VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA

FINANCIAL STATEMENTS

For the Years Ended September 30, 2018 and 2017

•	**	·					

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA FINANCIAL STATEMENTS For the Years Ended September 30, 2018 and 2017

TABLE OF CONTENTS

	<u>Page No.</u>
Independent Auditor's Report	1 - 2
FINANCIAL STATEMENTS	
Statements of Financial Position	3
Statements of Activities	4
Statements of Functional Expenses	5 - 6
Statements of Cash Flows	7
Notes to the Financial Statements	8 - 13

Goldman, Hunt & Notz, L.L.P.

Certified Public Accountants

DONALD G. GOLDMAN, CPA D. DALE HUNT, CPA JAMIE K. NOTZ, CPA, CVA*

*CERTIFIED VALUATION ANALYST

MEMBERS OF: AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

TEXAS SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS

KEITH H. COX, CPA, CISA* SYLVIA H. GORIS, CPA STEPHANIE S. KOCH, CPA TREY A. PARMA, CPA

*CERTIFIED INFORMATION SYSTEMS AUDITOR

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria Victoria, Texas

We have audited the accompanying financial statements of Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria (a nonprofit organization), which comprise the statements of financial position as of September 30, 2018 and 2017, 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.

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 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 Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria as of September 30, 2018 and 2017, 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

In the audit report dated May 31, 2018, we issued a qualified opinion for the September 30, 2017 financial statements. At the time of the audit, we were unable to obtain the sufficient appropriate audit evidence necessary to provide an unmodified opinion on fixed assets due to uncertainties regarding the amount of damage done by Hurricane Harvey in August 2017 as well as what insurance proceeds, if any, would be received to cover these damages. Since that time, additional information has become available, providing us with sufficient evidence to come to the opinion that the financial statements referred to above present fairly, in all material respects the financial position of Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria as of September 30, 2017, and the changes in net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Goldman, Hunt & Notz, L.L.P.

Inte hotz CA

January 11, 2019

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA STATEMENTS OF FINANCIAL POSITION September 30, 2018 and 2017

	2018	2017
ASSETS		
Current assets	400.044	400.050
Cash and cash equivalents Accounts receivable	\$ 199,944 55,554	\$ 139,050 17,278
Miscellaneous receivable	680	525
Note receivable	-	600
Unconditional promises to give	50,250	54,000
Prepaid expenses	1,935	3,976
Total current assets	308,363	215,429
Noncurrent assets		
Property and equipment (net of accumulated depreciation)	153,023	128,680
Construction in progress	-	13,000
Total noncurrent assets	153,023	141,680
Total assets	\$ 461,386	\$ 357,109
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable	\$ 6,872	\$ 11,750
Payroll taxes payable	57	135
Miscellaneous payables	-	88
Total current liabilities	6,929	11,973
Net assets		
Unrestricted, as restated	393,762	337,269
Temporarily restricted	60,695	7,867
Total net assets, as restated	454,457	345,136
Total liabilities and net assets	\$ 461,386	\$ 357,109

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA STATEMENTS OF ACTIVITIES

For the Years Ended September 30, 2018 and 2017

	2018			2017	
UNRESTRICTED NET ASSETS					
Support					
Grants and contracts	\$	247,283	\$	179,976	
Program revenues	•	20,796	,	31,362	
Jubilee store		- · · · · · -		1,028	
Fundraising		8,656		12,153	
Interest		1,103		451	
Donations		140,422		232,241	
United Way		67,000		72,000	
Noncash donations		28,558		31,185	
Other income		3,738		119	
Gain/(loss) on disposal of assets		-		(5,176)	
Total support		517,556		555,339	
Net assets released from restrictions		43,472		93,633	
Total unrestricted net assets		561,028		648,972	
Expenses					
Program services		432,321		465,690	
Supporting services		,		,	
Administrative		69,536		67,408	
Fundraising		2,678		4,061	
Total expenses		504,535		537,159	
INCREASE (DECREASE) IN UNRESTRICTED NET ASSETS		56,493	*****	111,813	
TEMPORARILY RESTRICTED NET ASSETS					
Donations		96,300		100,000	
Net assets released from restrictions		(43,472)		(93,633)	
INCREASE (DECREASE) IN TEMPORARILY RESTRICTED					
NET ASSETS	-,,	52,828		6,367	
INCREASE (DECREASE) IN NET ASSETS		109,321		118,180	
NET ASSETS AT BEGINNING OF YEAR		345,136		226,956	
NET ASSETS AT END OF YEAR, AS RESTATED	\$	454,457	\$	345,136	

