The Louisiana Forestry Association

Alexandria, Louisiana

Financial Statements

December 31, 2019

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## Independent Accountants' Review Report

Board of Directors The Louisiana Forestry Association Alexandria, Louisiana

We have reviewed the accompanying financial statements of The Louisiana Forestry Association (a nonprofit organization), which comprise the statement of financial position as of December 31, 2019, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

#### Accountants' Responsibility

Our responsibility is to conduct the review in accordance with the Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

#### Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the accounting principles generally accepted in the United States of America.

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## Supplementary Information

The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic 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 supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

#### **Summarized Comparative Information**

We have previously reviewed The Louisiana Forestry Association's 2018 financial statements, and in our conclusion dated June 25, 2019 stated that there were no material modifications that should be made on those reviewed financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2018, is consistent, in all material respects, with the reviewed financial statements from which it has been derived.

Alexandria, Louisiana

July 13, 2020

# The Louisiana Forestry Association Statements of Financial Position December 31

## Assets

			2018
		S	ummarized
	2019		Total
Current Assets			
Cash and cash equivalents	\$ 78,695	\$	110,485
Certificates of deposit	199,458		283,558
Accounts receivable - advertising	17,131		6,391
Accounts receivable - other	20,722		7,063
Prepaid expenses		_	4,730
Total Current Assets	316,006		412,227
Property and Equipment, net of depreciation	106,650		118,327
Other Assets			
Cash surrender value	450,037		371,133
Marketable securities	299,680		245,757
Total Other Assets	749,717	_	616,890
Total Assets	\$ 1,172,373	\$	1,147,444
Liabilities and Net Assets			
Current Liabilities			
Accounts payable	\$ 6,435	\$	12,554
Accrued payroll liabilities	4,689		4,000
Payable to Children's Miracle Network	2,185		835
Deferred revenues	92,550		140,607
Total Current Liabilities	105,859		157,996
Net Assets			
Without Donor Restriction	1,040,919		963,418
With Donor Restriction	25,595		26,030
Total Net Assets	1,066,514		989,448
Total Liabilities and Net Assets	\$ 1,172,373	\$	1,147,444

## The Louisiana Forestry Association Statements of Activities For the Year Ended December 31

		_		2019				2018
		out Donor		ith Donor			S	ummarized
	Re	striction	R	estriction		Total		Total
Revenues and Support								
Membership dues	\$	404,930	\$	*	\$	404,930	\$	424,470
Annual meeting		210,363		-		210,363		197,633
Programs		-		24,640		24,640		35,907
Tree farm		30,992		-		30,992		33,359
Public information		-		7,341		7,341		7,460
Forests & People magazine		57,215		-		57,215		53,579
Legislative				3,895		3,895		3,250
Investment income		124,179		_		124,179		(30,779)
Other revenue		34,924		6,255		41,179		32,007
Sustained Forestry Initiative		61,832		70,789		132,621		133,269
Logging Council		43,093				43,093		41,586
Total Revenue and Support		967,528		112,920		1,080,448		931,741
Net Assets Released from Restrictions		113,355		(113,355)				
Expenses								
Program Services								
Annual meeting		219,411		-		219,411		192,553
Programs		53,746				53,746		70,242
Tree farm		89,820		-		89,820		84,780
Public information		28,904		-		28,904		26,181
Forests & People magazine		. 75,607		-		75,607		89,774
Legislative		65,732		7.		65,732		70,567
Sustained Forestry Initiative		143,273		-		143,273		127,701
Logging council		60,869		0=1	_	60,869		51,430
Total Program Services		737,362		-		737,362		713,228
Management, general and membership		266,020		-		266,020		302,520
Total Expenses	1	,003,382		-	_	1,003,382		1,015,748
Changes in Net Assets		77,501		(435)		77,066		(84,007)
Net Assets, Beginning of Year	1	963,418		26,030	_	989,448	_	1,073,455
Net Assets, End of Year	\$ 1	,040,919	\$	25,595	\$	1,066,514	\$	989,448

