COMPREHENSIVE ANNUAL FINANCIAL REPORT

AND

AUDITOR'S REPORT

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC.

For the Fiscal Year Ended

June 30, 2005

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CERTIFIED PUBLIC ACCOUNTANTS PROFESSIONAL CORPORATION

HALL, DAVIDSON & ASSOCIATES

EXECUTIVE BUILDING

307 N. WALNUT ST.

P.O. BOX 1234

MURFREESBORO, TENN, 37133

PHONE 615-893-9334 FAX 615-893-9388

DAVID B. HALL, C.P.A.
RALPH M. DAVIDSON, C.P.A.
SANDRA J. VINSON, C.P.A.
STEPHEN L. FUCHCAR, C.P.A.
MARY ANN UNDERWOOD, C.P.A.

INDEPENDENT AUDITOR'S REPORT

Mr. Mike Ussery, Chairman, and Members of the Board of Directors Rutherford County Adult Activity Center P. O. Box 733 Murfreesboro, Tennessee 37133

We have audited the accompanying statements of financial position of the Rutherford County Adult Activity Center, Inc., as of June 30, 2005 and 2004, and the related statements of activities, functional expenses, and cash flows for the fiscal years then ended. These financial statements are the responsibility of the management of the Rutherford County Adult Activity Center, Inc. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we 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 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 Rutherford County Adult Activity Center, Inc., as of June 30, 2005 and 2004, and the changes in its net assets and its cash flows for the fiscal years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated January 11, 2006, on our consideration of Rutherford County Adult Activity Center's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. These reports are an integral part of a GAGAS audit, and, in considering the results of the audit, these reports should be read along with the auditor's report on the financial statements.

Our audit was performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying schedules of supplemental financial information listed in the table of contents under supplemental information are presented for purposes of additional analysis and are not a required part of the basic financial statements of the Rutherford County Adult Activity Center, Inc. The information in these schedules has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Certified Public Accountants

Hall, Daniels

Murfreesboro, Tennessee January 11, 2006

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Statement of Financial Position

June 30, 2005 and 2004

<u>Assets</u>

		2005	2004
Current Assets	••		
Cash	Note 4	\$ 39,142.36	\$ 37,629.13
Accounts Receivable	Note 5	582,944.69	477,323.09
Food Stamps		1,178.20	1,993.37
Deposits		8,278.00	7,378.00
Prepaid Insurance		0,270.00 ;	16,573.75
Total Current Assets		\$ 631,543.25	\$ 540,897.34
Fixed Assets			
Land		\$ 19,794.95	\$ 19,794.95
Building		285,196.10	285,196.10
Building Improvements		4,150.00	4,150.00
Transportation Equipment		481,480.15	451,249.15
Furniture & Fixtures		123,080.45	183,802.61
Leasehold Improvements		550,132.60	550,132.60
Total		\$ 1,463,834.25	\$ 1,494,325.41
Less Accumulated Depreciation		-761,388.00 🗸	-755,441.00
Total Fixed Assets		\$ 702,446.25	\$ 738,884.41
Total Assets		\$1,333,989.50	\$ 1,279,781.75
	Liabilities and Net Assets		
Current Liabilities		/	
Bank Overdraft	Note 4	\$ 53,212.40 ′	\$ 72,368.31
Accounts Payable	Note 6	71,119.34 √	55,058.57
Accrued Salaries		88,458.16	124,077.98
Payroll Taxes Payable	Note 10	`^ 150,976.74	31,804.42
Accrued Leave Payable		96,397.37	85,318.68
Accrued Interest Payable		6,260.00	
Employee Insurance Withheld		3,209.82	3,227.34
Employee Deductions Withheld		3,334.39	1,275.47
Current Portion of Long-Term Debt			6,687.15
Line of Credit-Bank of America	Note 9	81,247.91	81,247.91
Payable to Clients	Note 6	34,833.20	33,149.19
Total Current Liabilities		\$ 589,049.33	\$ 494,215.02
Long-Term Liabilities			
Mortgage Payable	Note 7	\$ 0.00	\$ 4,757.91
Note Payable-Toyota Financial	Note 8	0.00	1,929.24
Less Current Portion of Debt		0.00	-6,687.15
Total Long-Term Liabilities		\$ 0.00	\$ 0.00
Total Liabilities		\$589,049.33	\$494,215.02
Net Assets			
Unrestricted Net Assets		\$744,940.17	\$ 785,566.73
Total Liabilities and Net Assets		\$1,333,989.50	\$1,279,781.75

The Accompanying Notes are an Integral Part of these Financial Statements

HALL, DAVIDSON & ASSOCIATES, CERTIFIED PUBLIC ACCOUNTANTS

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC.