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA STATEMENT OF FUNCTIONAL EXPENSES For the Year Ended September 30, 2018

	Program Admini Services strative		Fund- raising	Total 2018	
Salaries					
Salaries	\$ 154,474	\$ 27,585	\$ 1,839	\$ 183,898	
Payroll taxes	12,233	2,184	146	14,563	
Total salaries and related expenses	166,707	29,769	1,985	198,461	
Food					
Food and related expenses	126,902	-	_	126,902	
Occupancy					
Utilities and telephone	20,465	3,611	-	24,076	
Maintenance and repairs	6,351	1,121	-	7,472	
Janitorial supplies	2,447	432	-	2,879	
Rent	19,125	3,375	<u>.</u>	22,500	
Vehicle expenses					
Vehicle	22,149	~	-	22,149	
Insurance					
Insurance	19,821	6,607	-	26,428	
Other expenses					
Office	4,744	1,518	63	6,325	
Professional fees	-	15,600	₩	15,600	
Professional development	-	1,713	P4	1,713	
Postage	128	59	10	197	
Advertising	769	355	58	1,182	
Security	255	45	MARK .	300	
Fundraising	-	_	562	562	
Program expenses					
Restricted donations purchases	5,472	-	-	5,472	
Program events expense	63	-	-	63	
Meal delivery and supplies	15,598	***************************************		15,598	
Total expenses before depreciation	410,996	64,205	2,678	477,879	
Depreciation					
Total depreciation	21,325	5,331		26,656	
TOTAL EXPENSES	\$ 432,321	\$ 69,536	\$ 2,678	\$ 504,535	

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA STATEMENT OF FUNCTIONAL EXPENSES For the Year Ended September 30, 2017

	Program Services	Admini- strative	Fund- raising	Total 2017	
Salaries					
Salaries	\$ 179,187	\$ 31,998	\$ 2,133	\$ 213,318	
Accrued vacation	(8,026)	(1,433)	(96)	(9,555)	
Payroll taxes	14,355	2,563	171	17,089	
Total salaries and related expenses	185,516	33,128	2,208	220,852	
Food					
Food and related expenses	142,540	-	-	142,540	
Occupancy					
Utilities and telephone	18,446	3,255	-	21,701	
Maintenance and repairs	7,755	1,369	-	9,124	
Janitorial supplies	1,429	252	-	1,681	
Rent	19,125	3,375	-	22,500	
Vehicle expenses					
Vehicle	24,416	-	-	24,416	
Insurance					
Insurance	18,565	6,188	-	24,753	
Other expenses					
Interest	-	39	-	39	
Office	4,000	1,280	53	5,333	
Penalties	_	87	-	87	
Professional fees		11,890	-	11,890	
Bank charges		295	-	295	
Professional development	-	393	•	393	
Postage	48	22	4	74	
Advertising	1,024	316	238	1,578	
Security	1,407	248	-	1,655	
Fundraising	_	_	1,558	1,558	
Program expenses					
Restricted donations purchases	1,019	_	_	1,019	
Program events expense	1,532	.	_	1,532	
Meal delivery and supplies	17,784		<u>-</u>	17,784	
Total expenses before depreciation	444,606	62,137	4,061	510,804	
Depreciation					
Total depreciation	21,084	5,271		26,355	
TOTAL EXPENSES	\$ 465,690	\$ 67,408	\$ 4,061	\$ 537,159	

VICTORIA SENIOR CITIZENS CENTER, INC. dba MEALS ON WHEELS VICTORIA STATEMENTS OF CASH FLOWS For the Years Ended September 30, 2018 and 2017