## The Louisiana Forestry Association Statements of Cash Flows For the Year Ended December 31

				2018
			Sui	nmarized
		2019		Total
Cash flows from operating activities				
Change in net assets	\$	77,066	\$	(84,007)
Adjustments to reconcile change in net assets to		*		
net cash from operating activities:				
Depreciation expense		11,680		17,531
Net unrealized (gain) on investments		(107,588)		44,375
(Increase) decrease in accounts receivable - advertising		(10,740)		6,572
(Increase) decrease in accounts receivable - other		(13,659)		1,072
(Increase) decrease in prepaid expenses		4,730		3,163
Increase (decrease) in accounts payable		(6,119)		7,688
Increase (decrease) in accrued payroll liabilities		689		131
Increase (decrease) in payable to Children's Miracle Network		1,350		(950)
Increase (decrease) in deferred revenue	8	(48,057)		(32,868)
Net cash provided (used) by operating activities		(90,648)		(37,293)
Cash flows from investing activities				
Purchase of plant and equipment		-		
Redemption of certificates of deposit		84,100		58,168
Proceeds from sale of investments		84,600		-
Purchase of investments		(109,842)		(23,875)
Net cash used in investing activities		58,858		34,293
Net increase (decrease) in cash and cash equivalents		(31,790)		(3,000)
Cash and cash equivalents at beginning of year		110,485		113,485
Cash and cash equivalents at end of year	\$	78,695	\$	110,485

## Note 1 - Summary of Significant Accounting Policies

#### Organization

The Louisiana Forestry Association (the Association) is a nonprofit organization. Its purpose is to advance the cause of forestry and the wood products industry in Louisiana. One of the Association's major programs is the implementation of Louisiana's Sustainable Forestry Initiative developed to meet the needs of the present forestry industry without compromising the future of the industry. The Association is a 501(c)(6) nonprofit organization.

#### Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with the generally accepted accounting principles. Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Corporation and changes therein are classified and reported as follows:

Net Assets without Donor Restrictions - Net assets not subject to donor-imposed stipulations.

Net Assets with Donor Restrictions - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Corporation and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

## Revenue and Expense Recognition

Program service fees and unrestricted revenues are recorded when earned and expenses are recorded when incurred. Unrestricted contributions and contributions restricted by donor for particular operating purposes are deemed to be earned and reported as support when received. Grant revenues are reported as support when awarded in the case of non-reimbursable grants. For reimbursable grants, revenues are reported as support when the terms of the grant have been met.

Dues are assessed on a calendar year basis. Dues received for future years are reported as deferred revenues. Revenues of *Forests & People* magazine are from non-member subscriptions and advertising. Advertising revenues are recorded when earned. Members automatically receive a magazine subscription but none of the membership dues are allocated to magazine revenues for financial statement purposes.

#### Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### Property and Depreciation

Property, equipment, major replacements over \$1,000 are capitalized at cost. Repairs, maintenance and minor replacements are charged to operations as incurred. Depreciation is provided over the estimated useful lives of the respective assets on a straight-line basis. Contributed assets are recorded at fair value.

## Note 1 - Summary of Significant Accounting Policies, continued

#### Accounts Receivable

Based on past experience, the management of the Association considers all accounts receivable as collectible; therefore, no allowance for doubtful accounts has been established. Receivables are considered past due after thirty days. Infrequently, a receivable does become uncollectible and it is written off at that time. Accounts receivable are recorded net of any applicable discounts.

## Cash and Cash Equivalents

The Association considers all highly liquid investments available for current use with an initial maturity of less than three months to be cash equivalents.

Note 2 - Property and Equipment

Description	Life	Cost	Accumulated Depreciation	Net
Land		\$ 11,720	\$ -	\$ 11,720
Building	40 yrs	41,717	41,717	-
Building improvements	7-39 yrs	184,425	92,911	91,514
Automobiles	5 yrs	41,755	41,755	-
Furniture and equipment	5-10 yrs	98,095	94,679	3,416
Total		\$377,712	\$271,062	\$106,650

Depreciation expense for the year was \$11,680.

#### Note 3 - Deferred Revenues

This amount represents membership dues and other revenues collected in advance for calendar year 2020. The total deferral will be taken into income in 2020.

Type of Revenue	<u>Amount</u>
Membership dues	\$92,550
Total Deferred Revenues	\$92,550

## Note 4 - Deferred Compensation Program

The Association has adopted an Executive Retention Program in which the Executive Director participates. In 2019, the Executive Director elected to defer \$12,000 of compensation to a life insurance policy. The Louisiana Forestry Association is the beneficiary. It is the intention of the Board of Directors that the cash value of this policy be transferred to the Executive Director in the event of his retirement or the proceeds to his spouse in the event of his death. The yearly contribution is included in the cash surrender value of this policy which is \$450,037 and is reflected in other assets. In 2019, the cash surrender value increased by \$66,904, excluding the \$12,000 payment. This is recorded as an unrealized gain on investments.

