

**NICHOLLS STATE UNIVERSITY  
ALUMNI FEDERATION**

***Financial Report***

***For the Year Ended June 30, 2019***

**NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION**  
**Financial Report**  
**For the Year Ended June 30, 2019**

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# STAGNI & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Nicholls State University Alumni Federation

We have audited the accompanying statement of assets and net assets – modified cash basis of the Nicholls State University Alumni Federation (a nonprofit organization) as of June 30, 2019, and the related statement of revenue, expenses and other changes in net assets – modified cash basis for the year then ended and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 auditor's 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 auditor considers 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. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant 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, the financial statements referred to above present fairly, in all material respects, the assets and net assets of the Nicholls State University Alumni Federation as of June 30, 2019, and its revenue, expenses and other changes in its net assets during the year then ended, on the modified cash basis of accounting described in Note 1.

**Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

**Other Matter**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying graphs and schedule of compensation, benefits and other payments to agency head, listed as other supplementary information in the table of contents, are presented for purposes of additional analysis and are not a required part of the above financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

*Stagni & Company*

Thibodaux, Louisiana  
December 17, 2019



**Nicholls State University Alumni Federation**

*Statement of Assets and Net Assets*

*Modified Cash Basis*

*June 30, 2019*

**ASSETS**

**CURRENT ASSETS**

Cash & cash equivalents	\$	196,529
Cash & cash equivalents - designated		53,116
Total Current Assets		<u>249,645</u>

**NON-CURRENT ASSETS**

Furniture, equipment, & improvements, net of accumulated depreciation		1,722
Total Non-Current Assets		<u>1,722</u>

**TOTAL ASSETS**

\$ 251,367

**NET ASSETS**

Without donor restrictions	\$	198,251
With donor restrictions		53,116

Total net assets 251,367

**TOTAL NET ASSETS**

\$ 251,367

See Notes to the Financial Statements.

**Nicholls State University Alumni Federation**  
*Statement of Revenue, Expenses and Other*  
*Changes in Net Assets - Modified Cash Basis*  
*For the Year Ending June 30, 2019*

**REVENUES**

Member dues and donations	\$ 78,827
Alumni Golf Classic	39,246
Special Events	21,619
Annual business meeting	11,351
Commissions	3,005
Donated services	161,306
Donated occupancy	11,000
Donations for scholarships	4,105
Student assessments	35,695
Interest	613
Miscellaneous	591
Total revenue & other support	<u>367,358</u>

**EXPENSES**

**PROGRAM SERVICES**

Director expenses & travel	2,047
Salaries	164,057
Public relations & goodwill	6,573
Board & Committee	1,564
Student assesment	38,054
Alumni Golf	15,963
Annual Business Meeting	10,460
Awards for Excellence	3,699
Postage	2,188
Fund Raising	29,197
Coffee & refreshments	379
Dues & subscriptions	13,050
Total program services	<u>287,231</u>

(continued)

See Notes to the Financial Statements.

**Nicholls State University Alumni Federation**  
*Statement of Revenues, Expenses and Other*  
*Changes in Net Assets - Modified Cash Basis*  
*For the Year Ending June 30, 2019*

**SUPPORTING SERVICES**

**GENERAL & ADMINISTRATIVE**

Office supplies & maintenance	1,152
Alumni house supplies & maintenance	689
Postage	953
Telephone	64
Professional Fees	6,000
Insurance	8,029
Bank & VISA fees	2,023
Travel	1,580
Miscellaneous	835
Depreciation	699
Occupancy	11,000
Equipment Expense	<u>2,820</u>

**MEMBERSHIP DEVELOPMENT**

Printing, postage & dues	8,140
Lifetime membership dues	6,693
Chapter	<u>1,910</u>

**Total supporting services** 52,587

**Total expenses** 339,818

**Change in net assets** 27,540

**NET ASSETS, BEGINNING OF YEAR** 223,827

**NET ASSETS, END OF YEAR** \$ 251,367

(concluded)

See Notes to the Financial Statements.

NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION  
Notes to the Financial Statements  
For the Year Ended June 30, 2019

**Note 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES**

Nature of organization:

The Nicholls State University Alumni Federation (the Alumni Federation) was organized as a non-profit corporation as defined by Revised Statutes of Louisiana Title 12, Section 101 and is duly inscribed in Book of Charters and Articles of Incorporation No. 4, Page 539, Entry No. 185698. Its object and purpose is to foster, protect, and promote the welfare of Nicholls State University and its alumni.

