

TURNING POINTE AUTISM FOUNDATION

**FINANCIAL STATEMENTS
AS OF DECEMBER 31, 2019 AND 2018**

TOGETHER WITH AUDITOR'S REPORT



**Dugan &
Lopatka**

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Certified Public Accountants
4320 WINFIELD ROAD, SUITE 450
WARRENVILLE, IL 60555
630 665 4440
duganlopatka.com

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Turning Pointe Autism Foundation:

We have audited the accompanying financial statements of Turning Pointe Autism Foundation (the Foundation), which comprise the statement of financial position as of December 31, 2019 and 2018, and the related statements of activities, cash flows, and functional expenses 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.

Auditor's 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. Those standards require that we plan and perform the audits 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 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.

To the Board of Directors of
Turning Pointe Autism Foundation
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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Turning Pointe Autism Foundation as of December 31, 2019 and 2018, 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.

Dugan + Lopatka

DUGAN & LOPATKA

Warrenville, Illinois
March 26, 2020

TURNING POINTE
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2019 AND 2018

ASSETS

	<u>2019</u>	<u>2018</u>
CURRENT ASSETS:		
Cash and cash equivalents	\$ 1,053,241	\$ 1,266,813
Receivables - Program service fees	429,151	371,383
Unconditional promise to give, current maturities	100,000	250,000
Short term investments	200,000	200,000
Other current assets	3,643	2,500
	<u>1,786,035</u>	<u>2,090,696</u>
PROPERTY AND EQUIPMENT, NET OF DEPRECIATION	<u>6,313,173</u>	<u>5,899,031</u>
OTHER ASSETS:		
Unconditional promise to give, net of current maturities	281,507	-
Long-term investments	490,822	448,766
	<u>772,329</u>	<u>448,766</u>
	<u>\$ 8,871,537</u>	<u>\$ 8,438,493</u>

The accompanying notes are an integral part of this statement.

TURNING POINTE
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2019 AND 2018

LIABILITIES AND NET ASSETS

	<u>2019</u>	<u>2018</u>
CURRENT LIABILITIES:		
Note payable, current maturities	\$ 83,661	\$ 55,590
Accounts payable and accrued expenses	<u>159,598</u>	<u>129,517</u>
Total current liabilities	<u>243,259</u>	<u>185,107</u>
LONG-TERM LIABILITIES:		
Note payable, net of current maturities, net of deferred financing costs	1,619,807	1,691,456
Deposit on residential living lease	<u>-</u>	<u>89,178</u>
Total long-term liabilities	<u>1,619,807</u>	<u>1,780,634</u>
Total liabilities	<u>1,863,066</u>	<u>1,965,741</u>
COMMITMENTS		
NET ASSETS:		
Without donor restrictions	6,626,964	5,778,152
Board designated	-	420,000
With donor restrictions	<u>381,507</u>	<u>274,600</u>
Total net assets	<u>7,008,471</u>	<u>6,472,752</u>
	<u>\$ 8,871,537</u>	<u>\$ 8,438,493</u>

TURNING POINTE
STATEMENT OF ACTIVITIES
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

	2019			2018		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
PUBLIC SUPPORT AND REVENUE:						
Contributions	\$ 829,122	\$ 536,032	\$ 1,365,154	\$ 598,140	\$ 103,257	\$ 701,397
Special events	312,269	-	312,269	306,646	-	306,646
Program service fees	3,061,427	-	3,061,427	2,532,595	-	2,532,595
Enterprise revenue	31,804	-	31,804	18,751	-	18,751
Rental income	14,320	-	14,320	21,827	-	21,827
Investment income	44,337	-	44,337	1,188	-	1,188
Other revenues	15,815	-	15,815	482	-	482
Total public support and revenue	<u>4,309,094</u>	<u>536,032</u>	<u>4,845,126</u>	<u>3,479,629</u>	<u>103,257</u>	<u>3,582,886</u>
RECLASSIFICATION:						
Net assets released upon satisfaction of time or purpose restrictions	429,125	(429,125)	-	351,745	(351,745)	-
FUNCTIONAL EXPENSES:						
Program services	3,652,381	-	3,652,381	3,002,366	-	3,002,366
Management and general	337,933	-	337,933	339,642	-	339,642
Fundraising	330,224	-	330,224	307,888	-	307,888
Total functional expenses	<u>4,320,538</u>	<u>-</u>	<u>4,320,538</u>	<u>3,649,896</u>	<u>-</u>	<u>3,649,896</u>
Change in net assets, before major property transactions	417,681	106,907	524,588	181,478	(248,488)	(67,010)
Gain on disposal of property	11,131	-	11,131	-	-	-
Contributed value of North Campus in excess of cash paid	-	-	-	3,050,000	-	3,050,000
Change in net assets	428,812	106,907	535,719	3,231,478	(248,488)	2,982,990
NET ASSETS, Beginning of year	<u>6,198,152</u>	<u>274,600</u>	<u>6,472,752</u>	<u>2,966,674</u>	<u>523,088</u>	<u>3,489,762</u>
NET ASSETS, End of year	<u>\$ 6,626,964</u>	<u>\$ 381,507</u>	<u>\$ 7,008,471</u>	<u>\$ 6,198,152</u>	<u>\$ 274,600</u>	<u>\$ 6,472,752</u>

