PET COMMUNITY CENTER, INC. FINANCIAL STATEMENTS DECEMBER 31, 2019 AND 2018

PET COMMUNITY CENTER, INC. FINANCIAL STATEMENTS DECEMBER 31, 2019 AND 2018

TABLE OF CONTENTS

	PAGE
INDEPENDENT AUDITORS' REPORT	1
FINANCIAL STATEMENTS	
Statements of Financial Position	2
Statements of Activities	3
Statements of Functional Expenses	4 - 5
Statements of Cash Flows	6
Notes to Financial Statements	7 - 14



Independent Auditors' Report

To the Board of Directors Pet Community Center, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Pet Community Center, Inc. (a not-for-profit corporation), which comprise the statements of financial position as of December 31, 2019 and 2018, the related statements of activities, functional expenses, and cash flows for the years 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.

Auditors' Responsibility

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, 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 Pet Community Center, Inc. as of December 31, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

kindig CAA Bray, PLLC

Blankenship CPA Group, PLLC Brentwood, Tennessee September 16, 2020

PET COMMUNITY CENTER, INC.

STATEMENTS OF FINANCIAL POSITION

DECEMBER 31, 2019 AND 2018

	2019	2018		
Assets				
Current Assets:				
Cash	\$ 165,194	\$	263,810	
Restricted cash	21,250		48,790	
Accounts receivable	24,590		33,112	
Grants receivable	25,000		30,000	
Contributions receivable	5,900		6,200	
Inventory	 55,168		58,306	
Total Current Assets	 297,102		440,218	
Contributions receivable, less current portion	30,000		37,500	
Property and equipment, net	119,274		56,820	
Cash restricted for capital campaign	135,260		102,460	
Security deposit	 1,573		1,573	
Total Assets	\$ 583,209	\$	638,571	
Liabilities and Net Assets				
Current Liabilities:				
Accounts payable	\$ 26,235	\$	22,239	
Accrued expenses	65,461		54,027	
Total Current Liabilities	 91,696		76,266	
Net Assets:				
Without donor restrictions	274,103		337,355	
With donor restrictions	217,410		224,950	
Total Net Assets	 491,513		562,305	
Total Liabilities and Net Assets	\$ 583,209	\$	638,571	

PET COMMUNITY CENTER, INC. STATEMENTS OF ACTIVITIES YEARS ENDED DECEMBER 31, 2019 AND 2018

		2019					2018						
	Witho	out Donor	W	ith Donor			With	nout Donor	W	ith Donor			
	Res	trictions	Re	estrictions		Total	Re	estrictions	Re	estrictions		Total	
Operating activities:													
Program revenues:													
Spay and neuter services	\$	334,796	\$	-	\$	334,796	\$	270,057	\$	-	\$	270,057	
Ancillary services		857,563		-		857,563		617,630		-		617,630	
Total program revenues		1,192,359		-		1,192,359		887,687		-		887,687	
Public support and other revenues:													
Contributions - operations		350,207		-		350,207		287,783		-		287,783	
Contributions - capital campaign		-		117,304		117,304		-		146,160		146,160	
Grants		-		157,090		157,090		-		167,500		167,500	
Special events		182,528		-		182,528		191,393		-		191,393	
In-kind revenue		28,732		-		28,732		24,015		-		24,015	
Miscellaneous revenue		4,595		-		4,595		733		-		733	
Net assets released in satisfaction of													
restrictions		281,934		(281,934)		-		187,538		(187,538)		-	
Total public support and other revenues		847,996		(7,540)		840,456		691,462		126,122		817,584	
Total revenues		2,040,355		(7,540)		2,032,815		1,579,149		126,122		1,705,271	
Expenses:													
Program services		1,727,013		-		1,727,013		1,281,756		-		1,281,756	
Management and general		148,768		-		148,768		119,088		-		119,088	
Fundraising		227,826		-		227,826		154,451		-		154,451	
Total expenses		2,103,607				2,103,607		1,555,295				1,555,295	
Change in net assets		(63,252)		(7,540)		(70,792)		23,854		126,122		149,976	
Net assets, beginning of year		337,355		224,950		562,305		313,501		98,828		412,329	
Net assets, end of year	\$	274,103	\$	217,410	\$	491,513	\$	337,355	\$	224,950	\$	562,305	

