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NEW ORLEANS COUNCIL ON AGING, INC.
STATE FINANCED SENIOR CENTERS

FINANCIAL STATEMENTS AND
AUDITOR'S REPORT

June 30, 1968

1968

Supplemental Information

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, 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 June 2, 1968

**NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS**

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NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

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John C. Todd, Jr., C.P.A., P.C.

A PROFESSIONAL ACCOUNTING CORPORATION
4001 GULF SHOREWAY
METairie, LOUISIANA 70002
504-885-4400 • 504-885-9140

INDEPENDENT AUDITOR'S REPORT

The Board of Directors
New Orleans Council on Aging, Inc.

I have audited the balance sheet of the New Orleans Council on Aging, Inc. State Funded Senior Centers as of June 30, 1998, and the statement of income and expenditures and changes in fund balance for the year then ended. These financial statements are the responsibility of the New Orleans Council on Aging, Inc.'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 Government Auditing Standards issued by the Comptroller General of the United States. These standards require that I 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 significant estimates made by management, as well as evaluating the overall financial statements presentation. I believe that my audit provides a reasonable basis for my opinion.

As discussed more fully in Note A, the financial statements presented are only for the New Orleans Council on Aging, Inc. State Funded Senior Centers, and are not intended to present fairly the financial position and results of operations of the New Orleans Council on Aging, Inc. in conformity with generally accepted accounting principles.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the New Orleans Council on Aging, Inc. State Funded Senior Centers as of June 30, 1998, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, I have also issued my report dated December 15, 1998, as my consideration of New Orleans Council on Aging, Inc. State Funded Senior Centers's internal control over financial reporting and my test of its compliance with certain provisions of laws, regulations, contracts and grants.

My audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying financial statements listed in the table of contents are prepared for the purpose of additional analysis and are not a required part of the basic financial statements of the New Orleans Council on Aging, Inc. State Funded Senior Centers. Such information has been subjected to the auditing procedures applied in the examination of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Metairie, Louisiana
December 15, 1998

**NEW ORLEANS UTILITIES HOLDING, INC.
STATE FUNDED SENIOR CENTERS**

BALANCE SHEET

June 30, 1978

ASSETS

\$ 1,000,000

FUND BALANCE

\$ 1,000,000

See accompanying notes to financial statements.

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF REVENUE AND EXPENDITURES
AND CHANGES IN FUND BALANCE

For the year ended June 30, 1998

	AMOUNT
Revenue	
Grant awarded (Fisc. D)	\$ 1,187,000
Expenditures	
Salaries	60,718
Fringe benefits	18,228
Travel	3,812
Operating services	26,214
Operating supplies	920
Other uses	1,120
Grants to subscribers	<u>3,170,971</u>
	<u>3,175,963</u>
Excess (deficiency) of revenues over expenditures	< 20,000 >
Other financing sources	
Operating transfers in	941,883
Operating transfers out	<u>< 521,883 ></u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	-
Fund balance at July 1, 1997	<u>-</u>
Fund balance at June 30, 1998	<u>\$ -</u>

See accompanying notes to financial statements

**NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS**

NOTES TO FINANCIAL STATEMENTS

June 30, 1998

NOTE A -- REPORTING ENTITY

The accompanying financial statements include the balance sheet and the statement of revenues and expenditures and changes in fund balance of the New Orleans Council on Aging, Inc. State Funded Senior Centers and not that of the New Orleans Council on Aging, Inc. Accordingly, the accompanying financial statements are not intended to present the financial position of the New Orleans Council on Aging, Inc. as of June 30, 1998.

The New Orleans Council on Aging, Inc. directly operates the Arthur Markey Senior Center. All other senior center programs are operated by each center's Board of Directors.

NOTE B -- SUMMARY OF ACCOUNTING POLICIES

A summary of the corporation's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows:

1. Presentation of Financial Statements

The accompanying financial statements are presented on the accrual basis of accounting.

2. Method of Accounting

The records of the New Orleans Council on Aging, Inc. State Funded Senior Centers are maintained in accordance with the principles of fund accounting. Accordingly, revenues for various programs are classified for accounting and reporting purposes into funds established according to their nature and purpose. Separate accounts are maintained for each fund.

3. Depreciation and Equipment

Property and equipment is depreciated in straight line over the year of acquisition.

4. Transfers

Advances between funds which are not supposed to be repaid are accounted for as transfers. In those cases where repayment is expected, advances are accounted for through revenues due from and due to accounts.

