

Friends General Conference

Financial Statements
Year Ended September 30, 2018

Draft - 3/18/19 - Subject to Change



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FRIENDS GENERAL CONFERENCE

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INDEPENDENT AUDITOR'S REPORT

**The Central Committee
Friends General Conference
Philadelphia, Pennsylvania**

We have audited the accompanying financial statements of Friends General Conference (a nonprofit organization), which comprise the statement of financial position as of September 30, 2018, and the 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 U.S. generally accepted accounting principles; 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 U.S. generally accepted auditing standards. 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 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 financial position of Friends General Conference as of September 30, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with U.S. generally accepted accounting principles.

Report on Summarized Comparative Information

We have previously audited Friends General Conference's 2017 financial statements, and we expressed a qualified audit opinion on those audited financial statements in our report dated April 17, 2018. Friends General Conference was required to consolidate the financial statements of the Friends Meeting House Fund (a nonprofit organization) and elected not to consolidate them. The financial statements of the Friends Meeting House Fund were material for the year ended September 30, 2017 but were not material for the year ended September 30, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended September 30, 2017, is consistent, in all material respects, with the audited financial statements from which it has been derived.

**Philadelphia, Pennsylvania
, 2019**

FRIENDS GENERAL CONFERENCE

STATEMENT OF FINANCIAL POSITION

September 30, 2018 with comparative totals for 2017

	<u>2018</u>	<u>2017</u>
ASSETS		
Cash	\$ 405,445	\$ 218,672
Contributions receivable	56,679	53,096
Inventory	63,000	57,524
Prepaid expenses and other	38,763	53,046
Investments	4,613,557	4,134,680
Property and equipment, net	332,260	356,769
Beneficial interest in charitable remainder trusts	152,000	132,200
Beneficial interest in perpetual trusts	368,000	352,000
Total assets	<u>\$ 6,029,704</u>	<u>\$ 5,357,987</u>
LIABILITIES		
Accounts payable and accrued expenses	\$ 221,014	\$ 87,464
Deferred revenue	29,532	34,688
Total liabilities	<u>250,546</u>	<u>122,152</u>
NET ASSETS		
Unrestricted	4,445,612	4,042,882
Temporarily restricted	587,546	451,153
Permanently restricted	746,000	741,800
Total net assets	<u>5,779,158</u>	<u>5,235,835</u>
Total liabilities and net assets	<u>\$ 6,029,704</u>	<u>\$ 5,357,987</u>

See accompanying notes

FRIENDS GENERAL CONFERENCE

STATEMENT OF ACTIVITIES

Year ended September 30, 2018 with comparative totals for 2017

	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals	
				2018	2017
REVENUE AND SUPPORT					
Contributions and grants	\$ 607,062	\$ 137,368	\$ -	\$ 744,430	\$ 904,091
Gathering program service fees	616,988	-	-	616,988	683,336
Distribution sales (net of cost of goods sold of \$55,629 and \$59,107 in 2018 and 2017)	43,901	-	-	43,901	48,675
Other	66,347	-	-	66,347	88,424
Net assets released from restriction	150,891	(150,891)	-	-	-
Total revenue and support	1,485,189	(13,523)	-	1,471,666	1,724,526
EXPENSES					
Program services					
Gathering	611,686	-	-	611,686	734,276
Distribution and publications	168,808	-	-	168,808	197,189
Spiritual deepening	113,436	-	-	113,436	64,094
Quaker cloud	84,205	-	-	84,205	71,862
Communications	21,446	-	-	21,446	132,192
Committee for Nurturing Ministries	202,844	-	-	202,844	162,126
Other programs	8,028	-	-	8,028	45,559
Supporting services					
Management and general	348,448	-	-	348,448	328,582
Fundraising	259,453	-	-	259,453	265,259
Total expenses	1,818,354	-	-	1,818,354	2,001,139
Change in net assets before other changes	(333,165)	(13,523)	-	(346,688)	(276,613)
OTHER CHANGES					
Investment income	735,895	130,116	-	866,011	445,431
Change in value of beneficial interest in charitable remainder trusts	-	19,800	-	19,800	18,400
Change in discount on contributions receivable	-	-	(11,800)	(11,800)	(12,200)
Change in value of beneficial interest in perpetual trusts	-	-	16,000	16,000	28,000
Total other changes	735,895	149,916	4,200	890,011	479,631
CHANGE IN NET ASSETS	402,730	136,393	4,200	543,323	203,018
NET ASSETS					
Beginning of year	4,042,882	451,153	741,800	5,235,835	5,032,817
End of year	\$ 4,445,612	\$ 587,546	\$ 746,000	\$ 5,779,158	\$ 5,235,835

