Financial Statements of

# BIG BROTHERS BIG SISTERS OF SASKATOON AND AREA INC.

Year ended June 30, 2018



## INDEPENDENT AUDITORS' REPORT

To the Members of Big Brothers Big Sisters of Saskatoon and Area Inc.

We have audited the accompanying financial statements of Big Brothers Big Sisters of Saskatoon and Area Inc. which comprise the statement of financial position as at June 30, 2018, the statements of revenues and expenses, net assets, and cash flows for the year then ended, and notes and schedules, comprising 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 our 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, we 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 qualified audit opinion.

## Basis for Qualified Opinion

In common with many charitable organizations, Big Brothers Big Sisters of Saskatoon and Area Inc. derives revenue from fundraising and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to amounts recorded in the records of Big Brothers Big Sisters of Saskatoon and Area Inc. Therefore, we were not able to determine whether, as at and for the years ended June 30, 2018 and June 30, 2017, any adjustments might be necessary to fundraising and donations revenue and deficiency of revenues over expenses reported in the statement of revenues and expenses, deficiency of revenues over expenses on the statement of cash flows and current assets and net assets in the statement of financial position. This caused us to qualify our audit opinion on the financial statements as at and for the year ended June 30, 2018.



## **Qualified Opinion**

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Big Brothers Big Sisters of Saskatoon and Area Inc. as at June 30, 2018 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.

**Chartered Professional Accountants** 

KPMG LLP

September 19, 2018 Saskatoon, Canada

Statement of Financial Position

June 30, 2018, with comparative information for 2017

	2018	(rootat	2017
		(restate	ed- Note 12
Assets			
Current assets: Cash and cash equivalents	\$ 190,521	\$	47,278
Accounts receivable Short term investments	55,245 1,202		108,327 30,613
Prepaid expenses and deposits	11,237		18,770
	258,205		204,988
Land, building and equipment (note 2)	579,462		605,515
	\$ 837,667	\$	810,503
Liabilities and Net Assets			
Current liabilities:			
Accounts payable and accrued liabilities (note 3)	\$ 85,557	\$	83,137
Deferred revenue (note 4) Current portion of long-term debt (note 5)	86,743 6,436		25,217 6,252
Current portion of deferred contributions			
for interest on long-term debt (note 5)	11,404		9,504
	190,140		124,110
Long-term debt (note 5)	191,882		147,716
Deferred contributions for interest on			
long-term debt (note 5)	83,586		75,539
Deferred contributions for equipment (note 6)	2,729		5,148
Net assets:	4.5.000		00.004
Operating surplus Equity in land, building and equipment	15,903 353,427		96,634 361,356
Equity in taria, building and equipment	369,330		457,990
	\$ 837,667	\$	810,503
See accompanying notes to financial statements.			
On behalf of the Board:			
Director			
Director			

Statement of Revenues and Expenses

Year ended June 30, 2018, with comparative information for 2017

		2018	(restat	2017 ed- Note 12)
Revenues:				
Fundraising	\$	303,453	\$	281,209
Provincial Government - Ministry of Social Services	Ψ	279,242	Ψ	279,245
United Way		142,706		158,788
National Crime Prevention Strategy		107,242		100,647
Saskatchewan Indigenous Mentoring Partnership		63,500		170,000
Donations		62,163		32,922
Other grant revenue		61,101		45,667
Corporate grant revenue		60,151		68,717
Community Initiatives Fund		58,225		96,886
City of Saskatoon		48,364		46,751
Rent		34,805		26,613
Interest		2,473		1,942
Canada Immigration and Citizenship		, -		89,509
		1,223,425		1,398,896
Expenses:		, ,		, ,
Wages		809,813		899,748
Benefits		101,354		144,338
Program activities		85,107		65,845
Fundraising		73,898		105,377
Rent, occupancy and utilities		60,192		66,554
Insurance		25,553		16,355
Professional fees		21,735		24,170
Staff and board development		21,617		20,322
Office supplies and miscellaneous		20,318		20,624
Property taxes		19,664		18,051
Travel		16,411		17,108
Membership fees		15,734		16,901
Bad debt		9,000		-
Volunteer recruitment and promotion		4,724		7,037
		1,285,120		1,422,430
Deficiency of revenue over expenses before				
the undernoted		(61,695)		(23,534)
Amortization of building and equipment		(26,965)		(26,464)
Deficiency of revenue over expenses	\$	(88,660)	\$	(49,998)

See accompanying notes to financial statements.