Statement of Activities

For the Fiscal Years Ended June 30, 2005 and 2004

	2005			2004
UNRESTRICTED NET ASSETS				
Unrestricted Support and Revenues				
Tennessee Department of Human Services -	\$		\$	
Division of Rehabilitation Services		14,700.00		12,700.00
Tennessee Divison of Mental Retardation Services		4,188,488.96		3,528,679.09
Rutherford County Court		24,570.00		24,570.00
United Way		62,710.80		60,232.34
Workshop Contracts		89,977.39		154,527.96
Client Rent		38,982.00		37,039.62
Food Stamps		39,579.00		28,986.00
Interest		27.34		15.25
Vending Income		481.81		878.07
Contributions		654.00		
Gain on Sale of Assets		500.00		1,200.00
Miscellaneous		1,340.92		6,485.47
Total Unrestricted Support and Revenues		4,462,012.22		3,855,313.80
Net Assets Released from Restrictions				
Restrictions Satisfied by Payments		40,941.00		56,069.19
Total Unrestricted Support, Revenues, and Other Support	\$	4,502,953.22	\$	3,911,382.99
Expenses -				
Program Services:				
Day Services	\$	1,393,032.80	\$	1,136,006.29
Residential Services	·	2,646,163.71	·	2,398,052.86
Total Program Services Expenses	\$_	4,039,196.51	\$	3,534,059.15
Supporting Services:				
Management and General	\$	504,383.27	\$	440,043.58
Total Expenses	\$_	4,543,579.78	\$	3,974,102.73
Increase (Decrease) in Unrestricted Net Assets	\$_	-40,626.56	\$	-62,719.74
TEMPORARILY RESTRICTED NET ASSETS				
Contributions				
Tennessee Department of Transportation	\$	40,941.00	\$	56,069.19
Tennessee Department of Transportation Tennessee Division of Mental Retardation Services	Ψ	40,041.00	Ψ	00,000.10
Net Assets Released from Restrictions				
Restrictions Satisfied by Payments		-40,941.00		-56,069.19
Restrictions Satisfied by Fayments	_	-40,341.00		-50,005.15
Increase in Temporarily Restricted Net Assets	\$	0.00	\$	0.00
Increase (Decrease) in Net Assets	\$	-40,626.56	\$	-62,719.74
Net Assets, Beginning of Year	\$_	785,566.73	\$ _	848,286.47
Net Assets, End of Year	\$_	744,940.17	\$_	785,566.73

For the Fiscal Years Ended June 30, 2005 and 2004

		Program Services			Т	otals
	Residential Services	Day Services	Total Program Services	Services Management and General	2005	2004
Salaries	\$ 1,879,226.64	\$ 967,369.73	\$ 2,846,596.37	\$ 270,127.11	\$ 3,116,723.48	\$ 2,776,840.13
Fringe Benefits	371,517.59	169,980.74	541,498.33	40,284.83	581,783.16	477,586.04
Total Salaries and Fringe Benefits	2,250,744.23	1,137,350.47	3,388,094.70	310,411.94	3,698,506.64	3,254,426.17
Travel	2,881.14	4,133.18	7,014.32	1,194.79	8,209.11	7,471.31
Communications	17,159.28	13,111.48	30,270.76	4,323.86	34,594.62	42,112.96
Utilities	14,666.03	18,662.85	33,328.88	8,327.40	41,656.28	36,621.65
Professional Fees				15,366.77	15,366.77	36,765.76
Contracted Services	2,719.77	9,346.92	12,066.69	11,978.43	24,045.12	17,140.96
Client Wages & Workshop Expenses		65,481.11	65,481.11		65,481.11	82,707.21
Client Benefits		1,792.03	1,792.03		1,792.03	4,954.15
Medical Supplies	1,830.00	13,612.60	15,442.60	1,152.69	16,595.29	
Office Supplies		5,193.39	5,193.39	30,291.00	35,484.39	50,899.53
Food	95,265.26	7,788.24	103,053.50	12,314.11	115,367.61	85,539.70
Repairs & Maintenance-Building	17,781.22	1,601.92	19,383.14	1,554.39	20,937.53	13,790.22
Repairs & Maintenance-Vehicles	31,957.89	27,787.88	59,745.77		59,745.77	
Fuel	48,792.31	31,785.11	80,577.42	694.21	81,271.63	94,535.57
Rent	36,311.13	13,077.10	49,388.23	8,198.73	57,586.96	47,981.72
Insurance	20,908.62	13,886.68	34,795.30	10,590.86	45,386.16	41,658.46
Postage				1,679.86	1,679.86	
Seminars				4,243.25	4,243.25	4,422.86
Dues & Subscriptions				5,882.25	5,882.25	
Taxes & Licenses		40.75	40.75	2,322.50	2,363.25	
Bank Charges				4,146.96	4,146.96	
Client Supplements	15,010.00	31.00	15,041.00		15,041.00	6,169.28
Client Strap	15,020.40		15,020.40		15,020.40	16,412.40
Establishment	35,299.00		35,299.00		35,299.00	23,570.00
Interest Expense	18.53		18.53	16,457.56	16,476.09	3,775.37
Advertising	3,962.90	3,678.20	7,641.10	410.08	8,051.18	
Background Expense				11,227.75	11,227.75	
Penalty				11,708.14	11,708.14	
Depreciation	35,836.00	24,044.00	59,880.00	25,820.00	85,700.00	83,514.92
Miscellaneous		627.89	627.89	4,085.74	4,713.63	19,632.53
Total Expenses	\$ 2,646,163.71	\$ <u>1,393,032.80</u>	\$ <u>4,039,196.51</u>	\$_504,383.27	\$ <u>4,543,579.78</u>	\$ 3,974,102.73

