# FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

For the Year Ended March 31, 2017

## **TABLE OF CONTENTS**

	<u>Page</u>
Board of Directors and Staff	1
Independent Auditor's Report	2-3
Section I - Basic Financial Statements	
Statement of Financial Position	4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	8-13
Section II - Supplementary Information	
Supplementary Schedule of Allocations to Agencies	14
Supplementary Schedule of Custodial Account Allocations	15
Supplementary Schedule of Allocations to Non-Mower County United Way Agencies	16

March 31, 2017

#### **BOARD OF DIRECTORS**

Annemarie Vaupel President Merrilyn Berg Treasurer Burke Egner **Board Member** Sarah Johnson Board Member Chad Sayles Board Member Katie Baskin **Board Member** Steve King **Board Member** Tami Yokiel Board Member Kathy Borland Board Member Jeff Baldus Board Member Kim Duncomb Board Member Sarah Nuss Board Member

Clara Sifuentes

#### **STAFF**

Board Member

Diane Baker Executive Director

Kayleen St. Louis Marketing Specialist

Allie Gearhart Administrative Assistant

### HILL, LARSON & WALTH, P.A.

#### Certified Public Accountants

326 North Main Street ♦ Austin, Minnesota 55912 *Tele (507) 433-2264 Fax (507) 437-8251* 

Greg A. Larson, C.P.A.

Ronald P. Walth, C.P.A.

#### INDEPENDENT AUDITOR'S REPORT

The Board of Directors United Way of Mower County, Inc. Austin, Minnesota 55912

We have audited the accompanying financial statements of the United Way of Mower County, Inc. (a nonprofit organization) which comprise the statement of financial position as of March 31, 2017, and the related statements of activities, functional expenses and cash flows for the year 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 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.

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the United Way of Mower County, Inc. as of March 31, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on pages 14-16 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.

#### Report on Summarized Comparative Information

We have previously audited the United Way of Mower County, Inc.'s financial statements for the year ended March 31, 2016, and our report dated July 11, 2016, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended March 31, 2016, is consistent in all material respects, with the audited financial statements from which it has been derived.

Hill, Lavon & Watth, f. A.

Hill, Larson & Walth, P.A.

July 11, 2017

# Section I Basic Financial Statements

# STATEMENT OF FINANCIAL POSITION March 31, 2017

(With Comparative Amounts for March 31, 2016)

	2017	2016	
Assets			
Current Assets	\$ 505 C1C	ф <u>яо</u> о со с	
Cash Prepaid expenses	\$ 505,616 2,622	\$ 809,605	
Accrued Interest	1,581	2,710	
Promises to give, net of allowance for	1,501	<u>-</u>	
uncollectible of \$65,000 at March 31, 2017	967,791	746,538	
Total Current Assets	1,477,610	1,558,853	
Furniture and Equipment			
Furniture and equipment	26,186	29,863	
Allowance for depreciation	(20,177)	(23,030)	
Net Furniture and Equipment	6,009	6,833	
Total Assets	\$ 1,483,619	\$ 1,565,686	
Liabilities and Net Assets			
Current Liabilities			
Accounts payable	\$ 9,482	\$ 2,621	
Employee benefits payable	1,950	1,725	
Payroll taxes payable	, -	3,584	
Allocations payable - United Way Agencies	934,356	960,790	
Allocations payable - Non-Agency	6,271	2,902	
Board approved grants payable	-	4,100	
Total Current Liabilities	952,059	975,722	
Net Assets			
Unrestricted	305,819	321,351	
Temporarily restricted	225,741	268,613	
Total Net Assets	531,560	589,964	
Total Liabilities and Net Assets	\$ 1,483,619	\$ 1,565,686	

The accompanying notes are an integral part of these financial statements.

