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Affidavit and Revenue Certification

Press Street d.b.a. Antenna ENTITY NAME
Orleans Parish
New Orleans, 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, Robert Snead (enter officer name), who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of Press Street d.b.a Antenna (enter entity name) as of 12/31/17 (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, Robert Snead, (officer name), who, duly sworn, deposes and says that Press Street d.b.a. Antenna (entity name) received \$75,000 or less in revenues and other sources for the year ended 12/31/17, and accordingly, is not required to have an audit for the previously mentioned year.



Officer's Signature

Sworn to and subscribed before me this 30 day of March, 2018.



NOTARY PUBLIC SIGNATURE & SEAL



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	APR 18 2018
Please Complete This Section	

Officer's Name	<u>Robert Snead</u>
Officer's Title	<u>Executive Director</u>
Address	<u>3718 St. Claude Ave</u>
City, Zip	<u>New Orleans 70117</u>
Ph: Cell/Land	<u>504-298-3161</u>
E-mail	<u>bob@antenna.works</u>

Press Street d.b.a. Antenna

(Agency Name)

Statement of Cash Receipts and Disbursements**For the Year Ended 12/31/17**

(Year-End)

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
RECEIPTS (Provide Brief Description):			
1. ARTS COUNCIL NEW ORLEANS	\$7,500	0	7,500
2. LOUISIANA DIVISION OF THE ARTS	\$2,700	0	2,700
3. Earned Income	0	70,049	70,049
4. Other Grants	0	244,426	244,426
5. Individual & Corporate Donations	0	201,110	201,110
6. Total receipts (add lines 1 - 5)	\$10,200	\$515,585	\$525,785
DISBURSEMENTS (Provide Brief Description):			
7. Facility Expenses	0	30,197	30,197
8. Program Expenses	6,500	301,380	307,880
9. Administration	2,700	72,555	75,255
10. Promotions & Printing	1,000	38,349	39,349
11. Office & Equipment	0	0	1,457
12. Fundraising	0	0	2,079
13. Total Disbursements (add lines 7 - 12)	\$10,200	\$442,481	\$456,217
14. Change in fund balance (Lines 6 minus 13)	\$0	\$69,568	\$69,568
15. Fund Balance at beginning of year	\$0	\$147,199	\$147,199
16. Fund balance (deficit) at end of year (Add lines 14-15) --This amount also goes on line 12, Statement B	\$0	\$216,767	\$216,767

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

Press Street/Antenna Gallery

PROFIT AND LOSS

January - December 2017

	TOTAL
Income	
Contributions	
Cash Donations from Bar	2,001.09
Fiscal Sponsorship	8,907.00
blights out	27,468.04
Memory Project	5,000.00
repro	1,735.00
YCI	6,000.00
Total Fiscal Sponsorship	49,110.04
General Operating Grants	
Government Entities	25,200.00
Private Foundations	178,024.00
Total General Operating Grants	203,224.00
Individual Donations	7,795.65
Total Contributions	262,130.78
Earned Income	
app sales	1.13
Art Sales	6,683.74
Book Sales	8,561.93
Misc Merch Sales	5.00
Printing Income	31,248.73
Rentals	13,235.70
Signals	1,666.01
Total Earned Income	61,402.24
Membership Income	
Antenna Artist Dues	250.00
Individual membership	161.28
Total Membership Income	411.28
Program Income	
Antenna Income	
Open Call	7,760.80
Spillways	
Dread Scott	71,596.50
Total Spillways	71,596.50
Total Antenna Income	79,357.30
Draw-a-thon Income	
Donations	1,570.50
Grants	10,500.00
Total Draw-a-thon Income	12,070.50
Paper Machine	109,733.78
Total Program Income	201,161.58
Savings Dividends	679.33

