operations and Changes in Fund Balances

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Notes to Financial Statements

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2018 September 28

INDEPENDENT AUDITORS' REPORT

To the Members of the
Mennonite Brethren Biblical Seminary

Report on the Financial Statements

We have audited the accompanying financial statements of the Mennonite Brethren Biblical Seminary which comprise the statement of financial position as at May 31, 2018 and the statements of operations and changes in fund balances, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility 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.

Auditors' Responsibility

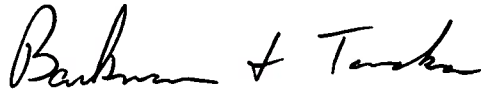
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Mennonite Brethren Biblical Seminary as at May 31, 2018, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

A handwritten signature in black ink, appearing to read "Barkman & Tanaka". The signature is written in a cursive, flowing style.

Chartered Professional Accountants

MENNONITE BROTHERS BIBLICAL SEMINARY
STATEMENT OF FINANCIAL POSITION
AS AT MAY 31, 2018

Statement 1

	General Fund	Restricted Fund	Endowment Fund	2018 Total	2017 Total
ASSETS					
CURRENT					
Cash and cash equivalents	\$ 71,624	\$ 129,308	\$ --	\$ 200,932	\$ 163,281
Accounts receivable (Note 7)	123,890	--	--	123,890	77,046
Interest receivable (Note 4)	409	--	--	409	1,447
GST recoverable	3,272	--	--	3,272	2,218
Investments (Note 3)	478,480	974,297	498,480	1,951,257	1,907,154
Prepaid expenses	--	--	--	--	42,000
Due from The Canadian Conference of the Mennonite Brethren Church of North America (Note 4)	--	49,374	--	49,374	162,020
Due from Associated Canadian Theological Schools (Note 7)	--	--	--	--	14,462
Current portion of loans receivable (Note 5)	--	39,867	--	39,867	49,540
	677,675	1,192,846	498,480	2,369,001	2,419,168
LOANS RECEIVABLE (Note 5)	--	137,801	--	137,801	180,550
PROPERTY, PLANT AND EQUIPMENT (Note 6)	13,761	--	--	13,761	15,997
	\$ 691,436	\$ 1,330,647	\$ 498,480	\$ 2,520,563	\$ 2,615,715

LIABILITIES

CURRENT

Accounts payable and accrued liabilities (Note 7)	\$ 39,886	\$ --	\$ --	\$ 39,886	\$ 22,955
Due to Associated Canadian Theological Schools (Note 7)	8,654	--	--	8,654	--
	48,540	--	--	48,540	22,955

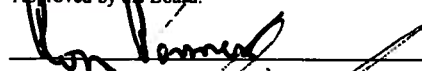
FUND BALANCES - Statement 2


Restricted funds:					
Internally restricted (Note 8)	--	1,044,608	--	1,044,608	1,107,703
Externally restricted (Note 8)	--	286,039	--	286,039	327,081
Endowment fund (Note 9)	--	--	498,480	498,480	493,480
Unrestricted	642,896	--	--	642,896	664,496
	642,896	1,330,647	498,480	2,472,023	2,592,760
	\$ 691,436	\$ 1,330,647	\$ 498,480	\$ 2,520,563	\$ 2,615,715

COMMITMENT (Note 10)

CONTINGENT LIABILITY (Note 11)

Approved by the Board:


