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**BUNKIE CHAMBER OF COMMERCE  
BUNKIE, LOUISIANA**

**Annual Financial Report**

**For the Year Ended December 31, 1999**

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 JUL 26 2000

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**ROZIER, HARRINGTON & MCKAY**  
**CERTIFIED PUBLIC ACCOUNTANTS**

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May 30, 2000

The Honorable Dr. Paul B. LaPoint, President  
Bunkie Chamber of Commerce  
Bunkie, Louisiana

We have compiled the accompanying statement of financial position of Bunkie Chamber of Commerce as of December 31, 1999, and the related statements of activities and cash flows for the three years then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and supplementary schedules and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures required by generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Bunkie Chamber of Commerce's financial position and the results of operations. Accordingly, these financial statements are not designed for those who are not informed about such matters.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a reported dated May 30, 2000, on the results of our agreed-upon procedures.



ROZIER, HARRINGTON, & MCKAY  
Certified Public Accountants

***Bunkie Chamber of Commerce***  
***Statement of Financial Position***  
*December 31, 1999*

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Assets

Current Assets

Cash - Regular Account	\$ 3,437
Cash - Revolving Loan Program	23,260
Cash - Beautification Committee	9,414
Cash - Tourism Committee	8,626
Cash - Hibernia Money Market	2,824
Cash - C/P Chair Rental	805
Cash - Corn Festival Checking	11,679
Cash - Corn Festival Money Market	14,106
Certificate of Deposit - Tourism	11,088
Certificate of Deposit - Cottonport Bank	58,517
Total Cash and Cash Equivalents	143,756
Revolving Loans Receivable	87,667
Total Current Assets	231,423

Property, Plant, and Equipment

Equipment and fixtures	1,771
Less: accumulated depreciation	(980)
Total property, plant, and equipment	791
Total assets	\$ 232,214

Liabilities and Net Assets

Liabilities:

Current Liabilities

Payroll taxes payable	\$ 285
-----------------------	--------

Long-Term Liabilities:

Revolving Loan - FmHA	97,200
Total liabilities	\$ 97,485

Net Assets:

Unrestricted	56,498
Temporarily restricted	78,231
Permanently restricted	-
Total net assets	134,729

Total liabilities and net assets	\$ 232,214
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*See Accompanying Accountants' Report.*

*Bunkie Chamber of Commerce*  
*Statement of Activities*  
*For the Year Ended December 31, 1999*

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
<b><u>Revenue and other support:</u></b>				
Membership dues	\$ 7,997	\$ -	\$ -	\$ 7,997
Fairs and fundraisers	62,671	-	-	62,671
Tax revenues	-	26,264	-	26,264
Miscellaneous income	4,249	-	-	4,249
Net assets released from restrictions	3,000	(3,000)	-	-
Interest income	5,320	2,678	-	7,998
	<u>83,237</u>	<u>25,942</u>	<u>-</u>	<u>109,179</u>
<b><u>Total revenue and other support</u></b>				
<b><u>Expenses:</u></b>				
Consulting fees	3,000	-	-	3,000
Depreciation	360	-	-	360
Donations	-	-	-	-
Fairs and fundraisers	58,103	-	-	58,103
Insurance	587	-	-	587
Legal and professional	445	-	-	445
Miscellaneous	4,453	-	-	4,453
Office expense	728	-	-	728
Rent	1,925	-	-	1,925
Salaries	10,391	-	-	10,391
Taxes - payroll	926	-	-	926
Telephone and utilities	1,534	-	-	1,534
	<u>82,452</u>	<u>-</u>	<u>-</u>	<u>82,452</u>
<b><u>Total expenses</u></b>				
Change in net assets	785	25,942	-	26,727
Net assets - beginning	<u>55,713</u>	<u>52,289</u>	<u>-</u>	<u>108,002</u>
Net assets - ending	<u>\$ 56,498</u>	<u>\$ 78,231</u>	<u>\$ -</u>	<u>\$ 134,729</u>

See Accompanying Accountants' Report.