CASH FLOWS FROM OPERATING ACTIVITIES Increase (decrease) in net assets	\$ 109,321		
marada (dasi adas) in rist dasata		\$	118,180
Adjustments to reconcile change in net assets to net cash provided by operating activities:			
Depreciation	26,656		26,355
(Increase) decrease in operating assets			
Accounts receivable	(38,276))	(2,696)
Miscellaneous receivable	(154))	(525)
Note receivable	600		(600)
Unconditional promises to give	3,750		(3,225)
Prepaid expenses	2,041		(720)
Increase (decrease) in operating liabilities			
Accounts payable	(4,878)		(2,895)
Payroll tax payable	(78)		3
Vacation payable	-		(9,555)
Miscellaneous payables	(88)	<u> </u>	(29)
Net cash provided by operating activities	98,894	_	124,293
CASH FLOWS FROM INVESTING ACTIVITIES			
Basis of disposed equipment	_		6,176
Purchases of property and equipment	(38,000)		(93,104)
Net cash used by investing activities	(38,000)	<u> </u>	(86,928)
CASH FLOWS FROM FINANCING ACTIVITIES			
None	_	 	
NET INCREASE (DECREASE) IN CASH	60,894		37,365
BEGINNING CASH	139,050		101,685
ENDING CASH	\$ 199,944	\$	139,050
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION Interest	\$ -	\$	39

NOTE 1: NATURE OF ACTIVITIES

Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria (the Center) is operated to provide services to the senior citizens of Victoria County, Texas. These services include transportation, on-site meals, delivered meals, social, recreation, education, information and referral and advocacy programs. The Center also operated the Jubilee Store, which sold handmade crafts and other donated items. The Jubilee Store was closed in March 2017.

On September 12, 2018, the Center successfully filed with the office of the Secretary of the State of Texas to change its name from Victoria County Senior Citizens Association, Inc., to Victoria Senior Citizens Center, Inc. dba Meals on Wheels Victoria.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Center are prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Cash and Cash Equivalents

Cash equivalents consist of short-term, highly liquid investments, which are readily convertible into cash within ninety (90) days of purchase.

Receivables

The Center has contracted to provide services for certain government entities from which they are reimbursed. The receivables balance represents amounts earned on these contracts at September 30, 2018 and 2017. All receivables are considered to be fully collectible; accordingly, no allowance for doubtful accounts has been established.

Contributions

Contributions are recognized when the donor makes a promise to give to the Center that is, in substance, unconditional. Contributions that are restricted by the donor for future periods or a specific purpose are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restriction. 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. Permanently restricted contributions consist of amounts to be held perpetually based on donor-imposed requirements.

Unconditional promises to give that are expected to be collected within one year are recorded at their realizable value. Unconditional promises to give that are expected to be collected after one year or more are recorded at the present value of estimated future cash flows. The discounts on those amounts are computed using a risk-free interest rate applicable to the year in which the promise is received. Amortization of the discount is included as contribution revenue. Conditional promises to give are not included as support until such time as the conditions are substantially met.

The Center reports gifts of property and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contributions (Concluded)

If the only restriction on the unconditional promise to give is the construction or purchase of specified long-lived assets and absent explicit donor stipulations about how long those long-lived assets must be maintained, the Center reports expirations of donor restrictions as the donated or acquired long-lived assets are placed in service.

Prepaid Expenses

Expense items of a nature that will benefit future periods are charged to the prepaid expense accounts and are expensed over the future periods to be benefited.

Property and Equipment

Property and equipment owned by the Center is reflected at original cost if acquired by purchase and if acquired by donation, at the fair market value at the time donated. Fixed assets are depreciated on the straight-line basis over their estimated useful lives. Buildings are depreciated over twenty-five years, building improvements and office equipment over five to twelve years, and vehicles over five years. In April 2017, the Center changed its capitalization policy. Prior to the change, assets with an original cost or fair value greater than \$200 were capitalized. Beginning April 1, 2017, assets with an original cost or fair value greater than \$2,500 are capitalized. This policy was changed again on June 4, 2018 to capitalize assets with an original cost or fair value greater than \$5,000.