The accompanying notes are an integral part of this statement.

TURNING POINTE
STATEMENT OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in total net assets	\$ 535,719	\$ 2,982,990
Adjustments to reconcile change in total net assets to net cash provided by operating activities:		
Depreciation	171,573	122,524
Deferred mortgage closing costs	16,237	(17,405)
Donation of property and equipment	-	(3,050,000)
(Gain) on sale of property and equipment	(11,131)	-
Unrealized (gain) loss on investments	(29,572)	1,234
Change in assets and liabilities:		
(Increase) in program service fees receivable	(57,768)	(57,065)
(Increase) decrease in unconditional promise to give	(131,507)	242,395
(Increase) in other assets	(1,143)	(2,500)
(Decrease) in deposit on residential life lease	(89,178)	(21,827)
Increase in accounts payable and accrued expenses	30,081	115,477
	<u>433,311</u>	<u>315,823</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of investments	(63,314)	(650,000)
Proceeds from sale of investments	50,830	-
Purchase of property and equipment	(817,628)	(1,911,646)
Proceeds from sale of property and equipment	243,044	-
	<u>(587,068)</u>	<u>(2,561,646)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Borrowings on notes payable	-	1,800,000
Payments on notes payable	(59,815)	(35,549)
	<u>(59,815)</u>	<u>1,764,451</u>
CHANGE IN CASH AND CASH EQUIVALENTS	(213,572)	(481,372)
CASH AND CASH EQUIVALENTS, Beginning of year	<u>1,266,813</u>	<u>1,748,185</u>
CASH AND CASH EQUIVALENTS, End of year	<u>\$ 1,053,241</u>	<u>\$ 1,266,813</u>
SUPPLEMENTAL DISCLOSURES:		
Interest paid	<u>\$ 94,247</u>	<u>\$ 57,632</u>

The accompanying notes are an integral part of this statement.

TURNING POINTE
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019

	Autism School	Adult Services	Residential Program	Total Program Services	Management and General	Fundraising	Total
FUNCTIONAL EXPENSES:							
Salaries and related expenses	\$ 2,526,895	\$ 327,700	\$ -	\$ 2,854,595	\$ 189,987	\$ 135,133	\$ 3,179,715
Occupancy	205,660	39,650	11,744	257,054	8,724	5,715	271,493
Professional fees	30,753	2,972	-	33,725	98,050	865	132,640
Fundraising	1,935	3,913	-	5,848	-	143,875	149,723
Depreciation	138,047	22,142	3,926	164,115	3,676	3,782	171,573
Insurance	45,012	9,621	-	54,633	1,603	3,178	59,414
Interest	73,286	15,664	-	88,950	2,611	2,686	94,247
Supplies	37,636	26,668	-	64,304	4,822	1,181	70,307
Advertising and website development	56,803	28,923	-	85,726	13,238	23,155	122,119
Travel and transportation	25,873	2,957	-	28,830	8,597	1,714	39,141
Miscellaneous	8,725	5,314	562	14,601	6,625	8,940	30,166
Total functional expenses	\$ 3,150,625	\$ 485,524	\$ 16,232	\$ 3,652,381	\$ 337,933	\$ 330,224	\$ 4,320,538

The accompanying notes are an integral part of this statement.