The Accompanying Notes are an Integral Part of these Financial Statements HALL, DAVIDSON & ASSOCIATES, CERTIFIED PUBLIC ACCOUNTANTS

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Statement of Cash Flows

For the Fiscal Years Ended June 30, 2005 and 2004

		2005	_	2004
Cash Flows From Operating Activities				
Increase (Decrease) in Net Assets	\$	-40,626.56	\$	-62,719.74
Adjustments to Reconcile Changes in Net Assets to Net Cash Provided by Operating Activities:				
Depreciation		85,700.00		83,514.92
Changes in Current Assets and Liabilities (Increase) Decrease in Accounts Receivable (Increase) Decrease in Food Stamps (Increase) in Deposits (Increase) Decrease in Prepaid Insurance Increase (Decrease) in Accounts Payable Increase (Decrease) in Accrued Salaries Increase in Payroll Tax Payable Increase in Accrued Leave Payable Increase in Accrued Interest Payable Increase in Employee Deductions Withheld (Decrease) Increase in Employee Insurance Withheld		-105,621.60 815.17 -900.00 16,573.75 16,060.77 -35,619.82 119,172.32 11,078.69 6,260.00 2,058.92 -17.52		-354,354.66 -1,421.87 -1,000.00 -16,573.75 -14,499.04 17,443.18 23,651.70 16,445.73 854.27 2,312.19
(Decrease) Increase in Payable to Clients	_	1,684.01	_	6,991.48
Net Cash Provided by (Used In) Operating Activities	\$	76,618.13	\$	-299,355.59
Cash Flows From Investing Activities				
Fixed Assets Purchased (Retired) - Net Book Value Net Cash (Used in) Investing Activities	\$_ \$	-49,261.84 -49,261.84	\$ \$	-72,319.10 -72,319.10
Cash Flows From Financing Activities Proceeds from Line of Credit Payments on Note Payable Payments on Mortgage Debt Net Cash Provided By (Used In) Financing Activities	\$ \$	-1,929.24 -4,757.91 -6,687.15	\$ 	81,247.91 -3,858.48 -7,982.94 69,406.49
Net Increase (Decrease) in Cash	\$	20,669.14	\$	-302,268.20
Cash at Beginning of Year	\$_	-34,739.18	\$_	267,529.02
Cash at End of Year	\$	-14,070.04	\$ =	-34,739.18
Supplemental Disclosure of Cash Flow Information				
Cash Paid During the Year for Interest	\$.	10,216.09	\$_	3,775.37

The Accompanying Notes are an Integral Part of these Financial Statements

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Notes to the Financial Statements

As of June 30, 2005

1 Summary of Significant Accounting Policies

A Basis of Presentation:

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations." Under SFAS No. 117, the Organization 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.