## Note 5 - Cash and Cash Equivalents

The cash and cash equivalents as of December 31, 2019 are as follows:

Issuer and Type of Account	Amount				
Cash on Hand	\$ 100				
Red River Bank - Checking - Logging Council	9,926				
Red River Bank - Checking - Operating	68,669				
Total Cash	\$78,695				

Cash and cash equivalent balances include monies designated to specific programs controlled by committees established by the Board of Directors. Currently, no interest is being earned on these funds. The Board of Directors voluntarily set aside funds for future equipment replacement and any monies earned by Sustained Forestry Initiative (SFI), Project Learning Tree (PLT), and the Logging Council. As of December 31, 2019, the board designated funds for equipment replacement is \$19,902, SFI is \$104,335, PLT is \$56,223 and Logging Council is \$113,409 which includes three certificates of deposit. The PLT amount includes the Net Assets with Donor Restrictions amount of \$25,595 and the remaining funds are part of Net Assets without Donor Restrictions.

#### Note 6 - Contributed Services

Substantial numbers of unpaid volunteers have made significant contributions of their time to the Association. The value of this contributed time is not reflected in these statements since it is not susceptible to objective measurement or valuation.

#### Note 7 - Related Party

The Association and the Louisiana Forestry Foundation have many of the same Board Members. Both organizations are involved in the Forestry Industry. In addition, the Association and the Southern Forest Heritage Museum and Research Center share several Board Members and the Association was instrumental in establishing the Museum. The Association continues to provide administrative support to both the Museum and the Foundation.

#### Note 8 - Pension Plan

The Association has adopted a simplified employee pension plan (profit-sharing) for all full-time employees with more than one year of service. The Association is under no obligation to make annual contributions to the plan. In 2019, the Association made voluntary contributions of \$39,426 to the plan, which is included in fringe benefit expense.

#### Note 9 - Net Assets with Donor Restrictions

As of December 31, 2019, the Association has \$25,595 net assets with donor restrictions. This entire amount is to be used for Conservation Education/PLT and Teachers Tour. There are no other net assets with donor restrictions.

#### Note 10 - Concentration of Risk

Financial instruments that potentially subject the Association to credit risk include investments in money market and mutual funds. Future changes in economic conditions may make the investments less valuable.

The Association maintains its cash and cash equivalents and certificates of deposit in several local banks. These balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Cash and cash equivalents and certificates of deposit balances at December 31, 2019 did not exceed FDIC insurance.

The Association's primary source of income is from the forestry, timber and logging industries. It is dependent on sustained activity in these industries. In 2019, twenty-four member companies made up 44% of total dues revenues.

#### Note 11 - Investments

The Association currently has two types of investments; Certificates of deposit and marketable securities. The certificates of deposit are held at various banks, with an initial maturity of three to twelve months. Unrealized gains and losses in marketable securities are included in the change in net assets. The policy set by the board of directors is to invest all money received for lifetime members into marketable securities.

#### Certificates of Deposit

The Certificates of Deposit held by the Association at December 31, 2019 are as follows:

<u>Issuer</u>	Amount	Interest Rate	Maturity Date
Union Bank	\$ 43,185	2.25%	06/10/2020
Bank of Montgomery	37,275	.65%	01/31/2020
Bank of Montgomery	16,208	.75%	02/03/2021
Red River Bank	50,000	.75%	11/18/2020
Capital One Bank	52,790	2.08%	05/22/2020

Total Certificates of Deposit \$199,458

#### Note 11- Investments, continued

#### Marketable Securities

Investments held by the Association at December 31, 2019 are as follows:

Mutual Funds	Cost	Market Value
JP Morgan Portfolio Holdings	\$ 184,189	\$ 200,815
Clearbridge Funds	39,249	41,139
Vanguard 500 Index Fund	25,467	_57,726
Totals	\$248,905	\$299,680

JPMorgan Portfolio Holdings, Clearbridge Funds and Vanguard 500 Index Fund are recorded at market value which increased \$32,944 in 2019 excluding purchases and the reinvested dividends. This is recorded as unrealized gain on investments.

