

OFFICIAL
FILE COPY
DO NOT SEND OUT
(Xerox necessary
copies from this
copy and PLACE
BACK in FILE)

99200788
8780

THE CARROLLTON COMMUNITY CENTER, INC.

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 _____

FINANCIAL AND COMPLIANCE AUDITS

TOGETHER WITH

INDEPENDENT AUDITORS' REPORT

FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

TABLE OF CONTENTS

| | <u>PAGE</u> |
|--|-------------|
| INDEPENDENT AUDITORS' REPORTS | 1 |
| STATEMENTS OF FINANCIAL POSITION AS OF JUNE 30, 1998 AND 1997 | 3 |
| STATEMENTS OF ACTIVITIES FOR THE YEARS ENDED JUNE 30, 1998 AND 1997 | 4 |
| STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 1998 AND 1997 | 5 |
| STATEMENTS OF FUNCTIONAL EXPENSES FOR THE YEARS ENDED JUNE 30, 1998 AND 1997..... | 6 |
| NOTES TO THE FINANCIAL STATEMENTS | 7 |
| INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS | 12 |
| SCHEDULE OF FINDINGS AND QUESTIONED COSTS | 14 |
| EXIT CONFERENCE..... | 17 |

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
The Carrollton Community Center, Inc.

We have audited the accompanying statements of financial position of **The Carrollton Community Center, Inc. (the Center)** (a non-profit corporation) as of June 30, 1998 and 1997, and the related statements of activities, functional expenses, and cash flows for the years then ended. These financial statements are the responsibility of **the Carrollton Community Center's, Inc.** management.

We conducted our audits in accordance with generally accepted auditing standards, and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits 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 statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **The Carrollton Community Center, Inc.** as of June 30, 1998 and 1997, and the changes in its net assets and its cash flows for the years then ended in conformity with generally accepted accounting principles.

INDEPENDENT AUDITORS' REPORT
Continued

To the Board of Directors
The Carrollton Community Center, Inc.
Page 2

In accordance with Government Auditing Standards, we have also issued our report dated January 29, 1999 on our consideration of **The Carrollton Community Center's, Inc.** internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Bruno & Tervalon
BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

January 29, 1999

THE CARROLLTON COMMUNITY CENTER, INC.
STATEMENTS OF FINANCIAL POSITION
AS OF JUNE 30, 1998 AND 1997

ASSETS

| | <u>1998</u> | <u>1997</u> |
|--|-------------------|-------------------|
| Cash | \$ 59,486 | \$ 42,833 |
| Grants receivable (NOTE 5) | 36,486 | 30,634 |
| Equipment, net of accumulated depreciation of \$72,198 and \$52,802 for the years ended June 30, 1998 and 1997 (NOTES 2 and 6) | <u>89,983</u> | <u>67,112</u> |
| Total assets | <u>\$ 185,955</u> | <u>\$ 140,579</u> |

LIABILITIES AND NET ASSETS

| | | |
|--|-------------------|-------------------|
| Liabilities: | | |
| Accounts payable | \$ 42,868 | \$ 43,157 |
| Duc to funding sources (NOTE 7) | <u>47,334</u> | <u>47,334</u> |
| Total liabilities | <u>90,202</u> | <u>90,491</u> |
| Commitments and Contingencies (NOTE 8) | | |
| Net Assets (NOTE 2): | | |
| Unrestricted | <u>95,753</u> | <u>50,088</u> |
| Total net assets | <u>95,753</u> | <u>50,088</u> |
| Total liabilities and net assets | <u>\$ 185,955</u> | <u>\$ 140,579</u> |