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 1998

NOTE C - RENTAL EXPENSE

Rental expense for the State Funded Senior Centers for the year ended June 30, 1998 amounted to \$82,763.

NOTE D - SUMMARY OF FUNDING

The New Orleans Council on Aging, Inc. Senior Center operations are funded through the following grants from the State of Louisiana:

	Grant Period	Grant Award
State of Louisiana		
Governor's Office of Elderly Affairs	5/1/97-6/30/98	\$ 115,400
Senior Center Funds	5/1/97-6/30/98	911,800
Miscellaneous Grants		<u>1,217,200</u>

SUPPLEMENTAL INFORMATION

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUND SENIOR CENTERS

STATEMENT OF REVENUE AND EXPENDITURES AND
CHANGES IN FUND BALANCE BY FUND

For the year ended June 30, 1999

	Senior Center Receipts	State/Local Grants	Total
Receipts	\$ 711,000	\$ 950,000	\$ 1,661,000
Expenditures			
Salaries	61,718	-	61,718
Fringe benefits	26,528	-	26,528
Rent	1,812	-	1,812
Operating services	26,218	-	26,218
Operating supplies	900	-	900
Other costs	1,100	-	1,100
Grant to subrecipients	1,170,000	-	1,170,000
	1,277,286	-	1,277,286
Excess (deficiency) of revenues over expenditures	\$ 441,800	\$ 950,000	\$ 1,391,800
Other financing sources (used)			
Operating transfers in	90,000	-	90,000
Operating transfers out	-	5,000,000	5,000,000
Excess (deficiency) of revenues and other sources over expenditures and other uses	-	-	-
Transfers in at July 1, 1997	-	-	-
Transfers in at June 30, 1998	3	3	6

NEW ORLEANS COUNCIL OF AGING, INC.
 STATE FINDER SERVICES CENTERS

STATEMENT OF STATE FUNDED SERVICE CENTER EXPENDITURES

Year ended June 30, 1998

Expenditures	Senior Center Contributing	Carrollton Municipality	Subsidiary Sharehold	Residly Home	Capital Out
Salaries	\$ 21,800	\$ 20,819	\$ 22,401	\$ 26,261	\$ 41,808
Fringe benefits	3,095	10,881	6,086	2,816	5,872
Taxes	1,628	2,401	1,209	-	-
Operating services	4,772	50,862	19,811	50,898	21,147
Operating supplies	11	6,588	2,260	4,751	6,148
Other costs	-	6,546	-	12,862	3,175
Capital outlay	-	(6,771)	-	-	-
Total expenses	\$ 28,522	\$ 119,628	\$ 59,479	\$ 94,984	\$ 81,258

NEW BRUNSWICK CONSULTING ARCHITECT, INC.
STATE FUNDING REVENUE CENTER

STATEMENT OF STATE FUNDING REVENUE CENTER EXPENDITURES

Year-ended June 30, 1998

Expenditures	Combin Plan	Multipy Plan	Expense Account	F.Y. Month	Balance Budget
Salaries	\$ 60,007	\$ 11,710	\$ 70,000	\$ 60,700	\$ 35,110
Fringe benefits	4,076	1,678	2,778	3,710	2,627
Taxaid	816	-	-	-	197
Operating expenses	14,308	1,000	11,106	28,512	14,710
Operating supplies	1,499	4,000	3,155	9,340	2,475
Other costs	6,861	-	1,000	24,010	-
Capital outlay	1,118	-	-	14,710	-
Total expenses	1,09,441	\$ 20,882	\$ 1,30,800	\$ 1,29,000	\$ 51,412

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDING CENTER CLUSTERS

STATEMENT OF STATE FUNDED SERVICE CENTER EXPENSES

Year ended June 30, 1998

Expenditures	Lower Admin	State Jobs (The Basics)	Anchor Mortgage	Tennis/ Barrow/ Renee	Seventh Floor	Point Laud
Salaries	\$ 46,515	\$ 34,500	\$ 34,880	\$ -	\$ 21,021	\$ 21,258
Fringe benefits	8,971	3,416	4,570	-	2,626	3,020
Total	55,486	-	39,450	-	-	-
Operating services	13,719	4,731	21,442	62,600	8,999	16,294
Operating supplies	565	664	668	1,823	1,522	1,928
Other costs	5,185	-	1,128	8,135	13,458	15,480
Capital costs	-	-	-	-	-	-
Total expenses	\$ 85,955	\$ 27,864	\$ 67,580	\$ 71,558	\$ 45,586	\$ 47,112