 _____ Director


 _____ Director

MENNONITE BRETHREN BIBLICAL SEMINARY
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED MAY 31, 2018

Statement 2

	General Fund	Restricted Fund	Endowment Fund	2018 Total	2017 Total
REVENUE					
Donations:					
General	\$ 378,272	\$ --	\$ 5,000	\$ 383,272	\$ 583,027
Denomination support (Note 7)	216,550	3,626	--	220,176	204,684
Congregations	188,149	--	--	188,149	175,238
Programs:					
Associated Canadian Theological Schools (Note 7)	264,513	--	--	264,513	218,746
Canadian Mennonite University (Note 7)	64,978	--	--	64,978	78,263
Ministry Lift	14,894	--	--	14,894	25,322
Other	8,173	--	--	8,173	2,575
Other:					
Investment income	17,352	56,441	--	73,793	61,771
Change in market value of investments	5,426	14,124	--	19,550	101,208
Foreign exchange gain (loss)	(24,420)	(17,372)	--	(41,792)	5,055
	1,133,887	56,819	5,000	1,195,706	1,455,889
EXPENDITURES					
Shared costs:					
Associated Canadian Theological Schools (Note 7)	528,250	42,000	--	570,250	423,599
Canadian Mennonite University (Note 7)	127,288	--	--	127,288	135,932
Executive administration	221,617	--	--	221,617	249,229
Fundraising	154,398	--	--	154,398	144,547
Other administration charges	94,397	--	--	94,397	84,434
Ministry Lift	78,047	--	--	78,047	78,796
Student financial aid	--	30,420	--	30,420	40,271
Student recruitment	25,137	--	--	25,137	41,784
Board related expenses	10,849	--	--	10,849	8,510
Distance education	4,040	--	--	4,040	12,101
Bad debts on loans receivable	--	--	--	--	17,213
	1,244,023	72,420	--	1,316,443	1,236,416
NET REVENUE (EXPENDITURES) FOR THE YEAR	(110,136)	(15,601)	5,000	(120,737)	219,473
FUND BALANCES, BEGINNING OF YEAR	664,496	1,434,784	493,480	2,592,760	2,373,287
Interfund transfer	88,536	(88,536)	--	--	--
FUND BALANCES, END OF YEAR	\$ 642,896	\$ 1,330,647	\$ 498,480	\$ 2,472,023	\$ 2,592,760

MENNONITE BRETHREN BIBLICAL SEMINARY

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MAY 31, 2018

Statement 3

	General Fund	Restricted Fund	Endowment Fund	2018 Total	2017 Total
CASH PROVIDED BY (APPLIED TO):					
OPERATING ACTIVITIES					
Net revenue (expenditures) for the year	\$ (110,136)	\$ (15,601)	\$ 5,000	\$ (120,737)	\$ 219,473
Items not involving cash:					
- Amortization	2,236	--	--	2,236	2,236
- Change in fair value of investments	5,426	14,124	--	19,550	101,208
	(102,474)	(1,477)	5,000	(98,951)	322,917
Changes to non-cash working capital	(29,929)	42,000	--	12,071	(58,889)
	(132,403)	40,523	5,000	(86,880)	264,028
FINANCING ACTIVITIES					
Interfund transfer	88,536	(88,536)	--	--	--
Due to Associated Canadian Theological Schools	23,116	--	--	23,116	14,343
	111,652	(88,536)	--	23,116	14,343
INVESTING ACTIVITIES					
Loans receivable	--	52,422	--	52,422	67,042
Purchase of investments	(198,408)	(357,130)	(5,000)	(560,538)	(1,104,000)
Proceeds from sale of investments	149,849	347,036	--	496,885	692,621
The Canadian Conference of the Mennonite Brethren Church of North America	112,646	--	--	112,646	47,811
	64,087	42,328	(5,000)	101,415	(296,526)
CHANGE IN CASH	43,336	(5,685)	--	37,651	(18,155)
CASH, BEGINNING OF YEAR	28,288	134,993	--	163,281	181,436
CASH, END OF YEAR	\$ 71,624	\$ 129,308	\$ --	\$ 200,932	\$ 163,281

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

1. OPERATIONS

Mennonite Brethren Biblical Seminary (MB Seminary) is a graduate theological school of The Canadian Conference of the Mennonite Brethren Church of North America (CCMBC).

The Seminary was incorporated under the authority of the Mennonite Brethren Biblical Seminary Act of the Province of B.C.

MB Seminary participates as a partner in a society of four members known as the Associated Canadian Theological Schools Society (ACTS) on the campus of Trinity Western University (TWU). The four members of ACTS are MB Seminary, Northwest Baptist Seminary, Canadian Baptist Seminary and TWU.

The consortium is accredited by the Association of Theological Schools and offers one diploma program, seven masters degree programs and a doctor of ministry program, all in theological studies. These programs are designed to provide personal and spiritual enrichment that equip people for professional Christian service and enable research in biblical and theological studies.

The Seminary is also affiliated with the Canadian Mennonite University (CMU) in Winnipeg, Manitoba. It offers two masters degree programs in theological studies and Christian ministry through the Graduate School of Theology and Ministry at CMU.