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

THE CARROLLTON COMMUNITY CENTER, INC.
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

| | 1998 <u>UNRESTRICTED</u> | 1997 <u>UNRESTRICTED</u> |
|---------------------------|-----------------------------|-----------------------------|
| Support and Revenues: | | |
| Grants | \$ 280,969 | \$ 225,141 |
| Day care payments | 103,865 | 117,278 |
| Contributions | 33,468 | 68,804 |
| Other | <u>10,183</u> | <u>9,876</u> |
| Total operating revenues | <u>428,485</u> | <u>421,099</u> |
| Expenses: | | |
| Senior Citizen activities | <u>382,820</u> | <u>371,040</u> |
| Total operating expenses | <u>382,820</u> | <u>371,040</u> |
| Changes in net assets | 45,665 | 50,059 |
| Net Assets: | | |
| Beginning of year | <u>50,088</u> | <u>29</u> |
| End of year | <u>\$ 95,753</u> | <u>\$ 50,088</u> |

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

THE CARROLLTON COMMUNITY CENTER, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

| | <u>1998</u> | <u>1997</u> |
|--|------------------|------------------|
| <u>Cash Flows from Operating Activities:</u> | | |
| Changes in net assets: | \$ 45,665 | \$ 50,059 |
| Adjustments to reconcile changes in net cash to net cash provided by operating activities: | | |
| Depreciation | 19,396 | 22,624 |
| (Decrease) Increase in grants receivable | (5,852) | 17,135 |
| (Decrease) Increase in accounts payable | <u>(289)</u> | <u>2,340</u> |
| Net cash provided by operating activities | <u>58,920</u> | <u>92,158</u> |
| <u>Cash Flows from Investing Activities:</u> | | |
| Purchase of equipment | <u>(42,267)</u> | <u>(74,647)</u> |
| Net cash used in investing activities | <u>(42,267)</u> | <u>(74,647)</u> |
| Net increase in cash | 16,653 | 17,511 |
| Cash, Beginning of year | <u>42,833</u> | <u>25,322</u> |
| Cash, End of year | <u>\$ 59,486</u> | <u>\$ 42,833</u> |

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

THE CARROLLTON COMMUNITY CENTER, INC.
STATEMENTS OF FUNCTIONAL EXPENSES
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

| | 1998 Program <u>Services</u> | 1997 Program <u>Services</u> |
|----------------------------------|------------------------------------|------------------------------------|
| Salaries and related benefits | \$ 200,587 | \$ 183,399 |
| Dues | 400 | 100 |
| Travel | 3,742 | 3,109 |
| Rent | 27,960 | 27,960 |
| Insurance | 24,833 | 21,183 |
| Telephone | 7,740 | 5,980 |
| Contractual services | 860 | -0- |
| Janitorial services | 5,092 | 4,980 |
| Office supplies | 4,307 | 2,337 |
| Vehicles expenses | 14,396 | 7,294 |
| Training and conferences | 1,451 | -0- |
| Other costs | 5,169 | 7,776 |
| Depreciation | 19,396 | 22,624 |
| Accounting and auditing services | 17,632 | 20,036 |
| Licenses and fees | -0- | 2,275 |
| Bad debts | -0- | 27,006 |
| Copier rental | 1,921 | -0- |
| Gas, oil and maintenance | 21,075 | 16,723 |
| Food purchases | 21,683 | 16,078 |
| Program supplies | 3,955 | 1,820 |
| Medical supplies | <u>621</u> | <u>360</u> |
| Total expenses | <u>\$ 382,820</u> | <u>\$ 371,040</u> |

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

THE CARROLLTON COMMUNITY CENTER, INC.
NOTES TO THE FINANCIAL STATEMENTS

NOTE 1 - Organization:

The Carrollton Community Center, Inc. (the Center) was organized to encourage, promote and provide facilities and services for senior citizens of the community. **The Center** shall promote programs to upgrade the standard of living for senior citizens and indigents of the community.

NOTE 2 - Summary of Significant Accounting Policies:

Principles of Accounting

The Carrollton Community Center, Inc. (the Center) is a non-profit, community based organization whose financial statements are prepared on the accrual basis. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Basis of Reporting

The Center has adopted the provisions of Statement of Financial Accounting Standards SFAS No. 117, "Financial Statements of Not-for-Profit Organizations," which establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into three net assets categories according to external (donor) imposed restrictions.

