

**Bossier Arts Council  
Bossier City, Louisiana**

**Financial Statements  
And  
Report on Agreed-Upon Procedures**

**As of and for the Years Ended June 30, 2021 and 2020**

Bossier Arts Council  
Bossier City, Louisiana

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# COOK & MOREHART

*Certified Public Accountants*

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## Independent Accountants' Review Report

To the Board of Directors  
Bossier Arts Council  
Bossier City, Louisiana

We have reviewed the accompanying financial statements of the Bossier Arts Council (a nonprofit organization), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.


### **Accountant's Conclusion**

Based on our reviews, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

### **Supplementary Information**

The supplementary information included in the accompanying Schedule of Compensation, Benefits and Other Payments to Agency Head on page 14 is presented for purposes of additional analysis and is not a required

part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplemental information has been subjected to the review procedures applied in the review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and, accordingly, do not express an opinion on such information.



Cook & Morehart  
Certified Public Accountants  
December 30, 2021

Bossier Arts Council  
Bossier City, Louisiana  
Statements of Financial Position  
June 30, 2021 and 2020

ASSETS

	2021	2020
Current assets:		
Cash and cash equivalents	\$ 149,914	\$ 145,017
Investments	52,461	51,043
Other assets	284	
Total current assets	202,659	196,060
Property and equipment	121,272	118,821
Accumulated depreciation	(108,995)	(108,021)
Net property and equipment	12,277	10,800
Total Assets	\$ 214,936	\$ 206,860

LIABILITIES AND NET ASSETS

Current liabilities:		
Accounts payable	\$ 4,123	\$ 7,038
Grant payable		3,600
Accrued liabilities	2,756	2,299
Loan payable	23,167	20,811
Refundable advance	65,000	65,000
Total current liabilities	95,046	98,748
Net assets:		
Without donor restrictions	119,890	108,112
Total net assets	119,890	108,112
Total Liabilities and Net Assets	\$ 214,936	\$ 206,860

See accompanying notes and independent accountants' review report.

Bossier Arts Council  
Bossier City, Louisiana  
Statements of Activities  
For the Years Ended June 30, 2021 and 2020

	Without Donor Restrictions	
	2021	2020
<b>REVENUES, GAINS AND OTHER SUPPORT</b>		
Contractual revenue	\$ 264,500	\$ 280,409
Membership dues	1,597	1,065
Special events revenue	30,986	3,320
Rental fees	14,019	15,094
Contributions	28,873	65,816
Gain on forgiveness of loan	20,811	
Exhibits and workshops	7,947	4,437
Interest	2,104	
Miscellaneous	1,274	3,631
Total revenues, gains and other support	372,111	373,772
<b>EXPENSES</b>		
Program	294,330	295,340
Management and general	54,743	53,022
Fund-raising	11,260	18,213
Total expenses	360,333	366,575
Changes in net assets	11,778	7,197
Net assets as of beginning of year	108,112	100,915
Net assets as of end of year	\$ 119,890	\$ 108,112

See accompanying notes and independent accountants' review report.



Bossier Arts Council  
 Bossier City, Louisiana  
 Statement of Functional Expenses  
 For the Year Ended June 30, 2021

	Program Expenses	Management and General	Fund-raising	Total
Salaries and benefits	\$ 111,957	\$ 11,400	\$	\$ 123,357
Artists fees, exhibits, and workshops	9,360			9,360
Artists regrants	211			211
Occupancy	132,690			132,690
Office expense		26,028		26,028
Insurance		4,077		4,077
Professional services		9,384		9,384
Repair and maintenance	10,039			10,039
Information technologies		2,974		2,974
Travel	3,088			3,088
Depreciation	2,213			2,213
Outreach and marketing	12,090			12,090
East Bank theatre production and supplies	3,133			3,133
Other	9,549	880	11,260	21,689
<b>Total expenses</b>	<b>\$ 294,330</b>	<b>\$ 54,743</b>	<b>\$ 11,260</b>	<b>\$ 360,333</b>

See accompanying notes and independent accountants' review report.