Total portfolio income for 2019 consists of the following:

Interest and Dividends income	\$16,641
Realized gain on investments	7,690
Unrealized gain on investments	32,944
Unrealized gain on cash surrender value	66,904
Presented in the Statement of Activities as:	
Investment income	<u>\$124,179</u>

#### Note 12 - Fair Value Measurements

FASB ACS 820-10, Fair Value measurement, defines fair value, establishes a framework for measuring fair value, establishes a three-level valuation hierarchy for disclosure of fair value measurement and enhances disclosure requirements for fair value measurements. The valuation hierarchy is based upon the transparency of inputs to the valuation of the fair value of an asset or liability as of the measurement date. The three levels are defined as follows:

- Level 1 Represented by quoted prices that are available in an active market. Level 1 securities include highly liquid government bonds, treasury securities, mortgage products and exchange traded equities.
- Level 2 Represented by assets and liabilities similar to Level 1 where quoted prices are not available, but observable, either directly or indirectly through corroboration with observable market data and estimated using pricing models or discounted cash flows. Level 2 securities would include U.S. agency securities, mortgage-backed agency securities, obligations of states and political subdivisions, and certain corporate, asset backed securities, and swap agreements.

#### Note 12 - Fair Value Measurements, continued

Level 3 – Represented by financial instruments where there is limited activity or unobservable market prices and pricing models significant to determining the fair value measurement include the reporting entity's own assumptions about market risk. Level 3 securities would include hedge funds, private equity securities, and private investments in public entities.

Fair value of assets measured on a recurring basis at December 31, 2019 are as follows:

	Fair Value Measurement at December 31, 2019							
Description	Fair Value	Level 1	Level 2	Level 3				
Cash	\$ 78,695	\$ 78,695		-				
Certificates of Deposit	\$199,458	\$199,458	-	-				
Marketable Securities	\$299,680	\$299,680	_	1-				

#### Note 13 - Subsequent Events

The Louisiana Forestry Association has been affected by the Covid 19 virus. The annual meeting has been cancelled for 2020 as well as other board meetings. In addition, the Association did receive an Economic Injury Disaster Loan and Grant in 2020. There are no other material subsequent events that would require disclosure. Subsequent events have been evaluated through July 13, 2020, the date the statements were available for issuance.

#### Note 14 - Provision for Income Taxes

The Association does not incur federal or state income taxes, except for any unrelated business income which would occur as a result of *Forests & People* magazine operations. For 2019, a small tax gain was incurred on the magazine. The Association does incur a proxy tax on any qualifying Section 162(e) lobbying expenses.

Uncertain tax positions – The Association currently has no tax examinations being conducted by federal or state agencies and all filings for income taxes are current. The Association believes its tax accounting procedures are all within the guidelines of the tax codes and regulations and meet the "more-likely-thannot" threshold of being sustained upon examination. As of December 31, 2019, tax years 2016 and subsequent were still within the prescription period for examination by taxing authorities.

# SUPPLEMENTARY DATA

The Louisiana Forestry Association Schedule of Revenues and Support For the Year Ended December 31

	2019						2018	
	Without Donor		With Donor				Summarized	
	Res	strictions	Restrictions		Total		Total	
Membership dues	\$	404,930	\$ -	\$	404,930	\$	424,470	
Annual meeting		210,363			210,363		197,633	
Programs								
Grants-La. Dept of Agriculture & Forestry			-		-		10,000	
PLT/Conservation Ed and Teachers Tour		-	22,077		22,077		22,920	
Forest Awareness and other	_		2,563		2,563	.——	2,987	
Total		-	24,640		24,640		35,907	
Tree farm		30,992			30,992		33,359	
Public information		~	7,341		7,341		7,460	
Forests & People magazine								
Non-member subscriptions		372	· -		372		228	
Advertising income		56,843	-		56,843		53,351	
Total		57,215		X ====	57,215	0	53,579	
Legislative			3,895		3,895		3,250	
Other Revenue and Support								
Executive meetings		-	6,255		6,255		6,655	
Other revenue		34,924	-,		34,924		25,352	
Total		34,924	6,255	-	41,179		32,007	
Y.								
Investment Income		16 501			16 501		12 506	
Dividends, interest, sale of investments Unrealized gain on investments		16,591	-		16,591		13,596	
Total		107,588			107,588		(44,375)	
1 otal		124,179	-		124,179		(30,779)	
Sustained Forestry Initiative		61,832	70,789		132,621		133,269	
Logging Council		43,093			43,093		41,586	
Total Revenues and Support	\$	967,528	\$ 112,920	\$	1,080,448	\$	931,741	