A description of the three net asset categories is as follows:

Unrestricted net assets:

Unrestricted net assets include funds not subject to donor-imposed stipulations. The revenues received and expenses incurred in conducting the missions of **the Center** are included in this category.

THE CARROLLTON COMMUNITY CENTER, INC.
NOTES TO THE FINANCIAL STATEMENTS, CONTINUED

NOTE 2 - Summary of Significant Accounting Policies, Continued:

Basis of Reporting, Continued:

Temporarily restricted net assets include realized gains and losses, investment income and gifts and contributions for which donor imposed restrictions (capital improvements, etc.) have not been met.

Permanently restricted net assets are contributions which are required by the donor-imposed restriction to be invested in perpetuity and only the income be made available for program operations in accordance with the donor restrictions. Such income is reflected in temporarily restricted net assets until utilized for donor imposed restrictions.

At June 30, 1998 and 1997, the Center did not have any temporarily or permanently restricted net assets.

Equipment

Equipment of the Center is recorded as assets and are stated at historical costs if purchased, or at fair market value at the date of the gift, if donated. Additions, improvements and expenditures that significantly extend the useful life of an asset are capitalized.

Depreciation is provided using the straight-line method over the estimated useful lives of the assets as follows:

| | |
|-----------|---------|
| Equipment | 5 years |
|-----------|---------|

Depreciation expense for the years ended June 30, 1998 and 1997 totaled \$19,396 and \$22,624, respectively.

THE CARROLLTON COMMUNITY CENTER, INC.
NOTES TO THE FINANCIAL STATEMENTS, CONTINUED

NOTE 2 - Summary of Significant Accounting Policies, Continued:

Support and Revenues

Revenues received under government grant programs are recognized when earned.

Contributions are considered to be available for unrestricted use unless specifically restricted by the donor or the board of directors.

Cash Equivalents

For purposes of the statements of cash flows, **the Center** considers all short-term, highly liquid investments with a maturity of three months or less at the time of purchase to be cash equivalents.

Functional Allocation of Expenses

The costs of providing the various programs and 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 benefitted.

Allowance for Losses

Allowances for estimated losses on receivables are provided when, in the opinion of management, such losses are expected to be incurred. Management evaluates the carrying value of these assets at least annually and the allowances are adjusted accordingly.

NOTE 3 - Economic Dependency:

The primary source of revenue for **Carrollton Community Center, Inc.** is state and local grants provided through various funding agencies. The continued success of **the Center** is dependent upon the renewal of contracts from current funding sources as well as obtaining new funding.

THE CARROLLTON COMMUNITY CENTER, INC.
NOTES TO THE FINANCIAL STATEMENTS, CONTINUED

NOTE 4 - Income Taxes:

The Center is exempt from federal income taxes under code section 501(c)(3) of the Internal Revenue Code.

NOTE 5 - Grants Receivable:

Grant receivables consists of the following as of June 30, 1998 and 1997:

| | <u>1998</u> | <u>1997</u> |
|------------------------------------|------------------|------------------|
| City of New Orleans | \$ 3,237 | \$ 6,904 |
| Department of Veterans Affairs | 9,090 | 8,123 |
| State of Louisiana: | | |
| Department of Health and Hospitals | 21,456 | 13,878 |
| Department of Education | <u>2,703</u> | <u>1,729</u> |
| Total | <u>\$ 36,486</u> | <u>\$ 30,634</u> |

NOTE 6 - Equipment:

Equipment consist of the following:

| | <u>Balance at</u> <u>6/30/96</u> | <u>Additions</u> <u>(Reductions)</u> | <u>Balance at</u> <u>6/30/97</u> | <u>Additions</u> <u>(Reductions)</u> | <u>Balance at</u> <u>6/30/98</u> |
|-----------------------------|-------------------------------------|---|-------------------------------------|---|-------------------------------------|
| Equipment | \$ 45,267 | \$ 74,647 | \$ 119,914 | \$ 42,267 | \$ 162,181 |
| Accumulated Depreciation | <u>(30,178)</u> | <u>(22,624)</u> | <u>(52,802)</u> | <u>(19,396)</u> | <u>(72,198)</u> |
| Net fixed assets | <u>\$ 15,089</u> | <u>\$ 52,023</u> | <u>\$ 67,112</u> | <u>\$ 22,871</u> | <u>\$ 89,983</u> |

THE CARROLLTON COMMUNITY CENTER, INC.
NOTES TO THE FINANCIAL STATEMENTS, CONTINUED

NOTE 7 - Due to Funding Sources:

The Center has received grant receipts from certain agencies that have not been utilized to repay certain liabilities. Such amounts have been reflected as due to funding sources.

NOTE 8 - Commitments and Contingencies:

Participation in Grant Programs:

The Center is a recipient of grant funds from certain funding sources. These grants are governed by various federal, state and local guidelines, regulations, and contractual agreements.

The administration of the program and activities funded by the grants are under the control and administration of **the Center** and are subject to audit and/or review by the applicable funding source. Any grant funds found not to be properly spent in accordance with the terms, conditions, and regulations of the funding source may be subject to recapture.

Lease Agreement:

Each year, **the Center** enters into a lease agreement to rent administrative and program office space from the City of New Orleans. The lease agreement provides for a monthly payment of \$1.00 for rent and \$2,329 for the pro rata share of the operating expense of the facility.

The rental expense for the years ended June 30, 1998, and 1997 totaled \$27,960 each year.

NOTE 9 - Year 2000

The management of **the Center** is assessing its computer systems and business processes and intends to initiate actions to address the Year 2000 (Y2K). At this time management is not able to determine the impact, including the costs of remediation, of the "Year 2000 issue" on **the Center**.

**INDEPENDENT AUDITORS' 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
The Carrollton Community Center, Inc.

We have audited the financial statements **The Carrollton Community Center, Inc. (the Center)** as of and for the years ended June 30, 1998 and 1997 and have issued our report thereon dated January 29, 1999. We conducted our audits 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 Center's** financial statements are free of material misstatement, we 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 statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under Government Auditing Standards and which is described in the accompanying schedule of findings and questioned costs as item number 98-01.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL
OVER FINANCIAL REPORTING BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**
(CONTINUED)

Internal Control Over Financial Reporting

In planning and performing our audits, we considered **the Center's** internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgement, could adversely effect **the Center's** ability to record, process, summarize and report data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs as item number 98-02.

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. However, we believe our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe that the reportable condition described above is a material weakness.

This report is intended solely for the information and use of funding sources and management, and is not intended to be and should not be used by anyone other than those specified parties.

Bruno & Tervalon
BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

January 29, 1999

THE CARROLLTON COMMUNITY CENTER, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1998 AND 1997

We have audited the financial statements of **The Carrollton Community Center, Inc.** as of and for the year ended June 30, 1998 and 1997, and have issued our report thereon dated January 29, 1999. We conducted our audits 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. Our audits of the financial statements as of June 30, 1998 and 1997 resulted in an unqualified opinion.

Section 1 - Summary of Auditor's Reports

a. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weaknesses/Reportable Conditions - Yes

Compliance

Compliance Material to Financial Statements - Yes

b. Federal Awards
Not Applicable

c. Identification of Major Programs
Not Applicable

**Section II - Findings Relating to the Financial Statements Reported in Accordance with
*Government Auditing Standards***

See attached Schedule of Findings and Questioned Costs.