Bossier Arts Council  
Bossier City, Louisiana  
Statement of Functional Expenses  
For the Year Ended June 30, 2020

	<u>Program Expenses</u>	<u>Management and General</u>	<u>Fund-raising</u>	<u>Total</u>
Salaries and benefits	\$ 109,052	\$ 11,142	\$	\$ 120,194
Artists fees, exhibits, and workshops	8,456			8,456
Artists regrants	17,998			17,998
Occupancy	130,835			130,835
Office expense		25,661		25,661
Insurance		3,216		3,216
Professional services		9,628		9,628
Repair and maintenance	8,348			8,348
Information technologies		2,612		2,612
Travel	3,081			3,081
Depreciation	3,728			3,728
Dues and subscriptions		684		684
Special events			18,213	18,213
Outreach and marketing	8,621			8,621
East Bank theatre production and supplies	1,297			1,297
Other	3,924	79		4,003
	<u>3,924</u>	<u>79</u>		<u>4,003</u>
Total expenses	<u>\$ 295,340</u>	<u>\$ 53,022</u>	<u>\$ 18,213</u>	<u>\$ 366,575</u>

See accompanying notes and independent accountants' review report.



Bossier Arts Council  
Bossier City, Louisiana  
Statements of Cash Flows  
For the Years Ended June 30, 2021 and 2020

	2021	2020
<b>Operating Activities</b>		
Changes in net assets	\$ 11,778	\$ 7,197
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Depreciation	2,213	3,728
Gain on forgiveness of loan	(20,811)	
Loss on fixed asset disposal	2,843	
(Increase) decrease in:		
Other assets	(284)	261
Increase (decrease) in:		
Accounts payable	(2,915)	6,076
Grant payable	(3,600)	(4,178)
Accrued liabilities	457	(621)
Refundable advance		40,000
Net cash provided by (used in) operating activities	(10,319)	52,463
<b>Investing Activities:</b>		
Payments for property and equipment	(6,533)	
Purchase of investments	(1,418)	(51,043)
Net cash (used in) investing activities	(7,951)	(51,043)
<b>Financing Activities</b>		
Proceeds from loan payable	23,167	20,811
Net cash provided by financing activities	23,167	20,811
Net increase in cash and cash equivalents	4,897	22,231
Cash and cash equivalents as of beginning of year	145,017	122,786
Cash and cash equivalents as of end of year	\$ 149,914	\$ 145,017
<b>Non-cash Financing Activities</b>		
Loan payable forgiven	\$ 20,811	\$

See accompanying notes and independent accountants' review report.

Bossier Arts Council  
Bossier City, Louisiana  
Notes to Financial Statements  
June 30, 2021 and 2020

(1) Summary of Significant Accounting Policies

A. Nature of Activities

Bossier Arts Council (the Council) is a nonprofit corporation under the laws of the State of Louisiana. The Council is an organization of volunteers and professional staff, dedicated to promoting, supporting, and providing cultural events and programming of the highest possible quality in Bossier Parish. The Council encourages the development and growth of other arts organizations and individuals in order to enhance the quality of life and to develop a cultural identity for Bossier Parish.

B. Basis of Accounting

The financial statements of Bossier Arts Council have been prepared on the accrual basis of accounting.

C. Use of Estimates

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and reported revenues and expenses. Actual results could differ from those estimates.

D. Basis of Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards. Under those standards, the Organization is required to report information regarding its financial position and activities according to two classes of net assets:

**Net assets without donor restrictions:** Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objective of the organization. These net assets may be used at the discretion of the Council's management and the board of directors.

**Net assets with donor restrictions:** Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Council or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities. The Council has adopted a policy to classify donor restricted contributions as without donor restrictions to the extent that donor restrictions were met in the year the contribution was received.

E. Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, Bossier Arts Council considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

(Continued)



Bossier Arts Council  
Bossier City, Louisiana  
Notes to Financial Statements  
June 30, 2021 and 2020  
(Continued)

F. Property and Equipment

All acquisitions of property and equipment in excess of \$1,000 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets 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 the straight-line method over the estimated useful life of each asset.

G. Contributions

Contributions received are recorded as increase in net assets without donor restrictions or net assets with donor restrictions depending on the existence and/or nature or any donor restrictions. When restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. In the absence of donor restrictions to the contrary, restrictions on contributions of property or equipment or on assets restricted to acquiring property or equipment expire when the property or equipment is placed in service.

