Please note: *Theatre Scarborough bookkeeping is done on an accrual basis and has a fiscal year-end of 31-Jul-yy, which is aligned to that of the three theatre groups operating out of Scarborough Village Theatre. Revenue from ticket sales is recognized in the season in which the production is performed.*

Playhouse-66 / Theatre Scarborough

Season-2025/26 Annual Finance Report

August 1, 2025, to July 31, 2026

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1. Comparative I/E stmt[1] from Compilation Engagement *(past 4-years)*

The Income/Expense statement below is presented in the format our accountant, Hogg, Shain & Sheck (HSS), prefers to use. This format provides less detail than is provided in the statement the Treasurer regularly sends to the Board (See sections **3 and 4**), however the numbers in the two statements are fully aligned *(This also aligns to the HSS statements)*. This view is perhaps more reasonable to show to our membership since the move to the Common Service Fee.

I&E	Yes					
T$-Amt		Season				
HSS-Cat	HSS-SubCat	S-22/23	S-23/24	S-24/25	S-25/26	
1. Revenue	Box Office Mgmt	27,452	31,678	39,884	49,466	A
	Common Service Fee	14,045	9,141	14,987	14,472	
	Donations (def)	21,194	14,856	11,619	11,619	
	Donations (gross)	11,969	14,218	19,301	11,249	
	Recovered Lease	39,986	54,945	55,252	62,194	B
	Refreshments (net)	4,593	6,065	7,675	7,276	C
	Sponsors		750			
	z-interest	1,549	2,067	1,719	1,562	
	z-oth-rev	175		1,686	0	
1. Revenue Total		**120,963**	**133,720**	**152,125**	**157,838**	**1**
2. Expense	Admin/Other Costs	(5,915)	(8,322)	(12,850)	(14,229)	
	Box Office Admin	(2,272)	(2,931)	(4,577)	(3,721)	
	Fundraising-exp	(284)	(267)	(486)	(383)	
	Honorarium	(4,080)	(4,360)	(4,270)	(4,450)	
	Interest/Bank-fees	(185)	(124)	(132)	(168)	
	Professional fees	(4,176)	(5,797)	(4,012)	(3,503)	D
	x-HST Rebate	1,639	1,463	1,979	7,382	
	x-Shared Insurance	(5,431)	(5,788)	(5,713)	(5,767)	
	x-Shared Promotion	(6,723)	(9,394)	(9,055)	(8,191)	E
	y-Shared Lease	(55,297)	(54,945)	(55,252)	(62,194)	B
	y-Shared Lease, CAM adj	15,311				
	z-Amortization	(22,521)	(15,326)	(13,129)	(13,129)	
	z-Box Office AP Fees	(20,433)	(31,678)	(39,884)	(49,466)	A
	z-Gifts 2 qualified donees	(2,992)	(2,662)	(4,228)	(5,446)	
2. Expense Total		**(113,360)**	**(140,131)**	**(151,609)**	**(163,266)**	**2**
3. Other revenue	z-Realized-invest-gain/loss		565	0	350	
	z-Unrealized-gain/loss	5,200	(1,120)	4,547	8,756	F
3. Other revenue Total		**5,200**	**(555)**	**4,547**	**9,106**	**3**
Grand Total		**12,803**	**(6,966)**	**5,063**	**3,677**	**G**

[1] I/E stmt = Income / Expense statement

1b. Notes for Comparative Income/Expense statements

Let's look a little closer:

#	Sub-Cat	Status
1	**Revenue**	• This is the ***Revenue*** taken in by Theatre Scarborough.
2	**Expenses**	• These are the ***Expenses*** paid by Theatre Scarborough
3	**Other Revenue**	• This is ***Other Revenue*** receive by Theatre Scarborough (TS) – not to be considered "regular revenue".
A	**Box Office AP Fees & Box Office Mgmt**	• On the ***Expense*** side, there are the fees charged by Arts People (handling and credit card fees) for activity going thru Arts People. • On the ***Revenue*** side, these are the fees TS withholds from the Member Performing Arts Organizations (MPAO, Scarborough Music Theatre (SMT), Scarboroug Players (SP), and Scarborough Theatre Guild (STG)) to cover the fees charged by Arts People. • ***These two lines net to $0.***
B	**Shared lease & Recovered lease**	• On the ***Expense*** side, this is the cost of the Scarborough Village Theatre (SVT) lease that TS pays to the City of Toronto. • On the ***Revenue*** side, these are the funds TS recovers from the MPAO to cover the cost of the SVT Lease. • ***These two lines net to $0.***
C	**Refreshments**	• This is the result of net Refreshments (revenue in vs purchases out). • We see that as our audiences continue to grow, so does the net revenue in this category. • Refreshments sales often closely align to audience size.
D	**Professional Fees**	• This category captures charges from our accountant and any charges from lawyers. • The charges from our accountant have remained reasonably consistent over these past 4-years. • This year we are accruing a ***$4,181*** fee TIP, however since we "over-accrued" the fee last season, we had to recognize the "savings" of ***$678*** in this season – hence the apparent lower cost. • *Recall, season 2023/24 included a $1,900 charge from a lawyer we engaged to review the proposed CST DRAFT lease from the City.*
E	**Shared Promotion**	• This is the cost of our Season Brochure. • Not so "shared" now, as this expense is now rolled into the total CSF cost.The brochure team continues to look for ways to enhance the brochure – including placement of a donation request with subscriptions. • This year, patrons have donated over ***$3,700***, compared to ***$2,900*** last season.
F	**Unrealized gain / loss**	• TS is currently holding several shares from our Angel Donor in the Asset account. • Thank you to Ian Fox (one of our TS account signatories) for taking the lead on managing our Asset account in order to make more timely and informed trades.
G	**Total**	• As a result of this season's activities, TS is booking a profit of **$3.677**.

2. Comparative Balance Sheet *(past 4-years)*

Remember, a "true" Balance Sheet shows …

Assets – Liabilities – Reserves = $0

Source	Manual-BS		* * * As at * * *				
Bal-Sheet	Yes		31-Jul-23	31-Jul-24	31-Jul-25	31-Jul-26	
T$-Amt			Season				
Section	Category	Sub-Cat	S-22/23	S-23/24	S-24/25	S-25/26	
I. Assets	1a. Liquid assets	1. Bank Acct, Ops	36,932	38,070	49,707	28,669	
		2. Bank Acct, AP	64,621	63,387	58,514	47,644	
		3. Bank Acct, SVT	10,168	10,430	10,731	11,025	
		4. Bank Acct, securities	25,500	21,175	26,496	58,498	
		5. Refreshments IOH*	351	467	635	813	
	1a. Liquid assets Total		**137,571**	**133,528**	**146,082**	**146,649**	1
	1b. Acct receivable	HST-Rebate	2,521	5,869	4,326	7,382	
		TT/AP final pmt	1,381	2,970	9,535	10,081	
	1b. Acct receivable Total		**3,902**	**8,839**	**13,861**	**17,463**	2
	1c. Pre-paid Exp	Pitney device $$$	1,349	435	203	81	
		SVT Lease costs	4,614	7,949	3,004	8,058	
	1c. Pre-paid Exp Total		**5,963**	**8,384**	**3,207**	**8,139**	3
	1d. Capital Assets	a. purchase value	133,600	133,600	133,600	133,600	
		b. accum-depreciation	(92,015)	(107,342)	(120,471)	(133,600)	
	1d. Capital Assets Total		**41,585**	**26,259**	**13,129**	**0**	4
I. Assets Total			**189,021**	**177,010**	**176,279**	**172,251**	B
II. Liabilities	2a. Short-term	a. Owed to groups (AP)	(17,305)	(25,615)	(28,623)	(40,242)	
		a. Owed to groups (CSF)			(300)	1,224	
		a. Owed to groups (HST)	(3,206)	(4,405)	(4,405)		
		a. Owed to groups (SVT)	(1,101)	(6,856)	(8,722)	(7,159)	
		b. GC, unused	(27,529)	(19,300)	(23,422)	(22,348)	
		Professional fees	(4,464)	(3,842)	(4,068)	(4,181)	
		x-misc-exp	(1,480)	(4,876)	(1,180)	(1,927)	
	2a. Short-term Total		**(55,083)**	**(64,895)**	**(70,720)**	**(74,633)**	5
	2b. Deferred funds	Deferred donations & grants	(58,374)	(43,518)	(31,899)	(20,280)	
	2b. Deferred funds Total		**(58,374)**	**(43,518)**	**(31,899)**	**(20,280)**	6
II. Liabilities Total			**(113,458)**	**(108,413)**	**(102,619)**	**(94,913)**	C
III. Reserves	3a. Mid-term	1. Members Equity	(62,760)	(75,563)	(68,597)	(73,660)	
		2. Retained Earnings	(12,803)	6,966	(5,063)	(3,678)	7
	3a. Mid-term Total		**(75,563)**	**(68,597)**	**(73,660)**	**(77,338)**	
III. Reserves Total			**(75,563)**	**(68,597)**	**(73,660)**	**(77,338)**	D
Grand Total			**0**	**0**	**0**	**0**	A