TURNING POINTE
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018

	Autism School	Adult Services	Residential Program	Total Program Services	Management and General	Fundraising	Total
FUNCTIONAL EXPENSES:							
Salaries and related expenses	\$ 2,026,149	\$ 369,375	\$ -	\$ 2,395,524	\$ 206,966	\$ 129,509	\$ 2,731,999
Occupancy	165,423	36,186	10,482	212,091	5,701	6,069	223,861
Professional fees	22,817	5,934	-	28,751	85,714	667	115,132
Fundraising	595	2,387	-	2,982	4,227	145,338	152,547
Depreciation	91,113	18,779	6,282	116,174	3,130	3,220	122,524
Insurance	35,948	7,618	-	43,566	1,183	1,351	46,100
Interest	48,564	5,830	-	54,394	1,596	1,642	57,632
Supplies	20,017	17,807	-	37,824	1,534	601	39,959
Advertising and website development	7,632	6,935	-	14,567	5,932	15,507	36,006
Travel and transportation	61,241	8,066	-	69,307	6,791	1,698	77,796
Miscellaneous	9,689	17,497	-	27,186	16,868	2,286	46,340
Total functional expenses	\$ 2,489,188	\$ 496,414	\$ 16,764	\$ 3,002,366	\$ 339,642	\$ 307,888	\$ 3,649,896

The accompanying notes are an integral part of this statement.

TURNING POINTE AUTISM FOUNDATION
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019 AND 2018

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Turning Pointe Autism Foundation (the Foundation) is an Illinois not-for-profit corporation supported by private donations and fund-raising activities. Its purpose is to provide a place of learning in an environment that is helpful for those with autism.

The financial statements were available to be issued on March 26, 2020, with subsequent events being evaluated through this date.

Accounting Method -

The accounting records are maintained on the accrual basis which recognizes revenues as they are earned and expenses as they are incurred.

Basis of Presentation -

The financial statements have been prepared in accordance with U.S. generally accepted accounting principles ("US GAAP"), which require the Foundation to report information regarding its financial position and activities according to the following net asset classifications:

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 Foundation. These net assets may be used at the discretion of the Foundation's management and the board of directors. The Board had previously designated \$420,000 for costs in relation to construction projects at the school which has been expended and are no longer restricted.

Net assets with donor restrictions - 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 Foundation by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity. The Foundation has \$381,507 and \$274,600 restricted in future years of operation as of December 31, 2019 and 2018, respectively.

Cash and Cash Equivalents -

The Foundation considers all cash accounts, which are not subject to withdrawal restrictions or penalties, and all highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Credit Risk -

Financial instruments, which potentially subject the Foundation to concentrations of credit risk, consist principally of cash. The Foundation places its cash and deposits with high credit quality financial institutions; however, deposits may exceed the federally insured limits.

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

Investments -

The Foundation invests cash in certificates of deposit (CDs) and funds with a community foundation. The CDs are guaranteed by the FDIC and are recorded at cost due to low market volatility and tradability of the securities. The community foundation funds are reported at fair market value for financial statement purposes.

Program Service Fees Receivable -

Program service fees receivable represent fees for service due to the Foundation from schools. These receivables were reviewed at year end and amounts deemed uncollectible were written off.

Property and Equipment -

Property and equipment are carried at cost or if donated, at the estimated fair market value at date of donation. The Foundation follows the practice of capitalizing all expenditures for fixed assets in excess of \$500 and have a useful live that exceeds one year. Depreciation is computed using straight-line over the estimated useful lives of the assets, ranging from 5 to 39 years.

Revenue Recognition for Contributions and Grants -

The Foundation recognizes contributions when cash, securities or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give – that is, those with a measurable performance or other barrier and a right of return – are not recognized until the conditions on which they depend have been met.

Program Service Fees -

The Foundation provides several learning experiences for those with autism and charges program service fees to compensate for the costs of services provided.

Program service fee revenue for the Autism School is reported at the amount that reflects the consideration to which the Foundation expects to be entitled in exchange for tuition. The Foundation bills the student's school district for tuition at the end of the month in which the services were provided. Revenue is recognized as the performance obligations are satisfied. Performance obligations are determined based on the nature of the services provided; revenue for performance obligations satisfied over time is recognized based on actual charges incurred.

The Foundation provides additional life skills training for adults enrolled in the adult services program to which the Foundation expects to collect services fees in exchange for these services. The Foundation bills the student's family for their services quarterly or at the beginning of the year. Revenue is recognized monthly as services are provided and as the performance obligations are satisfied.

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

Program Service Fees - (Continued)

Program services are comprised of the following at December 31, 2019 and 2018:

School	\$ 2,896,124	\$ 2,359,666
Adult services	<u>165,303</u>	<u>172,929</u>
Total	<u>\$ 3,061,427</u>	<u>\$ 2,532,595</u>

Use of Estimates -

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

Income Taxes -

The Foundation has been determined by the Internal Revenue Service to be exempt from income tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income tax has been established.

The Foundation files informational returns in the U.S. federal jurisdiction and Illinois. With few exceptions, the Foundation is no longer subject to U.S. federal, state and local, or non-U.S. income tax examinations by tax authorities for years before 2016. The Foundation does not expect a material net change in unrecognized tax benefits in the next twelve months.