PET COMMUNITY CENTER, INC. STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED DECEMBER 31, 2019

					Suppor	ting Services					
	Prog	Program Services		-		Management and General		Fundraising Total		Tot	al Expenses
Bad debt expense	\$	717	\$	-	\$	-	\$	-	\$	717	
Bank and credit card fees		15,899		443		400		843		16,742	
Contract services		-		32,400		-		32,400		32,400	
Cost of goods sold		412,233		-		-		-		412,233	
Depreciation		29,850		-		-		-		29,850	
Facilities and maintenance		55,868		27,838		-		27,838		83,706	
Marketing		4,702		-		3,140		3,140		7,842	
Office supplies		7,542		904		500		1,404		8,946	
Other expenses		830		8,150		610		8,760		9,590	
Payroll expenses		1,087,915		68,553		179,692		248,245		1,336,160	
Postage and shipping		349		128		1,520		1,648		1,997	
Printing and copying		3,961		325		693		1,018		4,979	
Program supplies and expenses		36,099		-		-		-		36,099	
Rabies licenses		59,528		-		-		-		59,528	
Recruitment		276		238		35		273		549	
Registration fees		2,715		260		-		260		2,975	
Special events		-		-		37,991		37,991		37,991	
Subscriptions		3,889		2,948		1,973		4,921		8,810	
Telephone and communications		737		960		-		960		1,697	
Travel and meetings		3,903		5,621		1,272		6,893		10,796	
	\$	1,727,013	\$	148,768	\$	227,826	\$	376,594	\$	2,103,607	

PET COMMUNITY CENTER, INC. STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED DECEMBER 31, 2018

					Suppo	rting Services			
	Prog	ram Services		nagement General	Fundraising Total		Total Expense		
Bad debt expense	\$	105	\$	-	\$	-	\$ -	\$	105
Bank and credit card fees		11,675		187		390	577		12,252
Contract services		1,104		40,200		-	40,200		41,304
Cost of goods sold		305,233		-		-	-		305,233
Depreciation		40,807		521		-	521		41,328
Facilities and maintenance		53,713		15,704		-	15,704		69,417
Marketing		198		2,879		2,643	5,522		5,720
Office supplies		7,276		592		442	1,034		8,310
Other expenses		587		3,967		223	4,190		4,777
Payroll expenses		773,365		43,640		114,922	158,562		931,927
Postage and shipping		308		147		957	1,104		1,412
Printing and copying		2,212		-		2,018	2,018		4,230
Program supplies and expenses		26,119		-		-	-		26,119
Rabies licenses		44,248		-		-	-		44,248
Recruitment		2,459		386		-	386		2,845
Registration fees		1,549		260		-	260		1,809
Special events		-		-		30,504	30,504		30,504
Subscriptions		3,554		4,951		1,564	6,515		10,069
Telephone and communications		1,159		1,015		176	1,191		2,350
Travel and meetings		6,085	,	4,639		612	5,251		11,336
	\$	1,281,756	\$	119,088	\$	154,451	\$ 273,539	\$	1,555,295

PET COMMUNITY CENTER, INC.

