

Arts & Humanities Council of Tulsa, Inc.  
Consolidated Financial Statements

June 30, 2016 and 2015



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Arts & Humanities Council of Tulsa, Inc.

Table of Contents

June 30, 2016 and 2015

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INDEPENDENT AUDITOR’S REPORT .....	1
Consolidated Statements of Financial Position .....	2
Consolidated Statements of Activities .....	3
Consolidated Statements of Cash Flows .....	5
Notes to Consolidated Financial Statements .....	6



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Arts & Humanities Council of Tulsa, Inc.

We have audited the accompanying financial statements of Arts & Humanities Council of Tulsa, Inc. and affiliate (the Council), which comprise the consolidated statements of financial position as of June 30, 2016 and 2015, and the related consolidated statements of activities 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.

### Auditor's 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 of 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 auditor's 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 consolidated financial position of Arts & Humanities Council of Tulsa, Inc. and affiliate as of June 30, 2016 and 2015, and the changes in its net assets and cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in black ink that reads 'Preston Smith PLLC'.

Tulsa, Oklahoma  
October 31, 2016

Arts & Humanities Council of Tulsa, Inc.  
Consolidated Statements of Financial Position  
June 30, 2016 and 2015

Assets	2016	2015
Cash and cash equivalents	\$ 150,243	\$ 196,786
Accounts receivable	43,012	41,668
Restricted cash	334,574	479,080
Prepaid expenses	1,847	-
Pledges receivable	457,064	917,489
Beneficial interest in assets held by others	751,692	734,398
Property and equipment, net	15,759,929	16,321,923
Total assets	\$ 17,498,361	\$ 18,691,344
Liabilities and Net Assets		
Accounts payable and accrued expenses	\$ 65,566	\$ 99,425
Contributions held on behalf of others	64,677	75,805
Deferred revenue	25,850	55,100
Line of credit	677,000	550,000
Deferred transaction costs	193,273	242,771
Long-term debt	526,010	926,510
Total liabilities	1,552,376	1,949,611
Net Assets		
Unrestricted	14,204,864	14,595,146
Temporarily restricted	1,741,121	2,146,587
Total net assets	15,945,985	16,741,733
Total liabilities and net assets	\$ 17,498,361	\$ 18,691,344

Arts & Humanities Council of Tulsa, Inc.  
Consolidated Statement of Activities  
Year Ended June 30, 2016

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<b>Revenue and Support</b>			
Contributions and grants	\$ 168,307	\$ 630,155	\$ 798,462
Program revenue	325,621	-	325,621
Fundraising and special events	203,207	-	203,207
Rental income	45,595	-	45,595
Interest income	546	131,463	132,009
Change in beneficial interest in assets held by others	(1,225)	18,519	17,294
Gain on sale of property	37,585	-	37,585
Net assets released from restrictions	1,185,603	(1,185,603)	-
<b>Total revenue and support</b>	<u>1,965,239</u>	<u>(405,466)</u>	<u>1,559,773</u>
<b>Expenses</b>			
Program services	1,745,543	-	1,745,543
Management and general	241,286	-	241,286
Fundraising	163,978	-	163,978
<b>Total operating expenses</b>	<u>2,150,807</u>	<u>-</u>	<u>2,150,807</u>
Interest expense	204,714	-	204,714
<b>Total expenses</b>	<u>2,355,521</u>	<u>-</u>	<u>2,355,521</u>
Change in net assets	(390,282)	(405,466)	(795,748)
Net Assets, Beginning of Year	<u>14,595,146</u>	<u>2,146,587</u>	<u>16,741,733</u>
Net Assets, End of Year	<u>\$ 14,204,864</u>	<u>\$ 1,741,121</u>	<u>\$ 15,945,985</u>

Arts & Humanities Council of Tulsa, Inc.  
Consolidated Statement of Activities  
Year Ended June 30, 2015

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Revenue and Support			
Contributions and grants	\$ 541,364	\$ 363,930	\$ 905,294
Program revenue	60,669	-	60,669
Fundraising and special events	16,365	-	16,365
Rental income	169,079	-	169,079
Interest income	546	131,578	132,124
Change in beneficial interest in assets held by others	1,600	32,165	33,765
Net assets released from restrictions	<u>1,621,003</u>	<u>(1,621,003)</u>	<u>-</u>
Total revenue and support	<u>2,410,626</u>	<u>(1,093,330)</u>	<u>1,317,296</u>
Expenses			
Program services	1,628,478	-	1,628,478
Management and general	275,760	-	275,760
Fundraising	107,437	-	107,437
Total operating expenses	<u>2,011,675</u>	<u>-</u>	<u>2,011,675</u>
Interest expense	<u>234,279</u>	<u>-</u>	<u>234,279</u>
Total expenses	<u>2,245,954</u>	<u>-</u>	<u>2,245,954</u>
Change in net assets	164,672	(1,093,330)	(928,658)
Net Assets, Beginning of Year	<u>14,430,474</u>	<u>3,239,917</u>	<u>17,670,391</u>
Net Assets, End of Year	<u>\$ 14,595,146</u>	<u>\$ 2,146,587</u>	<u>\$ 16,741,733</u>