Advertising Costs -

Advertising costs are expensed as incurred. Advertising expense for the years ended December 31, 2019 and 2018, was \$80,638 and \$36,006, respectively.

Expense Allocations -

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include rent, utilities, insurance, interest and depreciation, which are allocated on a square footage basis, as well as salaries, payroll taxes, and benefits which are allocated on the basis of estimates of time and effort.

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

New Accounting Pronouncements -

Effective January 1, 2019, the Foundation adopted Accounting Standards Update (ASU) 2014-09 *Revenue from Contracts with Customers* (Topic 606) and all subsequently issued clarifying ASU's which replaced most existing revenue recognition guidance in generally accepted accounting principles in the United States of America (GAAP). The new guidance requires the Foundation to recognize revenue to depict the transfer of goods or services to customers in an amount that reflects the consideration to which the Company expects to be entitled in exchange for those goods or services. The new Guidance also requires expanded disclosures related to the nature, amount, timing and uncertainty of revenue and cashflows arising from contracts with customers. The adoption of this new guidance was done using the modified retrospective method. The Foundation applied the new guidance using the practical expedient provided in Topic 606 that allows the guidance to be applied only to contracts that were not complete as of January 1, 2019.

The adoption of this new standard did not result in material impact to the Foundation's financial statements. There was no significant effect on the financial statements related to the adoption of this new standard which would require a cumulative adjustment to net assets at the date of adoption under the modified retrospective method.

Effective January 1, 2019, The Foundation adopted ASU 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. This update provided guidance to assist in evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) or as exchange (reciprocal transactions) and determining whether a contribution is conditional. The ASU has been retroactively applied to all periods presented.

(2) PLEDGES RECEIVABLE:

In 2019 the Foundation received an unconditional promise to give of \$100,000 each year over the next four years. The first payment was received in January 2020.

Unconditional promise to give at December 31, 2019 and 2018, is as follows -

	<u>2019</u>	<u>2018</u>
Receivable in less than one year	\$ 100,000	\$ 250,000
Receivable in greater than one year and less than five years	<u>300,000</u>	<u>-</u>
Total unconditional promise to give	400,000	250,000
Less - Discounts to net present value	(18,493)	-
- Allowance for doubtful accounts	<u>-</u>	<u>-</u>
Net unconditional promise to give	<u>\$ 381,507</u>	<u>\$ 250,000</u>

(3) INVESTMENTS:

The following is a summary of investments at December 31, 2019 and 2018:

	<u>2019</u>	<u>2018</u>
Certificates of deposit – at cost, current	\$ 200,000	\$ 200,000
Certificates of deposit – at cost, long term	209,000	200,000
Community Foundation funds – at fair market value	<u>281,822</u>	<u>248,766</u>
	<u>\$ 690,822</u>	<u>\$ 648,766</u>

Investment income for the years ended December 31, 2019 and 2018 consisted of the following:

	<u>2019</u>	<u>2018</u>
Dividend and interest	\$ 18,272	\$ 2,533
Realized gain	<u>179</u>	<u>218</u>
	18,451	2,751
Investment fees	(3,686)	(329)
Unrealized gain (loss)	<u>29,572</u>	<u>(1,234)</u>
	<u>\$ 44,337</u>	<u>\$ 1,188</u>

(4) FAIR VALUE MEASUREMENTS:

The Accounting Standards Codification for Fair Value Measurements establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described as follows:

Level 1:

Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Foundation has the ability to access.

Level 2:

Inputs to the valuation methodology include:

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

(4) FAIR VALUE MEASUREMENTS: (Continued)

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3:

Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodology used for assets measured at fair value.

Community Foundation Fund: Valued at the fair market value of the Foundation's shares of net assets of the Community Foundation Fund as of December 31, 2019 and 2018.

The preceding method described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Foundation believes its valuation method is appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Foundation's assets at fair value as of December 31, 2019 and 2018:

<u>Description</u>	<u>Assets at Fair Value as of December 31, 2019</u>			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Community Foundation Fund	\$ -	\$ -	\$ 281,822	\$ 281,822

<u>Description</u>	<u>Assets at Fair Value as of December 31, 2018</u>			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Community Foundation Fund	\$ -	\$ -	\$ 248,766	\$ 248,766

Level 3 Gains and Losses:

The following table sets forth a summary of changes in the fair value of the Foundation's level 3 assets for the years ended December 31, 2019 and 2018:

(4) FAIR VALUE MEASUREMENTS: (Continued)

	<u>2019</u>	<u>2018</u>
Balance, beginning of year	\$ 248,766	\$ -
Realized gain	179	218
Unrealized gain relating to instruments still held at the reporting date	29,572	(1,234)
Investment income (net of fees)	3,305	(218)
Purchases, sales, issuances and settlements (net)	<u>-</u>	<u>250,000</u>
Balance, end of year	<u>\$ 281,822</u>	<u>\$ 248,766</u>

(5) PROPERTY AND EQUIPMENT:

In March 2018, the Foundation purchased the North Campus land and building from the landlord for \$1,800,000 cash. The property had an appraised value of \$4,850,000 resulting in a contributed value in excess of cost of \$3,050,000.