H. Income Tax Status

Bossier Arts Council is a nonprofit organization exempt from Federal income tax under IRS Code Section 501 (c) (3) of the Internal Revenue Code and therefore, is not subject to income taxes. However, income from certain activities not directly related to Bossier Arts Council's tax-exempt purpose is subject to taxation as unrelated business income. Bossier Arts Council had no such income for this period. The Organization's Form 990, Return of Organization Exempt from Income Tax, for the years ended June 30, 2018, 2019, 2020, and 2021 are subject to examination by the IRS, generally three years after they were filed.

I. Functional Expenses

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities and the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Costs are directly charged to the function they benefit. Expenses are allocated to functions based upon management's equitable determination.

J. Fair Value Measurements

Generally accepted accounting principles establish a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities ("Level 1") and the lowest priority to unobservable inputs ("Level 3"). The three levels of the fair value hierarchy are described as follows:

Level 1: quoted prices (unadjusted) for identical assets or liabilities in active markets that the Organization has the ability to access as of the measurement date.

Level 2: significant other observable inputs than Level 1 prices such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data.

(Continued)

Bossier Arts Council  
Bossier City, Louisiana  
Notes to Financial Statements  
June 30, 2021 and 2020  
(Continued)

Level 3: significant unobservable inputs that reflect a reporting entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

(2) Concentrations of Credit Risk

Bossier Arts Council maintains cash balances at financial institution located in the Bossier City area. Accounts at that institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At June 30, 2021, total cash balances held at financial institutions was \$204,964, all of which was secured by FDIC insurance. At June 30, 2020, total cash balances held at financial institutions was \$202,721, all of which was secured by FDIC insurance.

(3) Investments

The investments are presented in the financial statements at fair value using level 2 fair value measure. Investments at June 30, 2021 consisted of certificates of deposit with maturities greater than 90 days. The certificates of deposit are carried at cost, which approximates market. The certificate of deposit balance as of June 30, 2021 and 2020 was \$52,461 and \$51,043, respectively.

(4) Accrued Liabilities

Accrued liabilities at June 30, 2021 and 2020 consisted of the following:

	2021	2020
Sales taxes payable	\$ 204	\$ 202
Payroll taxes payable	2,552	2,097
	\$ 2,756	\$ 2,299

(5) Liquidity and Availability of Financial Assets

Bossier Arts Council monitors its liquidity so that it is able to meet its operating needs and other contractual commitments while maximizing the investment of its excess operating cash. Bossier Arts Council has the following financial assets that could readily be made available within one year of the balance sheet to fund expenses without limitations:

	2021	2020
Financial assets at year-end:		
Cash and cash equivalents	\$ 149,914	\$ 145,017
Investments	52,461	51,043
Other assets	284	
Total financial assets available to meet cash needs for general expenditures within one year	\$ 202,659	\$ 196,060

(Continued)



Bossier Arts Council  
Bossier City, Louisiana  
Notes to Financial Statements  
June 30, 2021 and 2020  
(Continued)

In addition to financial assets available to meet general expenditures over the year, Bossier Arts Council operates with a balanced budget and anticipates covering its general expenditures using the income generated from contractual agreements with governmental agencies and contributions. The Statement of Cash Flows identifies the sources and uses of Bossier Arts Council's cash and shows negative cash generated by operations of \$10,319 for fiscal year ending June 30, 2021, and positive cash generated by operations of \$52,463 for fiscal year ending June 30, 2020.

(6) Property and Equipment

Property and equipment at June 30, 2021, with estimated depreciable life, are summarized as follows:

Furniture, fixtures, equipment	5 – 10 years	\$ 77,479
East bank theatre equipment	5 – 10 years	15,958
Annex building	25 years	14,441
Leasehold improvements	25 years	13,394
Accumulated depreciation		<u>( 108,995)</u>
		<u>\$ 12,277</u>

Depreciation expense for the year ended June 30, 2021 was \$2,213.

Property and equipment at June 30, 2020, with estimated depreciable life, are summarized as follows:

Furniture, fixtures, equipment	5 – 10 years	\$ 75,028
East bank theatre equipment	5 – 10 years	15,958
Annex building	25 years	14,441
Leasehold improvements	25 years	13,394
Accumulated depreciation		<u>( 108,021)</u>
		<u>\$ 10,800</u>

Depreciation expense for the year ended June 30, 2020 was \$3,728.