See accompanying notes

FRIENDS GENERAL CONFERENCE

STATEMENT OF FUNCTIONAL EXPENSES

Year ended September 30, 2018 with comparative totals for 2017

	<u>Gathering</u>	<u>Distribution and Publications</u>	<u>Spiritual Deepening</u>	<u>Quaker Cloud</u>	<u>Communications</u>	<u>Nurturing Ministries</u>	<u>Other Programs</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Totals</u>	
										<u>2018</u>	<u>2017</u>
Salaries and benefits	\$ 208,177	\$ 87,416	\$ 90,974	\$ 31,002	\$ 288	\$ 131,385	\$ 3,159	\$ 215,772	\$ 195,128	\$ 963,301	\$ 999,884
Advertising	2,017	5,384	3,375	1,280	5,487	449	287	2,402	1,338	22,019	23,137
Bank and credit card fees	7,906	1,233	115	-	-	25	-	1,676	5,536	16,491	15,771
Condominium fees	7,890	1,322	1,001	921	521	2,804	40	22,349	3,204	40,052	34,848
Contracted services	7,907	7,766	7,151	47,783	6,983	7,145	441	29,455	6,983	121,614	143,763
Depreciation	6,968	1,167	884	813	460	2,476	35	19,736	2,830	35,369	33,832
Insurance	1,764	151	115	105	60	321	505	2,556	365	5,942	8,558
Postage and mailing	3,565	20,121	-	188	166	608	10	9	6,258	30,925	35,468
Printing	9,724	11,944	151	-	3,403	820	77	343	13,481	39,943	27,732
Professional fees	1,929	2,680	4,372	1,446	1,335	17,265	10	12,106	7,538	48,681	55,227
Repairs and maintenance	8,640	1,350	605	557	315	1,694	24	13,502	2,170	28,857	23,522
Room and board	286,011	-	-	-	-	6,383	-	-	-	292,394	414,224
Supplies	1,516	413	73	-	333	43	-	3,243	478	6,099	8,069
Telephone	892	277	54	-	20	54	-	5,478	175	6,950	7,299
Travel	19,334	3,364	3,529	-	2,013	31,036	3,435	15,048	13,147	90,906	95,417
Utilities	944	158	120	110	62	336	5	2,675	384	4,794	4,673
Miscellaneous	36,502	24,062	917	-	-	-	-	2,098	438	64,017	69,715
Total expenses	\$ 611,686	\$ 168,808	\$ 113,436	\$ 84,205	\$ 21,446	\$ 202,844	\$ 8,028	\$ 348,448	\$ 259,453	\$ 1,818,354	\$ 2,001,139