**The significant accounting policies are as follows:**

Basis of accounting:

The Alumni Federation's policy is to prepare its financial statements on the modified cash basis of accounting. Using this basis, revenues and other support are recognized when collected rather than when earned or receivable, and expenses are recognized when paid rather than when incurred. Consequently, the financial statements do not include revenue receivable, amounts due vendors, prepaid expenses, nor liabilities for accrued expenses. The statements are considered modified from the pure cash basis of accounting because of the Organization's policy to capitalize depreciable assets as well as to report donated facilities and services.

Classification of Net Assets

The Federation presents the financial statements following the recommendations of the Financial Accounting Standards Board (FASB). Under FASB, the School is required to report information regarding its financial position and activities according to two classes of net assets:

- Net Assets without Donor Restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the School. These net assets may be used at the discretion of management and the board of directors.
- Net Assets with Donor Restriction – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Federation or by the passage of time. Other donor restrictions are perpetual in nature, were by the donor has stipulated the funds be maintained in perpetuity.

Contributions:

The Alumni Federation records contributions when they are received.

NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION  
Notes to the Financial Statements  
For the Year Ended June 30, 2019

**Note 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES,  
continued**

Furniture, equipment, & improvements:

Furniture, equipment, & improvements are carried at historical cost. Donated assets are valued at estimated market value at the time of donation. Depreciation is calculated on the straight-line method over the estimated useful lives of the assets. Assets costing more than \$1,000 are capitalized.

Income tax status:

No provision has been made for income taxes in the financial statements. The Alumni Federation is exempt from income tax under section 501(c) (3) of the Internal Revenue Code. This code section enables the Organization to accept donations, which qualify as charitable contributions to the donor.

Use of estimates:

The preparation of financial statements on the cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Functional allocation of expenses:

Expenses are charged directly to program services, general and administrative, or membership development categories based on specific identification. There are no indirect expenses to be allocated.

**NOTE 2. CASH AND CASH EQUIVALENTS**

In addition to bank accounts, this classification includes all short-term investments such as savings accounts, certificates of deposit maturing in one year or less, and money market accounts. These investments are stated at cost which approximates market.

NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION  
Notes to the Financial Statements  
For the Year Ended June 30, 2019

**NOTE 2. CASH AND CASH EQUIVALENTS (continued)**

A schedule of cash and cash equivalents (book balances) follows:

<b><u>Synergy Bank</u></b>	
Synergy Bank Checking(Scholarship) (interest bearing)	\$22,154
Synergy Bank – NSAA (non-interest bearing) (Nicholls Student Alumni Association)	1,363
Synergy Bank – Savings Alumni Lifetime Membership (interest bearing)	98,410
Synergy Bank – General Checking (non-interest bearing)	16,927
Synergy Bank – Student Assessment Account (non-interest bearing)	26,198
<b><u>Whitney Bank</u></b>	
Whitney Bank – S Knobloch (interest bearing)	3,400
<b><u>MidSouth Bank</u></b>	
Money Market (interest bearing)	79,997
<b><u>Paypal</u></b>	
Paypal account	<u>1,195</u>
	 \$249,645

These deposits are stated at cost, which approximates market.

Statement of Financial Accounting Standards No. 105 identifies deposits maintained at financial institutions in excess of federally insured limits as a concentration of credit risk requiring disclosure, regardless of the degree of risk. At June 30, 2019, the Alumni had \$259,258 in deposits (collected bank balance). All of which are secured from risk by FDIC federal deposit insurance, except the \$1,195 which is on deposit with Pay Pal. There are no securities pledged on these accounts by the fiscal agent bank.

The cash & cash equivalents – designated amount is made up of the student assessment checking account, Nicholls Student Alumni Association checking account, the Synergy Bank checking account, and the S. Knobloch account. Further description for these designations can be found in Note 4.

NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION  
Notes to the Financial Statements  
For the Year Ended June 30, 2019

**NOTE 3. FURNITURE, EQUIPMENT, & IMPROVEMENTS**

Capital assets purchased or acquired with an original cost of \$1,000 or more are reported at cost. Donated assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance is expenses as incurred. Depreciation is recorded using the straight-line method over the useful lives of the assets as follows:

<u>Description</u>	<u>Estimated Lives</u>
Buildings	40 years
Building improvements	10-40 years
Equipment	5-15 years

Furniture, equipment and improvements consist of the following:

	<b>Balance 6/30/2018</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 6/30/2018</b>
Furniture & Fixtures	\$10,753	\$ -	\$ -	\$ 10,753
Equipment	9,819	-	-	9,819
Leasehold Improvements	30,218	-	-	30,218
	50,790	-	-	50,790
Less: Accumulated Depreciation	(48,369)	(699)	-	(49,068)
Totals	\$2,421	\$ (699)	\$ -	\$1,722

During the year, there were no assets purchased nor assets disposed. Depreciation Expense for the year was \$699.

**NOTE 4. UNRESTRICTED NET ASSETS DESIGNATED FOR A SPECIFIC PURPOSE**

Net assets include \$53,116 in net assets with donor restrictions, which have been designated by the board or donor for a specific purpose. These assets have been obtained through student self-assessment, and by donors, and are to be used exclusively for scholarships (\$22,154), student activities (\$27,561), and educational purposes (\$3,400) as denoted by the donor.

**NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2019**

**NOTE 5. MEMBERSHIP DUES**

The Alumni Federation assesses dues to be a member. Dues are determined by the Board for various levels of membership. These levels of membership are:

- single dues (\$35),
- joint dues (\$55),
- dues for a recent graduate (\$15),
- friend of the alumni (\$50),
- lifetime membership:
  - single (\$500)
  - and joint (\$750).

**NOTE 6. STUDENT ASSESSMENTS**

The Alumni Federation receives student assessment revenue from Nicholls State University. The Board has designated these funds for activities that will benefit the student body such as scholarships and other activities that the Alumni Federation sponsors.

**NOTE 7. PROGRAM SERVICES**

The Alumni Federation provides program services that benefit both its alumni and current Nicholls State University students. The major program services are to foster, protect, and promote the welfare of Nicholls State University, to establish a mutually beneficial relationship between the University and its Alumni. The major focus is on scholarships, fundraising, student activities, and its annual business meeting.

The Alumni Federation awards scholarships to current or incoming Nicholls State University students. The funds for these scholarships come from donors requesting scholarships named for a specific person as well as from student assessment or general funds.

Homecoming activities are centered on the Nicholls State University's homecoming football game. Some of the activities that the Alumni Federation provides are the barbeque, hot dog eating contest, and alumni tailgating. These activities are now being charged to student support activities.

The John Brady Golf Classic engages 100+ area golfers. To participate in these activities, participants are charged fees to help offset the cost as well as corporate sponsors. The Board has also designated one half of the net earnings from the golf tournament to be set aside to fund scholarships.

The Alumni Federation also provides for an annual business meeting. This meeting is centered on a "crawfish boil" where the Board of Directors is sworn-in. Tickets are sold to attend the crawfish boil and a silent auction is held in conjunction with this meeting to help offset the cost.

**NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2019**

**NOTE 8. DONATED SERVICES AND FACILITIES**

The Alumni Federation receives donated services from Nicholls State University in the form of a full-time executive director and assistant director, engagement coordinator, and a student worker. Nicholls State University has estimated the approximate cost of providing the donated services to be \$161,306 and it is included in contributions and expenses in the statement of support, revenue, and expenses and changes in net assets.

The Alumni Federation also occupies office space on the campus of Nicholls State University. The University does not charge the Alumni Federation for this space. Nicholls State University has estimated the approximate fair value of the annual rental and related utilities to be \$11,000 and it is included in contributions and expenses in the statement of support, revenue, and expenses and changes in net assets.

**NOTE 9. RISK MANAGEMENT**

The Alumni Federation is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Alumni Federation has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the insurance coverage.

**NOTE 10. ECONOMIC DEPENDENCY**

The Nicholls State University Alumni Federation operates out of the Alumni House, which is owned by Nicholls State University. The University allows the Federation to occupy this building rent-free. Nicholls State University also covers 100% of the salary of the executive director, assistant director, engagement coordinator, and student worker of the Federation. If these expenses were not provided, the Federation would not be able to continue its operations.

**NOTE 11. SUBSEQUENT EVENTS**

The subsequent events of the federation were evaluated through the date of the financial statements were available to be issued (December 17, 2019).