Arts & Humanities Council of Tulsa, Inc.  
Consolidated Statements of Cash Flows  
Years Ended June 30, 2016 and 2015

	<u>2016</u>	<u>2015</u>
Operating activities		
Change in Net Assets	\$ (795,748)	\$ (928,658)
Adjustment to reconcile change in net assets to net cash from operating activities		
Depreciation	567,463	566,856
Change in discount on pledges receivable	(8,915)	(26,885)
Gain on sale	(37,585)	-
Changes in operating assets and liabilities		
Restricted cash	144,506	210,298
Accounts receivable	(1,344)	21,806
Prepaid expenses	(1,847)	-
Pledges receivable	469,340	930,901
Accounts payable	(33,859)	60,332
Deferred revenue	(29,250)	350
Contributions held on behalf of others	(11,128)	(35,348)
Net cash from operating activities	<u>261,633</u>	<u>799,652</u>
Investing activities		
Purchase of property and equipment	(10,839)	(4,855)
Proceeds from sale of land	42,955	-
Change in beneficial interest in assets held by others	(17,294)	(63,765)
Net cash used in investing activities	<u>14,822</u>	<u>(68,620)</u>
Financing activities		
Payments on long-term debt	(400,500)	(1,541,166)
Net change in balance on line of credit	127,000	200,000
Reduction of deferred costs	(49,498)	(49,500)
Net cash used in financing activities	<u>(322,998)</u>	<u>(1,390,666)</u>
Net change in cash and cash equivalents	(46,543)	(659,634)
Cash and cash equivalents, beginning of year	<u>196,786</u>	<u>856,420</u>
Cash and cash equivalents, end of year	<u>\$ 150,243</u>	<u>\$ 196,786</u>
Supplemental disclosures:		
Cash paid for interest	<u>\$ 204,714</u>	<u>234,279</u>

**Note 1 – Organization and Nature of Operations**

*Organization and Nature of Operations*

The Arts & Humanities Council of Tulsa, Inc. (Council) is a private nonprofit organization incorporated under the laws of the state of Oklahoma whose mission is to cultivate and promote an awareness and understanding of the arts and humanities in the Tulsa metropolitan area. This mission is accomplished through a variety of activities including visual arts and humanities programs, education and enrichment programs, and community arts partnerships. The Council also provides two facilities available for short-term rental of office space and events.

*Principles of Consolidation*

The accompanying consolidated financial statements as of June 30, 2016 and 2015, include the financial statements of the Council and Visual Arts Center, LLC (VAC, LLC). The VAC, LLC had no operating activity except for the debt and equity transaction as described in Note 11. Intercompany transactions and balances have been eliminated in consolidation.

**Note 2 - Significant Accounting Policies**

*Basis of Presentation*

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles (GAAP). Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Council and changes therein are classified and reported as follows:

*Unrestricted net assets* – Net assets whose expenditure is not subject to donor-imposed stipulations.

*Temporarily restricted net assets* – Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Council or the passage of time.

*Permanently Restricted Net Assets* – Net assets subject to donor-imposed stipulations that they be maintained permanently by the Council. Generally, the donors of these assets permit the Council to use all or part of the income earned on any related investments for general or specific purposes.

*Basis of Presentation (continued)*

Contributions are recorded when the donor makes a promise to give to the organization that is in substance, unconditional. All donor-imposed restricted contributions are reported as increases to temporarily restricted net assets. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

*Cash Equivalents*

The Council defines cash equivalents as all highly liquid investments with an initial maturity of three months or less.

*Restricted Cash*

Cash with donor imposed restrictions and contractually imposed restrictions is separately identified in the consolidated statement of financial position. Temporarily restricted cash equals contributions held for the benefit of others, donor restricted contributions and cash restricted for debt service.

*Fair Value Measurements*

The Council reports fair value measurements using a fair value hierarchy defined by GAAP that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy prioritizes the valuation inputs into three broad levels based on the quality of the inputs used.

Level 1 inputs consist of quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date. Level 2 inputs are observable inputs other than quoted market prices. Level 3 inputs are unobservable inputs related to the asset or liability.

