

Affidavit and Revenue Certification

Baton Rouge Little Theater dba Theatre Baton Rouge ENTITY NAME
East Baton Rouge Parish
Baton Rouge, LA (City), State

ANNUAL SWORN FINANCIAL STATEMENTS AND CERTIFICATION OF REVENUES \$75,000 OR LESS (if applicable)

The annual sworn financial statements are *required* by Louisiana Revised Statute 24:514 to be filed with the Legislative Auditor within 90 days after the close of the fiscal year. The certification of revenues of \$75,000 or less, if applicable, is required by Louisiana Revised Statute 24:513(J)(1)(c)(i)(aa).

Personally came and appeared before the undersigned authority, Carole J. Moore (enter officer name), who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of Baton Rouge Little Theater dba Theatre Baton Rouge (enter entity name) as of 07/31/2020 (entity's year-end), and the results of operations for the year then ended, in accordance with the basis of accounting described within the accompanying financial statements.

(Complete if applicable)

In addition, Carole J. Moore (officer name), who, duly sworn, deposes and says that Baton Rouge Little Theater dba Theatre Baton Rouge (entity name) received \$75,000 or less in revenues and other sources for the year ended 07/31/2020, and accordingly, is not required to have an audit for the previously mentioned year.

Carole J. Moore
Officer's Signature

Sworn to and subscribed before me this 30 day of October, 2020

[Signature]
NOTARY PUBLIC SIGNATURE & SEAL



Darlene Moussa
Notary Public
Notary ID No. 125978 Commissioned for Life
East Baton Rouge Parish, Louisiana

For Office Use Only
Under provisions of state law, this report will become a public document on the Monday following the release date. A copy of the report will be submitted to appropriate public officials and be available for public inspection at the Baton Rouge office of the Louisiana Legislative Auditor and, where appropriate, at the office of the parish clerk of court.
Release Date <u>11-04-2020</u>

Please Complete This Section
Officer's Name <u>Carole J. Moore</u>
Officer's Title <u>Administrative Manager</u>
Address _____
City, Zip _____
Ph: Cell/Land _____
E-mail <u>c.moore@theatrebr.org</u>

Baton Rouge Little Theater dba Theatre Baton Rouge
 (Agency Name)

Statement of Cash Receipts and Disbursements
For the Year Ended July 31, 2020
 (Year-End)

	General Fund	Other Fund	Total
RECEIPTS (Provide Brief Description):			
1. <u>Pennington Foundation - Matilda</u>	\$ 15,000. ⁰⁰	\$	\$
2. <u>Louisiana Office of Cultural Development</u>	5,120. ⁰⁰		
3.			
4.			
5.			
6. Total receipts (add lines 1 - 5)	<u>\$ 20,120.⁰⁰</u>	<u>\$</u>	<u>\$</u>
DISBURSEMENTS (Provide Brief Description):			
7. <u>General Operating Funds (Utilities)</u>	\$ 5120. ⁰⁰	\$	\$
8. <u>Professional Fees & Honorariums</u>			
9.			
10.			
11.			
12.			
13. Total Disbursements (add lines 7 - 12)	<u>\$ 5120.⁰⁰</u>	<u>\$</u>	<u>\$</u>
14. Change in fund balance (Lines 6 minus 13)	\$ 15,000. ⁰⁰	\$	\$
15. Fund Balance at beginning of year	\$ 0. ⁰⁰	\$	\$
16. Fund balance (deficit) at end of year (Add lines 14-15) --This amount also goes on line 12, Statement B	<u>\$ 15,000.⁰⁰</u>	<u>\$</u>	<u>\$</u>

We have been in touch with Pennington due to Matilda being postponed due to Covid-19 and the theatre being closed. We will disburse Pennington Grant Funds once show has been performed.

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENTS FOR YOUR RECORDS

Baton Rouge Little Theater dba Theatre ^{Baton Rouge}
(Agency Name)

Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer (Required Form - Please Submit Completed Form Per Attached Instructions)

For the Year Ended 07/31/2020 (Year-End)