(7) Net Assets

Net assets at June 30, 2021 and 2020, consisted of the following:

Net Assets Without Donor Restrictions:	<u>2021</u>	<u>2020</u>
Undesignated	\$ 107,613	\$ 97,312
Net investment in property and equipment	<u>12,277</u>	<u>10,800</u>
Total net assets without donor restrictions	<u>\$ 119,890</u>	<u>\$ 108,112</u>

(8) Advertising Costs

Advertising costs are charges to expense as incurred. Advertising costs totaled \$4,199 and \$3,944 for the years ended June 30, 2021 and 2020, respectively.

(Continued)

Bossier Arts Council  
 Bossier City, Louisiana  
 Notes to Financial Statements  
 June 30, 2021 and 2020  
 (Continued)

(9) Contractual Revenue – Grants

During the years ended June 30, 2021 and 2020, the Council received contractual revenue from the City of Bossier City and the State of Louisiana totaling \$264,500 and \$280,409, respectively, for programming, plaza management, rent and utilities, and artist re-grants. The continued existence of these funds is based on annual contract renewals with those entities.

(10) Operating Leases

Bossier Arts Council leases a copier under an operating lease. The term of the lease is for 60 months beginning July 12, 2019. Lease terms include a monthly base rental payment as well as overage fees for usage over the monthly allowance. Rental costs for the years ended June 30, 2021 and 2020, totaled \$5,063 and \$4,450, respectively. The future minimum lease payments on this lease are as follows:

For the Year Ending June 30,

2022		\$	4,320
2023			4,320
2024			<u>4,320</u>
	Total		<u>\$ 12,960</u>

(11) Donated Materials and Services

Donated materials and services for the years ended June 30, 2021 and 2020, are recorded at estimated fair market value at the date of donation and have been included in revenue and expenses for the year. Such amounts consisted of \$130,000 and \$130,000, respectively, for rent and utilities paid by the City of Bossier City.

(12) Refundable Advance

The Council records contractual funds received in excess of expenditures as a refundable advance until they are expended for the purpose of the contract or until the funds are returned to the appropriate funding source.

(13) Uncertainty

As a result of the COVID-19 Coronavirus, economic uncertainties have arisen which are likely to negatively impact financial resources. While the duration on the economic impact is expected to be temporary, there is considerable uncertainty around the duration. The related financial impact and duration cannot be reasonably estimated at this time.

(Continued)



Bossier Arts Council  
Bossier City, Louisiana  
Notes to Financial Statements  
June 30, 2021 and 2020  
(Continued)

(14) Loan Payable

In April 2020 and February 2021, the Bossier Arts Council received loan proceeds in the amount of approximately \$20,811 and \$23,167, respectively, under the Paycheck Protection Program ("PPP"). The PPP was established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"). The loan and accrued interest are forgivable after twenty-four weeks as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and maintains its payroll levels. The amount of loan forgiveness will be reduced if the borrower terminates employees or reduces salaries during the twenty-four week period. The unforgiven portion of the PPP loan is payable over two years at an interest rate of 1%, with a deferral of payments for the first six months. The Bossier Arts Council intends to use the proceeds for purposes consistent with the PPP.

In October 2020, the Bossier Arts Council received loan forgiveness in the amount of \$20,811, for the "PPP" loan received in April 2020. The forgiveness is recognized as gain on forgiveness of loan on the statement of activities for the year ended June 30, 2021.

(15) Subsequent Events

Subsequent events have been evaluated through December 30, 2021, the date the financial statements were available to be issued.

(16) New Accounting Pronouncement

In May 2014, the FASB issued Accounting Standards Update (ASU) No. 2014-09, "Revenue from Contracts with Customers". This Standard, along with its related amendments, requires organizations to recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. This standard was effective for annual reporting periods beginning after December 15, 2019. The adoption of this standard did not have a material effect on the Organization's financial statements and required no adjustment.