Vacation and Sick Leave

The Center's vacation policy allows full-time employees with up to five years of service to accrue twelve days annually. For each service year over five, the employee receives an additional day per year up to a maximum of fifteen days. Part-time employees scheduled to work at least twenty hours per week accrue vacation at the same ratio of vacation leave to total hour worked as full-time employees. At September 30 of each year, accrued vacation leave in excess of five days (or its equivalent by ratio for those scheduled less than forty hours per week) is forfeited. Vacation leave is not paid upon termination.

The Center's sick leave policy allows full time employees to accrue sick leave at the same rate and ratio as vacation leave. Sick leave is not paid upon termination.

Financial Statement Presentation

Information regarding the financial position and activities of the Center is reported in three categories as follows:

<u>Unrestricted</u> – Net assets that are not subject to donor-imposed restrictions. Unrestricted net assets may be designated for specific purposes by action of the Board of Directors. Cash that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the cash is received.

<u>Temporarily Restricted</u> – Net assets whose use by the Center is subject to donor-imposed restrictions that can be fulfilled by actions of the Center pursuant to those restrictions or that expire by the passage of time.

<u>Permanently Restricted</u> – Net assets subject to donor-imposed restrictions that are maintained permanently by the Center. No permanently restricted assets were held during the fiscal years ended September 30, 2018 or 2017.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Allocation of Expenses

The costs of providing various programs and other activities are summarized on a functional basis in the Statements of Activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Advertising

The Center follows the policy of charging the costs of advertising to expenses as incurred. Advertising expense was \$1,182 and \$1,579 for the years ended September 30, 2018 and 2017, respectively.

Donated Services, Property, and Materials

The Center generally pays for services requiring specific expertise; however, the Center received donated pest control services during the year. A substantial number of volunteers donated significant amounts of their time in the Center's program, but these services do not meet the criteria for recognition as contributed services. Donations of property and equipment are recorded as support at their fair market value at the date of donation. They are recorded to unrestricted net assets unless the donor has restricted the donated assets to a specific purpose.

Materials are donated throughout the year; however, their accumulated fair market value would not materially affect the financial statements and are not reflected.

The Food Bank of the Golden Crescent donates a significant amount of food products and basic need products to the Center. The estimated fair market value of these donations is reported in support and expenses in the Statement of Activities. The Center uses the fair market value per pound of donated food and donated basic need products according to Feeding America (a national food bank), in order to calculate total support and expenses.

The Victoria Housing Authority donates the use of space to operate a satellite facility. The estimated fair market value of the donated rent is reported in support and expenses in the Statement of Activities.

Income Taxes

The Center 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, it has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a). There was no unrelated business taxable income for fiscal years ended September 30, 2018 or 2017.

The accounting standard on accounting for uncertainty in income taxes addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Under that guidance, the Center may recognize the tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities based on the technical merits of the position. Examples of tax positions include the tax-exempt status of the Center and various positions related to the potential sources of unrelated business taxable income. The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement. There were no unrecognized tax benefits identified or recorded as liabilities for the years ended September 30, 2018 and 2017.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Concluded)

Income Taxes (Concluded)

The Center is generally no longer subject to examination by the Internal Revenue Service for years before 2014.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions. This will affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3: FAIR VALUE OF FINANCIAL INSTRUMENTS

Unless otherwise indicated, the fair values of all reported assets and liabilities which represent financial instruments (none of which are held for trading purposes) approximate the carrying values of such amounts.

NOTE 4: PROPERTY AND EQUIPMENT

Property and equipment at year end consisted of:

	September 30, 2018			September 30, 2017		
Nondepreciable:	<u></u>					
Land	\$	14,483	\$	14,483		
Construction in process		_		13,000		
Depreciable:						
Building		337,628		286,628		
Equipment		121,834		121,834		
Vehicles		84,686		84,686		
Total property and equipment		558,631		520,631		
Less: Accumulated depreciation		(405,608)		(378,951)		
Net property and equipment	\$	153,023	\$	141,680		

Depreciation expense for the years ended September 30, 2018 and 2017 was \$26,656 and \$26,355, respectively.