Statement of Net Assets

Year ended June 30, 2018, with comparative information for 2017

		2018		2017
Operating Surplus				
Balance, beginning of year	\$	96,634	\$	160,646
Prior period adjustment (note 12)		-		(10,000)
Deficiency of revenue over expenses		(88,660)		(49,998)
Transfers (to) from equity in land, building and equipment for:				
Purchase of equipment Principal payments on long-term debt Amortization of building and equipment		(3,280) (15,756) 26,965		(14,722) (15,756) 26,464
Balance, end of year	\$	15,903	\$	96,634
Equity in Land, Building and Equipment	·	·	·	· ·
Balance, beginning of year	\$	361,356	\$	357,342
Transfers from (to) operating surplus for: Purchase of equipment Principal payments on long-term debt Amortization of building and equipment		3,280 15,756 (26,965)		14,722 15,756 (26,464)
Balance, end of year	\$	353,427	\$	361,356

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended June 30, 2018, with comparative information for and 2017

	2018	(restate	2017 ed- Note 12)
Cash flows from (used in):			
Operations:			
Deficiency of revenue over expenses  Item not involving cash:	\$ (88,660)	\$	(49,998)
Amortization of building and equipment Change in non-cash operating working capital:	26,965		26,464
Accounts receivable	53,082		(34,910)
Prepaid expenses and deposits	7,533		6,503
Accounts payable and accrued liabilities	2,422		(15,058)
Deferred revenue	61,526		(1,692)
	62,868		(68,691)
Financing:			
Principal payments on long-term debt	(15,756)		(15,756)
Increase in long-term debt	70,000		-
	54,244		(15,756)
Investing:			
Purchase of equipment	(3,280)		(14,722)
Purchase of investments	(1,202)		(30,613)
Disposal of investments	30,613		30,477
	26,131		(14,858)
Increase (decrease) in cash and cash equivalents	143,243		(99,305)
Cash and cash equivalents, beginning of year	47,278		146,583
Cash and cash equivalents, end of year	\$ 190,521	\$	47,278

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended June 30, 2018

## Biography:

Big Brothers Big Sisters of Saskatoon and Area Inc. ("BBBS") is registered as a charitable organization without share capital under the Non-Profit Corporations Act (Saskatchewan). BBBS is not liable for any federal or provincial income taxes under the Income Tax Act (Canada). BBBS is a community supported organization committed to the healthy development of children and youth and their families through quality volunteer mentoring relationships.

## 1. Significant accounting policies:

#### (a) Basis of preparation:

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations in accordance with Part III of the CPA Canada Handbook.

## (b) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Significant items subject to such estimates and assumptions include the collectibility of accounts receivable, the estimated useful lives of building and equipment and the estimate of deferred revenue. Actual results could differ from these estimates.

## (c) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and balances with financial institutions which are highly liquid and which have an initial term to maturity of less than 90 days.

## (d) Land, building and equipment:

Land is stated at cost. Building and equipment are stated at cost less accumulated amortization. Amortization is provided over the estimated useful lives of the assets using the following method and annual rates:

Asset	Method	Rate
Building	Straight-line	25 years
Furniture and equipment	Straight-line	5 years
Leasehold improvements	Straight-line	5 years

Notes to Financial Statements (continued)

Year ended June 30, 2018

## 1. Significant accounting policies (continued):

## (d) Land, building and equipment

Grants for building and equipment purchases are deferred and amortized on the same basis as the assets to which they relate. Amortization of capital grants is netted against amortization of building and equipment for financial statement presentation purposes.

## (e) Revenue recognition:

Grant revenue is recognized as earned based on the terms of the grant agreement. Grants received for special projects are recognized as revenue in the period the related expenditure is incurred. Other revenue is recognized as earned when receivable.

## (f) Gifts in kind:

Donations of products and services are not included in these financial statements. Donations for tickets to local events which were distributed to children, families, and volunteers involved in BBBS programs were \$10,194 (2017 - \$25,786).

#### (g) Net assets:

The operating surplus represents the accumulated excess of program funding over program expenses and transfers to and from equity in land, building, and equipment.

Equity in land, building and equipment represents the unamortized cost of the land, building and equipment of BBBS net of related debt and applicable funding and recognizes that portion of net assets invested in land, building and equipment and unavailable for program funding.

## (h) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. BBBS has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Notes to Financial Statements (continued)

Year ended June 30, 2018

## 1. Significant accounting policies (continued):

With respect to financial assets measured at cost or amortized cost, BBBS recognizes in excess of revenue over expenses an impairment loss, if any, when it determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows. When the extent of impairment of a previously written down asset decreases and the decrease can be related to an event occurring after the impairment was recognized, the previously recognized impairment loss is reversed in excess of revenue over expenses in the period the reversal occurs.