The Council employs valuation techniques which maximize the use of observable inputs and minimize the use of unobservable inputs.

*Use of Estimates*

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

Arts & Humanities Council of Tulsa, Inc.  
Notes to Consolidated Financial Statements  
June 30, 2016 and 2015

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*Accounts Receivable*

Receivables consist of rentals and other activities billed and are stated at unpaid balance which approximates net realizable value. Receivables become due upon certain triggering events. The Council has established an allowance for doubtful accounts receivable should a significant pattern of uncollectability occur. Balances are written off after collection efforts have been exhausted and management has determined they are uncollectible. An allowance for doubtful accounts was recorded for \$13,378 at June 30, 2016, and \$7,500 at June 30, 2015.

*Pledges Receivable*

Pledges receivable represent unconditional promises to give. The Council has elected the fair value option for valuing pledges receivable. Pledges are recorded at their estimated fair value when received and are revalued annually using present value techniques.

*Contributions Held on Behalf of Others*

The Council acts as a pass-through recipient for contributions to various other area organizations. The funds are released by the Council to, or on behalf of, the beneficiaries only with the permission of the donor.

*Property and Equipment*

Property and equipment are recorded at cost or, if donated, at the estimated fair market value upon receipt. Depreciation of property and equipment is provided over the estimated useful lives of the respective assets on a straight-line basis. Additions and improvements that extend the useful lives of the assets are capitalized. Expenditures for repairs and maintenance are expensed as incurred. The Council follows the practice of capitalizing all expenditures greater than \$1,000 with an estimated useful life of more than one year.

The Council expenses property, building, and equipment using the straight line method over estimated useful lives of 39 years for buildings and 10 years for office furniture and equipment.

*Revenue Recognition*

Revenues from rental of facilities are recognized when the rental contract is complete. Deferred revenue results from prepayments received that have not yet been earned.

Arts & Humanities Council of Tulsa, Inc.  
Notes to Consolidated Financial Statements  
June 30, 2016 and 2015

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*Advertising*

The Council expenses advertising costs as incurred. Advertising costs totaled approximately \$16,000 for 2016 and \$14,000 for 2015.

*Income Taxes*

The Council is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and comparable state law and, accordingly, no provision for federal or state taxes is necessary.

The Council files an annual information tax return with the IRS. The federal tax returns of the Council for 2013, 2014 and 2015 are subject to examination by taxing authorities. It is the Council's policy that penalties and interest assessed by income taxing authorities, if any, are included in operating expenses. The Council's management annually evaluates its various tax positions and assesses the likelihood of these positions being upheld by examination with relevant tax authorities.

*Sales Taxes*

The Council collects sales tax from gallery and gift shop sales and remits these amounts to the State taxing authority. The Council's accounting policy is to include the tax collected in program revenue and the associated expense as program expense.

*Subsequent Events*

The Council has evaluated subsequent events through October 31, 2016, the date the financial statements were available to be issued.

*Concentration of Credit Risk*

The Council maintains several bank accounts at high-quality financial institutions. Accounts at each institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Balances may exceed the FDIC limits at times. The Council has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on cash and cash equivalents.

The Council does not require accounts receivable to be collateralized. Credit risk is mitigated by the relatively small individual balances which serves to diversify the risk of loss.

Beneficial interest in assets held by others are invested in fixed income and equity securities. The Council believes credit risk is mitigated by diversity of the investments which are managed by outside investment professionals.

Arts & Humanities Council of Tulsa, Inc.  
Notes to Consolidated Financial Statements  
June 30, 2016 and 2015

**Note 3 – Restricted Cash**

Cash is restricted for the following purposes at June 30, 2016 and 2015:

	2016	2015
Contributions held on behalf of others	\$ 40,233	\$ 58,446
Donor restricted cash	5,546	5,546
Cash restricted for debt servicing	288,795	415,088
	\$ 334,574	\$ 479,080

**Note 4 – Pledges Receivable**

Pledges receivable for June 30, 2016 and 2015 are as follows:

	2016	2015
Due within one year	\$ 448,495	\$ 636,325
Due in 1-5 years	61,500	293,000
Total gross pledges receivable	509,995	929,325
Allowance for uncollectable pledges	(50,010)	-
Discount	(2,921)	(11,836)
Pledges receivable, net	\$ 457,064	\$ 917,489

The discount rate used in determining the net present value of pledges receivable was 4.75% at June 30, 2016 and 2015. The Council has examined the collectability of outstanding pledges and has provided an allowance for uncollectable pledges of \$50,010 at June 30, 2016 and no allowance at June 30, 2015.