	TOTAL
Total Income	\$525,785.21
GROSS PROFIT	\$525,785.21
Expenses	
Administration	
development	843.73
documentation	100.00
donor database	1,135.12
Total development	2,078.85
employees	46,775.46
insurance	919.37
Total employees	47,694.83
Gifts & Donations	300.00
payroll tax	23,409.05
Travel	2,307.12
Total Administration	75,789.85
Equipment Purchase	1,068.00
Facility Expenses	
Liability Insurance	1,086.00
Rent	20,200.00
Repairs and Maintenance	
Building Repairs	2,650.25
Computer Repairs	829.71
Total Repairs and Maintenance	3,479.96
Utilities	3,271.38
Gas and Electric	63.59
Internet	1,063.00
phone	46.35
Water	986.95
Total Utilities	5,431.27
Total Facility Expenses	30,197.23
Fiscal Sponsorship Expense	8,928.00
Blights Out	11,372.97
Blights Out Staff	26,982.30
Total Blights Out	38,355.27
repro	1,409.00
yci	4,606.60
Total Fiscal Sponsorship Expense	53,298.87
Fossil Free Festivals	557.58
Office Supplies	388.99
Postage and Delivery	2,685.84
Professional Fees	56.45
Accounting	499.60
Bank Service Charges	66.87
Legal Fees	20.00
Licenses and Permits	902.11
Total Professional Fees	1,545.03
Program Expenses	
Antenna Gallery	

	TOTAL
Art Sale pymnt to artist	7,234.00
Art Shipment	346.69
artist stipend	5,820.48
Artist Travel	2,473.37
Gallery Supplies	4,885.48
Open Call Expense	2,608.49
Opening Expenses	2,278.55
staff	11,640.78
Total Antenna Gallery	37,287.84
Books	25.14
consignment	96.50
Design	295.00
fairs	1,322.98
Printing	681.20
Writer Fees	2,255.00
Total Books	4,675.82
Draw-a-thon	1,263.72
Artist Fees	7,050.00
coordinator	2,655.40
Outside Services	2,483.27
Tools & Materials	1,117.31
Total Draw-a-thon	14,569.70
Fossil Free Festival	414.77
Paper Machine	85,941.04
Platforms Fund Expenses	23,168.18
grants	44,639.92
Total Platforms Fund Expenses	67,808.10
Public Events	
Signals Expenses	9,151.21
Letters Read	625.00
Total Signals Expenses	9,776.21
Total Public Events	9,776.21
Room 220	2,479.68
Writer Payments	1,800.00
Total Room 220	4,279.68
Spillways Residency Program	7,968.63
Dread Scott SRR	12,610.78
Total Spillways Residency Program	20,579.41
staff	6,004.10
Total Program Expenses	251,336.67
Promotion	1,370.86
Printing and Reproduction	36,568.24
website	1,409.46
Total Promotion	39,348.56
Total Expenses	\$456,216.62
NET OPERATING INCOME	\$69,568.59
NET INCOME	\$69,568.59

Press Street d.b.a. Antenna (Agency Name)

Balance Sheet, on 12/31/2017
(Year-End)

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
ASSETS (balances at year-end) -Give brief description:			
1. Cash and cash equivalents on hand	\$0	\$216,767	\$216,767
2. Investments (fair value) on hand			
3. Office furnishings (Cost of desks, etc)			
4. Equipment (Cost of fax machine, etc)			
5. Other (brief description)			
6. Total Assets (add lines 1 - 5)	\$0	\$216,767	\$216,767
LIABILITIES AND FUND BALANCE (at year-end):			
7. Liabilities (give brief description):			
8.	\$0	\$	\$0
9.			
10.			
11. Total Liabilities (add lines 7 - 10)			
12. Fund balance (amount from Line 16 on Statement A)	\$0	216,767	216,767
13. Other			
14. Total Liabilities and Fund Balance (add lines 11 - 13)	\$0	\$216,767	\$216,767

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

Press Street d.b.a. Antenna (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 12/31/17 (Year-End)

Agency Head Name and Title: Robert Snead, Executive Director

Purpose	Dollar Amount
1. Salary	1. 43,060
2. Benefits-insurance	2.
3. Benefits-retirement	3.
4. Benefits-other (describe)	4.
5. Benefits-other (describe)	5.
6. Benefits-other (describe)	6.
7. Car allowance	7.
8. Vehicle provided by government (if reported on your W-2)	8.
9. Per diem	9.
10. Reimbursements	10.
11. Travel	11. 2,307
12. Registration fees	12.
13. Conference travel	13.
14. Housing	14.
15. Unvouchered expenses (example: travel advances, etc.)	15.
16. Special meals	16.
17. Other	17.
18. TOTAL (enter total of line 1-17)	18.

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 8/3/16