## The Louisiana Foresty Association Schedule of Expenses For the Year Ended December 31

For the Year Ended December 3	1			120200.2
				2018
			Su	mmarized
		2019		Total
Annual Meeting				
Salaries	\$	52,332	\$	47,424
Fringe benefits		14,836		14,771
Payroll taxes		3,831		4,069
Postage		1,792		1,319
Annual meeting expenses		146,042		124,353
Travel		578		617
Total		219,411		192,553
Programs				
Computer expense		1,100		-
Salaries		18,690		25,536
Fringe benefits		7,210		6,893
Payroll taxes		1,368		1,899
Postage		1,100		1,000
PLT/Conservation Education and Teachers Tour		22,512		32,299
Special projects & Forest Awareness Week		1,766		2,615
Total		53,746		70,242
Tree Farm				
Salaries		48,594		47,750
Fringe benefits		12,384		11,817
Payroll taxes		3,558		3,471
Postage		1,650		1,108
Telephone		738		676
Travel		1,509		814
Tree farm expenses		21,387		19,144
Total		89,820		84,780
Public Information				
Salaries		14,952		14,708
Fringe benefits		4,120		3,939
Payroll taxes		1,095		1,240
Postage		1,225		900
Printing and photography		-,		
Public information		7,403		5,381
Travel		109		13
Total		28,904		26,181

## The Louisiana Forestry Association Schedule of Expenses For the Year Ended December 31

For the Year Er	ided December 31			2010
				2018
		2010	Sur	nmarized
		2019		Total
Forests & People Magazine				
Salaries	\$	33,642	\$	33,065
Fringe benefits		9,270		8,863
Payroll taxes		2,463		2,480
Equipment Rental		1,103		2,356
Miscellaneous		1,350		891
Postage		7,833		6,861
Printing and photography		19,247		34,169
Telephone		574		526
Travel		125		563
Total		75,607		89,774
Legislative Expenses				
Salaries		48,594		51,421
Fringe benefits		9,270		8,863
Payroll taxes		3,558		3,719
Postage		1,100		1,000
Education and information		3,210		5,464
Travel		-		100
Total		65,732		70,567
Sustained Forestry Initiative				
Salaries		56,070		47,750
Fringe benefits		6,180		5,909
Payroll taxes		4,105		3,471
Computer and website expense		4,000		3,000
Equipment maintenance		4,458		1,883
Equipment Rent		3,000		1,200
Insurance		10,000		10,000
Meeting		1,000		1,102
Office supplies and postage		2,979		2,500
Outreach		27,790		35,275
Program and materials		19,333		12,008
Telephone		2,459		2,103
Travel		1,899		1,500
Total		143,273		127,701

## The Louisiana Forestry Association Schedule of Expenses For the Year Ended December 31

2018

		2019		Summarized Total	
Logging Council					
Area concept	\$	-	\$	-	
Awards and memorials	4	100		100	
Equipment maintenance		3,495		1,636	
Building maintenance		2,000		-,050	
Legislative support		1,500		1,500	
Meetings		3,020		2,442	
Miscellaneous		1,950		2,080	
		8,500		8,300	
Office supplies and dues		2,962		2,113	
Postage		14,369		12,934	
Printing				340	
Public information		9,200		9,866	
Logger Certification		6,299			
Special Projects		1,385		2,565	
Telephone		2,169		1,349	
Travel	_	3,920	-	6,205	
Total		60,869		51,430	
Management, General and Membership Development				Service server is	
Salaries		100,926		96,634	
Fringe benefits		27,572		25,267	
Payroll taxes		7,389		6,784	
Area concept		277		474	
Awards and memorials		72		1,026	
Bank and credit card charges		11,759		6,962	
Computer expenses		10,501		5,435	
Depreciation		11,680		17,531	
Dues and subscriptions		7,952		8,348	
Equipment rent		2,007		8,025	
Executive and other meetings		9,882		12,114	
Insurance		14,649		16,589	
Janitor and lawn maintenance		4,163		5,100	
Maintenance and repairs		6,277		35,407	
Miscellaneous		961		2,854	
Office supplies		8,669		8,945	
Postage		6,209		1,031	
Printing		1,137		937	
Professional services		7,450		9,950	
Telephone		2,490		3,959	
Travel and entertainment		17,979		23,776	
Utilities	-	6,019		5,372	
Total	NAME OF TAXABLE PARTY.	266,020		302,520	
Total Expenses	\$	1,003,382	\$	1,015,748	

# The Louisiana Forestry Association Schedule of Compensation, Benefits and Other Payments to Charles A. Vandersteen Executive Director Paid for with Government Funds For the Year Ended December 31, 2019

Purpose	Amoun	unt
Salary	\$	-