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See accompanying notes

FRIENDS GENERAL CONFERENCE

STATEMENT OF CASH FLOWS

Year ended September 30, 2018 with comparative totals for 2017

	<u>2018</u>	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 543,323	\$ 203,018
Adjustments to reconcile change in net assets to net cash provided by (used for) operating activities		
Depreciation	35,369	33,832
Net realized and unrealized gain on investments	(836,172)	(418,684)
Change in value of beneficial interest in charitable remainder trusts	(19,800)	(18,400)
Change in discount on contributions receivable	11,800	12,200
Change in value of beneficial interest in perpetual trusts	(16,000)	(28,000)
(Increase) decrease in		
Accounts receivable	-	9,370
Contributions receivable	(15,383)	3,833
Inventory	(5,476)	(7,571)
Prepaid expenses and other	14,283	(6,201)
Increase (decrease) in		
Accounts payable and accrued expenses	133,550	(10,416)
Deferred revenue	(5,156)	7,123
Net cash used for operating activities	<u>(159,662)</u>	<u>(219,896)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	(99,415)	(176,533)
Proceeds from sale of investments	456,710	529,443
Purchase of property and equipment	(10,860)	-
Net cash provided by investing activities	<u>346,435</u>	<u>352,910</u>
Net change in cash	186,773	133,014
CASH		
Beginning of year	<u>218,672</u>	<u>85,658</u>
Ending of year	<u>\$ 405,445</u>	<u>\$ 218,672</u>

See accompanying notes

FRIENDS GENERAL CONFERENCE

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

(1) NATURE OF OPERATIONS

Friends General Conference (the "**Organization**"), is a nonprofit organization whose purpose is to provide resources and opportunities that educate and invite members to experience God's living presence, and to discern and follow God's leadings.

(2) SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities.

Basis of Presentation

The Organization reports information regarding its financial position and activities according to the following three classes of net assets:

Unrestricted net assets

Net assets that are not subject to donor-imposed restrictions.

Temporarily restricted net assets

Net assets that are subject to donor-imposed restrictions that will be satisfied by actions of the Organization and/or the passage of time. When a restriction is satisfied, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as "**net assets released from restriction.**"

Permanently restricted net assets

Net assets that are subject to donor-imposed restrictions that neither expire by passage of time, nor can be satisfied by actions of the Organization.

Estimates

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

Summarized Prior-Year Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles ("**GAAP**"). Accordingly, such information should be read in conjunction with the financial statements for the year ended September 30, 2017, from which the summarized information was derived.

Fair Value Measurements of Assets and Liabilities

GAAP defines fair value as the price that would be received to sell an asset or paid to transfer a liability (i.e., the "exit price") in an orderly transaction between market participants at the measurement date. GAAP establishes a fair value hierarchy for inputs used in measuring fair value that maximizes the use of observable inputs and minimizes the use of unobservable inputs by requiring that the most observable inputs be used when available. Observable inputs are those that market participants would use in pricing the asset or liability based on market data obtained from sources independent of the Organization. Unobservable inputs reflect the Organization's assumptions about the inputs market participants would use in pricing the asset or liability developed based on the best information available in the circumstances. The fair value hierarchy is categorized into three levels based on the inputs as follows:

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NOTES TO FINANCIAL STATEMENTS

September 30, 2018

Level 1 – Valuations based on quoted prices in active markets for identical assets or liabilities that the Organization has the ability to access. Since valuations are based on quoted prices that are readily and regularly available in an active market, valuation of these assets and liabilities does not entail a significant degree of judgment.

Level 2 – Valuations based on quoted prices in markets that are not active or for which all significant inputs are observable, either directly or indirectly.

Level 3 – Valuations based on inputs that are unobservable, that is, inputs that reflect the Organization's own assumptions.

Property and Equipment

The Organization capitalizes all expenditures for property and equipment in excess of \$1,000. Property and equipment is carried at cost if purchased and at fair value at the date of donation if contributed. Depreciation is computed using the straight-line method over the estimated lives of the assets.

Inventory

Inventory is stated at the lower of cost or fair value, using the first-in, first out method. It consists primarily of books and pamphlets for resale.

Investments and Investment Income

Investments in equity securities with readily determinable fair values and all investments in debt securities are reported at fair value, as determined by quoted market prices, with gains and losses included in the statement of activities. Investment income is recorded as earned.