Bossier Arts Council  
Bossier City, Louisiana  
Schedule of Compensation, Benefits and Other Payments to Agency Head  
For the Year Ended June 30, 2021

Agency Head: Robin Jones, Executive Director

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 42,360

# COOK & MOREHART

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SOCIETY OF LOUISIANA  
CERTIFIED PUBLIC ACCOUNTANTS

## Independent Accountants' Report On Applying Agreed-Upon Procedures

To the Board of Directors  
Bossier Arts Council  
Bossier City, Louisiana

We have performed the procedures enumerated below on Bossier Arts Council's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2021, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. Bossier Arts Council's management is responsible for its financial records and compliance with applicable laws and regulations.

Bossier Arts Council has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on Bossier Arts Council's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the year ended June 30, 2021. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. The report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

### *Federal, State, and Local Awards*

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Agency's management.

We obtained the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Agency's management.

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements are selected.

Six disbursements were selected from each grant administered.

3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.



The payments selected for testing were for the proper amount and payee in the supporting documentation.

4. Report whether the selected disbursements were coded to the correct fund and general ledger account.

The payments selected were coded to the correct fund and general ledger account.

5. Report whether the selected disbursements were approved in accordance with the Agency's policies and procedures.

The payments selected were all approved in accordance with the agency's policies and procedures.

6. For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements.

The selected disbursements were determined to be in compliance with the grant agreements.

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Agency's financial records; and report whether the amounts in the close-out reports agree with the Agency's financial records.

One program required a final report to be filed by June 30, 2021. The final report was submitted in accordance with the grant award requirements.

#### *Open Meetings*

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions.

Bossier Arts Council posts notices of each meeting and the accompanying agenda on the door of Bossier Arts Council's office building. In addition, the meeting notices are posted on the Bossier Arts Council's website.

#### *Budget*

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the agency provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

Bossier Arts Council is not required to prepare a budget for the grant funds received.

#### *State Audit Law*

10. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The Bossier Arts Council's report was filed timely, in accordance with R.S. 24:513.

11. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The Bossier Arts Council did not have any procurement activities subject to the bid law requirements.

*Prior-Year Comments*

12. Obtain and report management's representation as to whether any prior year suggestions, recommendations, and/or comments have been resolved.

There were no prior year findings for June 30, 2020.

We were engaged by Bossier Arts Council to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Agency's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on the Agency's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.



Cook & Morehart  
Certified Public Accountants  
December 30, 2021

Bossier Arts Council  
Bossier City, Louisiana  
Summary Schedule of Findings  
June 30, 2021

**Summary Schedule of Prior Year Findings**

There were no findings for the prior year ended June 30, 2020.

**Summary Schedule of Current Year Findings**

There are no findings for the current year ended June 30, 2021.



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

8/25/2021 (Date Transmitted)

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1215 Hawn Ave CPA Firm Address)  
Shreveport, LA 71107 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 8/25/2021 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

**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  N/A

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 local grantor officials.

Yes  No  N/A

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

Yes  No  N/A

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

Yes  No  N/A

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "[Open Meeting FAQs](#)," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to 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  N/A

**Reporting**

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes  No  N/A

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes  No  N/A

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes  No  N/A

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes  No  N/A

**Prior-Year Comments**

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

Yes  No  N/A

**General**

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes  No  N/A

We have evaluated our compliance with these laws and regulations prior to making these representations.

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.

Yes  No  N/A

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes  No  N/A

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants 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 your report.

Yes  No  N/A

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes  No  N/A

The previous responses have been made to the best of our belief and knowledge.

<u>Brittainy Pope</u>	<u>Secretary</u>	<u>Aug 25, 2021</u>	<u>Date</u>
<u>Joseph Pease</u>	<u>Treasurer</u>	<u>Aug 26, 2021</u>	<u>Date</u>
<u>Mollie Corbett</u>	<u>President</u>	<u>Aug 26, 2021</u>	<u>Date</u>

**Signature:**   
Brittainy Pope (Aug 25, 2021 17:52 CDT)  
**Email:** [bpope@bossierlibrary.org](mailto:bpope@bossierlibrary.org)

**Signature:**   
Joseph Pease (Aug 26, 2021 05:58 CDT)  
**Email:** [jpease@origin.bank](mailto:jpease@origin.bank)

**Signature:**   
Mollie Corbett (Aug 26, 2021 09:24 CDT)  
**Email:** [mollie@molliecorbett.com](mailto:mollie@molliecorbett.com)