*Bunkie Chamber of Commerce*  
*Statement of Activities*  
*For the Year Ended December 31, 1998*

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
<b><u>Revenue and other support:</u></b>				
Membership dues	\$ 12,411	\$ -	\$ -	\$ 12,411
Fairs and fundraisers	79,906	-	-	79,906
Tax revenues	-	31,670	-	31,670
Miscellaneous income	3,887	-	-	3,887
Net assets released from restrictions	6,522	(6,522)	-	-
Interest income	3,954	1,386	-	5,340
<b>Total revenue and other support</b>	<u>106,680</u>	<u>26,534</u>	<u>-</u>	<u>133,214</u>
<b><u>Expenses:</u></b>				
Consulting fees	8,469	-	-	8,469
Depreciation	350	-	-	350
Donations	1,500	-	-	1,500
Fairs and fundraisers	74,385	-	-	74,385
Insurance	555	-	-	555
Legal and professional	2,375	-	-	2,375
Miscellaneous	2,859	-	-	2,859
Office expense	1,806	-	-	1,806
Rent	1,800	-	-	1,800
Salaries	8,958	-	-	8,958
Taxes - payroll	915	-	-	915
Telephone and utilities	1,341	-	-	1,341
<b>Total expenses</b>	<u>105,313</u>	<u>-</u>	<u>-</u>	<u>105,313</u>
<b>Change in net assets</b>	1,367	26,534	-	27,901
<b>Net assets - beginning</b>	<u>54,346</u>	<u>25,755</u>	<u>-</u>	<u>80,101</u>
<b>Net assets - ending</b>	<u>\$ 55,713</u>	<u>\$ 52,289</u>	<u>\$ -</u>	<u>\$ 108,002</u>

*See Accompanying Accountants' Report.*

*Bunkie Chamber of Commerce*  
*Statement of Activities*  
*For the Year Ended December 31, 1997*

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
<b><u>Revenue and other support:</u></b>				
Membership dues	\$ 9,933	\$ -	\$ -	\$ 9,933
Fairs and fundraisers	59,542	-	-	59,542
Grant proceeds	12,320	-	-	12,320
Tax revenues	-	10,487	-	10,487
Miscellaneous income	318	-	-	318
Net assets released from restrictions	3,000	(3,000)	-	-
Interest income	4,204	709	-	4,913
	<u>89,317</u>	<u>8,196</u>	<u>-</u>	<u>97,513</u>
<b>Total revenue and other support</b>				
<b><u>Expenses:</u></b>				
Consulting fees	3,000	-	-	3,000
Depreciation	-	-	-	-
Donations	1,500	-	-	1,500
Fairs and fundraisers	46,604	-	-	46,604
Insurance	520	-	-	520
Legal and professional	305	-	-	305
Miscellaneous	4,019	-	-	4,019
Office expense	516	-	-	516
Rent	1,800	-	-	1,800
Salaries	6,684	-	-	6,684
Taxes - payroll	552	-	-	552
Telephone and utilities	1,443	-	-	1,443
	<u>66,943</u>	<u>-</u>	<u>-</u>	<u>66,943</u>
<b>Total expenses</b>				
<b>Change in net assets</b>	22,374	8,196	-	30,570
<b>Net assets - beginning</b>	<u>31,972</u>	<u>17,559</u>	<u>-</u>	<u>49,531</u>
<b>Net assets - ending</b>	<u>\$ 54,346</u>	<u>\$ 25,755</u>	<u>\$ -</u>	<u>\$ 80,101</u>

*See Accompanying Accountants' Report.*

**Bunkie Chamber of Commerce**  
**Statement of Cash Flows**  
**For the Three Years Ended December 31, 1999, 1998, and 1997**