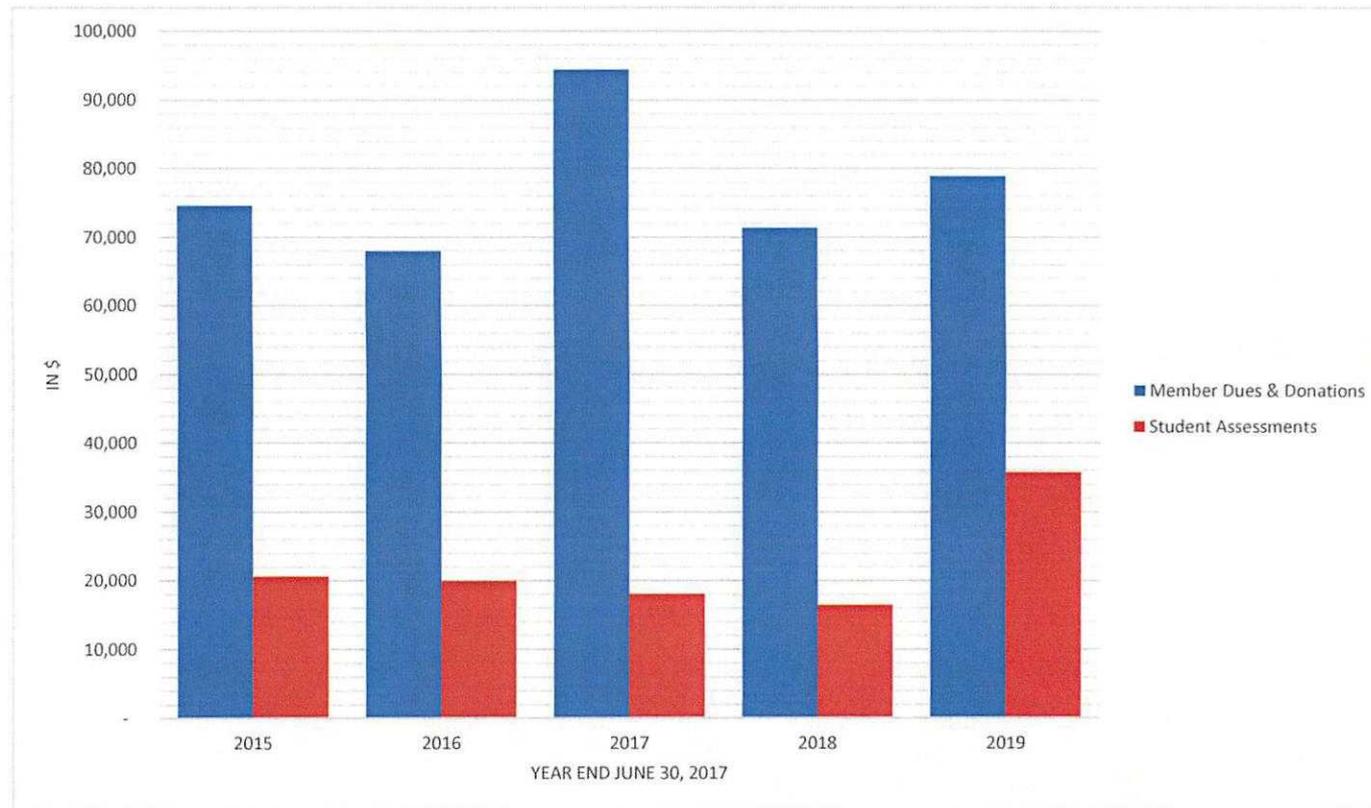
**NOTE 12. LITIGATION AND CLAIMS**

At June 30, 2019, the Alumni Federation had no litigation or claims pending.