NEW ORLEANS OFFICE OF AGING, INC.
STATE FUNDED SENIOR CENTERS EXPENDITURES

STATEMENT OF STATE FUNDED SENIOR CENTER EXPENDITURES

Year ended June 30, 1988

Expenditures	Our Lady of Lourdes	Washington Senior Home	Bible Baptist	Milton	Avalon	Total
Salaries	\$ -	\$ 4,001	\$ 11,000	\$ 12,000	\$ -	\$ 27,001
Fringe benefits	-	851	1,024	2,428	-	4,303
Trent	-	-	219	-	-	219
Operating services	2,085	1,617	11,225	12,868	6,775	34,570
Operating supplies	4,001	101	6,317	10,900	2,370	24,609
Other costs	-	2,120	27,314	10,079	2,100	42,633
Capital outlay	(1,000)	(1,000)	(11,000)	(4,500)	(1,000)	(19,000)
Total expenses	\$ 4,085	\$ 6,500	\$ 33,000	\$ 45,000	\$ 11,125	\$ 139,710

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Carrollton-Italy area:

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 50,819	\$ 50,819	\$ -
Fringe benefits	10,881	10,881	-
Travel	2,655	2,655	-
Operating services	50,962	50,962	-
Operating supplies	5,998	5,998	-
Office rent	5,249	5,249	-
Capital outlay	18,775	18,775	-
Total	\$ 156,619	\$ 156,619	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDERS SENIOR CENTERS

STATEMENT OF EXPENDITURES - COMPARED TO BUDGET

For the year ended June 30, 1998

Salaries/Member

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 20,415	\$ 20,415	\$ -
Fringe benefits	6,796	6,796	-
Travel	5,119	5,119	-
Operating services	19,011	19,011	-
Operating supplies	<u>2,200</u>	<u>2,200</u>	<u>-</u>
Total	\$ 53,419	\$ 53,419	\$ -

**NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS**

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Exhibit B-2000

	<u>Budgeted</u> <u>Expenditures</u>	<u>Actual</u> <u>Expenditures</u>	<u>Actual</u> <u>(Over) Under</u> <u>Budgeted</u> <u>Expenditures</u>
Salaries	\$ 26,883	\$ 26,883	\$ -
Fringe benefits	2,014	2,014	-
Operating services	18,098	18,098	-
Operating supplies	4,755	4,755	-
Other costs	<u>12,000</u>	<u>12,000</u>	<u>-</u>
Total	<u>\$ 55,544</u>	<u>\$ 55,544</u>	<u>\$ -</u>

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Central City

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 40,854	\$ 40,854	\$ -
Fringe benefits	5,918	5,872	46
Operating services	20,500	20,117	< 383
Operating supplies	6,345	6,345	-
Other costs	5,173	5,173	-
Total	\$ 78,790	\$ 78,361	\$ 429

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Center/Class

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 40,887	\$ 40,887	\$ -
fringe benefits	4,098	4,098	-
Travel	818	818	-
Operating services	10,368	10,368	-
Operating supplies	3,499	3,499	-
Other costs	8,864	8,864	-
Capital outlay	1,018	1,018	-
Total	\$ 68,440	\$ 68,440	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENSES COMPARED TO BUDGET

For the year ended June 30, 1998

Monthly Basis

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 17,718	\$ 17,718	\$ -
Fringe benefits	4,528	3,678	850
Operating services	3,000	3,000	-
Operating supplies	3,582	4,188	(540)
Total	\$ 28,828	\$ 28,584	\$ 244

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Interest/Receivable

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 36,064	\$ 36,064	\$ -
Fringe benefits	2,700	2,700	-
Operating services	13,186	13,186	-
Operating supplies	2,153	2,153	-
Office costs	<u>1,800</u>	<u>1,800</u>	<u>-</u>
Total	\$ 56,909	\$ 56,909	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDING SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the period ended June 30, 1998

K. J. Murtha

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 45,760	\$ 45,760	\$ -
Fringe benefits	5,744	5,744	-
Operating services	20,512	20,512	-
Operating supplies	9,240	9,240	-
Other costs	34,035	34,035	-
Capital outlay	14,729	14,729	-
Total	\$ 130,980	\$ 130,980	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FLOODED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Amber Hills

