BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC.

FINANCIAL STATEMENTS AND REPORT TO BOARD

May 31, 2020 and 2019



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JON S. FOLSE LISA D. ENGLADE KERNEY F. CRAFT, JR.



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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Boys & Girls Clubs of Southeast Louisiana, Inc.

We have audited the accompanying financial statements of Boys & Girls Clubs of Southeast Louisiana, Inc. (a nonprofit organization), which comprise the statements of financial position as of May 31, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years 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 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we 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 the auditors' 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 financial position of Boys & Girls Clubs of Southeast Louisiana, Inc. as of May 31, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended, in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Summary of Compensation, Benefits and Other Payments to Agency Head is presented for purposes of additional analysis and is not a required part of the 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 as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2020 on our consideration of Boys & Girls Clubs of Southeast Louisiana, Inc. internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Boys & Girls Clubs of Southeast Louisiana, Inc. internal control over financial reporting and compliance.

November 25, 2020

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BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENTS OF FINANCIAL POSITION

May 31, 2020 and 2019

	2020	2019
ASSETS		
Current assets Cash and cash equivalents Accounts receivable Prepaid expenses Total current assets Property and equipment, at cost less accumulated depreciation	\$ 74,225 21,357 <u>33,999</u> 129,581 <u>885,785</u>	\$ 29,310 81,010 <u>41,092</u> 151,412 <u>985,457</u>
Total assets	\$ 1,015,366	\$ 1,136,869
LIABILITIES		
Current liabilities Line of credit Accounts payable Due to affiliate Accrued payroll liabilities Deferred revenue Other current liabilities Total current liabilities Total liabilities	\$ 189,232 26,746 6,828 11,201 800 <u>57,529</u> 292,336 292,336	\$ 47,845 33,036 6,556 35,387 127,357 16,968 267,149 267,149
Net assets Without donor restrictions With donor restrictions Total net assets	698,814 24,216 723,030	821,854 47,866 869,720
Total liabilities and net assets	\$ 1,015,366	\$ 1,136,869

BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENT OF ACTIVITIES

For the Year Ended May 31, 2020

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues			
Contributions	\$ 362,607	\$ 8,130	\$ 370,737
Allocation from United Way	11,067	37,083	48,150
Membership dues	17,704		17,704
Program service fees	139,971	**	139,971
Grants and contracts	281,156	286,869	568,025
Other income	10,587	82	10,587
Net assets released from restrictions	355,732	(355,732)	
Total revenue	1,178,824	(23,650)	1,155,174
Expenses			
Program services			
Social development	914,780	-	914,780
Supporting services			
General and administrative	300,400	80	300,400
Fundraising	86,684		86,684
Total expenses	1,301,864		1,301,864
Change in net assets	(123,040)	(23,650)	(146,690)
Net assets			
Beginning of year	821,854	47,866	869,720
End of year	\$ 698,814	\$ 24,216	\$ 723,030

BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENT OF ACTIVITIES

For the Year Ended May 31, 2019

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues			
Contributions	\$ 578,324	\$ 59,086	\$ 637,410
Allocation from United Way	6,715	25,000	31,715
Membership dues	16,725		16,725
Program service fees	123,566		123,566
Grants and contracts	79,292	266,383	345,675
Other income	6,964	~	6,964
Net assets released from restrictions	359,064	(359,064)	
Total revenue	1,170,650	(8,595)	1,162,055
Expenses			
Program services			
Social development	1,031,308	-	1,031,308
Supporting services			
General and administrative	185,503		185,503
Fundraising	140,165	**	140,165
Total expenses	1,356,976	-	1,356,976
Change in net assets	(186,326)	(8,595)	(194,921)
Net assets			
Beginning of year	1,008,180	56,461	1,064,641
End of year	<u>\$ 821,854</u>	\$ 47,866	\$ 869,720

BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended May 31, 2020

		ogram ervices		Supporting	g Service	es			
	Social Development		General and Administrative		Fund	Fundraising		Total Expenses	
Auto expense	\$	5,470	\$	4,412	S	-	\$	9,882	
Building maintenance		36,100				-		36,100	
Depreciation		111,983		-		-		111,983	
Dues and subscriptions		3,990		2,838		-		6,828	
Employee benefits		21,037		19,073		-		40,110	
Equipment repairs		2,751		1,083		-		3,834	
Fundraising		-		-		8,684		8,684	
Insurance		61,414		13,334		-		74,748	
Interest expense		6,543		(9)		-		6,534	
Other expense		305		6,072		-		6,377	
Parking and tolls		3		38		-		41	
Payroll taxes		30,340		18,954		-		49,294	
Postage and delivery		28		671		_		699	
Printing and reproduction		95		1,613		-		1,708	
Professional fees		26,675		85,694		-		112,369	
Program supplies		109,746		3,196		-		112,942	
Rent expense				20,392		-		20,392	
Salaries		382,469		107,907		78,000		568,376	
Software		950		-		-		950	
Technology expense		24,541		6,129		-		30,670	
Telephone		6,265		1,019		-		7,284	
Training and membership		2,647		2,288		-		4,935	
Transportation		21,485		-		-		21,485	
Travel		~		5,696		-		5,696	
Utilities		59,943	000000000000000000000000000000000000000		000000000000000000000000000000000000000	-		59,943	
Total expenses	\$	914,780	\$	300,400	S	86,684	\$	1,301,864	

BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended May 31, 2019

	Program Services	Supporting	g Services	
	Social	General and	4 t t	Total
	Development	Administrative	Fundraising	Expenses
Auto expense	\$ 6,450	\$ 4,334	S -	\$ 10,784
Building maintenance	26,996	-	-	26,996
Depreciation	109,833	-	-	109,833
Dues and subscriptions	6,556	-	-	6,556
Employee benefits	14,102	29,846	-	43,948
Equipment repairs	3,566	1,147	-	4,713
Fundraising	-	-	51,925	51,925
Insurance	74,580	1,032	-	75,612
Interest expense	1,393	116	-	1,509
Other expense	(751)	7,179	-	6,428
Parking and tolls	-	119	-	119
Payroll taxes	45,734	9,310		55,044
Postage and delivery	338	394	_	732
Printing and reproduction		2,054	-	2,054
Professional fees	9,884	9,281	-	19,165
Program supplies	176,334	6,104	-	182,438
Rent expense	17,908	4,658	-	22,566
Salaries	430,720	97,514	88,240	616,474
Software	714	136	-	850
Technology expense	31,245	4,006	-	35,251
Telephone	3,270	5,238	-	8,508
Training and membership	1,886	3,035	-	4,921
Transportation	13,525	-	-	13,525
Utilities	57.025			57,025
Total expenses	\$ 1,031,308	\$ 185,503	\$ 140,165	\$ 1,356,976

BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. STATEMENTS OF CASH FLOWS

For the Years Ended May 31, 2020 and 2019

		2020		2019
Cash flows from operating activities:				
Change in net assets	\$	(146,690)	S	(194,921)
Adjustments to reconcile change in net assets to net cash				· · · ·
used by operating activities:				
Depreciation		111,983		109,833
(Increase) Decrease in operating assets:		,		,
Accounts receivable		59,653		(61,199)
Prepaid expenses		7,093		(4,225)
(Increase) Decrease in operating liabilities:				
Accounts payable		(6,290)		3,291
Accrued payroll liabilities		(24,186)		(3,877)
Deferred revenue		(126,557)		21,813
Due to affiliate		272		(3,849)
Other current liabilities		40,561		(115)
Net cash used by operating activities	*********	(84,161)		(133,249)
Cash flows from investing activities:				
Purchase of property and equipment		(12,311)		(55,335)
Net cash used by investing activities		(12,311)		(55,335)
Cash flows from financing activities:				
Borrowings under line of credit		142,000		63,390
Repayments of line of credit		(613)		(15,545)
Net cash provided by financing activities	******	141,387	*******	47,845
Net increase (decrease) in cash		44,915		(140,739)
Cash and cash equivalents at beginning of year		29,310	********	170,049
Cash and cash equivalents at end of year	\$	74,225	\$	29,310

1) <u>Nature of activities</u>

Boys & Girls Clubs of Southeast Louisiana, Inc. (the "Organization") is a non-profit organization established in 1965 to provide programs and services to enhance the development of boys and girls in Southeast Louisiana. The Clubs offer diversified program activities to instill character and leadership development, education and career development, health and life skills, the arts, sports, fitness, and recreation. Boys & Girls Clubs of Southeast Louisiana, Inc. is an affiliate member of the Boys & Girls Clubs of America.

2) Summary of significant accounting principles

Significant accounting policies are summarized below.

a) <u>Financial statement presentation</u>

The Organization's policy is to prepare its financial statements on the accrual basis of accounting, which recognizes all revenues and the related assets when earned and all expenses and the related obligations when incurred.