***OTHER SUPPLEMENTARY  
INFORMATION***

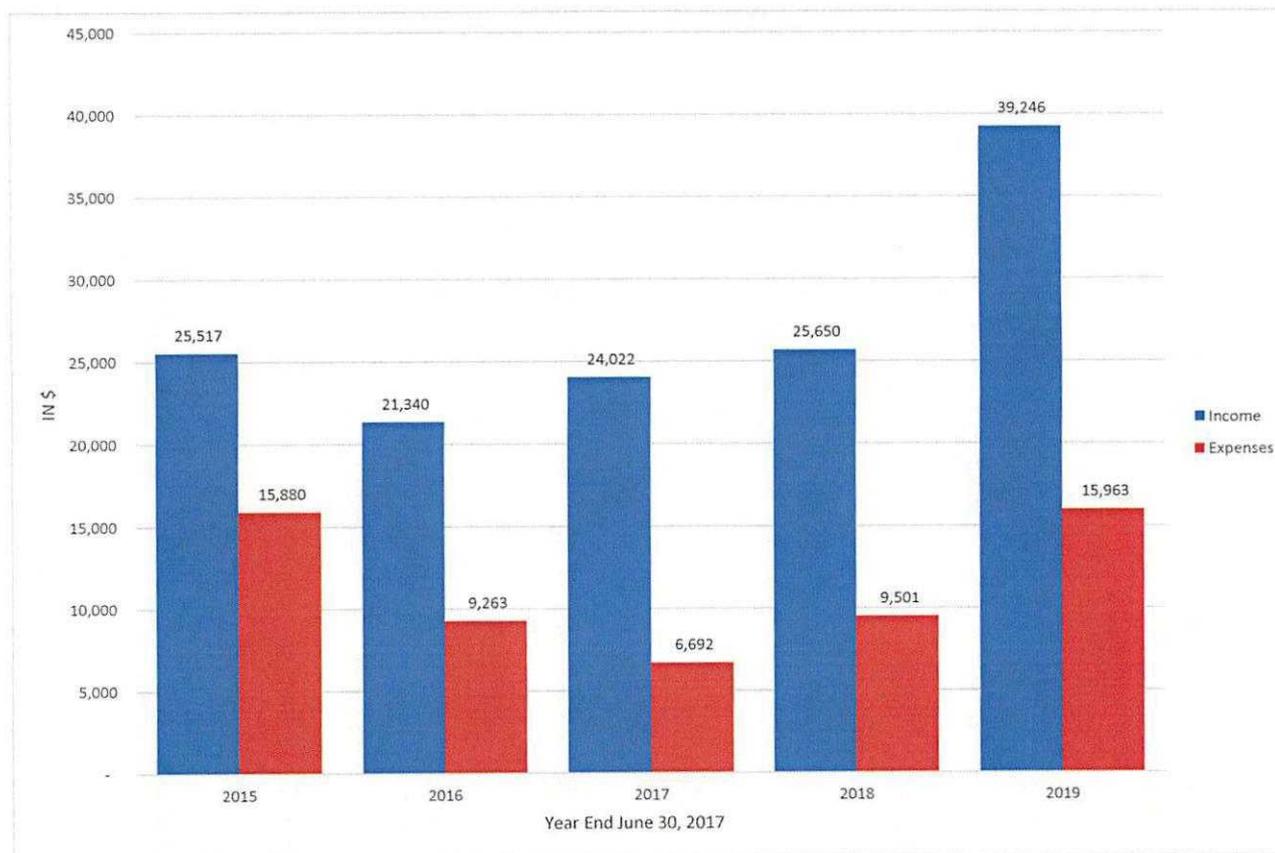
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**NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION**  
*Dues & Donations Revenue Comparison*  
 For the Year Ended June 30, 2019  
 With Comparative Totals for the Years Ended June 30, 2015, 2016, 2017, 2018



\* Starting in 2014, life time membership was offered for the first time which caused a majority of the increase in membership levels.

**NICHOLLS STATE UNIVERSITY ALUMNI FEDERATION**  
**Homecoming Income & Expense Comparison**  
*(includes Golf Tournament)*  
*For the Year Ended June 30, 2019*  
*With Comparative Totals for the Years Ended June 30, 2015, 2016, 2017, 2018*



\*\* Starting in 2014, homecoming activity are from the Golf Classic and this chart solely showing the John Brady Golf Classic income and expenses.

**Nicholls State University Alumni Federation**  
*Schedule of Compensation, Benefits and Other Payments to Agency Head*  
*For the Year Ending June 30, 2019*

**Agency Head Name: Monique Crochet, Executive Director of External & Alumni Affairs**

Purpose	Amount
Salary (donated services - paid by Nicholls State University)	\$22,881
Benefits	\$8,585
Benefits - FICA (donated services - paid by NSU)	\$332
Car Allowance	\$0
Vehicle provided by government	\$0
Per Diem	\$0
Reimbursements	\$0
Travel	\$0
Registration fees	\$0
Conference travel	\$0
Continuing professional education fees	\$0
Housing	\$0
Unvouchered expenses	\$0
Special meals	\$0
Fuel	\$0
Dues - Rotary, Chamber, SMIG, BIG (includes some meals)	\$0
Cell Phone	\$0
Other - Leadership Laforuche Tuition	\$0
<b>Total</b>	<b>\$31,798</b>