2b. Notes for Season 2024/2025 Balance Sheet

Let's look a little closer:

#	Sub-Cat	Status
A	**EOY Bottom Line**	• The Balance Sheet balances!
B	**Total Assets**	• Total Assets end in a position similar to that of last season
C	**Total Liabilities**	• Total Liabilities show short term and mid-term monies that the organization owes.
D	**Mid-term Total**	• This shows our total ***Members' Equity*** increasing by this season's Retained Earnings.
1	**Assets, Liquid Assets**	• These are assets to which we have immediate access. • Generally needed to address short term liabilities (2).
2	**Accounts Receivable**	• These are guaranteed funds that we expect to be received within the next 30-60 days. (both have already been received)
3	**Prepaid Expenses**	• These are expenses that we have already paid for (generally we can't "get back"), however we won't have to pay for in S-26/27.
4	**Capital Assets**	• These are pieces of significant theatre equipment that we straight-line depreciate across 5-years. • This was our last depreciation year, so our assets are "paid off."
5	**Liabilities, Short Term**	• Value is slightly higher than last year. • Due to a slightly higher tickets purchased thru Arts People in July.
6	**Deferred funds**	• We have been "holding" our Angel Donor's most recent donation, and will start writing it off next season.
7	**Retained Earnings**	• This is the positive position from the close of this season added to our previous Members' Equity Total.

3. EXTRA: Season 2025/26 I/E stmt *(01-Aug-25 to 31-Jul-26)*

I&E	Yes						
Season	S-25/26						
T$-Amt		Class					
Category	Sub-Cat	1. SMT	2. SP	3. STG	4. General	Grand Total	
1. Expenses, shared	1. Theatre Lease, 25/26	18,479	18,279	18,279	(55,036)	0	1
	8a. AP, Donations thru AP	(4,176)	(1,575)	(1,804)	7,555	0	
	8b. AP, Donat-exp thru AP	147	60	47	(254)	0	
	9a. AP, Retail thru AP	(765)	(576)	(283)	1,624	0	
	9b. AP, Retail-exp thru AP	55	54	27	(136)	0	
1. Expenses, shared Total		**13,740**	**16,242**	**16,265**	**(46,246)**	**0**	B
2. Revenue, Tkts	1. Tkt-Purch-Sales	257,137	149,400	186,008		592,545	
	2. Tkt-Sales-Distrib	(236,340)	(136,589)	(170,150)		(543,079)	
	3. Tot-AP-Fees	(20,797)	(12,811)	(15,858)		(49,466)	
2. Revenue, Tkts Total		**0**	**(0)**	**(0)**		**0**	C
3. Expenses, BO	1. Phone (Rogers)				(528)	(528)	
	2. Internet (Rogers)				(813)	(813)	
	3. sub-tkts (print)				(359)	(359)	
	4. Mailing costs				(1,509)	(1,509)	
	8. BO-vol T/Y				(2,470)	(2,470)	
	9. z-other				(511)	(511)	
3. Expenses, BO Total					**(6,191)**	**(6,191)**	D
4. Revenue, other	0. Common Service Fee	4,824	4,824	4,824	0	14,472	2
	1. Refreshment rev				12,032	12,032	
	2. Refreshment exp				(4,756)	(4,756)	
	2. Refresh-Mgr T/Y				(1,080)	(1,080)	
	3. Donations, passive	2,208	1,516	1,995	5,530	11,249	
	7. Interest				1,562	1,562	
	8. HST Rebate				7,382	7,382	
	9. realized gain / loss				350	350	
	9. unrealized gain / loss				8,756	8,756	3
	9. z-other rev				0	0	
4. Revenue, other Total		**7,032**	**6,340**	**6,819**	**29,776**	**49,966**	E
5. Expenses, other	2. Sub Brochure				(8,191)	(8,191)	
	2. TC Honorarium				(900)	(900)	
	2. Theatre equip-exp				(9,525)	(9,525)	
	4. Insurance				(5,767)	(5,767)	
	4. Website				(687)	(687)	
	5. Fundraising exp				(383)	(383)	
	6. Professional fees				(3,503)	(3,503)	
	7. Theatre cleaning				(2,492)	(2,492)	4
	8. Bank Fees *				(168)	(168)	
	9. gifts 2 qualified donees	(2,102)	(1,446)	(1,898)		(5,446)	
	9. misc-exp				(1,525)	(1,525)	
5. Expenses, other Total		**(2,102)**	**(1,446)**	**(1,898)**	**(33,141)**	**(38,587)**	F
6. Capital-events	1. Annual Depreciation				(13,129)	(13,129)	
	2. Annual Defer-Donations				11,619	11,619	
6. Capital-events Total					**(1,510)**	**(1,510)**	G
Grand Total		**18,669**	**21,135**	**21,186**	**(57,313)**	**3,677**	A