#### (i) Allocation of expenses:

Big Brothers Big Sisters of Saskatoon and Area Inc. allocates certain administration expenses to its various locations. These allocations are made by identifying the appropriate basis of allocation by type of expense and location.

## 2. Land, building and equipment:

			2018	2017
	Cost	 cumulated mortization	Net book value	Net book value
Land Building Furniture and equipment Leasehold improvement	\$ 315,000 408,951 278,365 2,786	\$ - 168,265 254,589 2,786	\$ 315,000 240,686 23,776	\$ 315,000 257,044 33,471
	\$ 1,005,102	\$ 425,640	\$ 579,462	\$ 605,515

Amortization of building and equipment was \$29,385 (2017 - \$30,147). For financial statement presentation purposes, this amount is netted against amortization of deferred contributions for equipment of \$2,420 (2017 - \$3,683) for a net amortization expense of \$26,965 (2017 - \$26,464).

## 3. Accounts payable and accrued liabilities:

BBBS has total accounts payable and accrued liabilities of \$85,557 at June 30, 2018 (2017 - \$83,137) that includes \$1,698 of payroll remittances payable (2017 - \$Nil).

Notes to Financial Statements (continued)

Year ended June 30, 2018

4. Deferred revenue
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	2018	2017
Community Initiatives Fund Corporate grant revenue	\$ 86,743 -	\$ 4,800 20,417
	\$ 86,743	\$ 25,217

## 5. Long-term debt:

		2018		2017
(i) Mortgage payable to the Muttart Foundation, due September 1, 2032 repayable in monthly instalments of \$1,050 per month, non-interest bearing, secured by land and building located at 182 Wall Street, Saskatoon, Saskatchewan. The mortgage has been valued using an interest rate of 6.5%	\$	116,467	\$	121,324
(ii) Mortgage payable to the Muttart Foundation, due November 1,2032 repayable in monthly instalments of \$263 per month, non-interest bearing, secured by land and building located at 182 Wall Street, Saskatoon, Saskatchewan. The mortgage has been valued using an interest rate of 5.5%	Ψ	31,249	Ψ	32,644
(iii) Mortgage payable to the Muttart Foundation, due January 1, 2033 repayable in monthly instalments of \$417 per month commencing in February of 2019, non-interest bearing, secured by land and building located at 182 Wall Street, Saskatoon, Saskatchewan. The mortgage has been valued using an interest rate of 4.5%		50,602		-
		198,318		153,968
Current portion		6,436		6,252
	\$	191,882	\$	147,716

Notes to Financial Statements (continued)

Year ended June 30, 2018

## 5. Long-term debt (continued):

- (i) The excess of the original mortgage payable on purchase of the land and building of \$315,000 over the present value of the mortgage, using an effective interest rate of 6.5%, of \$156,350 has been recorded as a deferred contribution for interest on long-term debt. This amount is being amortized to offset the notional interest expense accreted on the long-term debt. During 2018, \$7,743 (2017 \$8,048) of deferred contributions for interest on long-term debt has been reflected against interest expense on the statement of revenue and expenses.
- (ii) The excess of the additional mortgage payable on the land and building of \$75,000 over the present value of the mortgage, using an effective interest rate of 5.5%, of \$42,129 has also been recorded as a deferred contribution for interest on long-term debt. This amount is being amortized to offset the notional interest expense accreted on the long-term debt. During 2018, \$1,761 (2017 \$1,835) of deferred contributions for interest on long-term debt has been reflected against interest expense on the statement of revenue and expenses.
- (iii) The excess of the additional mortgage payable on the land and building of \$70,000 over the present value of the mortgage, using an effective interest rate of 4.5%, of \$49,613 has also been recorded as a deferred contribution for interest on long-term debt. This amount is being amortized to offset the notional interest expense accreted on the long-term debt. During 2018, \$936 (2017 \$Nil) of deferred contributions for interest on long-term debt has been reflected against interest expense on the statement of revenue and expenses.

Estimated repayments of long-term debt and amortization of deferred contributions for interest on long-term debt are as follows:

	Long-term debt co	Deferred entributions	Total
2019 2020 2021 2022 2023 Thereafter	\$ 6,436 \$ 9,861 10,447 11,068 11,727 148,779	11,404 10,895 10,309 9,688 9,029 43,718	\$ 17,840 20,756 20,756 20,756 20,756 192,497
	\$ 198,318 \$	95,043	\$ 293,361

## 6. Deferred contributions for equipment:

Deferred contributions for equipment is comprised of the unamortized contributions used to purchase equipment. The amortization of these deferred contributions is recorded as a reduction of amortization expense in the statement of revenue and expenses.

