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ACCOUNTANT'S REPORT
BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)

FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 1999 AND 1998

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 8-23-00

ROBERT W. BROWN
CERTIFIED PUBLIC ACCOUNTANT

ACCOUNTANT'S REPORT
BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)

FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 1999 AND 1998

CONTENTS

	<u>Page</u>
Independent Auditor's Report	1
Statements of Financial Position, December 31, 1999 and 1998	2
Statements of Activities, Years Ended December 31, 1999 and 1998	3
Statement of Functional Expenses, Year Ended December 31, 1999	4 - 5
Statement of Functional Expenses, Year Ended December 31, 1998	6 - 7
Statements of Cash Flows, Years Ended December 31, 1999 and 1998	8
Notes to Financial Statements, December 31, 1999 and 1998	9 - 12
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	13 - 14

ROBERT W. BROWN

Certified Public Accountant

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INDEPENDENT AUDITOR'S REPORT


To the Board of Directors
Big River Council of Camp Fire, Inc.
Baton Rouge, Louisiana

I have audited the accompanying statement of financial position of Big River Council of Camp Fire, Inc. (a not for profit organization) as of December 31, 1999 and 1998, and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Big River Council of Camp Fire, Inc. as of December 31, 1999 and 1998, and the changes in its net assets and its cash flows for the years then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, I have also issued my report dated June 7, 2000, on my consideration of the Organization's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants.



Baton Rouge, Louisiana
June 7, 2000

Big River Council of Camp Fire, Inc.
(A Not For Profit Organization)
Baton Rouge, Louisiana

Statements of Financial Position
December 31, 1999 and 1998

	<u>1999</u>	<u>1998</u>
	<u>Unrestricted</u>	<u>Unrestricted</u>
<u>ASSETS</u>		
Cash on hand and in banks	\$ 63,037	\$ 64,942
Certificates of deposit	33,905	13,300
Grants receivable	24,589	22,596
United Way allocation receivable	1,580	1,417
Interest income receivable	548	585
Inventory	0	5,447
Prepaid expenses	11,059	16,984
Deposits	700	700
Buildings	255,289	234,644
Equipment	77,876	70,615
Accumulated depreciation	(208,649)	(193,134)
Land	<u>265,200</u>	<u>265,200</u>
 Total assets	 \$ <u>525,134</u>	 \$ <u>503,296</u>
 <u>LIABILITIES AND NET ASSETS</u>		
Note payable	\$ 3,046	\$ 2,673
Other liabilities	<u>5,631</u>	<u>3,914</u>
 Total liabilities	 8,677	 6,587
 Net assets	 <u>516,457</u>	 <u>496,709</u>
 Total liabilities and net assets	 \$ <u>525,134</u>	 \$ <u>503,296</u>

The accompanying notes are an integral part of this statement.

Big River Council of Camp Fire, Inc.
(A Not For Profit Organization)
Baton Rouge, Louisiana

Statements of Activities
Years Ended December 31, 1999 and 1998

	1999	1998
	<u>Unrestricted</u>	<u>Unrestricted</u>
<u>Revenues, gains and other support:</u>		
Public support:		
Contributions	\$ 38,059	\$ 22,443
Fees and grants	72,591	69,613
United Way allocation	183,510	191,524
Total public support	<u>294,160</u>	<u>283,580</u>
Other Revenue:		
Membership dues	263	5,429
Program service fees	75,104	26,864
Sale of merchandise (net of direct expenses of \$3,950 and \$3,100, respectively)	879	1,225
Land rental	1,600	1,086
Investment income	1,795	740
Miscellaneous	52,977	11,072
Total other revenue	<u>132,618</u>	<u>46,416</u>
Total revenues, gains and other support	<u>426,778</u>	<u>329,996</u>
<u>Expenses:</u>		
Department 01 (Administration)	24,645	20,691
Department 02 (Camp)	137,312	65,689
Department 03 (Youth Legislature)	65,564	47,967
Department 04 (Self Reliance)	118,006	97,926
Department 05 (Mock Trial, Life Skills)	50,440	35,912
Department 06 (Fund Raising)	11,063	19,735
	<u>407,030</u>	<u>287,920</u>
<u>Change in net assets</u>	19,748	42,076
Net assets, beginning of year	<u>496,709</u>	<u>454,633</u>
Net assets, end of year	<u>\$ 516,457</u>	<u>\$ 496,709</u>

The accompanying notes are an integral part of this statement.