3b. Notes for EXTRA Season 2024/25 Income/Expense (I/E) statement *(TS view)*

#	Category	Category Definition
B	**Expenses, Shared**	• Shows the categories that are directly shared between the three groups. • It is set up to show that the categories balance to $0. ***We see that this season, Shared Expenses balance to $0***.
C	**Revenue, Tkts**	• ***Tkt-Purch-Sales*** are the funds handed over by our patrons. • ***Tkt-Sales-Distrib*** are the funds from ticket sales that Theatre Scarborough distributes to the MPAO – less the total fees withheld by Arts People. • ***Total-AP-fees*** are the total fees that Arts People withholds for managing the Box Office (a 3-fee system that includes a per ticket fee, a credit card fee, and a per credit card order fee). • Given the switch to a Common Service Fee model starting S-22/23, we see TS no longer receives revenue in this category. • ***Again, we see that this season, "Revenue Tickets" balance to $0***.
D	**Expenses, Box Office**	• Reflects the expenses directly required to run the box office. • The phone, the internet, subscription ticket printing/mailing, the mailing machine, the Post Office box to mail in subscriptions, Box Office volunteer "thank you-s", etc.
E	**Revenue, Other**	• Shows all other revenue streams — most often refreshments plus any donations made directly to Theatre Scarborough but now includes the monthly Common Service Fee from the MPAO.
F	**Expenses, Other**	• Captures all other operational expenses not related to the Box Office but covered by Theatre Scarborough.
G	**Capital Events**	• Tracks the EOY result of all significant capital purchases as we amortize the equipment and write down the donations. • By deferring the donations at the same rate the capital purchases are written down, we minimize the annual impact to our bottom line.

Let's look a little closer:

#	Sub-Cat	Status
A	**EOY Bottom Line**	• We closed the year with a **$3,677 profit.**
1	**Theatre Lease, 25/26**	• One of the major expenses TS manages is the rent on our theatre. • We expect the annual cost of this to go up once we have a new CST Lease as costs have gone up since 2011 – the last time we were issued a lease.
2	**Common Service Fee**	• This shows that the groups (SMT/SP/STG) contributed the same amount to this season's Common Service Fee. • The CSF covers all TS expenses (less TS revenues (excluding the lease)
3	**Unrealized gain / loss**	• TS is currently holding several shares from our Angel Donor in the Asset account. • Thank you to Ian Fox *(one of our TS account signatories)* for taking the lead on managing our Asset account in order to make more timely and informed trades.
4	**Theatre Cleaning**	• TS engages an external cleaning company to clean the theatre space monthly as the City no longer provides that service for us.