#### STATEMENT OF ACTIVITIES

For the Year Ended March 31, 2017

(With Comparative Totals for the year ended March 31, 2016)

		Temporarily	Totals	
	Unrestricted	Restricted	2017	2016
Public Support, Revenue and Reclassifications				
Public Support				
Contributions - United Way Campaign	\$1,141,226	\$ -	\$1,141,226	\$ 1,088,142
Success by Six Contributions		150,000	150,000	150,000
Day of Caring	85	-	85	600
Coat Drive - Contributions	6,395	-	6,395	5,600
WLI Memberships	-	9,335	9,335	8,142
WLI Contributions	-	23,114	23,114	19,103
Total Public Support	1,147,706	182,449	1,330,155	1,271,587
Revenue and Reclassifications				
Investment income	1,893		1,893	1,020
Unrealized gain (Loss) on investment	1,463	-	1,463	<u>-</u>
Realized gain (Loss) on investment	59	-	59	(77)
Loss on Disposal	(2,075)	15.004	(2,075)	- 12.105
WLI event revenue	1 (00	15,994	15,994	13,185
Other revenue	1,680	***	1,680	460
Net assets released from restrictions:	0.41.04.7	(0.11.015)		
Satisfaction of program	241,315	(241,315)	10014	14.500
Total Revenue and Reclassifications	244,335	(225,321)	19,014	14,588
Total Public Support, Revenue and				
Reclassifications	1,392,041	(42,872)	1,349,169	1,286,175
Expenses				
Program Services	1,278,982	-	1,278,982	1,231,351
Supporting Services				
Management and general	79,656	-	79,656	77,026
Fundraising	48,935	_	48,935	45,289
Total Supporting Services	128,591		128,591	122,315
Total Expenses	1,407,573	-	1,407,573	1,353,666
Operating Change in Net Assets	(15,532)	(42,872)	(58,404)	(67,491)
Net Assets, Beginning of Year	321,351	268,613	589,964	657,455
Net Assets, End of Year	\$ 305,819	\$ 225,741	\$ 531,560	\$ 589,964

The accompanying notes are an integral part of these financial statements.

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#### STATEMENT OF FUNCTIONAL EXPENSES For the Year Ended March 31, 2017

(With Comparative Totals for the year ended March 31, 2016)

$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$
Salaries       \$ 76,134       \$ 48,655       \$ 12,945       \$ 61,600       \$ 137,734       \$ 118,903         Payroll taxes and benefits       6,902       4,411       1,174       5,585       12,487       10,838         Payroll tax penalties and interest       -       -       -       -       -       351         Contracted Services       1,514       1,164       233       1,397       2,911       3,576
Payroll taxes and benefits       6,902       4,411       1,174       5,585       12,487       10,838         Payroll tax penalties and interest       -       -       -       -       -       -       351         Contracted Services       1,514       1,164       233       1,397       2,911       3,576
Payroll tax penalties and interest         -         -         -         -         -         351           Contracted Services         1,514         1,164         233         1,397         2,911         3,576
Contracted Services 1,514 1,164 233 1,397 2,911 3,576
Mileage 167 124 124 248 415 520
Professional fees - 7,480 - 7,480 - 7,480 6,395
Supplies 597 448 447 895 1,492 1,830
Telephone 1,158 869 868 1,737 2,895 3,293
Office Supplies 95 71 71 142 237 1,060
Rent 6,640 4,980 4,980 9,960 16,600 16,800
Utilities 694 520 520 1,040 1,734 1,316
Maintenance and small equipment 1,977 1,482 1,483 2,965 4,942 690
Campaign and awards 9,641 9,641 9,498
Marketing 2,636 - 2,637 2,637 5,273 4,196
Conferences and meetings 5,127 5,127 1,478
Dues and subscriptions 6,036 4,527 4,527 9,054 15,090 13,675
Insurance 988 741 741 1,482 2,470 2,558
Tech support 562 422 422 844 1,406 1,791
Victory party 603 452 453 905 1,508 610
Credit cards and stock fees         115         86         86         172         287         460
Agency allocations 932,856 932,856 960,790
Board approved grants 14,395 14,395 28,045
Board training - 727 - 727 727 305
United Acts of Kindness 137 137 -
Success by six 140,908 140,908 106,834
WLI Backpack 68,413 743 6,500 7,243 75,656 45,262
Coat drive 7,891 7,891 6,328
Day of caring 995 995 1,660
Moving Expense - 672 - 672 - 672 -
Born Learning Expense 86
Vision 2020 110
Depreciation 1,196 897 897 1,794 2,990 3,828
Other 246 185 186 371 617 580

The accompanying notes are an integral part of these financial statements.