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 30,376	\$ 30,334	\$ 42
Fringe benefits	3,464	3,837	1,434
Travel	414	197	217
Operating services	13,277	14,134	1,447
Operating supplies	1,519	2,735	1,156
Total	\$ 50,447	\$ 50,447	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDER SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Senior Meals

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 48,000	\$ 48,636	\$ + 250
Fringe benefits	30,200	30,934	1,236
Travel	-	1,683	+ 1,683
Operating services	11,400	13,778	+ 2,378
Operating supplies	2,000	506	1,454
Other costs	7,000	5,100	1,900
Capital outlay	600	-	600
Total	\$ 101,500	\$ 100,500	\$ + 1,000

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Joint John The Center

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 26,700	\$ 26,700	\$ -
fringe benefits	3,414	3,414	300
Operating services	3,128	4,770	(1,642)
Operating supplies	2,188	964	1,224
Total	\$ 35,630	\$ 35,848	\$ 218

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1996

Transitional Home

	<u>Budgeted</u> <u>Expenditures</u>	<u>Actual</u> <u>Expenditures</u>	<u>Actual</u> <u>(Over) Under</u> <u>Budgeted</u> <u>Expenditures</u>
Total	\$ 10,000	\$ -	\$ 10,000
Operating services	10,000	62,645	> 52,645
Operating supplies	-	1,815	< 1,815
Other	10,000	8,335	1,665
Capital outlay	-	2,171	< 2,171
Total	\$ 75,000	\$ 75,000	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Second Ward

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 23,000	\$ 23,000	\$ -
Fringe benefits	2,676	2,676	-
Operating services	8,799	8,799	-
Operating supplies	2,582	2,582	-
Other costs	11,489	11,489	-
Total	\$ 48,546	\$ 48,546	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Field Level

	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Actual (Over) Under Budgeted Expenditures</u>
Salaries	\$ 29,318	\$ 29,318	\$ -
Fringe benefits	3,655	3,655	-
Operating services	18,296	18,296	-
Operating supplies	2,918	2,918	-
Other costs	<u>15,487</u>	<u>15,487</u>	<u>-</u>
Total	\$ 59,112	\$ 59,112	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
 STATE FUNDING SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Over Each of Months

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Operating services	\$ 1,000	\$ 1,000	\$ -
Operating supplies	4,081	4,081	-
Capital outlay	<u>819</u>	<u>819</u>	<u>-</u>
	\$ 6,000	\$ 6,000	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Washington Action Line:

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 6,852	\$ 5,863	\$ 989
Fringe benefits	989	854	135
Operating services	3,150	3,057	93
Operating supplies	0	151	< 151 >
Other costs	1,009	2,159	< 1,150 >
Total	\$ 12,000	\$ 12,000	\$ 0

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES (COMPARED TO BUDGET)

For the year ended June 30, 1998

Obj. Line

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Salaries	\$ 15,090	\$ 15,090	\$ -
Fringe benefits	1,834	1,834	-
Travel	290	290	-
Operating services	11,235	11,235	-
Operating supplies	6,217	6,217	-
Other	37,314	37,314	-
Capital outlay	<u>15,680</u>	<u>15,680</u>	<u>-</u>
	\$ 72,050	\$ 72,050	\$ -

**NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS**

STATEMENT OF EXPENDITURES COMPARED TO BUDGET

For the year ended June 30, 1998

Major Expenditures

	<u>Budgeted</u> <u>Expenditures</u>	<u>Actual</u> <u>Expenditures</u>	<u>Actual</u> <u>(Over) Under</u> <u>Budgeted</u> <u>Expenditures</u>
Salaries	\$ 21,500	\$ 21,500	\$ -
Fringe benefits	5,409	7,409	2,000
Operating services	11,868	11,868	-
Operating supplies	62,893	62,893	-
Other costs	18,679	18,679	-
Capital outlay	<u>6,581</u>	<u>6,581</u>	<u>0</u>
Total	\$ 126,869	\$ 126,869	\$ -

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

STATEMENT OF EXPENDITURES - COMPARED TO BUDGET

For the year ended June 30, 1998

Analysis

	Budgeted Expenditures	Actual Expenditures	Actual (Over) Under Budgeted Expenditures
Operating services	\$ 1,700	\$ 5,711	\$ 4,011
Operating supplies	5,485	3,715	1,770
Other costs	<u>3,858</u>	<u>3,885</u>	<u>1,873</u>
	\$ 15,333	\$ 15,333	\$.00

reportable conditions that are also considered to be material weaknesses. However, I believe none of the reportable conditions described above is a material weakness.