The Seminary is a registered charity under the Income Tax Act of Canada and is exempt from income taxes.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

a) Fund Accounting

The Seminary follows the restricted fund method of accounting for donations.

The General Fund accounts for the Seminary's general and administrative activities and reports unrestricted funds.

The Restricted Fund reports restricted assets and restricted fund balances.

The Endowment Fund reports the endowments of the Seminary.

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

b) Revenue Recognition

Donations, Associated Canadian Theological Schools and Canadian Mennonite University recovery are recognized as revenue when the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment and other income is recognized as earned.

c) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on deposit and guaranteed investment certificates with maturity dates of less than 90 days from the date that they were acquired.

d) Financial Instruments

(i) Measurement

The Seminary initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs attributable to the instrument.

The Seminary subsequently measures all its financial assets and liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations in the period incurred.

Financial assets measured at amortized cost include cash and cash equivalents, accounts receivable, interest receivable, fixed income investments, amounts due from The Canadian Conference of the Mennonite Brethren Church of North America, amounts due from Associated Canadian Theological Schools and loans receivable.

Financial assets measured at fair value include equity investments.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

(ii) Transaction costs

Transaction costs are recognized in the statement of operations in the period incurred, except for financial instruments that will be subsequently measured at amortized cost. Transaction costs associated with financial instruments measured at amortized cost are capitalized and are included in the acquisition cost or deducted against proceeds on disposal.

MENNONITE BRETHERN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

d) Financial Instruments (Cont'd)

(iii) Impairment

When there is an indication of an impairment in value and the impairment is determined to have occurred, the carrying amount of a financial asset measured at amortized cost is reduced to the greater of the discounted future expected cash flow or the proceeds that could be realized from sale of the financial asset. Such impairments can be subsequently reversed if the value of the financial asset subsequently improves. Impairment adjustments are recognized in net revenue.

e) Property, Plant and Equipment

Property, plant and equipment are recorded at historical cost and amortization has been provided on a straight-line basis as follows:

Computer equipment and software	3 years
Furniture and equipment	10 years
Leasehold Improvements	10 years

f) Foreign Currency Transactions

The Seminary uses the temporal method to translate its foreign currency transactions. Under this method, monetary balance sheet items are translated at the exchange rates in effect at year-end and non-monetary items are translated at historical exchange rates. Revenues and expenses are translated at the exchange rates in effect on the transaction dates or at the average exchange rates of the period. Translation gains or losses are included in the statement of operations.

g) Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for an allowance for doubtful loans receivable, a discount rate for interest free loans receivable, amortization of property, plant and equipment and accrued liabilities. Actual results could differ from these estimates.

h) Contributed Services

Volunteers contribute hundreds of hours per year to assist the Seminary in carrying out its various activities. Due to the difficulty of determining their fair value, contributed services are not recognized in these financial statements.

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

3. INVESTMENTS

	2018	2017
General Fund		
Equity investments	\$ 478,480	\$ 385,973
Restricted Fund		
Fixed income investments	344,917	278,564
Equity investments	629,380	749,137
	974,297	1,027,701
Endowment Fund		
Fixed income investments	240,327	225,557
Equity investments	258,153	267,923
	498,480	493,480
	<u>\$ 1,951,257</u>	<u>\$ 1,907,154</u>

Fixed income investments are comprised of corporate bonds and bank notes bearing interest between 1.25% and 5.05% per annum, due between August 2018 and November 2027.

4. DUE FROM THE CANADIAN CONFERENCE OF THE MENNONITE BRETHREN CHURCH OF NORTH AMERICA

Amounts due from The Canadian Conference of the Mennonite Brethren Church of North America bear interest at 2.00% per annum. Interest is payable semi-annually and the investments are redeemable at any time without penalty.

As of May 31, 2018, the Seminary has interest receivable of \$409 (2017 – \$1,447) from CCMBC.