Notes to Financial Statements (continued)

Year ended June 30, 2018

## 6. Deferred contributions for equipment (continued):

				2018	2017
		A	ccumulated	Net book	Net book
	Cost	а	mortization	value	value
Furniture and equipment	\$ 99,378	\$	96,650	\$ 2,729	\$ 5,148

#### 7. Lease commitment:

BBBS is committed to minimum annual lease payments under its operating lease for office space in North Battleford, Saskatchewan as follows:

2019	\$ 4,000
	\$ 4,000

## 8. Financial instruments and risk management:

Cash is recorded at fair value. For certain BBBS' financial instruments including accounts receivable, short term investments, and accounts payable and accrued liabilities, the carrying amounts approximate fair value due to the immediate or short-term maturity of these items or investments with market rates of interest. Long-term debt, which arose on the purchase of land and building and for general financing purposes, bears no interest. This long-term debt has been valued at the interest rate expected to be payable on a long-term debt instrument with similar repayment and maturity terms.

BBBS is exposed to interest rate risk arising on amounts invested in interest bearing cash and investment accounts with major Canadian financial institutions. BBBS is not exposed to significant market or credit risk. Short and long-term investments consists of guaranteed investment certificates which have nominal market risk. Credit risk related to cash and investment accounts is minimized by dealing with financial institutions that have strong credit ratings. Credit risk related to accounts receivable is considered minimal.

## 9. Capital management:

BBBS does not have any externally imposed capital requirements. Capital requirements consisting of surplus accounts and long-term debt are determined based on estimated financing requirements and prevailing economic conditions.

Notes to Financial Statements (continued)

Year ended June 30, 2018

#### 10. Endowment fund:

During 2014, BBBS established the Wayne Wiens' Endowment in support of BBBS with the Saskatoon Community Foundation (the "Foundation") and deposited \$46,642 with the Foundation. Earnings from this endowment fund are to be transferred to BBBS pursuant to the terms of endowment. During 2018, BBBS received \$2,347 (2017 - \$1,806) in allocations from the Foundation.

## 11. Related party transactions:

BBBS is a member organization of Big Brothers Big Sisters of Canada ("BBBS Canada"). During the year, BBBS paid annual membership dues of \$14,449 (2017 - \$15,574) to and received funding of \$139,342 (2017 - \$235,156) from BBBS Canada through national partnerships.

## 12. Prior period adjustment:

During 2018, BBBS determined that a \$20,000 receivable from the Saskatchewan Indigenous Mentoring Partnership had been recorded in error. This amount related to \$10,000 recorded as revenue in each of the 2017 and 2016 fiscal years. As a result, the comparative financial statements for 2017 have been restated as follows:

	Increase (decrease)
Statement of Financial Position: Accounts receivable Operating Surplus	\$ - (20,000) (10,000)
Statement of Revenues and Expenses: Saskatchewan Indigenous Mentoring Partnership Excess (deficiency) of revenue over expenses	- (10,000) (10,000)

Statement of Revenue and Expenses by Location Year ended June 30, 2018

		North	Prince			
	Saskatoon	Battleford	Albert	Melfort	Humboldt	Total
Revenue:						
Fundraising	\$ 98,454 \$	82,114 \$	55,891 \$	13,122 \$	53,872 \$	303,453
Provincial Government -	ψ 50,404 (	, ο <u>ς, τι</u> τ φ	00,001 φ	10,122 ψ	00,072 φ	000,400
Ministry of Social Services	244,354	8,004	20,344	_	6,540	279,242
United Way	142,706	-		_	-	142,706
National Crime Prevention	•					•
Strategy	107,242	-	-	-	-	107,242
Other grant revenue	22,169	7,500	18,627	5,305	7,500	61,101
Donations	53,918	1,531	1,070	100	5,544	62,163
Corporate grant revenue	60,151	· -	-	-	· <u>-</u>	60,151
Community Initiatives Fund	20,000	6,000	18,142	-	14,083	58,225
Saskatchewan Indigenous						
Mentoring Partnership	63,500	-	-	-	-	63,500
City of Saskatoon	48,364	-	-	-	-	48,364
Rent	34,805	-	-	-	-	34,805
Interest	2,347	126	-	-	-	2,473
	898,010	105,275	114,074	18,527	87,539	1,223,425
Expenses:						
Wages	629,777	45,676	58,503	24,053	51,804	809,813
Benefits	80,776	4,896	8,808	1,173	5,701	101,354
Program activities	76,903	3,088	4,078	405	633	85,107
Fundraising	16,122	31,849	13,009	7,711	5,207	73,898
Rent, occupancy and						
utilities	31,673	8,901	8,236	2,105	9,277	60,192
Insurance	20,987	1,229	1,733	325	1,279	25,553
Professional fees	15,615	1,560	2,040	720	1,800	21,735
Staff and board						
development	18,254	1,485	202	510	1,166	21,617
Office supplies and						
miscellaneous	13,626	2,431	2,410	531	1,320	20,318
Property taxes	19,664	-	-	-	-	19,664
Travel	11,821	584	1,891	1,267	848	16,411
Membership fees	10,752	1,121	1,913	538	1,410	15,734
Bad Debt	-	-	-	9,000	- 0.547	9,000
Recruitment and promotion	287 946,257	995 103,815	494 103,317	431 48,769	2,517 82,962	4,724 1,285,120
	5,=0.				,	,_ ,_ ,, ,
Excess (deficiency) of revenue						
over expenses before the						
undernoted	(48,247)	1,460	10,757	(30,242)	4,577	(61,695)
Amortization of building and						
equipment	(24,263)	-	(2,172)	(239)	(291)	(26,965)
Inter-agency allocation	35,976	(10,020)	(12,096)	(2,880)	(10,980)	-
Excess (deficiency) of revenue of	ver					
expenses	\$ (36,534) \$	(8,560) \$	(3,511) \$	(33,361) \$	(6,694) \$	(88,660)