	1999	1998	1997
<b><u>Cash flows from operating activities:</u></b>			
Change in net assets	26,727	27,901	30,570
Adjustments to reconcile change in net assets to net cash provided by operating activities:			
Depreciation	360	350	-
Increase (decrease) in operating liabilities			
Accounts payable and accrued expenses	45	(95)	(23)
<b>Net cash provided (used) by operating activities</b>	<b>27,132</b>	<b>28,156</b>	<b>30,547</b>
<b><u>Cash flows from investing activities:</u></b>			
Loans advances to members	(83,000)	-	(10,700)
Principal repaid	29,826	25,580	25,849
<b>Net cash provided (used) by investing activities</b>	<b>(53,174)</b>	<b>25,580</b>	<b>15,149</b>
<b><u>Cash flows from financing activities:</u></b>			
Proceeds from borrowings	-	-	10,700
Donations from other sources	-	-	145
<b>Net cash provided (used) by financing activities</b>	<b>-</b>	<b>-</b>	<b>10,845</b>
<b>Net increase in cash</b>	<b>(26,042)</b>	<b>53,736</b>	<b>56,541</b>
<b>Beginning cash balance</b>	<b>169,798</b>	<b>116,062</b>	<b>59,521</b>
<b>Ending cash balance</b>	<b>143,756</b>	<b>169,798</b>	<b>116,062</b>

For the years ended December 31, 1999, 1998, and 1997 there were no investing, capital, and financing activities that did not result in cash receipts or payments.

*See Accompanying Accountants' Report.*



**ROZIER, HARRINGTON & MCKAY**  
**CERTIFIED PUBLIC ACCOUNTANTS**

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May 30, 2000

INDEPENDENT ACCOUNTANTS' REPORT ON  
APPLYING AGREED-UPON PROCEDURES

The Honorable Dr. Paul B. LaPoint, President  
Bunkie Chamber of Commerce  
Bunkie, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of the Bunkie Chamber of Commerce and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Bunkie Chamber of Commerce's compliance with certain laws and regulations during the three years ended December 31, 1999, 1998, and 1997 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

**FEDERAL, STATE AND LOCAL AWARDS:**

1. Determine the amount of Federal, state, and local award expenditures for the three years ended December 31, 1999, 1998, and 1997, by grant and grant year.

*The Bunkie Chamber of Commerce expended the following amounts from hotel/motel occupancy taxes appropriated by the State of Louisiana::*

Amounts Expended	Amount
FYE December 31, 1997	\$ 3,000
FYE December 31, 1998	6,522
FYE December 31, 1999	3,000
<hr/>	
Total Expenditures	\$ 12,522

***Bunkie Chamber of Commerce***  
***May 30, 2000***

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2. For each Federal, state, and local award, we randomly selected 6 disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.

*During the three years ended December 31, 1999, 1998, and 1997, the Bunkie Chamber of Commerce had a total of 6 disbursements of state awards; therefore each of the disbursements were selected.*

3. For the items selected in procedure 2, we traced the six disbursements to supporting documentation as to proper amount and payee.

*During our examination of the disbursements, we were unable to obtain supporting documentation for one expenditure totaling \$3,000. The remaining disbursements agreed to the supporting documentation, were for the proper amount, and made to the correct payee.*

4. For the items selected in procedure 2, we determined if the six disbursements were properly coded to the correct fund and general ledger account.

*The disbursements were properly coded to the correct fund and general ledger account.*

5. For the items selected in procedure 2, we determined whether the six disbursements received approval from the proper authorities.

*Inspection of canceled checks supporting the disbursements reveals that each check was signed by the appropriate Chamber officials, no further approval was required.*

6. For the items selected in procedure 2: For federal awards, we determined whether the disbursements complied with the applicable specific program compliance requirements summarized in the *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the *Compliance Supplement*) and for state and local awards, we determined whether the disbursements complied with the grant agreement, relating to:

- Activities allowed or unallowed:

*Funds disbursed during the period covered by this report consisted entirely of state appropriations that were collected prior to 1997. Based on information provided by management, there were no requirements associated with activities allowed or unallowed.*

- Eligibility:

*Funds disbursed during the period covered by this report consisted entirely of state appropriations that were collected prior to 1997. Based on information provided by management, there were no requirements associated with activities allowed or unallowed.*

- Reporting:

*Funds disbursed during the period covered by this report consisted entirely of state appropriations that were collected prior to 1997. Based on information provided by management, there were no requirements associated with activities allowed or unallowed.*

7. For the programs selected for testing in item (2) that had been closed out during the period under review, we compared the close-out report, when required, with the entity's financial records to determine whether the amounts agree.