4. EXTRA: Comparative Income/Expense statements, TS-view *(past 4-years)*

I&E	Yes				
T$-Amt		**Season**			
Category	**Sub-Cat**	**S-22/23**	**S-23/24**	**S-24/25**	**S-25/26**
2. Revenue, Tkts	1. Tkt-Purch-Sales	318,604	442,640	518,261	592,545
	2. Tkt-Sales-Distrib	(291,151)	(410,963)	(478,377)	(543,079)
	3. Tot-AP-Fees	(20,433)	(31,678)	(39,884)	(49,466)
2. Revenue, Tkts Total		**7,019**	**(0)**	**0**	**0**
3. Expenses, BO	1. Phone (Rogers)	(136)	(147)	(512)	(528)
	2. Internet (Rogers)	(678)	(734)	(954)	(813)
	3. sub-tkts (print)	(247)	(283)	(926)	(359)
	4. Mailing costs	(934)	(874)	(1,348)	(1,509)
	8. BO-vol T/Y	(2,010)	(2,290)	(2,380)	(2,470)
	9. z-other	(277)	(893)	(838)	(511)
3. Expenses, BO Total		**(4,282)**	**(5,221)**	**(6,957)**	**(6,191)**
4. Revenue, other	0. Common Service Fee	14,045	9,141	14,987	14,472
	1. Refreshment rev	7,642	11,123	13,013	12,032
	2. Refreshment exp	(3,049)	(5,058)	(5,338)	(4,756)
	2. Refresh-Mgr T/Y	(720)	(720)	(720)	(1,080)
	3. Donations, passive	11,969	14,218	19,301	11,249
	5. Sponsorship rev		750		
	7. Interest	1,549	2,067	1,719	1,562
	8. HST Rebate	1,639	1,463	1,979	7,382
	9. realized gain / loss		565	0	350
	9. unrealized gain / loss	5,200	(1,120)	4,547	8,756
	9. z-other rev	175		1,686	0
4. Revenue, other Total		**38,449**	**32,429**	**51,175**	**49,966**
5. Expenses, other	1. P-copy/Stationery	(312)	(120)	(22)	
	2. Sub Brochure	(6,723)	(9,394)	(9,055)	(8,191)
	2. TC Honorarium	(1,350)	(1,350)	(1,170)	(900)
	2. Theatre equip-exp	(685)	(773)	(5,162)	(9,525)
	4. Insurance	(5,431)	(5,788)	(5,713)	(5,767)
	4. Website	(458)	(1,696)	(228)	(687)
	5. Community O/R		(136)		
	5. Fundraising exp	(284)	(267)	(486)	(383)
	6. Professional fees	(4,176)	(5,797)	(4,012)	(3,503)
	7. Theatre cleaning	(671)	(2,715)	(2,492)	(2,492)
	8. Bank Fees *	(185)	(124)	(132)	(168)
	9. gifts 2 qualified donees	(2,992)	(2,662)	(4,228)	(5,446)
	9. misc-exp	(3,788)	(2,881)	(4,946)	(1,525)
5. Expenses, other Total		**(27,056)**	**(33,704)**	**(37,645)**	**(38,587)**
6. Capital-events	1. Annual Depreciation	(22,521)	(15,326)	(13,129)	(13,129)
	2. Annual Defer-Donations	21,194	14,856	11,619	11,619
6. Capital-events Total		**(1,327)**	**(470)**	**(1,510)**	**(1,510)**
Grand Total		**12,803**	**(6,966)**	**5,063**	**3,677**

5. Status of Gift Certificates *(as at 01-Aug-26)*

GC, Unused – TS sells gift certificates (GCs). When things are "normal", some are sold to patrons for themselves; some are purchased by patrons for gifts to family/friends.