The Organization invests in professionally managed portfolios that contain various types of securities (**See Note 4**). Such investments are exposed to various risks such as market and credit. Due to the level of risk associated with such investments, and the level of uncertainty related to changes in the value of such investments, it is at least reasonably possible that changes in the near term would materially affect investment balances and the amounts reported in the financial statements.

Beneficial Interest in Charitable Remainder Trusts

The beneficial interest in charitable remainder trusts is reported at the fair value of the related assets less the present value of the payments expected to be made to other beneficiaries.

Beneficial Interest in Perpetual Trusts

The beneficial interest in perpetual trusts is reported at fair value and is equal to the Organization's share of the assets in the trusts.

Contributions and Grants

Contributions and grants received are recorded as unrestricted, temporarily restricted or permanently restricted net assets depending on the absence or existence and nature of any donor restrictions. Donor-restricted contributions and grants whose restrictions are satisfied in the same period are reported as unrestricted.

Unconditional contributions and grants are recognized as revenue when the related promise to give is received. Conditional contributions and grants are recognized as revenue when the conditions are satisfied.

Functional Allocation of Expenses

The costs of providing various program and supporting services have been presented on a functional basis in the statements of activities and functional expenses. Accordingly, certain costs have been allocated among the program and supporting services benefited based primarily upon the relative time spent by the Organization's employees on each function.

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NOTES TO FINANCIAL STATEMENTS

September 30, 2018

Income Tax Status

The Organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business income.

The Organization has adopted an accounting standard regarding uncertain tax positions. The standard prescribes a minimum threshold that a tax position is required to meet in order to be recognized in the financial statements. The Organization believes that it had no uncertain tax positions as defined in the standard.

Concentrations of Credit Risk

Financial instruments which potentially subject the Organization to concentrations of credit risk are cash and accounts receivable. The Organization maintains cash deposits at various high-quality banks and financial institutions. At times, such deposits may exceed federally-insured limits. Accounts receivable consist primarily of contributions receivable from a capital campaign (**See Note 3**). Management performs ongoing evaluations of accounts receivable for potential credit losses. Collateral is not required.

(3) CONTRIBUTIONS RECEIVABLE

Amount due in:

	<u>2018</u>	<u>2017</u>
Less than one year	\$ 24,066	\$ 9,596
One to five years	12,000	55,700
Thereafter	<u>44,613</u>	<u>-</u>
	80,679	65,296
Less discount to net present value	<u>(24,000)</u>	<u>(12,200)</u>
	<u>\$ 56,679</u>	<u>\$ 53,096</u>

(4) INVESTMENTS

Investments consisted of the following at September 30,:

	<u>2018</u>	<u>2017</u>
Money market funds	\$ 304,969	\$ 187,965
Note receivable	-	45,000
Obligations of U.S. Government Agencies	403,946	380,058
Corporate bonds	49,972	-
Units in the Quaker Growth and Income Fund of Friends Fiduciary Corporation	780,518	729,985
Common stocks	<u>3,074,152</u>	<u>2,791,672</u>
	<u>\$4,613,557</u>	<u>\$4,134,680</u>

The Quaker Growth and Income Fund (the "**Fund**") is a co-mingled investment fund sponsored by Friends Fiduciary Corporation ("**Fiduciary**"). Fiduciary is a Quaker nonprofit corporation which qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Fiduciary's mission is to provide investment and trusteeship services for Friends meetings, schools and other nonprofit, tax-exempt organizations. The Fund's investment objective is to provide long-term total return by investing its assets in a balanced portfolio of common stocks and fixed income investments.