\$ 79,656

\$ 1,278,982

Total

<u>\$48,935</u> <u>\$128,591</u> <u>\$1,407,573</u> <u>\$1,353,666</u>

### STATEMENT OF CASH FLOWS

### For the Year Ended March 31, 2017

(With Comparative Amounts for the year ended March 31, 2016)

	2017	2016
Cash flows from operating activities		
Change in net assets	\$ (58,404)	\$ (67,491)
Non-cash transactions		
Depreciation expense	2,990	3,828
Adjustments to reconcile increase in net assets to net cash		
provided (used) by operations		
Decrease (increase) in assets		
Promises to give	(221,253)	(82,875)
Memberships receivable	-	925
Accrued Interest	(1,581)	**
Prepaid expenses	88	(40)
Increase (decrease) in operating liabilities		
Allocations payable	(23,065)	14,878
Grants payable	(4,100)	4,100
Other payables	3,502	1,028
Net cash provided by operating activities	(301,823)	(125,647)
Cash flows from investing activities		
Sale (Purchase) of Investments	-	4,264
Sale (Purchase) of Fixed Assets	(2,166)	
Net cash provided by investment activities	(2,166)	4,264
Increase (decrease) in cash	(303,989)	(121,383)
Cash, beginning of year	809,605	930,988
Cash, end of year	\$ 505,616	\$ 809,605
Supplemental data		
Interest paid	<u>\$</u>	\$ -
Income taxes paid	\$ -	\$ -

The accompanying notes are an integral part of these financial statements.

#### NOTES TO FINANCIAL STATEMENTS March 31, 2017

#### NOTE 1 NATURE OF ORGANIZATION

#### Nature of Organization

The United Way of Mower County, Inc. was established in 1958 as a non-profit corporation. It was established to promote and conduct annually, in Mower County, Minnesota, one united drive or campaign for contributions for charitable and humanitarian purposes and to make distributions of funds received to qualified non-profit organizations.

#### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of Presentation

The accompanying financial statements have been prepared on the modified accrual basis of accounting in accordance with 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 United Way of Mower County, Inc. and changes therein are classified and reported as follows:

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations.

<u>Temporarily restricted net assets</u> - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the United Way of Mower County, Inc. and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets. As of March 31, 2017 temporarily restricted funds consist of \$189,385 for Success by Six Program, \$398 for the Born Learning Trail, \$2,459 for the 2-1-1 Program, \$28,272 for the WLI Backpack & Personal Care program and \$5,227 for Disaster Funds.

<u>Permanently restricted net assets</u> - Net assets subject to donor-imposed stipulations that the United Way of Mower County, Inc. maintains permanently. The United Way of Mower County, Inc. currently has no permanently restricted net assets.

#### 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.

# NOTES TO FINANCIAL STATEMENTS (continued) March 31, 2017

#### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Fixed Assets

Fixed assets of the United Way of Mower County, Inc. are recorded at historical cost. Depreciation is recorded over the useful life of the asset using straight-line depreciation. Donated equipment is recorded at fair market value at the time of the gift. The Organization had \$2,990 of depreciation expense for the year ended March 31, 2017. The United Way of Mower County, Inc. capitalizes equipment purchases exceeding \$1,000 or a useful life of over 3 years.

#### <u>Functional Allocation of Expenses</u>

The cost of providing the United Way of Mower County, Inc.'s various programs and supporting services have been summarized on a functional basis in the Statement of Activities. Accordingly, certain costs have been allocated among fundraising, program services, and supporting services benefited.

#### Cash

Cash consists of one checking account, one savings account, two money markets and four certificates of deposit. At March 31, 2017 all cash accounts are FDIC insured.

#### Promises to Give

Promises to give as of March 31, 2017 consist of a promise to give from the Hormel Foundation of \$150,000 for the Success by Six Program and \$350,000 for operations. Promises to give also includes \$532,791 net of allowances for pledges made by individuals and businesses for the fall of 2016 campaign that had not been collected as of March 31, 2017. An allowance for uncollectible promises of \$65,000 has been netted against the amounts above.