When the pandemic hit, many of our patrons agreed to leave the funds from their unused tickets in our hands. However, the way we set things up at the start of the pandemic meant that patrons would have to call the box office directly in order to have their unused funds applied to future ticket purchases. That was a terribly manual and onerous purchase. Over May through July 2022, M. Scott converted all the funds from the unused tickets to gift certificates in the name of each client. That enables to client to self-manage their GC's … and allows our patrons to apply their funds to subscription or single ticket purchases of their choice. Of course, the options still exists that they can engage our Box Office staff for help! As well, since we've now had four full seasons of shows, patrons continue to purchase Gift Certificates

In Season 2023/24, our Box Office Managers undertook a project to:

- Add a NOTE to each patron's file indicating they were holding a GC in their name. This enabled other Box Office volunteers to offer to the patron to apply their GC value against their phone-in purchase;
- Email all patrons with gift certificates from 2022 or earlier, reminding them they have a gift certificate balance and to encourage them to apply it to a future ticket purchase; and
- Call all the patrons with aged GCs, reminding them they have a gift certificate balance and to encourage them to apply it to a future ticket purchase.

This was a very time-consuming activity on their part, but an outstanding patron-engagement activity. We see – as a result of their work – our outstanding gift certificate balance is significantly reduced. In S-2024/25 we wrote-off the oldest outstanding GC's (2009 thru 2016) valued at $1,686. Although "written off", this in no way impacts those patrons' ability to utilize those GC's in the future.

			31-Jul-26	31-Jul-25	31-Jul-24	31-Jul-23
Row Label	**#-GC**	**T$-Amt**	**T$-Remain**	**T$-Remain**	**T$-Remain**	**T$-Remain**
S-09/10	1	$96	***$28***	**$28**	**$28**	**$38**
S-10/11	3	$109	***$52***	**$52**	**$52**	**$205**
S-11/12	4	$370	***$320***	**$320**	**$320**	**$422**
S-12/13	4	$220	***$190***	**$190**	**$190**	**$240**
S-13/14	7	$507	***$360***	**$360**	**$360**	**$485**
S-14/15	6	$362	***$186***	**$204**	**$252**	**$419**
S-15/16	7	$684	***$532***	**$532**	**$532**	**$596**
S-17/18	10	$598	$482	$536	**$571**	**$798**
S-18/19	9	$740	$478	$478	**$678**	**$901**
S-19/20	5	$316	$272	$328	**$489**	**$861**
S-21/22	163	$14,132	$11,846	$12,171	**$14,415**	**$19,049**
S-22/23	24	$1,228	$706	$1,023	**$1,462**	**$3,421**
S-23/24	38	$2,161	$1,651	$1,865	**$2,893**	
S-24/25	68	$5,096	$3,080	$7,021		
S-25/26	83	$4,896	$3,833			
Grand Total	**432**	**$31,515**	**$24,016**	**$25,108**	**$22,253**	**$27,529**
			$22,348	**$23,422**		

We will write-off the outstanding balance of the Season 2017/18 GC's in Season 2027/28.

6. Season 2025/26, List of Theatre Scarborough Donors

Theatre Scarborough would like to thank our thoughtful 130 donors for their most generous donation this past season (total of $11,249). Your support is deeply appreciated.

NOTE: This is a listing of those donating **DIRECTLY** to Theatre Scarborough

Platinum Level Supporter - $1,000+

Ian Fox
Mary O'Grady
Luella & Tom Stephens

Gold Level Supporter - $500 to $999

Patricia Cash

Silver Level Supporter - $250 to $499

Susan Appleton
George & Jane Crichton
Charles Cutts
Jerry Daca
Daniel Lang
Joan McIntosh
Peggy Simionati

Bronze Level Supporter - $50 to $249

David & Rochelle Barkin
Kathleen Bennett
Nancy Beverly
Odayoth Bhargavan
Christiane Boin-Goessell
Suzanne Bond
Rosemary Brown
Ian & Donna Campbell
Geoff Crewe
Linda & Herman Engel
Elizabeth Fletcher
Cam and Gail Gall
Sandra & Douglas Gordon
Ian Hale
David Hall
Janice Hansen
Joan M Harvey
David & Lynette Hines
Wendy Hooker
Sandra Imada
Joyce James

Bronze Level Supporter - $50 to $249, cont.

Barbara Kawa
Alan & Sharon King
Bradley L Kirk
Ruth Kosciejew
R Barry Krentz
Thomas Kriens
Josee Lambert
Marilyn Lott
Robert Lubinski
Elizabeth & James Marshall
Laura Mason
Beatriz McCowan
Kay Minter
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Micheline Mistruzzi
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Cyril & Sandra Muhic
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Kim Reid
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