**Note 5 – Beneficial Interest in Assets Held by Others**

The Council has a beneficial interest in an investment owned by the Westby Foundation. The Board of Trustees of the Westby Foundation has restricted distributions from the fund to the maintenance and upkeep of the Harweldon Mansion. These funds have been recorded as an asset at fair market value, which, at June 30, 2016 is \$654,934 and June 30, 2015 is \$636,415.

**Note 5 – Beneficial Interest in Assets Held by Others (continued)**

The Council has established an agency reserve fund with the Tulsa Community Foundation (TCF), creating an agency fund and naming itself the beneficiary. The Board of Trustees of TCF shall have the power to modify any restriction or condition on distributions from the fund for any specific charitable purposes or to specific organizations, if in the sole judgment of the Board of Trustees the restriction or conditions become, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs served by TCF. All contributions to this fund shall be irrevocable once accepted by TCF. These funds have been recorded as an asset at fair market value, which, at June 30, 2016 is \$96,758 and June 30, 2015 is \$97,983.

**Note 6 – Property and Equipment**

At June 30, 2016 and 2015 property and equipment consisted of the following:

	2016	2015
Building improvements	\$ 16,950,242	\$ 16,950,242
Equipment	776,560	772,695
Furniture and fixtures	836,791	829,817
Land	48,309	53,679
Total	18,611,902	18,606,433
Accumulated depreciation	(2,851,973)	(2,284,510)
Property and equipment, net	\$ 15,759,929	\$ 16,321,923

Depreciation charged to income for 2016 was \$567,463 and for 2015 was \$566,856.

**Note 7 – Line of Credit**

The Council maintains a line of credit for up to \$750,000 at a local bank with a variable interest rate of 4% at June 30, 2016. The loan is collateralized by a real estate and matures March 15, 2017. The balance outstanding at June 30, 2016 and 2015 was \$677,000 and \$550,000, respectively.

Arts & Humanities Council of Tulsa, Inc.  
Notes to Consolidated Financial Statements  
June 30, 2016 and 2015

**Note 8 – Fair Value of Assets and Liabilities**

Assets and liabilities measured at fair value on a recurring basis at June 30, 2016 and 2015 are as follows:

June 30, 2016

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Assets			
Pledges receivable	\$ -	\$ -	\$ (43,513)
Beneficial interest in assets held by others	-	751,692	-
Total assets	<u>\$ -</u>	<u>\$ 751,692</u>	<u>\$ (43,513)</u>
Liabilities			
Note payable	<u>\$ -</u>	<u>\$ 526,010</u>	<u>\$ -</u>

June 30, 2015

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Assets			
Pledges receivable	\$ -	\$ -	917,489
Beneficial interest in assets held by others	-	734,398	-
Total	<u>\$ -</u>	<u>\$ 734,398</u>	<u>\$ 917,489</u>
Liabilities			
Note payable	<u>\$ -</u>	<u>\$ 926,510</u>	<u>\$ -</u>

Reconciliation of activity for assets measured at fair value based on significant unobservable (Level 3) information:

Balance, beginning of year	\$ 917,489
Pledges collected	(636,026)
New pledges	166,686
Change in discount to net present value	<u>8,915</u>
Balance, end of year	<u>\$ 457,064</u>

Arts & Humanities Council of Tulsa, Inc.  
Notes to Consolidated Financial Statements  
June 30, 2015 and 2014

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**Note 9 – Note Payable**

Long-term debt consists of a note payable to a bank in yearly installments as scheduled below, plus interest at Bank of Oklahoma Financial Corporation National Prime Rate plus 0.75% (4.75% at June 30, 2016). The note is guaranteed personally by a board member of the Council and collateralized by outstanding pledges receivable. The balance of long-term debt at June 30, 2016 is \$526,010. This balance matures at December 31, 2016.

**Note 10 – Temporarily Restricted Net Assets**

Temporarily restricted net assets are available for the following purposes as of June 30, 2016 and 2015:

Purpose restriction:	2016	2015
Debt servicing	\$ 568,795	\$ 1,095,098
Harweldon Mansion maintenance	654,934	636,415
Other purposes	517,392	415,074
Total	\$ 1,741,121	\$ 2,146,587

Investment income is included as temporarily restricted net assets based on the contractual arrangement for the debt servicing agreement described in Note 11.

**Note 11 – Tax Credit Contribution**

The Council entered into a New Markets Tax Credit transaction involving Cherokee Nation Sub-CDE LLC, BOKFCDC Fund I LLC, and Visual Arts Center LLC, an entity in which the Council holds a 99% ownership interest. The transaction employs debt and equity financing, as well as federally issued tax credits available for development in certain economic zones. The Council has recorded the resulting net tax credits equity as a contribution directly to temporarily restricted net assets.