#### Public Support and Revenue

Annual campaign contributions are generally available for unrestricted use in the related campaign year, unless specifically restricted by the donor. Unconditional promises to give due in the next year are reflected as current promises to give and are recorded at their net realizable value.

Grants and other contributions of cash and other assets are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or the purpose of the restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions. The value of donated services is not included in the revenue or expenses of the United Way of Mower County, Inc.

# NOTES TO FINANCIAL STATEMENTS (continued) March 31, 2017

#### NOTE 3 OPERATING LEASE - RENT

On December 20, 2013 the Organization signed a three year lease effective January 1, 2014. The Organization moved to a new location in February 2017. On March 30, 2016 the Organization signed a lease for the new space effective February 1, 2017 for a 37 month term ending March 31, 2020. Total rent expense for the year ended March 31, 2017 was \$16,600. Future rent payments are scheduled as shown below:

Fiscal Year Ending March 31, 2018	\$ 15,600
Fiscal Year Ending March 31, 2019	\$ 15,600
Fiscal Year Ending March 31, 2020	\$ 15,600

#### NOTE 4 TAX-EXEMPT STATUS

The United Way of Mower County, Inc. is exempt from federal income taxes under section 501(c)(3) of the Internal Revenue Code and therefore has made no provision for federal income taxes in the accompanying financial statements. In addition, the United Way of Mower County, Inc. has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Internal Revenue Code. There was no unrelated business income for the year ended March 31, 2017.

#### NOTE 5 INVESTMENTS

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

The Organization does not normally hold investments. The account is maintained to receive stock donations. Stock is sold shortly upon receipt.

#### NOTE 6 CHANGES IN FIXED ASSETS

The Organization had fixed assets totaling \$26,186 for the fiscal year ended March 31, 2017. An old copier and an old phone system totaling \$7,918 were disposed of during the year ended March 31, 2017.

# NOTES TO FINANCIAL STATEMENTS (continued) March 31, 2017

#### NOTE 7 AGENCY ALLOCATIONS

Member agencies requesting funds submit proposals of their needs to the Organization's Community Investment Committee. Community volunteer panels chaired by the Committee members review applications and make recommendations to the Board of Directors. The Board of Directors approves the amount of funds to be distributed. The grants to applicants are paid out evenly over the calendar year on a quarterly basis. First quarter allocations were paid in April 2017.

#### NOTE 8 FAIR VALUE MEASUREMENT

The Fair Value Measurements Topic of the FASB Accounting Standards Codification establishes 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 measurement) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are briefly described below:

- Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.
- Level 2 Inputs to the valuation methodology include quoted prices for similar assets and liabilities in active markets, and inputs that are observable for the assets or liability, either directly or indirectly, for substantially the full term of the financial instrument.
- Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The following methods and assumptions were used by the Organization in estimating its fair value disclosures for financial instruments:

Cash and cash equivalents: The carrying amounts reported in the statement of financial position approximate fair values because of the short maturities of those instruments.

Investments: All investments fall in Level 1. The fair values of investments are based on quoted market prices for those or similar investments. The Organization held no investments on March 31, 2017.

# NOTES TO FINANCIAL STATEMENTS (continued) March 31, 2017

#### NOTE 9 CUSTODIAL ACCOUNT

The Organization is custodian of funds distributed by the Hormel Foundation to specific approved agencies. For the year ended March 31, 2017 the Organization received and disbursed \$281,500 under this agency arrangement for the Hormel Foundation. These amounts are not recorded as revenue or as expense on the books of the United Way of Mower County, Inc., as the funds are transfers of assets to other not-for-profit organizations.

#### NOTE 10 TRANSFERS OF ASSETS TO A NOT-FOR-PROFIT ORGANIZATION

The United Way of Mower County, Inc. receives contributions that are designated for Non-United Way agencies. These funds are received by the United Way and forwarded on to the designated beneficiary. Accounting standards state that these types of contributions are not to be considered as a contribution to the United Way as other agencies are the final beneficiary of those gifts. These have been removed from the revenue and expense in these statements.