STATEMENTS OF CASH FLOWS

YEARS ENDED DECEMBER 31, 2019 and 2018

	2019			2018		
Cash flows from operating activities:	4	(=0,=0,0)	<u>,</u>			
(Decrease) increase in net assets	\$	(70,792)	\$	149,976		
Adjustments to reconcile (decrease) increase in net						
assets to net cash (used) provided by operating activities:						
Depreciation		29,850		41,328		
Contributions for capital campaign		(81,404)		(102,460)		
Bad debt expense		717		105		
Donated property and equipment		(92,304)		-		
Increase (decrease) in:						
Accounts receivable		7,805		9,598		
Grants receivable		5,000		(19,568)		
Contributions receivable		7,800		(43,700)		
Inventory		3,138		(35,502)		
Security deposit		-		(1,449)		
Accounts payable		3,996		9,171		
Accrued expenses		11,434		14,079		
Total adjustments		(103,968)		(128,398)		
Net cash (used) provided by operating activities		(174,760)		21,578		
Cash flows from investing activities:						
Purchase of property and equipment		-		(4,451)		
Net cash used by investing activities		-		(4,451)		
Cash flows from financing activities:						
Proceeds received from contributions restricted for capital						
campaign		81,404		102,460		
Net cash provided by financing activities		81,404		102,460		
Net (decrease) increase in cash		(93 <i>,</i> 356)		119,587		
Cash and restricted cash, beginning of year		415,060		295,473		
Cash and restricted cash, end of year	\$	321,704	\$	415,060		
Reconciliation to statement of financial position:						
Cash	\$	165,194	\$	263,810		
Restricted cash		21,250		48,790		
Cash restricted for capital campaign		135,260		102,460		
Total	\$	321,704	\$	415,060		
Supplemental cash flow disclosures: Noncash investing activities						
Property and equipment acquired through capital contributions	\$	92,304	\$	-		

NOTE 1 - ORGANIZATION AND NATURE OF ACTIVITIES

Pet Community Center, Inc. (the Organization) is a not-for-profit community service agency founded in March 2011. The Organization's major programs include free and low-cost spay/neuter, pet wellness and outreach services to various private, not-for-profit and government entities in Middle Tennessee. The spay/neuter program is designed to address the issue of pet homelessness and shelter euthanasia in Middle Tennessee. The mobile wellness clinic provides low-cost, walk-in services for pets, including vaccines and preventive medicine. The goal of the mobile clinic is to provide preventive care that can reduce the number of pet owners relinquishing their pets to a shelter due to lack of access to affordable pet care. The mobile clinic also serves as an outreach program to share information about spay/neuter with pet owners.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (US GAAP).

Basis of Presentation

The financial statements of the Organization have been prepared in accordance with US GAAP, which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

<u>Net assets without donor restrictions</u> - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the board of directors.

<u>Net assets with donor restrictions</u> - 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 Organization 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 statements of activities.

Estimates

The preparation of the financial statements in conformity with US GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents

Cash consists principally of checking and savings account balances with financial institutions. As of December 31, 2019 and 2018, there were no cash equivalents.

Accounts Receivable

Accounts receivable are stated at unpaid balances. Receivables are written off in the period in which management deems the balance to be uncollectible. The Organization expects to fully collect these items; therefore no allowance for uncollectible accounts has been recorded in the financial statements.

Contributions and Grants Receivable

Contributions and grants receivable represent the unconditional promises to give unless specifically restricted by the donor. The Organization has evaluated the allowance for uncollectible contributions and the discount to net present value and determined the estimated amounts are not material to the financial statements.

Inventory

Inventories, representing surgical supplies, vaccinations and medicine, are stated at the lower of cost or market determined by the first-in, first-out method.

Property, Equipment, and Depreciation

Equipment, furniture, vehicles and leasehold improvements purchased in excess of \$500 are capitalized and stated at acquisition cost or at estimated fair value at the time of the gift, if donated. If donors stipulate how long the assets must be used, the contributions are recorded as net assets with donor restrictions. In the absence of such stipulations, contributions of property and equipment are recorded as net assets without donor restrictions.

Depreciation of property and equipment is calculated by the straight-line method over estimated useful lives which range from 3 to 5 years.

Impairment of Long-lived Assets

The Organization reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of an asset to future net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets. Assets to be disposed of are reported at the lower of the carrying amount or fair value less costs to sell. There were no impairment charges recognized during the years ended December 31, 2019 and 2018.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Donor-restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reported in the statements of activities as net assets released in satisfaction of restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

Donated Goods and Services

Donated services are recognized if they create or enhance nonfinancial assets or the donated service requires specialized skills, was performed by a donor who possesses such skills, and would have been purchased by the Organization if not donated. Such services are recognized at estimated fair value as support and expense in the period the services were performed.