B Fixed Assets and Depreciation:

Disbursements for property and equipment with a per-unit cost in excess of \$50 prior to June 30, 1982, \$300 from July 1, 1982, through June 30, 1983, and \$500 from July 1, 1983, through June 30, 1988, are capitalized and reflected in the balance sheet at historical cost. During the fiscal year ended June 30, 1989, the agency did not have a formal capitalization policy and disbursements were inconsistently capitalized; however this did not result in a material misstatement in fixed assets and depreciation. For the fiscal years ended June 30, 1990, and thereafter, property and equipment acquisitions with a per-unit cost in excess of \$500 are capitalized at cost. Depreciation is taken on the straight-line method, using estimated useful lives as follows:

	Life		Cost	Accumulated Depreciation	Curr. Year Depr. Exp.
Land		\$	19,794.95	\$	\$
Buildings	25 years		285,196.10	119,784.00	11,408.00
Building Improvements	25 Years		4,150.00	895.00	319.00
Leasehold Improvements	15-25 Years		550,132.60	174,733.00	22,297.00
Furniture & Fixtures	5-7 Years		123,080.45	117,863.00	1,877.00
Transportation Equipment	5 Years		481,480.15	348,113.00	49,799.00
Totals		\$.	1,463,834.25	\$ 761,388.00	\$ 85,700.00

C Basis of Accounting:

The accompanying financial statements have been prepared on the accrual basis of accounting. The accrual basis of accounting recognizes revenues when earned. Expenses are recorded when incurred.

D Revenues:

Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

E Tax-Exempt Status:

The Rutherford County Adult Activity Center, Inc. is exempt from income taxes under Section 501(c) (3) of the Internal Revenue Code and, accordingly, no provision for income taxes is included in the accompanying financial statements. It is chartered as a not-for-profit corporation by the State of Tennessee.

F 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, liabilities and changes therein, and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Notes to the Financial Statements (Continued)

As of June 30, 2005

2 Business Operations and Contingencies

The Rutherford County Adult Activity Center, Inc. is a private, nonprofit agency established in 1974 to provide independent living and vocational training services to adults with mental retardation who live in Rutherford County. Currently, approximately 110 adults are served by the program. The Center operates one group home and seventeen companion homes in addition to its sheltered workshop.

A major portion of funding is provided by the Tennessee Division of Mental Retardation Services. A major reduction in these funds, should this occur, could have a significant effect upon future operations.

3 Cash and Cash Equivalvents

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

4 Cash

Cash on hand and in banks at June 30, 2005 and 2004, consisted of the following:

		2005	2004
Petty Cash Fund		\$ 150.00	\$ 150.00
Bank of America	Payroll	0.00	0.00
Suntrust Bank	Client Funds	1,213.69	1,627.81
First Bank	Client Funds	31,583.58	28,724.91
Bank of America	Client Funds	2,035.93	2,796.47
Regions Bank	Checking	306.73	458.51
First Bank	Checking	3,816.40	3,765.57
First Bank	Checking	36.03	105.86
Total		\$ 39,142.36	\$ 37,629.13
Bank Overdraft			
Bank of America	Operating **	\$53,212.40	\$72,368.31

5 Accounts Receivable

Accounts Receivable at June 30, 2005 and 2004, consisted of the following:

	2005 2004	
State of Tennessee Workshop Activities Clients	\$ 543,727.43 \$ 434,506.7 25,746.98 27,202.3 13,470.28 15,614.0	34
Total	\$ 582,944.69 \$ 477,323.0	<u></u>

Workshop Accounts Receivable are considered past due after 30 or 60 days depending on the agreement with the organization.

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Notes to the Financial Statements (Continued)

As of June 30, 2005

6 Accounts Payable and Payable to Clients

A The accounts payable at June 30, 2005 and 2004, consisted of the following:

	_	2005	_	2004
Vendor Accounts Payable Client Strap Payable	\$	66,963.84 4,155.50	\$_	45,975.27 9,083.30
Total	\$ <u>_</u>	71,119.34	\$_	55,058.57

B The payable to clients amount represents the total client funds held in trust by the agency at June 30, 2005.

7 Mortgage Payable

The new group home on Iris Street was financed with a loan for \$57,500.00 from Union Planters National Bank on January 27, 1995. The mortgage was payable in monthly installments of \$721.54 at a 7.5% interest rate over ten years. The principal balance was paid off during the fiscal year.