Financial Accounting Standards Board (FASB), Accounting Standards Codification (ASC) 958, *Financial Statements for Not-for-Profit Entities*, requires the net assets and changes in net assets be reported for two classifications – without donor restrictions and with donor restrictions based on the existence and nature of donor restrictions. Support that is not restricted by the donor is reported as an increase in net assets without donor restrictions. Support that is limited by donor imposed stipulations that either expire by the passage of time or that can be fulfilled or removed by actions of the Organization pursuant to such stipulations is reported as an increase in net assets with donor restrictions.

b) <u>Cash and cash equivalents</u>

All cash-related items having a maturity of three months or less from the original maturity date are classified as cash and cash equivalents.

c) Accounts receivable

The Organization writes off uncollectible accounts as they are identified. No amounts were written off in the years ended May 31, 2020 and 2019. No allowance for uncollectible accounts has been provided, as management has evaluated the accounts and believes they are all collectible.

d) <u>Estimates</u>

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America 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 amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

e) <u>Deferred revenue</u>

Deferred revenue consists of advance payments of summer camp fees. Income is earned systematically when the camps take place.

2) Summary of significant accounting principles (continued)

f) <u>Property and equipment</u>

Property and equipment are carried at cost. Depreciation of property is provided over the estimated useful lives of the assets using the straight-line method. Repairs and maintenance are expensed as incurred. Expenditures that increase the value or productive capacity of assets are capitalized. When property and equipment are retired, sold, or otherwise disposed of, the assets carrying amount and related accumulated depreciation are removed from the accounts and any gain or loss is included in operations. The estimated useful lives of depreciable assets are:

	<u>Useful Lives</u>
Building	20 years
Building improvements	20 years
Pool	5 years
Equipment	3-10 years

g) Donated assets

Noncash donations are recognized at their estimated fair values at the date of donation.

h) Concentration of credit risk

Financial instruments that potentially subject the Organization to concentrations of credit risk consist principally of cash deposits. Accounts at each institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to certain limits. The Organization has not experienced any losses in such accounts. The Organization has no policy requiring collateral or other security to support its deposits.

i) Income taxes

The Organization is exempt from income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code.

The Organization adopted the provisions of ASC 740, *Accounting for Uncertainty in Income Taxes*, on January 1, 2009. Management of the Organization believes there are no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits. With few exceptions, the Organization is not subject to U.S. federal and state income tax examination by tax authorities beyond three years from the filing of those returns.

j) Functional allocation of expenses

The costs of providing various programs and activities have been summarized on a functional basis in the statements of activities and other changes in net assets. Accordingly, certain costs have been allocated among programs and supporting services benefited.

3) Accrued paid time off

The Organization's paid time off (PTO) policy allows employees to roll over unused PTO hours at the end of the fiscal year. As of May 31, 2020, employees can only accrue up to 40 hours of PTO and lose the ability to accrue more if the maximum accrual is reached. Previous to the year ended May 31, 2020, Employees could accrue up to a maximum of 300 hours of PTO. The liability for unused accrued PTO was \$1,601 and \$17,574 at May 31, 2020 and 2019, respectively.

4) Property and equipment

Property and equipment is summarized as follows:

		<u>2020</u>		<u>2019</u>
Buildings and improvements	S	2,050,467	S	2,043,112
Equipment		653,562		648,604
Pool		320,000		320,000
Land		132,330		132,330
Total cost		3,156,359		3,144,046
Less accumulated depreciation		2,270,574		2,158,589
Property and equipment, net	<u> </u>	885,785	<u> </u>	985,457

5) Related party transactions

The Organization leases space for its administration office, of which the building is owned by a family member of the associations former Interim CEO. The lease expired on January 31, 2020, however, the Organization continued to lease the office space on a month-to-month basis.

6) Donated services

Donated services are recognized as contributions if the services create or enhance nonfinancial assets or require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization.

No such contributions were recorded for the years ended May 31, 2020 and 2019.

7) Net assets with donor restrictions

Net assets with donor purpose restrictions at May 31, 2020 and 2019 consisted of the following grants:

	<u>2020</u>	
Northshore Community Foundation	\$ 6,086	\$ 6,086
State of Louisiana	5,000	5,000
Gretchen Armbruster	8,130	-
Boys & Girls Club of America	5,000	36,780
Total	\$ 24,216	\$ 47,866

8) <u>Due to affiliate</u>

At May 31, 2020 and 2019, the Organization had \$6,828 and \$6,556, respectively, of expenses payable to the Boys and Girls Club of America. The Organization incurred total annual dues, pension, and other expenses from the Boys and Girls Club of America in the amounts of \$25,191 and \$19,234 for the years ended May 31, 2020 and 2019, respectively.