Big River Council of Camp Fire, Inc.
(A Not For Profit Organization)
Baton Rouge, Louisiana

Statement of Functional Expenses
Year Ended December 31, 1999

	01 (Admin)	02 (Camp)	03 (Youth/Log)	04 (Self Reliance)	05 (Mock Trial/ Life Skills)	06 (Fund Raising)	Total
Salaries	\$7,314	\$44,772	\$29,529	\$78,325	\$23,969	\$4,580	\$188,489
Payroll taxes	698	3,767	2,477	6,499	2,008	371	15,820
Employee health and retirement benefits	956	2,386	755	2,505	562	325	7,489
Total salaries and related expenses	8,968	50,925	32,761	87,329	26,539	5,276	211,798
Advertising	65	3,315	18	545	18	6	3,967
Charter fee	1,878	3,499	3,499	3,499	3,499	1,195	17,069
Conferences, conventions and meetings	97	141	12	172	12	4	438
Maintenance and repair	562	10,666	1,049	1,191	1,049	355	14,872
Membership dues	88	991	136	136	136	46	1,533
Miscellaneous	3,259	5,702	83	554	85	85	9,768
Occupancy and insurance	3,035	16,592	5,792	5,792	5,792	2,025	39,028
Postage and shipping	587	1,019	328	527	223	93	2,777
Printing and publications	245	925	7,685	11,463	431	155	20,904
Professional fees and contract service payments	1,269	5,285	5,002	2,364	5,389	807	20,116
Supplies and small equipment	1,314	21,037	7,802	2,898	5,865	530	39,446
Telephone	434	2,460	941	941	941	333	6,050
Travel	528	1,555	456	595	461	153	3,748
Total expenses before depreciation	22,329	124,112	65,564	118,006	50,440	11,063	391,514
Depreciation of building and equipment	2,316	13,200	0	0	0	0	15,516
Total Expenses - Year Ended December 31, 1999	\$24,645	\$137,312	\$65,564	\$118,006	\$50,440	\$11,063	\$407,030

The accompanying notes are an integral part of this statement.

Big River Council of Camp Fire, Inc.
(A Not For Profit Organization)
Baton Rouge, Louisiana

Statement of Functional Expenses
Year Ended December 31, 1998

	01 (Admin)	02 (Camp)	03 (Youth Leg)	04 (Self Reliance)	05 (Mock Trial/ Life Skills)	06 (Fund Raising)	Total
Salaries	\$5,884	\$19,106	\$20,277	\$67,900	\$13,765	\$12,042	\$138,974
Payroll taxes	492	1,597	1,694	5,674	1,150	1,006	11,613
Employee health and retirement benefits	515	1,835	1,443	2,168	1,143	712	7,816
Total salaries and related expenses	6,891	22,538	23,414	75,742	16,058	13,760	158,403
Charter fee	1,949	3,067	3,067	3,067	3,067	1,478	15,695
Conferences, conventions and meetings	85	133	133	929	133	65	1,478
Maintenance and repair	799	1,853	1,459	1,459	1,462	518	7,550
Membership dues	234	745	91	91	91	31	1,283
Miscellaneous	367	517	169	344	332	75	1,804
Occupancy and insurance	3,587	15,446	3,587	3,915	3,594	1,564	31,693
Postage and shipping	703	123	251	673	3	242	1,995
Printing and publications	505	307	5,188	6,491	307	298	13,096
Professional fees and contract service payments	1,114	5,113	2,799	1,893	7,018	679	18,616
Supplies and small equipment	1,179	1,412	6,593	1,974	2,497	407	14,062
Telephone	489	1,484	863	864	863	323	4,886
Travel	314	839	353	484	487	295	2,772
Total expenses before depreciation	18,216	53,577	47,967	97,926	35,912	19,735	273,333
Depreciation of building and equipment	2,475	12,112	0	0	0	0	14,587
<u>Total Expenses - Year Ended December 31, 1998</u>	<u>\$20,691</u>	<u>\$65,689</u>	<u>\$47,967</u>	<u>\$97,926</u>	<u>\$35,912</u>	<u>\$19,735</u>	<u>\$287,920</u>

The accompanying notes are an integral part of this statement.