*Not applicable – there are no close-out requirements, all funds received each year are from the proceeds of a hotel/motel tax in Avoyelles Parish.*

### **OPEN MEETINGS**

8. We examined evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

*The Bunkie Chamber of Commerce is only required to post a notice of each meeting and the accompanying agenda on the door of the Chamber's office building. As indicated by management in the accompanying Louisiana Attestation Questionnaire, management was unaware of the provisions of the open meetings law, and has not posted notice of the meetings as required.*

### **BUDGET**

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state, or local grantor agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

*Budgets detailing amounts received and expended, as well as the purpose for which the funds were used, have been prepared and filed in accordance with applicable requirements.*

### **PRIOR YEAR COMMENTS**

10. We have reviewed any prior year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

*Not applicable -- there were no prior year recommendations and/or comments.*

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

*Bunkie Chamber of Commerce*

*May 30, 2000*

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This report is intended solely for the use of management of the Bunkie Chamber of Commerce and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



ROZIER, HARRINGTON & MCKAY  
CERTIFIED PUBLIC ACCOUNTANTS

**BUNKIE CHAMBER OF COMMERCE  
MANAGEMENT'S CORRECTIVE ACTION PLAN**

**For the Year Ended December 31, 1999**

<b>SECTION I COMPILATION REPORT</b>	
N/A – No findings of this nature were reported.	Response – N/A
<b>SECTION II ATTESTATION REPORT</b>	
<b><u>Finding No. 1</u></b> -- We were unable to obtain supporting documentation for one expenditure totaling \$3,000.	<b><u>Response</u></b> – Management will implement procedures immediately to ensure that all disbursements are supported by adequate documentation.
<b><u>Finding No. 2</u></b> – Management was not aware of the requirements imposed by the open meetings law and did not comply with the requirements to post notices of meetings.	<b><u>Response</u></b> – Management will familiarize themselves with the provisions of the open meetings law and conduct meetings in accordance with the statutes.
<b>SECTION III MANAGEMENT LETTER</b>	
N/A – No findings of this nature were reported.	Response – N/A

**BUNKIE CHAMBER OF COMMERCE  
SCHEDULE OF PRIOR YEAR FINDINGS**

**For the Year Ended December 31, 1999**

<b>SECTION I COMPILATION REPORT</b>	
N/A – No findings of this nature were reported.	Response – N/A
<b>SECTION II ATTESTATION REPORT</b>	
N/A – No findings of this nature were reported.	Response – N/A
<b>SECTION III MANAGEMENT LETTER</b>	
N/A – No findings of this nature were reported.	Response – N/A

APPENDIX

LOUISIANA ATTESTATION QUESTIONNAIRE  
FOR THE YEAR ENDED DECEMBER 31, 1999

**LOUISIANA ATTESTATION QUESTIONNAIRE**  
**(For Attestation Engagements of Quasi-public Entities)**

May 30, 2000

**ROZIER, HARRINGTON & McKAY, CPA's**  
**P. O. Box 12178**  
**Alexandria, Louisiana 71315**

In connection with your compilation of our financial statements as of December 31, 1999 and for the three year period then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of March 6, 2000 (date of completion/representation).

**Federal, State, and Local Awards**

We have detailed for you the amount of Federal, state and local award expenditures for the fiscal year, by grant and grant year.

Yes [] No [ ]

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes [] No [ ]

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes [] No [ ]

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes [] No [ ]

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Yes [ ] No [ ] N/A



**Budget**

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes  No

**Prior Year Comments**

We have resolved all prior-year recommendations and/or comments.

Yes  No  N/A

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the federal, state, and local grants, to include the applicable laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance which may occur up to the date of your report.

\_\_\_\_\_  
*[Signature]* Secretary \_\_\_\_\_ Date  
\_\_\_\_\_  
President 5-31-00 Date