Agency Head Name and Title: Jenny Ballard, Managing Artistic Director

Purpose	Dollar Amount
1. Salary	1. \$ 56,650.00
2. Benefits-insurance	2. \$ 7,890.00
3. Benefits-retirement	3. N/A
4. Benefits-other (describe) <u>Paid Time Off</u>	4. \$ 2,397.12
5. Benefits-other (describe) <u>Holiday Pay</u>	5. \$ 4,685.28
6. Benefits-other (describe)	6.
7. Car allowance	7. N/A
8. Vehicle provided by government (if reported on your W-2)	8. N/A
9. Per diem	9. N/A
10. Reimbursements	10. N/A
11. Travel	11. N/A
12. Registration fees	12. N/A
13. Conference travel	13. N/A
14. Housing	14. N/A
15. Unvouchered expenses (example: travel advances, etc.)	15. N/A
16. Special meals	16. N/A
17. Other	17. N/A
18. TOTAL (enter total of line 1-17)	18. \$ 71,622.40

_____ Please check here if the Agency Head does not receive any compensation, benefits, and other payments. (Act 462 of the 2015 Legislative Session allows nongovernmental entities or not-for-profit (quasi-public) entities to report on the Act 706 schedule **only** those payments to the agency head that are derived from the public funds.)

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENTS FOR YOUR RECORDS

Please return the completed form within 90 days of your entity's year-end to Louisiana Legislative Auditor – Local Government Services; Post Office Box 94397, Baton Rouge, LA 70804-9397 - Updated 8/31/16

Baton Rouge Little Theater, Inc.
Balance Sheet
 As of July 31, 2020

	Jul 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1001 · Citizens Bank Account	3,938.01
1100 · CASH	
1106 NEW OPERATIONS ACCT	54,600.07
1090 · Petty Cash	250.00
1102 · BRLT Endowment Fund	8,049.40
1103 · Whitney Contributions	127.54
1104 · Whitney Operations	-1.64
1105 · Whitney Payroll	-15,863.55
Total 1100 · CASH	47,161.82
Total Checking/Savings	51,099.83
Other Current Assets	
Clean Up Clearing Account	5,749.49
1394 · 20-21 Prepaid Expense	18,085.79
1392 · 19-20 Prepaid Expense	-4,120.00
18/19 PREPAID EXPENSES	1,000.00
1210 · Miscellaneous Receivables	-3,069.02
1480 · Prepaid Other	5,611.09
Total Other Current Assets	23,257.35
Total Current Assets	74,357.18
Fixed Assets	
1600 · Accumulated Depreciation	-1,118,444.77
1610 · Building and Equipment	770,535.14
1620 · Furniture & Fixtures	432,853.10
Total Fixed Assets	84,943.47
Other Assets	
19/20 Prepaid Expenses	2,686.46
Total Other Assets	2,686.46
TOTAL ASSETS	161,987.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	89,388.08
Total Accounts Payable	89,388.08
Other Current Liabilities	
2700 · Compensated Absences	20,034.82
2130 · Accrued Wages	-0.38
2310 · Hancock Business Line Credit	
2311 · Hancock/Whitney Loan	-14,612.86
2310 · Hancock Business Line Credit - Other	69,858.15
Total 2310 · Hancock Business Line Credit	55,245.29
2400 · Deferred Revenues & Support	
2425 · Deferred Annual Fund	18,478.00
2430 · DEFERRED SUBSCRIPTIONS	
24302 · Def. Subscrip. City Series	3,976.00
24301 · Def. Subscrip. Cap Series	60,062.00
2430 · DEFERRED SUBSCRIPTIONS - Other	255.00
Total 2430 · DEFERRED SUBSCRIPTIONS	64,293.00

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Accrual Basis

Baton Rouge Little Theater, Inc.
Balance Sheet
As of July 31, 2020

	<u>Jul 31, 20</u>
2412-DEFERRED SPONSORSHIPS	
24123 - Def. Young Actors Prog.	-988.00
24121 - Def. Spons Cap Series	20,000.00
2412-DEFERRED SPONSORSHIPS - Other	17,558.00
Total 2412-DEFERRED SPONSORSHIPS	<u>36,570.00</u>
2426 · DEFERRED Door Ticket Sales	594.25
2400 · Deferred Revenues & Support - Other	3,390.00
Total 2400 · Deferred Revenues & Support	<u>123,325.25</u>
Total Other Current Liabilities	<u>198,604.98</u>
Total Current Liabilities	287,993.06
Long Term Liabilities	
2601 · PPP Loan 2020	69,952.00
Total Long Term Liabilities	<u>69,952.00</u>
Total Liabilities	357,945.06
Equity	
3030 · Unrestricted Net Assets - Desig	24,018.00
3900 · Retained Earnings	-76,380.90
Net Income	-143,595.05
Total Equity	<u>-195,957.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>161,987.11</u></u>