NOTE 5: TEMPORARILY RESTRICTED NET ASSETS

In the current year, the Center received \$96,300 in donations restricted for the purchase completion of an ongoing parking lot capital project, as well as to assist with repairs and relief from Hurricane Harvey. In prior year, the Center was given a donation restricted for the purchase of a van, roof repairs and other various repairs. The remaining balance of temporarily restricted net assets at September 30, 2018 and 2017 was \$60,695 and \$7,867, respectively.

NOTE 6: UNCONDITIONAL PROMISES TO GIVE

The United Way of Victoria (UWV) unconditionally promised to give the Center \$67,000 and \$72,000, respectively, in unrestricted contributions for the 2018/2017 and 2017/2016 UWV granting cycles. UWV allocates grants on a fiscal year cycle of July 1 through June 30 and remits one fourth of the grant allocation on a quarterly basis. Accordingly, the Center accrues the unconditional promise to give in the amount of three quarterly payments not yet received by the end of the Center fiscal year reporting cycle of October 1 through September 30.

NOTE 7: REVENUE CONCENTRATION

The majority of revenue is received from federal grants awarded through Golden Crescent Regional Planning Commission and United Way allocations. The loss of these revenues would have a severe impact on the operation of the Center.

NOTE 8: CONCENTRATION OF CREDIT RISK

Concentration of Cash on Deposit

The Center has concentrated its credit risk for cash and cash equivalents by maintaining its deposits at two financial institutions. All of the Center's accounts are insured by the FDIC up to the standard maximum deposit insurance amount (\$250,000), for each deposit insurance ownership category. The Center's uninsured cash and cash equivalent balances were \$0 as of September 30, 2018 and 2017. The Center has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk related to its cash and cash equivalent balances.

NOTE 9: LEASE AGREEMENT

On March 21, 2013, the Center entered into a lease agreement for a RICOH MP23525P copy machine. The lease agreement provides for a monthly payment of \$139.67 for 60 months. This includes 4,000 copies per month plus \$0.0095 per copy in excess of 4,000 copies. RICOH, USA will provide full coverage maintenance services. At its conclusion in March 2018, the RICOH lease and copier was replaced with Dewitt Poth and Son lease, through Great America Financial Services, for a Kyocera 6535CIDN copy machine. The lease agreement provides for monthly payments of \$89 for 63 months with a late fee arrangement of the higher of \$26 or \$0.10 for each dollar overdue. Maintenance fees of \$0.009 for each black copy and \$0.06 for each color copy with a minimum charge of \$30 are also applied on a monthly basis.

NOTE 9: LEASE AGREEMENT (Concluded)

The minimum lease payments without sales tax are:

Year Ending September 30,	Amount
2019 2020 2021 2022 2023	\$ 1,068 1,068 1,068 1,068 801
	\$ 5,073

NOTE 10: CORRECTION OF AN ERROR

The financial statements for the period ending September 30, 2017 were restated to correct net assets. During the fiscal year ended September 30, 2017, the Center changed its vacation policy to not pay employees for accrued vacation in the event of either voluntary or involuntary termination of the employee. Despite this change in policy, the Center incorrectly recognized accrued vacation in the amount of \$7,158 for the fiscal year ended September 30, 2017. This restatement is intended to correct this error. A summary of the effect on the September 30, 2017 financial statements is as follows:

	As previously reported	As restated		
Vacation payable	\$ 7,158	\$ -		
Unrestricted net assets	330,111	337,269		
Accrued vacation expense Increase in net assets	(2,397) 111,022	(9,555) 118,180		

NOTE 11: EVALUATION OF SUBSEQUENT EVENTS

During fourth quarter 2018, the Center replaced the roof on its primary operations building. The replacement of this roof was driven by damage caused by Hurricane Harvey, which impacted the Victoria region in August 2017. This major replacement is being funded by a combination of grant funds given specifically for these repairs, and insurance proceeds.

The Center has evaluated subsequent events through January 11, 2019, the date which the financial statements were available to be issued.

,				