#### NOTE 11 SUBSEQUENT EVENTS

In preparing these financial statements the Organization has evaluated events and transactions for potential recognition or disclosure through July 11, 2017, the date the financial statements were available to be issued.

#### NOTE 12 RELATED PARTY TRANSACTIONS

Katie Baskin, a Board Member of the United Way of Mower County, Inc., is an employee of the Austin Public Schools. The Austin Public Schools received an allocation of \$7,672 from the United Way during the year ended March 31, 2017.

Tami Yokiel, a Board Member of the United Way of Mower County, Inc., is an employee of the Mayo Clinic. The Mayo Clinic received an allocation of \$30,000 from the United Way during the year ending March 31, 2017.

Chad Sayles, a Board Member of the United Way of Mower County, Inc., is a Board Member of Austin Aspires. Austin Aspires received an allocation of \$3,035 from the United Way during the year ended March 31, 2017.

Katy Simmons is a former Board Member of the United Way of Mower County, Inc. She resigned from the Board in January 2017. Her husband is an employee of the YMCA of Austin. The YMCA of Austin received an allocation of \$57,500 from the United Way during the year ended March 31, 2017.

# NOTES TO FINANCIAL STATEMENTS (continued) March 31, 2017

#### NOTE 12 RELATED PARTY TRANSACTIONS (continued)

Burke Egner, a Board Member of the United Way of Mower County, Inc., is an employee of the Austin Public Schools. The Austin Public Schools received an allocation of \$7,672 from the United Way during the year ended March 31, 2017.

#### NOTE 13 SUMMARIZED FINANCIAL INFORMATION FOR 2016

The financial information for the year ended March 31, 2016 is presented for comparative purposes, and is not intended to be complete financial statement presentation.

# Section II Supplementary Information

# SUPPLEMENTARY SCHEDULE OF ALLOCATIONS TO AGENCIES Grant Pledges for the year ended March 31, 2017

Adams Area Ambulance	\$ 10,000
AAUW	4,500
American Red Cross	5,000
Apple Lane	27,500
ARC	52,000
Cedar Branch	52,000
Cedar Valley Services	30,000
Children's Dental Health	45,000
Crime Victims Resource Ctr	30,000
Gerard	10,000
Girl Scouts of MN & WI River Valley	25,000
Habitat for Humanity	35,000
Hormel Historic Home	23,000
Independent Management Services	60,000
Mower Council/Handicapped	65,100
Mower County-HFA	32,000
Mower County Senior Ctr	50,200
Parenting Resource Ctr	91,556
Salvation Army	90,000
SEMAC	30,000
Southern MN Regional Legal Svcs	20,000
Twin Valley Boy Scouts	9,000
Welcome Center	50,000
Workforce Development	30,000
YMCA	57,500
Prior Year Grant Forfieted	 (1,500)
Total allocations to be paid out in the 2017 -2018 fiscal year	\$ 932,856

# SUPPLEMENTARY SCHEDULE OF CUSTODIAL ACCOUNT ALLOCATIONS Allocations Received and Transferred for the year ended March 31, 2017

ARC Mower County	\$ 10,302
Austin Area Catholic Schools	18,000
Girl Scounts of MN & WI River Valley	20,000
Habitat for Humanity	52,000
Hormel Historic Home	9,500
Independent Management Services	20,000
Pacelli Catholic Schools	48,039
Parenting Resource Center	85,000
Mower Council for the Handicapped	3,659
Twin Valley Boy Scouts	15,000
Total allocations received and transferred	\$ 281,500

## SUPPLEMENTARY SCHEDULE OF ALLOCATIONS TO NON-MOWER COUNTY UNITED WAY AGENCIES Allocations Payable from Fall 2017 Campaign

Brownsdale Fire Department	\$ 200
Brownsdale Public Library	400
Catholic Charities	77
Greater Twin Cities United Way	401
Leroy Area Ambulance	140
Leroy Fire Department	100
Rachel's Hope	77
United Way of Greater Mankato	40
United Way of Freeborn County	4,556
United Way of North Central Iowa	40
United Way of Olmstead County	40
United Way of Steele County	200
Total Allocations to Non-Mower County United Way Agencies	\$ 6,271