### TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT

### FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

**JUNE 30, 2020** 

### TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT

### **TABLE OF CONTENTS**

Independent Auditor's Report	3
Financial Statements:	
Statement of Financial Position	5
Statement of Activities	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	9
Supplementary Information:	
Schedule of Grant Activity	15



### **INDEPENDENT AUDITOR'S REPORT**

Board of Directors Tennessee Association of Craft Artists d/b/a Tennessee Craft Nashville, Tennessee

We have audited the accompanying financial statements of Tennessee Association of Craft Artists which comprise the statement of financial position as of June 30, 2020, and related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **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 financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Tennessee Association of Craft Artists as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Grant Activity on page 15 is presented for purposes of additional analysis and is not a required part of the 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 information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Bellenfant, PLLC

September 23, 2020

# TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT STATEMENT OF FINANCIAL POSITION JUNE 30, 2020

### **ASSETS**

CURRENT ASSETS	
Cash	\$ 226,459
Grants Receivable	22,428
Investments	12,335
Deposits	1,252
Prepaid Expenses	 264
Total Current Assets	 262,738
FIXED ASSETS	
Computer Software	21,755
Equipment	6,783
Furniture and Fixtures	8,212
Leasehold Improvements	 975
Fixed Assets, gross	37,725
Less: Accumulated Depreciation	 (34,429)
Fixed Assets, net	 3,296
Total Assets	\$ 266,034
<u>LIABILITIES AND NET ASSETS</u>	
CURRENT LIABILITIES	
Accounts Payable and Accrued Expenses	\$ 2,011
SBA Economic Injury Disaster Loan Payable	4,000
SBA Payroll Protection Program Loan Payable	36,415
Deferred Revenue	 20,675
Total Current Liabilities	 63,101
NET ASSETS	
Without Donor Restrictions	175,433
With Donor Restrictions	 27,500
Total Net Assets	 202,933
Total Liabilities and Net Assets	\$ 266,034

### TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2020

	Without Donor Restrictions		With Donor Restrictions			Total
SUPPORT AND REVENUE						
Jury and Booth Fees	\$	162,003	\$	-	\$	162,003
Donations		52,380		-		52,380
Grant Income		108,385		21,000		129,385
Membership Dues		27,301		-		27,301
Interest and Dividends		1,620		-		1,620
Miscellaneous		1,066		956		2,022
Unrealized Gain from Investment		630		-		630
Net Assets Released from Restrictions		1,912		(1,912)		
Total Revenue		355,297		20,044		375,341
EXPENSES						
Program Services		271,602		<u>-</u>		271,602
Supporting Services						
Management and General		136,888		-		136,888
Fundraising		22,551		-		22,551
Total Supporting Services		159,439		-		159,439
Total Expenses		431,041				431,041
Change in Net Assets		(75,744)		20,044		(55,700)
Net Assets, Beginning of Year		251,177		7,456		258,633
Net Assets, End of Year	\$	175,433	\$	27,500	\$	202,933

## TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2020

	Supporting Services						
	Program		Management				
	Services			d General	Fu	ndraising	Total
Salaries	\$	118,765	\$	30,511	\$	13,015	\$ 162,291
Payroll Taxes		9,106		2,408		998	12,512
Advertising		6,847		-		-	6,847
Postage and Shipping		3,497		328		176	4,001
Artists Fees		63,125		350		-	63,475
Specialized and Contract Services		4,155		-		-	4,155
Printing		7,272		63		-	7,335
Miscellaneous		1,280		1,164		-	2,444
Rent		9,662		23,436		-	33,098
Utilities and Cleaning		7,629		12,788		-	20,417
Security		7,776		-		-	7,776
Supplies		3,800		1,359		-	5,159
Travel and Seminars		3,577		839		-	4,416
Professional Fees		6,260		44,472		8,332	59,064
Telephone and Internet		-		2,460		-	2,460
Graphic Design		7,080		-		-	7,080
Insurance		270		3,501		30	3,801
Depreciation		-		2,306		-	2,306
Training		261		607		-	868
Dues and Subscriptions		1,000		3,294		-	4,294
Bank Fees and Licenses		6,055		4,187		-	10,242
Contributions		300		_		_	300
Equipment Lease		-		2,815		-	2,815
Rebates		3,885					 3,885
Total Expenses	\$	271,602	\$	136,888	\$	22,551	\$ 431,041

### TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2020

### **CASH FLOWS FROM OPERATING ACTIVITIES**

Change in Net Assets	\$	(55,700)
Adjustments to reconcile change in net assets		
to net cash provided by operations		
Depreciation		2,306
(Increase) Decrease in:		
Grants Receivable		(7,400)
Prepaid Expenses		(26)
Deposits		(1,252)
Increase (Decrease) in:		
Accounts Payable and Accrued Expenses		(7,107)
Other Cash from Operating Activities		20,675
outer outer sprinning records	-	20,070
Cash Provided (Used) by Operating Activities		(48,504)
CASH FLOWS FROM FINANCING ACTIVITIES		
(Purchase) Disposal of Fixed Assets		_
SBA Economic Injury Disaster Loan Payable		4,000
SBA Payroll Protection Program Loan Payable		36,415
Cash Provided (Used) by Financing Activities		40,415
CASH FLOWS FROM INVESTING ACTIVITIES		
Unrealized Gain (Loss) on Investments		(857)
Cash Provided (Used) by Investing Activities		(857)
Net Increase (Decrease) in Cash		(8,946)
Cash, Beginning of Year		235,405
Cash, End of Year	_\$	226,459

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### **Purpose**

Tennessee Craft was incorporated in 1972 as a Tennessee non-profit Association. Its primary purpose is to promote the crafts and craftspeople of Tennessee. The main programs used by Tennessee Craft to fulfill its purpose are spring and fall craft fairs which display the crafts of artisans.

### **Financial Statement Presentation**

The financial statements of Tennessee Craft are presented on the accrual basis of accounting. Revenue is generally recognized when earned. Expenses are generally recognized when incurred.

Financial statement presentation follows the requirements of the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Presentation of Financial Statements of Notfor-Profit Associations. Under the FASB Accounting Standards Codification, Tennessee Craft is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

*Net assets without donor restrictions-* These are net assets that are not subject to donor-imposed stipulations. The Association had \$175,433 of net assets without donor restrictions as of June 30, 2020.

Net assets with donor restrictions - These are net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Association and/or the passage of time. This classification also includes net assets subject to donor-imposed stipulations that may be maintained permanently by the Association. Generally, donors of these assets permit the Association to use all or part of the income earned for general or specific purposes. The Association had \$27,500 of net assets with donor restrictions as of June 30, 2020.

Tennessee Craft accounts for contributions in accordance with the requirements of the FASB Accounting Standards Codification Revenue Recognition Topic. In accordance with the FASB Accounting Standards Codification, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions.

The expiration of a donor-imposed restriction on a contribution is recognized in the period in which the restriction expires and at that time the related resources are reclassified to unrestricted net assets. A restriction expires when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Revenue Recognition**

Grant income from governmental sources is recognized in accordance with the respective grant contract. Revenue from craft fairs, including jury and booth fees, are recognized at the time of the event. Membership dues are recognized in the applicable membership year.

### **Investments**

Tennessee Craft accounts for investments in accordance with FASB Accounting Standards Codification topic relating to Accounting for Certain Investments Held by Not-for-Profit Associations. Under FASB Accounting Standards Codification, investments in marketable securities with readily determinable fair values and all investments in debt securities are valued at their fair market values in the statement of financial position. Unrealized gains and losses are included in the statement of activities.

### **Fixed Assets**

Fixed assets consists primarily of office equipment and furniture. Purchases above \$500 are recorded at cost. Depreciation is provided in amounts necessary to allocate the cost of assets over their estimated useful lives using the straight-line method. The estimated useful lives of all major classes of assets are as follows:

Computer software3 yearsEquipment3-5 yearsFurniture and fixtures3 yearsLeasehold improvements39 years

### **Income Taxes**

Tennessee Craft has qualified for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code. It has been classified as an Association that is not a private foundation.

Tennessee Craft files a U.S. Federal Form 990-Return of Association Exempt from Income Tax. Tennessee Craft's returns for the years prior to fiscal year ended June 30, 2017 are no longer open for examination.

Tennessee Craft has evaluated its tax positions in accordance with the Codification Standard relating to Accounting for Uncertainty in Income Taxes. Tennessee Craft believes that it has taken no uncertain tax positions.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Cash Equivalents**

For purposes of the statement of cash flows, Tennessee Craft considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

### **Estimates**

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

### **Donated Services**

Tennessee Craft receives volunteer services in its administrative and fund-raising efforts, particularly in the planning, promotion, and staging of its craft fairs. No amounts have been reflected in the financial statements as it was not practicable to determine the valuation of such services to Tennessee Craft, and Tennessee Craft exercises no significant control over the major elements of donated services.

### **Advertising**

Advertising costs are expensed when incurred.