Section III - Findings and Questioned Costs Related to Federal Awards

Not Applicable

THE CARROLLTON COMMUNITY CENTER, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997
FINANCIAL STATEMENT FINDINGS

Compliance

98-01- Due to Funding Sources

We noted during our audit that management of **the Center** had not taken corrective action to resolve the payment of certain liabilities to third parties that had been incurred in prior years. However, grant funds totaling \$47,334 had been requested and received to pay the liabilities.

OMB Circular A-110, Subpart C, Section 22 stipulates that payment methods shall be used to receive funds to minimize the time elapsing between the transfer of funds and the issuance of the related checks.

We recommend that immediate steps be taken to determine if such liabilities have been forgiven and that necessary steps be taken to return such funds to the funding sources, if applicable.

THE CARROLLTON COMMUNITY CENTER, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997
FINANCIAL STATEMENT FINDINGS, Continued

Internal Control Over Financial Reporting

98-02 - Financial Records and Accounts

We noted during our audit that the management of **the Center** did not record accounting information to the financial records on a timely basis. This condition resulted in management failing to obtain current financial statements and delayed the issuance of audit reports past the statutory state requirement. Also, we noted that the inter-fund accounts (due to/due from other programs) had not been reconciled and/or liquidated on a timely basis.

OMB Circular A-110, Subpart C, Section 21 establishes standards for financial management systems that non-profits are required to adhere to. Also, Louisiana Revised Statute 24:513 require financial audits to be completed and issued no later than six months after the close of the organization's fiscal year.

We recommend that management of **the Center** take immediate steps to develop and implement policies and procedures to correct the noted deficiencies.

THE CARROLLTON COMMUNITY CENTER, INC.

EXIT CONFERENCE

The audit report was discussed at an exit conference with the following individuals:

THE CARROLLTON COMMUNITY CENTER, INC.

| | | |
|-------------------------|---|--------------------|
| Mr. Howard Rodgers, III | – | Executive Director |
| Mr. Harry Berry | – | Accountant |

BRUNO & TERVALON, CERTIFIED PUBLIC ACCOUNTANTS

| | | |
|---------------------------|---|------------------|
| Mr. Michael B. Bruno, CPA | – | Managing Partner |
| Mr. Edward J. Phillips | – | Senior Manager |
| Mr. Sean M. Bruno, CPA | – | Audit Senior |

Bruno & Tervalon
BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

January 29, 1999

**THE CARROLLTON COMMUNITY CENTER, INC.
CORRECTIVE ACTION PLAN
FOR THE YEARS ENDED JUNE 30, 1998 AND 1997**

| Audit Finding | Proposed Corrective Action | Projected Completed Date | Contact Person |
|--|---|--------------------------|---|
| <p>1. The management of the Center had not taken corrective action to resolve the payment of certain liabilities to third parties that had been incurred in prior years. However, grant funds totaling \$47,334 had been requested and received to pay liabilities.</p> | <p>The management of the Center will research the liabilities to third parties to determine how much and who these funds are due to. Upon completion of our research, we will take the necessary steps to liquidate these liabilities.</p> | <p>June 30, 1999</p> | <p>Howard Rodgers, III Executive Director</p> |
| <p>2. The management of the Center did not record accounting information to the financial records on a timely basis. This condition resulted in management failing to obtain current financial statements and delayed the issuance of audit reports past the statutory state requirement. Also, the inter-fund accounts (due to/due from other programs) had not been reconciled and/or liquidated on a timely basis.</p> | <p>Procedures have been established in the current fiscal year to ensure that financial statements will be completed on a timely basis. In addition, all inter-fund accounts will be reconciled and liquidated on a timely basis.</p> | <p>June 30, 1999</p> | <p>Howard Rodgers, III Executive Director</p> |

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Year(s): Ended June 30, 1998 and 1997

Finding Title: Check signatures

Reference Number (from attached schedule of findings): Item Number 1 - GAO Opinion - Internal Control