9) Federal financial assistance

In 2020 and 2019, the Organization was awarded a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs to assist with the youth mentoring programs. The grant is considered to be an exchange transaction. Accordingly, revenue is recognized when earned and expenses are recognized when incurred. Any balances due from the grant at year end are included in accounts receivable. Grant activity for the years ended May 31, 2020 and 2019 were as follows:

	2020		<u>2019</u>	
Grant receipts Grant expenditures	S	34,424 50,316	\$	10,642 22,465
Due from grant at end of year	\$	15,892	\$	11,823

10) Line of credit

The Organization has an unsecured, revolving line of credit with a bank of \$200,000 which expired on September 11, 2020. The interest rate on the note was variable based on the changes in the Wall Street Journal Prime Index. Subsequent to year end, the Organization obtained a line of credit with a bank in the amount of \$200,000 which expires on September 10, 2021. The interest rate on the note is variable based on the changes in the Wall Street Journal Prime Index. The outstanding balances on the lines of credit was \$189,232 and \$47,845 as of May 31, 2020 and 2019, respectively.

11) Paycheck protection program

In April 2020, the Organization was granted a \$131,369 loan under the Paycheck Protection Program "PPP" administered by a Small Business Administration (SBA) approved partner. The loan is uncollateralized and is fully guaranteed by the Federal government. The Organization initially recorded the loan as a refundable advance and subsequently recognized grant revenue in accordance with guidance for conditional contributions; that is, once the measurable performance or other barrier and right of return of the PPP loan no longer existed. The Organization has recognized \$97,106 as grant revenue for the year ended May 31, 2020. The remaining \$34,263 of the loan is included in other current liabilities on the statement of financial position. Proceeds from the loan are eligible for forgiveness if the Organization maintains employment levels during its 24-week covered period and uses the funds for certain payroll, rent, and utility expenses. The Organization will be required to repay any remaining balance, plus interest accrued at 1% per annum in monthly payments after the six month covered period. Principal and interest payments will be required through the maturity date, April 15, 2022.

12) Liquidity and availability

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

Cash and cash equivalents	\$ 74,225
Accounts receivable	21,357
Total financial assets	95,582
Less amounts not available to be used within one year:	
Net assets with donor restrictions	 24,216
Financial assets available to meet general expenditures	
over the next twelve months	\$ 71,366

13) New accounting pronouncements

In February 2016, the FASB issued ASU No. 2016-02, "Leases." This accounting standard requires lessees to recognize assets and liabilities related to lease arrangements longer than 12 months on the statement of financial position as well as additional disclosures. The updated guidance is effective for annual periods beginning after December 15, 2021.

FASB has issued ASU No. 2014-09, "Revenue from Contracts with Customers," to update its revenue recognition standard to clarify the principles of recognizing revenue and eliminate industry-specific guidance as well as help financial statement users better understand the nature, amount, timing, and uncertainty of revenue that is recognized. This standard will be effective for periods beginning after December 15, 2020.

The Organization is currently assessing the impact of these pronouncements on its financial statements.

14) Subsequent events

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which are likely to negatively impact the Organization's financial results. However, the related financial impact and duration cannot be reasonably estimated at this time.

The Organization has evaluated subsequent events through the date of the auditors' report, the date which the financial statements were available to be issued. There were no other material subsequent events that required recognition or additional disclosures in these financial statements.

JON S. FOLSE LISA D. ENGLADE KERNEY F. CRAFT, JR.



WEGMANN DAZET & COMPANY

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors of Boys & Girls Clubs of Southeast Louisiana, Inc. New Orleans, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Boys & Girls Clubs of Southeast Louisiana, Inc. (a nonprofit organization), which comprise the statement of financial position as of May 31, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 25, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Boys & Girls Clubs of Southeast Louisiana, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether Boys & Girls Clubs of Southeast Louisiana, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

November 25, 2020 Metairie, Louisiana

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BOYS & GIRLS CLUBS OF SOUTHEAST LOUISIANA, INC. SUMMARY OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO AGENCY HEAD For the Year Ended May 31, 2020

SUMMARY OF COMPENSATION

• None of the agency head's compensation was derived from state and/or local assistance.