### **Change in Accounting Principle**

In May 2014, FASB issued ASU 2014-09, *Revenue from Contracts with Customers*. ASU 2014-09 clarifies the principles for recognizing revenue and develops a common revenue standard under U.S. GAAP under which an entity should 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. ASU 2014-09 is effective for the Association for the year ended December 31, 2019.

In June 2018, FASB issued ASU 2018-08, *Not-for-Profit Entities Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made.* The standard provides guidance on determining whether a transaction should be accounted for as a contribution or as an exchange transaction. A primary aspect of this determination is whether the two parties receive and sacrifice commensurate value. The standard also provides guidance on determining whether a contribution is conditional, helping entities better disinguish a donor-imposed condition from a donor-imposed restriction. ASU 2018-08 is effective for the Association for the year ended December 31, 2019.

### **Accounting Policies for Future Pronouncements**

In February 2016, FASB issued ASU 2016-02, Leases. The standard requires all leases with lease terms over 12 months to be capitalized as a right of use asset and lease liability on the balance sheet at the date of lease commencement. Leases will be classifed as either finance or operating. This distinction will be relevant for the pattern of expense recognition in the income statement. This standard will be effective for the fiscal year ending December 31, 2021. The Association is currently in the process of evaluating the impact of adoption of this ASU on the financial statements.

### 2. CASH

Cash consists of the following as of June 30, 2020:

Operating	\$ 109,930
Money Market	87,889
Chapter Accounts	 28,640
	\$ 226,459

### 3. GRANTS

Funds received under the Tennessee Arts Commission grants are to be primarily used for the general support of Tennessee Craft including general and administrative expenses. Funds received under the Metropolitan Nashville Arts Commission grants are to be used as basic operating support. As of June 30, 2020, grants receivable was composed of the following:

Tennessee Arts Commission	\$ 18,680
Metro Nashville Arts Commission	3,748
Total Grants Receivable	\$ 22,428

### 4. INVESTMENTS

Investments are reported at fair value as follows:

Vanguard Index Fund	_ \$	12,335

### 5. FAIR VALUE OF INVESTMENTS

Tennessee Craft's investments are reported at fair value in the accompanying statements of financial position.

		Fair Value Measurements at June 30, 2020						
			Quo	ted Prices				
			In	Active	Signifi	icant		
		Markets for			Oth	er	Significant	
			Ic	lentical	Observ	able	Unobservabl	le
			1	Assets	Inpu	ıts	Inputs	
	F	air Value	(L	evel 1)	(Leve	12)	(Level 3)	
Equities (mutual fund)	\$	12,335	\$	12,335	\$	- 3	\$	-
	\$	12,335	\$	12,335	\$	- 5	\$	-

The Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic related to Fair Value Measurements, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority. The Board uses the appropriate valuation techniques based on the available inputs to measure the fair value of its investments. Level 3 inputs were only used when Level 1 or Level 2 inputs were not available.

Level 2 Fair Value Measurements - The fair value of the investments are based on inputs other than quoted prices within Level 1 that are observable for the asset, either directly, or indirectly.

Level 3 Fair Value Measurements - The fair value of the investments are based on at least one significant unobservable input.

### 6. SMALL BUSINESS ADMINISTRATION LOANS

In reponse to the pandemic, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and it was signed into law on March 27, 2020. The CARES Act implemented the Payroll Protection Program (PPP), which provides loans to small businesses and charitable organizations to keep their employees on payroll. Tennessee Craft obtained a PPP Loan for \$36,415 on May 1, 2020. The portion of loan proceeds that is spent on qualified payroll costs and operational expenses will be forgiven.

### 6. SMALL BUSINESS ADMINISTRATION LOANS (CONTINUED)

The CARES Act also implemented the Economic Injury Disaster Loan (EIDL) program, which provides loans to small businesses and charitable organizations that have been economically challenged from the pandemic. Tennessee Craft obtained a loan for \$4,000 on May 1, 2020.