Amount of Questioned Costs in Finding: \$ N/A

Status of Questioned Costs (check one): Resolved N/A Unresolved: _____

Initial Year of Finding: June 30, 1996

Page Number Page 20 - June 30, 1996 Audit Report

Program Name(s): N/A

Federal Grantor Agency: N/A

CFDA Number(s): N/A

Status of Finding (check one):

| | | | |
|-----------------------------|----------|-----------------------------------|-------|
| Fully Corrected | <u>X</u> | Not Corrected | _____ |
| Partially Corrected | _____ | No Further Action Needed | _____ |
| Change of Corrective Action | _____ | (See OMB A-133 Section 315(b)(4)) | |

Description of Status: (include corrective action planned and anticipated completion date, if applicable):
The management of the Center have developed and implemented policies and procedures that require two check signatures on all check disbursement transactions.

Preparer's Signature: Howard Rodgers, III

Phone Number: 504-486-3151

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Years: Ended June 30, 1998 and 1997

Finding Title: Audit requirements

Reference Number (from attached schedule of findings): Item Number 1 - GAO Opinion-Compliance

Amount of Questioned Costs in Finding: \$ N/A

Status of Questioned Costs (check one): Resolved N/A Unresolved: _____

Initial Year of Finding: June 30, 1996

Page Number Page 25 - June 30, 1996 Audit Report

Program Name(s): N/A

Federal Grantor Agency: N/A

CFDA Number(s): N/A

Status of Finding (check one):

Fully Corrected _____
Partially Corrected _____
Change of Corrective Action _____

Not Corrected _____
No Further Action Needed X

(See OMB A-133 Section 315(b)(4))

Description of Status: (include corrective action planned and anticipated completion date, if applicable):

The managment of the Center is presently developing policies and procedures to ensure audits are completed and issued within six months of the close of the Center's fiscal year.

Preparer's Signature: Howard Rodgers, III

Phone Number: 504-486-3151

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Years: Ended June 30, 1998 and 1997

Finding Title: Disbursement Procedures

Reference Number (from attached schedule of findings): Item Number 2- GAO Opinion-Internal Control

Amount of Questioned Costs in Finding: \$ N/A

Status of Questioned Costs (check one): Resolved N/A Unresolved: _____

Initial Year of Finding: June 30, 1996

Page Number Page 20 -- June 30, 1996 Audit Report

Program Name(s): N/A

Federal Grantor Agency: N/A

CFDA Number(s): N/A

Status of Finding (check one):

| | | | |
|-----------------------------|----------|-----------------------------------|-------|
| Fully Corrected | <u>X</u> | Not Corrected | _____ |
| Partially Corrected | _____ | No Further Action Needed | _____ |
| Change of Corrective Action | _____ | (See OMB A-133 Section 315(b)(4)) | |

Description of Status: (include corrective action planned and anticipated completion date, if applicable):
The management of the Center have developed and implemented policies and procedures to ensure invoices are approved prior to payment and stamp paid upon issuance of related payment to the vendor.

Preparer's Signature: Howard Rodgers, III

Phone Number: 504-486-3151

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Year(s): Ended June 30, 1998 and 1997

Finding Title: Accounting System

Reference Number (from attached schedule of findings): Item Number 3-GAO Opinion-Internal Control

Amount of Questioned Costs in Finding: \$ N/A

Status of Questioned Costs (check one): Resolved N/A Unresolved: _____

Initial Year of Finding: June 30, 1996

Page Number Page 20-June 30, 1996 Audit Report

Program Name(s): N/A

Federal Grantor Agency: N/A

CFDA Number(s): N/A

Status of Finding (check one):

Fully Corrected X

Not Corrected _____

Partially Corrected _____

No Further Action Needed _____

Change of Corrective Action _____

(See OMB A-133 Section 315(b)(4))

Description of Status: (include corrective action planned and anticipated completion date, if applicable):

The management of the Center has developed policies and procedures to ensure complete and accurate formal accounting records were maintained for the Corporation's General Fund.

Preparer's Signature: Howard Rodgers, III

Phone Number: 504-486-3151