This report is intended for the information of the audit committee, management, and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in black ink, appearing to read "J. C. Felt, CPA". The signature is written in a cursive style with a large initial "J" and "F".

Mitnick, Louisiana
December 10, 1998

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended June 30, 1988

SCHEDULE OF FINDINGS RELATED TO THE FINANCIAL STATEMENTS

4.	Compliance	Questioned Costs						
	State Funded Senior Center Program							
	96-0	Statement of Condition: Inadequate Supporting Documentation						
		Criteria: All invoices should have proper supporting documentation prior to approval for payment.						
		Effect of Condition: Costs may be disallowed.						
		Questioned Costs:						
		<table border="0" style="width: 100%;"> <tr> <td style="width: 70%;">Lamar Algiers Senior Center</td> <td style="text-align: right;">\$ 400</td> <td></td> </tr> <tr> <td>Trans-Harmony Home Senior Center</td> <td style="text-align: right;">1,600</td> <td style="text-align: right;">\$ 2,000</td> </tr> </table>	Lamar Algiers Senior Center	\$ 400		Trans-Harmony Home Senior Center	1,600	\$ 2,000
Lamar Algiers Senior Center	\$ 400							
Trans-Harmony Home Senior Center	1,600	\$ 2,000						
		Recommendation: Procedures be implemented to assure that all disbursements be properly reviewed for proper supporting documentation prior to approval for payment.						
		Response: The finding represents special line from appropriation that is passed through New Orleans Council on Aging, Inc. Based upon an opinion from the Louisiana Attorney General's Office, New Orleans Council on Aging, Inc. serves only as a conduit.						
	96-1	Statement of Condition: Inadequate Bid Procedures on Major Equipment Rental						
		Criteria: Louisiana Revenue Statute 38:1212 requires advertisement on any contracts in the amount of \$15,000 or more. In addition, three written bids must be obtained and awarded to the lowest responsible bidder.						
		Effect of Condition: Costs may be disallowed.						
		Questioned Costs:						
		<table border="0" style="width: 100%;"> <tr> <td style="width: 70%;">Trans-Harmony Home Senior Center</td> <td style="text-align: right;">\$ 47,500</td> <td style="text-align: right;">47,500</td> </tr> </table>	Trans-Harmony Home Senior Center	\$ 47,500	47,500			
Trans-Harmony Home Senior Center	\$ 47,500	47,500						
		Recommendation: Louisiana bid laws must be adhered to when letting contracts of \$15,000 or more.						
		Response: Governor's Office of Elderly Affairs approved the run lease.						
		Total questioned costs <u>\$ 52,500</u>						

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended June 30, 1998

SCHEDULE OF FINDINGS RELATIVE TO THE FINANCIAL STATEMENTS – CONTINUED

B. Reportable Conditions

Tremilhemmas House Senior Center

98-2 Bank Reconciliations

Monthly bank reconciliations were not prepared during the program year ended June 30, 1998.

I recommend bank reconciliations be prepared monthly and agreed to the general ledger bank account.

98-4 Petty Cash

My review of petty cash reimbursements indicated that all petty cash checks written during the year were for an exact amount (i.e. 100.00; 100.00; 75.00, etc.) rather than for the amount of receipted expenditures.

All petty cash reimbursements should be made for the amount of actual receipted expenditures rather than an arbitrary amount.

98-5 Accounting System

The Senior Center did not maintain a formal accounting system during the year ended June 30, 1998.

I recommend a formal double-entry accounting system be implemented to include a general ledger, general, cash receipts and cash disbursements journals and a monthly and year-to-date statement of activities. A complete and accurate formal accounting system will enable the Senior Center to monitor its financial practices on an on-going basis.

98-6 Budget Preparation/Tracking

A review of the Center's budget that the initial budget for the Senior Center contained only five line item expenses, whereas a detailed summary of the Center's expenses at year-end revealed more than three times as many line-entry expense categories.

I recommend the Center prepare its initial budget for the year to more accurately reflect line item costs that it expects to incur. In addition, the initial budget should be revised during the program year to take into account line item costs and projected costs that have varied since the original budget was prepared.