A number of unpaid volunteers have made significant contributions of their time to assist the Organization in implementing various programs. The value of contributed time is not reflected in these financial statements in accordance with US GAAP.

Income Taxes

The Organization is exempt from income tax under Internal Revenue Code (IRC) section 501(c)(3), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the IRC. The Organization has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. The Organization has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements.

Advertising

Advertising is expensed as incurred. Total advertising expense for the years ended December 31, 2019 and 2018 was \$7,842 and \$5,720, respectively.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Expenses

Expenses that can be directly attributed to a particular function are charged to that function. Certain costs have been allocated among more than one program or activity based on objectively evaluated financial and nonfinancial data or reasonable subjective methods determined by management.

The expenses that are allocated include the following:

Expense	Method of Allocation
Bank and credit card fees	Time and effort
Contract services	Time and effort
Depreciation	Square footage
Facilities and maintenance	Square footage
Marketing	Time and effort
Office supplies	Time and effort
Other expenses	Time and effort
Payroll expenses	Time and effort
Postage and shipping	Time and effort
Printing and copying	Time and effort
Recruitment	Time and effort
Registration fees	Time and effort
Subscriptions	Time and effort
Telephone and communications	Time and effort
Travel and meetings	Time and effort

New Accounting Pronouncements

On January 1, 2019, the Organization adopted ASU 2014-09, *Revenue from Contracts with Customers and all subsequent amendments to the ASU* (collectively, ASC 606), which supersedes most existing revenue recognition guidance and outlines a single comprehensive standard for revenue recognition across all industries. ASC 606 requires revenue to be recognized in an amount that reflects the consideration the entity expects to be entitled to in an exchange of goods or services. The Organization performed an analysis of revenue streams and transitions to determine in-scope applicability. The adoption of ASC 606 did not materially impact the financial statements and related disclosures.

On January 1, 2019, the Organization adopted ASU 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The adoption of this ASU resulted in the treatment of most governmental grants as donor-restricted conditional contributions rather than exchange transactions. The new standard also clarified the criteria for evaluating whether contributions are unconditional or conditional. The adoption of this ASU changed the accounting for grants receivable.

NOTE 3 – AVAILABILITY AND LIQUIDITY

The following represents the Organization's financial assets at December 31:

	2019			2018
Financial assets at year-end:				
Cash	\$	321,704	\$	415,060
Accounts receivable		24,590		33,112
Grants receivable		25,000		30,000
Contributions receivable		35,900		43,700
Total financial assets		407,194		521,872
Less amounts not available to be used within one year: Net assets with donor restrictions Less net assets with purpose restrictions to be met in		217,410		224,950
less than a year		(46,250)		(78,790)
		171,160		146,160
Financial assets available to meet general expenditures over the next twelve months	\$	236,034	\$	375,712

The Organization's goal is generally to maintain financial assets to meet 90 days of operating expenses. As part of its liquidity plan, excess cash is placed in a money market account.

NOTE 4 – CONTRIBUTIONS RECEIVABLE

Contributions receivable consisted of the following at December 31:

	 2019	 2018
Less than one year Over one year	\$ 5,900 30,000	\$ 6,200 37,500
	\$ 35,900	\$ 43,700

NOTE 5 – PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at December 31:

	 2019	2018		
Clinic equipment Leasehold improvements	\$ 186,292 43,616	\$	93,988 43,616	
Office furniture and equipment	4,957		4,957	
Vehicles	 111,881 346,746		111,881 254,442	
Less accumulated depreciation	 (227,472)		(197,622)	
	\$ 119,274	\$	56,820	

NOTE 6 – ACCRUED EXPENSES

Accrued expenses consisted of the following at December 31:

	 2019		2018
Credit card payable	\$ 24,114	\$	24,416
Payroll taxes and benefits payable	12,438		11,066
Accrued payroll	 28,909		18,545
	\$ 65,461	\$	54,027

NOTE 7 – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions consisted of the following at December 31:

	2019			2018	
Spay/neuter/various surgeries	\$	35,000	\$	67,790	
General programs		5,000		10,000	
Wellness		6,250		1,000	
Capital campaign		171,160		146,160	
	\$	217,410	\$	224,950	

NOTE 8 – OPERATING LEASES

The Organization leases various office space and storage units. The office space lease expired in May 2019 and is leased on a monthly basis subsequent to the expiration date. The storage leases are currently on a monthly basis. The future minimum lease payments under the office space agreement at December 31, 2019 are as follows:

Year ending December 31:		
2020	_	\$ 6,447

Rent expense for the years ended December 31, 2019 and 2018 was \$71,425 and \$57,183, respectively, and are included in facilities and maintenance costs on the statements of functional expenses.

NOTE 9 – RELATED PARTIES

The Organization has a conflict of interest policy and any related party transactions must be reviewed and approved in advance. The Organization purchases professional services through certain directors. The Organization also holds a money market account at a bank a director is employed.

NOTE 10 – CONCENTRATIONS

As of December 31, 2019 and 2018, approximately 83% and 77% of accounts, grants, and contributions receivable, respectively, were receivable from four contributors.

NOTE 11 – RETIREMENT PLAN

Effective February 1, 2019, Pet Community Center, Inc. established a 403(b) retirement plan eligible to certain tax-exempt organizations under Internal Revenue Code (IRC) section 501(c)(3). All eligible employees are allowed to participate in the plan as of their employment commencement date (the universal availability rule). An employer may, but is not required to, contribute to the 403(b) plan for employees. As of December 31, 2019, the Pet Community Center, Inc., has not contributed to the plan.

NOTE 12 – RECENT ACCOUNTING PRONOUNCEMENTS

In February 2016, the Financial Accounting Standards Board issued ASU 2016-02, *Leases* (Topic 842) (ASU 2016-02), to supersede nearly all existing lease guidance under US GAAP. ASU 2016-02 requires the recognition of lease assets and lease liabilities on the balance sheet by lessees for those leases currently classified as operating leases. ASU 2016-02 also requires qualitative disclosures along with specific quantitative disclosures and is effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. Early application is permitted. Entities are required to apply the amendments at the beginning of the earliest period presented using a modified retrospective approach. The Organization is currently evaluating the effect of this pronouncement on its policies, procedures, and financial statements.

NOTE 13 – SUBSEQUENT EVENTS

The Organization's management has evaluated subsequent events through September 16, 2020, the date on which the financial statements were available to be issued.

On January 30, 2020, the World Health Organization declared the COVID-19 outbreak a "Public Health Emergency of International Concern" and on March 10, 2020, declared it to be a pandemic. Actions taken around the world to help mitigate the spread of COVID-19 include restrictions on travel, quarantines in certain areas, and forced closures for certain types of public places and businesses. COVID-19 and actions taken to mitigate it have had and are expected to continue to have an adverse impact on the economy and financial markets, including the geographical area in which the Organization operates. While it is unknown how long these conditions will last and what the complete financial effect will be to the Organization, to date the Organization has not experienced significant changes in its operations. While the disruption is currently expected to be temporary, there is uncertainty around the duration. The ultimate impact of the pandemic on the Organization's results of operations and financial position cannot be reasonably estimated at this time.

On April 14, 2020, the Organization received a loan in the amount of \$274,153 in accordance with the Paycheck Protection Program section of the Coronavirus Air, Relief, and Economic Security Act (the CARES Act). Under this loan program, the entity may be eligible for forgiveness of some portion of the loan up to 100%, if and when qualifying conditions are met. Accounting for the loan and any future forgiveness could have an impact on future financial reporting. As of the report date, management is actively monitoring qualifying conditions to maximize future loan forgiveness.