Big River Council of Camp Fire, Inc.
(A Not For Profit Organization)
Baton Rouge, Louisiana

Statements of Cash Flows
Years Ended December 31, 1999 and 1998

	<u>1999</u>	<u>1998</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Funds received:		
United Way	\$183,347	\$190,107
Program service fees	75,104	26,864
Grants	70,598	71,506
Camp rental	1,600	1,086
Sale of merchandise - net	879	1,225
Contributions	38,059	22,443
Interest income	1,832	482
Membership dues	263	5,429
Other	52,977	11,072
Funds paid:		
Salaries and employee benefits	(195,978)	(146,790)
Professional fees	(20,116)	(18,616)
Supplies	(39,446)	(14,062)
Insurance	(17,185)	(14,636)
Payment of charter fee to affiliate	(12,818)	(19,946)
Payroll taxes	(14,103)	(12,924)
Interest paid	(508)	(384)
Other operating expenses	(78,272)	(50,886)
Net cash provided by (used in) operating activities	<u>46,233</u>	<u>51,970</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Net increase in long term certificates of deposit	(20,605)	(341)
Purchases of fixed assets and equipment	(27,906)	(8,261)
Net cash provided by (used in) investing activities	<u>(48,511)</u>	<u>(8,602)</u>
<u>CASH FLOWS FROM FINANCING ACTIVITIES</u>		
New borrowing	11,837	9,138
Repayment of debt	(11,464)	(11,976)
Net cash provided by (used in) financing activities	<u>373</u>	<u>(2,838)</u>
<u>NET INCREASE (DECREASE) IN CASH</u>	(1,905)	40,530
Cash at beginning of year	<u>64,942</u>	<u>24,412</u>
Cash at end of year	<u><u>\$63,037</u></u>	<u><u>\$64,942</u></u>

The accompanying notes are an integral part of this statement.

BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998

1. Summary of Significant Accounting Policies

Nature of Operations

Big River Council of Camp Fire, Inc. is a not for profit organization which provides programs for children and youth in southern Louisiana. Its programs offer opportunities for acquiring skills, socializing with peers and learning about the community and the environment. The Council operates under the provisions and within the territory covered by the charter granted to the Council by Camp Fire Boys and Girls.

The Council provides opportunities for youth to establish supportive relationships with adults who act as models, mentors and leaders. Educational and outreach programs are offered to enhance the self-esteem of youth and provide support for special needs of families. These programs meet needs of youth in a changing society, and in so doing help prevent behaviors which require remedial actions. The Council's programs contribute to the development of well-adjusted citizens.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

Basis of Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, *Financial Statements of Not-for-Profit Organizations*.

Use of Estimates

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

Land, Building, and Equipment

Acquisitions of property and equipment in excess of \$500 are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using primarily the straight-line method over the estimated useful lives of the assets (25 years for buildings and 3 to 7 years for equipment). Maintenance and repairs are charged to expenses and improvements are capitalized. Gains and losses from sales or retirements are recognized in the period of disposition.

BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998

1. Summary of Significant Accounting Policies (continued)

Revenue Recognition

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. All grant revenue is classified as unrestricted because it is received from grantors as reimbursement of certain expenses already paid by the Council using unrestricted funds. The Council had no restricted assets in 1999 or 1998.

Contributed Services

The Council receives donated services from a variety of unpaid volunteers assisting in the Council's programs. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under SFAS No. 116.

Functional Allocation of Expenses

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

Income Tax Status

The Council is exempt from federal income taxation under Internal Revenue Code Section 501(c)(3).

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Council considers all highly liquid instruments with an initial maturity of three months or less to be cash equivalents.

Inventory

Inventory is valued at the lower of cost or market using the specific identification method. During 1999, management classified all remaining inventory as obsolete. The loss from obsolescence was recognized in the year ended December 31, 1999 and is included in miscellaneous expenses in the statement of functional expenses.

BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998

1. Summary of Significant Accounting Policies (continued)

Fundraising

The Council sponsors fund-raising events in order to generate necessary operating funds. Income from special events is recognized as it is received, and is recorded net of related costs.

2. United Way Funding

A significant portion of funding received by the Council to fulfill its purpose is received from one source, the Capital Area United Way in Baton Rouge, Louisiana. The United Way allocation receivable as of December 31, 1999 and 1998 is deemed fully collectible by management.

3. Grants Receivable

Grants are received from state agencies reimbursing the Council for certain expenses related to self-reliance programs. Grants allocated to the Council totaled \$75,000 each for the twelve-month grant periods ended June 30, 2000 and June 30, 1999. Grants receivable are deemed fully collectible by management and are composed of the following amounts due at December 31, 2000.

Governor's Safe and Drug-Free Schools and Communities Grant	\$ 14,497
Louisiana Children's Trust Fund Grant	<u>10,092</u>
	<u>\$ 24,589</u>

4. Note Payable

The note payable at December 31, 1999 is an insurance premium financing arrangement. The note, dated July 26, 1999 and in the original amount of \$11,837, is due in eight monthly installments of \$1,545 including interest at 11.69%.

5. Affiliation

The Council is affiliated with national Camp Fire Boys and Girls. In accordance with the affiliation agreement, the Council paid fees in the amount of \$17,069 and \$15,695 for the years ended December 31, 1999 and 1998, respectively. The Council also buys a significant portion of its merchandise for resale from national Camp Fire Boys and Girls.

6. Lease Expense

The Council leases office space on a monthly basis. Rent expense on this lease was \$15,385 and \$10,419 for the years ended December 31, 1999 and 1998, respectively.

BIG RIVER COUNCIL OF CAMP FIRE, INC.
(A NOT FOR PROFIT ORGANIZATION)
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998

7. Reconciliation of Change in Net Assets to Net Cash Provided By Operating Activities

	<i>1999</i>	<i>1998</i>
Change in Net Assets	<u>\$19,748</u>	<u>\$42,076</u>
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation	15,516	14,587
Net decrease (increase) in accounts receivable	(2,156)	476
Net decrease (increase) in interest receivable	37	(258)
Net decrease (increase) in inventory	5,447	(443)
Net decrease (increase) in prepaid expenses	5,925	(2,305)
Net increase (decrease) in accounts payable	-	(852)
Net increase (decrease) in other liabilities	<u>1,716</u>	<u>(1,311)</u>
	<u>26,485</u>	<u>9,894</u>
Net Cash Provided By Operating Activities	<u>\$46,233</u>	<u>\$51,970</u>

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Big River Council of Camp Fire, Inc.
Baton Rouge, Louisiana

I have audited the financial statements of Big River Council of Camp Fire, Inc. (a not for profit organization) as of and for the years ended December 31, 1999 and 1998, and have issued my report thereon dated June 7, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

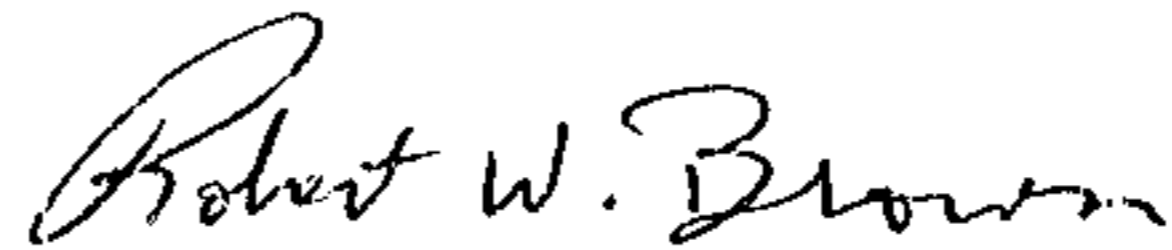
As part of obtaining reasonable assurance about whether the Organization's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Organization's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance in the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

However, I noted other matters involving the internal control over financial reporting, which I have reported to management of the Organization in separate letter dated June 7, 2000.

This report is intended for the information of the board of directors, management, and awarding agencies. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in cursive script that reads "Robert W. Brown". The signature is written in black ink and is centered on the page.

Baton Rouge, Louisiana
June 7, 2000