The recorded value of property and equipment – net of depreciation as of December 31, 2019 and 2018 is as follows:

	<u>2019</u>	<u>2018</u>
Land	\$ 1,560,000	\$ 1,560,000
Buildings and improvements	4,934,927	4,442,047
Furniture and equipment	<u>230,983</u>	<u>151,235</u>
Total property and equipment	6,725,910	6,153,282
Less accumulated depreciation	<u>412,737</u>	<u>254,251</u>
Net property and equipment	<u>\$ 6,313,173</u>	<u>\$ 5,899,031</u>

(6) LIQUIDITY AND AVAILABILITY:

	December 31,	
	<u>2019</u>	<u>2018</u>
Total financial assets	\$ 2,067,542	\$ 2,090,696
Donor imposed restrictions	<u>381,507</u>	<u>274,600</u>
Net financial assets after donor-imposed restrictions	1,686,035	1,816,096
Internal designations- Board advised funds	<u>-</u>	<u>420,000</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 1,686,035</u>	<u>\$ 1,396,096</u>

(6) LIQUIDITY AND AVAILABILITY: (Continued)

The Foundation receives significant contributions, some of which are restricted by donors to fund specific programs or projects. Such restricted funds are tracked for use for the identified program or project. Restricted contributions of \$536,032 and \$103,257 were received and included in financial assets for the years ended December 31, 2019 and 2018 respectively.

The Foundation manages its liquidity and reserves following three guiding principles:

- operating within a prudent range of financial soundness and stability
- maintaining adequate liquid assets to fund near-term operating needs
- maintaining sufficient reserves to provide reasonable assurance that long-term obligations will be discharged.

In 2018, the Foundation invested a total of \$450,000 in several funds to enhance the return on assets. These funds are invested in high-grade securities and are not included in liquidity calculations described below.

The Foundation has a policy to maintain current financial assets less current liabilities at approximately 5 months of operating expenses. During the year, the level of liquidity and reserves was managed within the policy requirement.

(7) NOTES PAYABLE:

	<u>2019</u>	<u>2018</u>
Payable to a bank with variable monthly payments due to variable principal amounts (ranging from \$4,379 to \$5,551), plus interest at the Daily Adjusting LIBOR Rate (3.01% as of December 31, 2018) plus 2.0%, with the remaining amount due when the note matures in March, 2023, and secured by the mortgage. In 2019, the Foundation refinanced this loan into two new loans.	\$ -	\$ 1,764,451
Payable to a bank with monthly payments of \$9,518, plus interest of 4.44%, with the remaining amount due when the note matures in March, 2023, and secured by the mortgage.	1,240,505	-
Payable to a bank with monthly payments of \$3,669, plus interest at the Daily Adjusting LIBOR Rate (2% as of December 31, 2019) plus 2.0%, with the remaining amount due when the note matures in March, 2023, and secured by the mortgage.	<u>464,131</u>	<u>-</u>
	1,704,636	1,764,451
Less - current maturities	(83,661)	(55,590)
Less - unamortized debt insurance cost	<u>(1,168)</u>	<u>(17,405)</u>
Long-term portion	<u>\$ 1,619,807</u>	<u>\$ 1,691,456</u>

(7) NOTES PAYABLE:

Minimum payments due are as follows:

<u>Year ending</u> <u>December 31,</u>	
2020	\$ 83,661
2021	87,405
2022	91,316
2023	<u>1,442,254</u>
	<u>\$ 1,704,636</u>

(8) EMPLOYEE RETIREMENT PLAN:

The Foundation created a SIMPLE IRA plan for the benefit of eligible employees. Employees may enroll in the plan and start contributing to their IRA if their compensation was in excess of \$1,000 in the prior year or is expected to be in excess of that amount in the current year. The Foundation will make a contribution to each eligible employee's plan account equal to their contributions up to 3% of the employee's compensation for the year.

Contributions to the plan for the year ended December 31, 2019 and 2018, were \$47,487 and \$37,828, respectively.