### 7. DEFERRED REVENUE

Unearned revenue as of June 30, 2020 consists of the following funds designated for use in future years:

### 8. OPERATING LEASE COMMITMENT

Tennessee Craft leases office space for their operations on a month-by-month basis. Tennessee Craft also leases a copier under a noncancelable lease which expires in June 2022. Future minimum lease payments required under these operating leases are as follows:

	 Copier				
2021 2022	1,776 1,776				
Total	\$ 3,552				

### 9. AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Association's financial assets as of June 30, 2020, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date:

Financial assets, at year-end	\$ 238,794
Less: cash held in investments	 (12,335)
Financial assets available to meet cash needs for	
general expenditures within one year	\$ 226,459

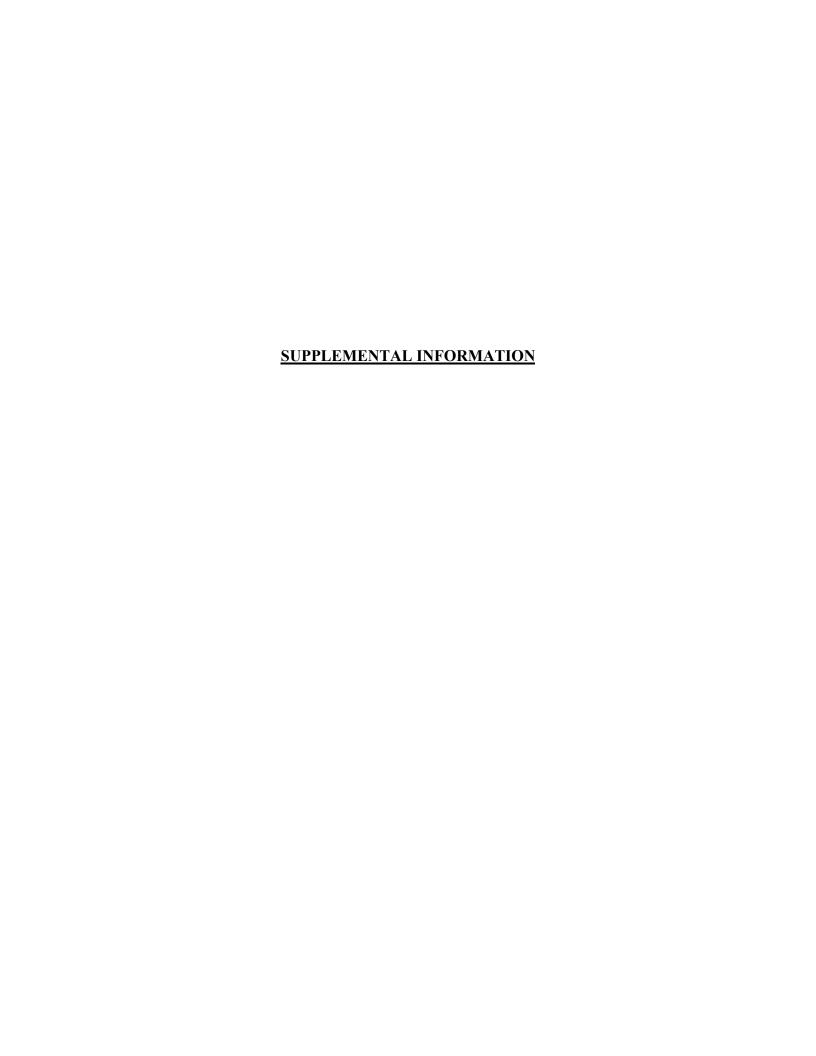
### 9. AVAILIBILITY OF FINANCIAL ASSETS (CONTINUED)

There is an adequate amount of financial assets available as of June 30, 2020. The Association effectively manages its liquid available resources to meet cash needs for general expenditures within one year of the balance sheet date.

### 10. SUBSEQUENT EVENTS

Subsequent events have been evaluated through September 23, 2020 which is the date the financial statements were available to be issued.

On March 11, 2020, the World Health Organization characterized the outbreak of the COVID-19 coronavirus as a pandemic. The Association receives the majority of its revenue from fundraising events, grants, and donations, therefore the pandemic may be a significant risk to its ability to generate revenue.



### TENNESSEE ASSOCIATION OF CRAFT ARTISTS D/B/A TENNESSEE CRAFT SCHEDULE OF GRANT ACTIVITY

### **FOR THE YEAR ENDED JUNE 30, 2020**

Program <u>Name</u>	Grantor <u>Agency</u>	Total <u>Award</u>	Grant Receivable Balance 7/1/2019	Cash <u>Receipts</u>	Expenditures (or amounts earned)	Grant Receivable Balance 6/30/2020
TN Tourist Development	State of Tennessee	10,000	-	10,000	10,000	-
Metro Arts Award	Metropolitan Nashville Arts Commission	74,985	15,028	71,237	74,985	3,748
TN Arts Commission - Partnership Support	Tennessee Arts Commission	27,800	-	9,120	27,800	18,680
TN Arts Commission - Master Apprentice	Tennessee Arts Commission	16,600		16,600	16,600	<del>-</del> _
			\$ 15,028	\$ 106,957	\$ 129,385	\$ 22,428