Statement of Revenue and Expenses by Location Year ended June 30, 2017

	North P		Prince						
(resta	Saskatoon ated- Note 12)		Battleford		Albert		Melfort	Humboldt	Total
Revenue:	\$ 94,910	Ф	65,997	Ф	43,039	Ф	15,882 \$	61,380 \$	281,208
Fundraising Provincial Government -	<b>ў</b> 94,910	Φ	05,997	Φ	43,039	Φ	15,002 ф	01,300 ф	201,200
Ministry of Social Services	241,872		8,566		21,793		-	7,014	279,245
Saskatchewan Indigenous Mentorship Program	170,000		_		_		_	_	170,000
United Way	158,788		_		_		_	_	158,788
National crime prevention	•								,
strategy	100,647		-		-		-	-	100,647
Community Initiatives Fund	20,000		20,000		25,500		11,386	20,000	96,886
Canada Immigration and	00 500								00.500
Citizenship	89,509 47,083		2,000		- 7,634		-	12,000	89,509 68,717
Corporate grant revenue Other grant revenue	12,143		3,274		22,250		-	8,000	45,667
City of Saskatoon	46,751		5,274		22,230		_	0,000	46,751
Donations	29,002		218		855		1,402	1,446	32,923
Rent	26,613		-		-		-	-	26,613
Interest	1,806		136		-		-	-	1,942
	1,039,124		100,191		121,071		28,670	109,840	1,398,896
Evnanças:									
Expenses: Wages	714,729		39,111		65,085		18,533	62,290	899,748
Benefits	111,396		3,831		11,181		1,507	16,423	144,338
Fundraising	45,138		33,060		16,369		181	10,629	105,377
Rent, occupancy and			•		•			·	,
utilities	34,750		9,526		9,067		2,075	11,136	66,554
Program activities	58,092		1,975		3,420		270	2,088	65,845
Staff and board	10.507		700		4 005		000	4 445	00.000
development	16,587		793		1,235		292	1,415	20,322
Office supplies and miscellaneous	13,987		2,341		1,876		818	1,602	20,624
Professional fees	16,516		2,341 1,812		3,312		624	1,802	24,170
Property taxes	18,051		1,012		5,512		-	1,900	18,051
Travel	11,782		943		1,909		1,946	528	17,108
Membership fees	11,983		1,244		1,984		546	1,144	16,901
Insurance .	14,168		370		854		149	814	16,355
Recruitment and promotion	4,109		243		1,438		29	1,218	7,037
	1,071,288		95,249		117,730		26,970	111,193	1,422,430
Excess (deficiency) of revenue									
over expenses before the									
•	(00.101)		4.040		0.044		4 700	(4.050)	(00.504
undernoted	(32,164)		4,942		3,341		1,700	(1,353)	(23,534
Amortization of building and									
equipment	(22,567)		(793)		(2,446)		(367)	(291)	(26,464
Inter-agency allocation	43,152		(10,464)		(18,912)		(3,612)	(10,164)	-
Excess (deficiency) of revenue									
over expenses	\$ (11,579)	\$	(6,315)	\$	(18,017)	\$	(2,279) \$	(11,808) \$	(49,998)