Annual requirement for the fiscal year ended June 30, 2004 were as follows:

Fiscal Year	_	Principal	Interest			Totals	
2004-2005	\$	4,757.91	\$_	121.71	\$_	4,879.62	
Totals	\$_	4,757.91	\$_	121.71	\$_	4,879.62	

8 Note Payable

The Center entered into a vehicle loan for a 2002 Toyota Corolla with Toyota Financial in December 2001. The note was payable in monthly installments of \$321.54 for thirty-six months. No interest was charged on the note. The principal balance was paid off during the fiscal year.

Annual requirement for the fiscal year ended June 30, 2004 were as follows:

Fiscal Year	Principal
2004-2005	\$1,929.24
Totals	\$1,929.24

9 Line of Credit

The Center has a line of credit with Bank of America. The balance at June 30, 2004 and June 30, 2005 was \$81,247.91. The interest rate at June 30, 2005 is 11.125%.

10 Payroll Taxes Payable

The payroll taxes payable balance of \$150,976.74 consists of the taxes due for 3rd quarter of 2004 of \$118,174.94, the 2nd quarter 2005 state unemployment taxes of \$7,093.61 and the taxes for the accrued payroll of \$25,708.19.

11 Functional Expenses

1 43,883.13

Expenses are charged directly to program or management in general categories based on specific identification. Indirect expenses have been allocated based on salary expenditures.

SUPPLEMENTAL FINANCIAL INFORMATION

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Schedule of Fixed Assets and Depreciation

For the Fiscal Year Ended June 30, 2005

Asset Balances June 30, 2005

> 19,794.95 285,196.10 4,150.00 481,480.15 123,080.45 550,132.60

1,463,834.25

	~ *		Asset Balances June 30, 2004	_	Additions	Re	etirements	
Land Buildings Building Improven Transportation Eq Furniture and Fixt Leasehold Improv	uipment ures	\$	19,794.95 285,196.10 4,150.00 451,249.15 183,802.61 550,132.60	\$	46,115.00 3,146.84	\$	(15,884.00) (63,869.00)	\$
Total		\$	1,494,325.41	\$ _	49,261.84	\$ =	(79,753.00)	\$ =
Additions								
-	Refrigerator (4) Computers Conference Room Chairs 2005 Ford Van with Whee 2005 Ford Van		air Lift	\$	502.99 1,976.00 667.85 27,522.00 18,593.00			
	Total			\$	49,261.84			
Retirements						_	Cost	
	1992 Dodge Van Van Accessories Fully Depreciated Furnitu Buffer Dictator/Transcriber Telephone System Panasonic Copier Computer System Computer Software Computer Terminal Computer AB Dick Copier Printer Computer System Table & Chairs	ure				\$	14,944.00 940.00 31,590.00 900.00 399.00 3,108.00 6,850.00 6,064.00 2,952.00 1,557.00 1,390.00 7,210.00 450.00 1,000.00 399.00	-
						\$	79,753.00	=

Accumulated Depreciation June 30, 2004		_	Additions	Retirements	-	Accumulated Depreciation June 30, 2005	_	Net Book Value	
\$		\$		\$		\$		\$	19,794.95
	108,376.00		11,408.00				119,784.00		165,412.10
	576.00		319.00				895.00		3,255.00
	314,198.00		49,799.00		(15,884.00)		348,113.00		133,367.15
	179,855.00		1,875.00		(63,867.00)		117,863.00		5,217.45
	152,436.00		22,297.00				174,733.00		375,399.60
•		_		-		-		_	
\$	755,441.00	\$	85,698.00	\$	(79,751.00)	\$	761,388.00	\$	702,446.25

RUTHERFORD COUNTY ADULT ACTIVITY CENTER, INC. Schedule of Grant Activity

For the Fiscal Year Ended June 30, 2005

CFDA Number	State Grant Number	Program Name	Grantor Agency	B June	Cash Receipts	
20.513	Z04-019939-00	Section 5310 Elderly and Disabled Assistance	Tennessee Dept. of Transportation U. S. Dept. of Transportation	\$	\$	16,171.2
20.513	Z04-019940-00	Section 5310 Elderly and Disabled Assistance	Tennessee Dept. of Transportation U. S. Dept. of Transportation			24,769.8
Totals				<u></u>	0.00 \$	40 941 r

_	Transfers In	_	Other Additions	<u>_</u>	expenditures	_	Paid to Grantor		Transfers Out	 Other eductions	Ju	Balance ne 30, 2005
\$		\$		\$	16,171.20	\$		\$		\$	\$	
					24,769.80							
\$		 \$		_ \$	40,941.00	-		_ \$		 \$ 	 \$	0.00