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

5. LOANS RECEIVABLE

	2018	2017
Loans:		
– Interest free	\$ 227,771	\$ 277,787
– 3.00% to 6.00% per annum	33,674	43,476
	<u>261,445</u>	<u>321,263</u>
<u>Allowance for doubtful accounts</u>	<u>(78,250)</u>	<u>(82,020)</u>
	183,195	239,243
<u>Discount to net present value</u>	<u>(5,527)</u>	<u>(9,153)</u>
	177,668	230,090
<u>Current portion</u>	<u>(39,867)</u>	<u>(49,540)</u>
	<u>\$ 137,801</u>	<u>\$ 180,550</u>

The loans receivable are from Canadian and American students who were enrolled prior to 2011 in the Fresno Pacific Biblical Seminary (formerly the Fresno campus of the Mennonite Brethren Biblical Seminary Inc.) graduate program. Student loan repayments begin six months after graduation or upon termination of their student status.

Students have one to ten years to repay these loans based on the individual loan amounts. The loans made to students who belong to the Mennonite Brethren denomination are interest free, while other student loans bear interest between 3.00% and 6.00% per annum. The interest-free loans have been discounted using a 2.00% interest rate.

There have been no new loans issued since 2011.

6. PROPERTY, PLANT AND EQUIPMENT

	2018		2017	
	Cost	Accum. Amort.	Cost	Accum. Amort.
Computer equipment and software	\$ 16,808	\$ 16,808	\$ 16,808	\$ 16,808
Furniture and equipment	5,403	3,512	5,403	2,972
<u>Leasehold Improvements</u>	<u>16,957</u>	<u>5,087</u>	<u>16,957</u>	<u>3,391</u>
	<u>\$ 39,168</u>	<u>\$ 25,407</u>	<u>\$ 39,168</u>	<u>\$ 23,171</u>
<u>Net Book Value</u>		<u>\$ 13,761</u>		<u>\$ 15,997</u>

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

7. RELATED PARTY TRANSACTIONS

The Seminary is related to the Associated Canadian Theological Schools through its membership in ACTS. The Seminary is also related to the Canadian Mennonite University (CMU) through an affiliation agreement. Lastly, the Seminary is related to The Canadian Conference of the Mennonite Brethren Church of North America (CCMBC) through the CCMBC's right to appoint a majority of the Seminary's board of directors.

Unless otherwise stated, the advances and loans with these related organizations are unsecured, without interest and are due on demand.

As at May 31, 2018, the Seminary had the following balances and during the year engaged in the following transactions with these related parties. These transactions were made in the normal course of operations and are measured at the exchange amount which is the amount of consideration established and agreed upon by the related parties.

	2018	2017
<u>Associated Canadian Theological Schools</u>		
Accounts receivable	\$ 52,297	\$ 52,853
Due from (to) Associated Canadian Theological Schools	\$ (8,654)	\$ 14,462
Other revenue	\$ 264,513	\$ 218,746
Shared costs	\$ 570,250	\$ 423,599
<u>Canadian Mennonite University</u>		
Accounts payable and accrued liabilities	\$ 8,708	\$ 4,030
Other revenue	\$ 64,978	\$ 78,263
Shared costs	\$ 127,288	\$ 135,932
<u>The Canadian Conference of the Mennonite Brethren Church of North America</u>		
Due from The Canadian Conference of the Mennonite Brethren Church of North America	\$ 49,374	\$ 162,000
Denomination support	\$ 216,550	\$ 200,200

8. FUND BALANCES – RESTRICTED

	2018	2017
Internally Restricted		
Student financial aid	\$ 944,608	\$ 1,007,703
Student tuition protection fund (in compliance with BC Ministry of Advanced Education tuition protection requirements)	100,000	100,000
	<u>\$ 1,044,608</u>	<u>\$ 1,107,703</u>

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

8. FUND BALANCES – RESTRICTED (Cont'd)

	2018	2017
Externally Restricted		
Theological Education	\$ 191,444	\$ 193,037
International Pastoral Leadership	49,374	47,966
Scholarships	45,221	44,078
Software licenses	--	42,000
	<u>\$ 286,039</u>	<u>\$ 327,081</u>