NEW ORLEANS COUNTELDON AGING, INC.
STATE FUNDED SENIOR CENTERS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended June 30, 1998

SCHEDULE OF FINDINGS RELATED TO THE FINANCIAL STATEMENTS - CONTINUED

98-7 Insurance

The Center did not maintain liability bond coverage during the year ended June 30, 1998.

I recommend insurance coverage be reviewed with the Center's insurance agent and obtain coverage as deemed necessary.

98-8 Form 990 (Return of Organization Exempt from Income Tax)

A prior year audit report (June 30, 1997) indicated Center was exempt from corporate income tax under Section 501 (c)(3) of the Internal Revenue Code as filed in 1996. However, I was unable to determine if Form 990 (Return of Organization Exempt From Income Tax) had been filed for period ended June 30, 1996, June 30, 1997 or June 30, 1998.

I recommend that the Center research this matter in order to determine the Center's status relative to their Form 990. A potential interest and penalty situation may exist if no return was filed.

Washington Action Link

98-9 Insurance Coverage

I attempted to review Senior Center insurance coverage; however, center was unable to provide proof of any insurance coverage.

I recommend that proper insurance coverage be obtained in order to protect the center from exposure to unexpected liability claims and lawsuits.

Andrews Public Senior Center

98-10 Cash Balance/ Bank Reconciliations

The center utilizes a double entry cash receipts and cash disbursement system but does not maintain a general ledger. Cumulative balance sheet and revenue and expense balances are maintained each program year; however, the center's cash balance per books only reflects the current program year balance.

NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTER

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended June 30, 1978

SCHEDULE OF FINDINGS RELATED TO THE FINANCIAL STATEMENTS - CONTINUED

98-08 Cash Balance Bank Reconciliations - Continued

No monthly bank reconciliations were provided for my review during my examination of the center's financial statements.

I recommend that a cumulative cash balance be maintained and the monthly bank reconciliations be used to correct year-to-date cash balance.

98-01 Preparation of Form 990 - Return of Organization Exempt From Income Tax

I was unable to obtain a copy of the Form 990 - Return of Organization Exempt From Income Tax. As of the date of my report the Center's Executive Director had not provided a copy of the return. In his accountants' file could be confirm that a proper estimate of time to file a late return had been prepared and accepted from the Internal Revenue Service. The center would possibly be liable for penalties and interest, if, in fact, the return is filed late without an approved extension.

Items Added

98-02 Insurance Coverage

During my review of the Senior Center insurance coverage, the Senior Center could not provide proof of worker's compensation or liability bond coverage.

I recommend that proper insurance coverage be obtained in order to protect the center from exposure to unexpected liability claims and lawsuits.

**NEW ORLEANS COUNCIL ON AGING, INC.
STATE FUNDED SENIOR CENTERS**

EXIT CONFERENCE

An exit conference was held at the New Orleans Council on Aging, Inc.'s administrative offices on December 23, 1998. In attendance were Cheryl Parry, Assistant Executive Director, Board Members Dr. Joseph S. Sabatino, Jr. and Barbara Laxon and John C. Tinkler, Certified Public Accountant.



NEW ORLEANS COUNCIL ON AGING

AREA AGENCY ON AGING
3475 CANAL STREET, SUITE 408
P.O. BOX 18847
NEW ORLEANS, LOUISIANA 70178-8847
(504) 837-8721

FAX # 504-831-1822

JOSEPH A. BARTON, JPL, M.D.
President

WILLIAM M. GARD
Executive Director

CORRECTIVE ACTION PLAN

REPORTABLE CONDITIONS

Current Year Audit Findings

Management of the New Orleans Council on Aging, Inc. will obtain a response from the Senior Center on which audit findings were reported and forward such response to the Legislative Auditor.

COMPLIANCE

Via Lease

The via lease was approved by the Governor's Office of Elderly Affairs, (see attached letter).

Inadequate Support and Documentation

We have requested documentation from the Senior Centers for all items questioned by the auditor.

We will forward copies of the documentation to the finding source upon receipt from the Senior Centers.

Status of Prior Year Audit Findings

Findings	Resolved	Unresolved	Current Year Findings No.
Andrew Hobbs Senior Center			
Cash Balance/Bank Reconciliation		X	98-10
Preparation of Form 990		X	98-11

The New Orleans Council On Aging, Inc, obtained a response from the Senior Center on which reportable conditions were made in the prior year. Comments received indicated that the center would develop a plan of corrective action in order to assure that the reportable conditions would not recur in the subsequent year.

The prior year reportable conditions, however, were not resolved in the current year.