9. FUND BALANCES – ENDOWMENT

	2018	2017
Endowment Fund balances are restricted as follows:		
a) John and Kathryn Froese – The investment income shall be used to honour outstanding communicators of the Gospel at Mennonite Brethren Biblical Seminary.	\$ 44,832	\$ 44,832
b) Nathan Paul Toews Fund – The investment income shall be used for student scholarships for those preparing for a career in the Christian ministry through the Mennonite Brethren denomination.	53,510	53,510
c) Rueben and Emma Baerg Estate – The investment income shall be used for the development and ministry of the Seminary.	51,454	51,454
d) Student Aid – The Seminary has received endowments to be used for student aid from the following donors: Cornelius J. Martens, Jacob D. Friesen, J. A. Toews, Sam and Elizabeth Willems, J. J. Toews, J. J. and Lena Toews, Peter and Mina Pauls, Laurence and Leona Hiebert.	348,684	343,684
	<u>\$ 498,480</u>	<u>\$ 493,480</u>

10. COMMITMENT

The Seminary is committed to provide eighteen (18) months written notice to ACTS in the event they decide to withdraw from the consortium.

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

11. CONTINGENT LIABILITY

During the year, the Seminary guaranteed a one-third portion of a \$300,000 line of credit for the Associated Canadian Theological Schools Society. As at May 31, 2018 the balance drawn on this line of credit was \$Nil.

12. FINANCIAL RISKS AND CONCENTRATION OF RISK

The Seminary is exposed to various risks through its financial instruments. The following provides a measure of the Seminary's risk exposure as at May 31, 2018.

There has been no significant change to the risk exposure from the previous year.

Liquidity risk:

Liquidity risk is the risk that the Seminary will encounter difficulty in meeting obligations associated with liabilities. The Seminary's ability to meet obligations depends on the receipt of donations, the collection of its accounts receivable and loans receivable and the liquidity of its investments. The Seminary controls liquidity risk by managing its working capital and cash flows.

Credit risk:

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Seminary's main credit risk relates to its loans receivable. The Seminary maintains, if deemed necessary, provision for potential credit losses, and any such losses to date have been within management's expectations.

Market risk:

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk.

(i) Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. Consequently, certain assets and liabilities are subject to foreign exchange fluctuations.

As at May 31, 2018, the Seminary has cash and cash equivalents of \$76,300 (2017 – \$83,765), loans receivable of \$122,814 (2017 – \$164,098) and equity investments of \$737,358 (2017 – \$804,224) that are denominated in \$US currency, resulting in currency risk.

MENNONITE BRETHREN BIBLICAL SEMINARY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MAY 31, 2018

12. FINANCIAL RISKS AND CONCENTRATION OF RISK (Cont'd)

Market risk (Cont'd):

(ii) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Seminary is exposed to interest rate risk on its fixed income investments, amounts due from The Canadian Conference of the Mennonite Brethren Church of North America, amounts due from Associated Canadian Theological Schools and loans receivable.

(iii) Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Seminary is exposed to other price risk through its equity investments.

Concentration of risk:

The Seminary has \$1,951,257 (2017 – \$1,907,154) in investments resulting in a concentration of risk.

13. ALLOCATION OF EXPENSES

The Seminary allocates costs, not directly attributable to a program, based on the time spent.

MENNONITE BRETHREN BIBLICAL SEMINARY
SCHEDULE OF EXPENSES BY CATEGORY
FOR THE YEAR ENDED MAY 31, 2018

Schedule 1

	General Fund	Restricted Fund	Endowment Fund	2018 Total	2017 Total
EXPENDITURES					
Salaries and benefits	\$ 901,633	\$ --	\$ --	\$ 901,633	\$ 882,421
Shared costs of Associated Canadian Theological Schools	182,517	42,000	--	224,517	159,450
Advertising and promotion	44,795	--	--	44,795	16,980
Travel	35,801	--	--	35,801	34,619
Student financial aid	--	30,420	--	30,420	40,271
Investment management fees	26,604	--	--	26,604	22,901
Professional fees	23,870	--	--	23,870	21,991
Miscellaneous	7,971	--	--	7,971	14,239
Office supplies	6,580	--	--	6,580	9,176
Office furniture and equipment	5,721	--	--	5,721	10,005
Insurance	2,624	--	--	2,624	2,563
Professional development	2,364	--	--	2,364	--
Amortization	2,236	--	--	2,236	2,236
Interest and bank charges	1,307	--	--	1,307	2,351
Bad debts on loans receivable	--	--	--	--	17,213
	\$ 1,244,023	\$ 72,420	\$ --	\$ 1,316,443	\$ 1,236,416