FRIENDS GENERAL CONFERENCE

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

Investment income consisted of the following for the year ended September 30,:

	<u>2018</u>	<u>2017</u>
Interest and dividends	\$ 48,195	\$ 43,190
Realized and unrealized gain	836,172	418,684
Management fees	<u>(18,356)</u>	<u>(16,443)</u>
	<u>\$866,011</u>	<u>\$445,431</u>

(5) PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at September 30,:

	<u>2018</u>	<u>2017</u>
Land	\$ 267,500	\$ 267,500
Building and improvements	830,373	819,513
Equipment	<u>79,095</u>	<u>79,095</u>
	1,176,968	1,166,108
Less accumulated depreciation	<u>(844,708)</u>	<u>(809,339)</u>
	<u>\$ 332,260</u>	<u>\$ 356,769</u>

(6) BENEFICIAL INTEREST IN CHARITABLE REMAINDER TRUSTS

The Organization has been named as remaining beneficiary of several irrevocable charitable remainder trusts administered by third party administrators. The agreements provide for the lead beneficiaries to receive annual distributions until their death, and that, upon their death, the Organization is to receive the remainder. The amounts of the remainder and payments to be made to the lead beneficiaries are estimated and have been reduced to present value.

(7) BENEFICIAL INTEREST IN PERPETUAL TRUSTS

The Organization is the income beneficiary of two perpetual trusts. Fiduciary serves as trustee of these trusts. The principal portions of the trusts are permanently restricted and the income distributions are unrestricted.

(8) TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following purposes and periods:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Releases</u>	<u>Ending Balance</u>
Purpose restrictions				
Gathering – limited term endowment	\$ 85,921	\$ 7,077	\$ -	\$ 92,998
Gathering of Friends	-	29,657	-	29,657
Western Yearly Meeting Scholarship Fund	3,980	-	(3,300)	680
Spiritual deepening	36,600	49,700	(47,600)	38,700
Institutional assessment	63,180	800	(63,980)	-
Publications Growth Fund	9,464	-	-	9,464
Other	<u>33,709</u>	<u>36,311</u>	<u>(11,866)</u>	<u>54,404</u>
	<u>232,854</u>	<u>123,545</u>	<u>(126,746)</u>	<u>229,653</u>

FRIENDS GENERAL CONFERENCE

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

Time restrictions				
Beneficial interest in charitable remainder trusts	132,200	19,800	-	152,000
Contributions receivable	3,596	20,900	(2,517)	21,979
Endowment appreciation	<u>82,503</u>	<u>123,039</u>	<u>(21,628)</u>	<u>183,914</u>
	<u>218,299</u>	<u>163,739</u>	<u>(24,145)</u>	<u>357,893</u>
	<u>\$451,153</u>	<u>\$287,284</u>	<u>\$(150,891)</u>	<u>\$587,546</u>

(9) PERMANENTLY RESTRICTED NET ASSETS

Permanently restricted net assets consists of the following endowment funds and beneficial interest in perpetual trusts. Income from the permanently restricted net assets is unrestricted.

Endowment fund (\$34,700 is receivable at September 30, 2018)	\$378,000
Beneficial interest in perpetual trusts	
Laura & Augustus Cadwallader Fund	3,500
Susanna Parry Fund	<u>364,500</u>
	<u>\$746,000</u>

(10) ENDOWMENT FUNDS

In August 2008, an accounting standard was issued which provides guidance on the net asset classification of donor-restricted endowment funds for a nonprofit organization that is subject to an enacted version of the Uniform Prudent Management of Institutional Funds Act ("**UPMIFA**"). The Organization is not subject to this guidance since Pennsylvania has not enacted a version of UPMIFA. The standard also requires additional disclosures about an organization's endowment funds (both donor-restricted endowment funds and board-designated endowment funds) whether or not the organization is subject to UPMIFA.

In accordance with Pennsylvania statutes, the Organization has adopted investment and spending policies for its endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowments while seeking to maintain the purchasing power of these endowment assets over the long-term. The Organization's spending and investment policies work together to achieve this objective. The investment policy establishes an achievable return objective through diversification of asset classes.

Changes in the endowment assets for the year ended September 30, 2018 are as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets, beginning of year	\$ 789,314	\$168,424	\$389,800	\$1,347,538
Additions (subtractions)	74,850	-	(11,800)	63,050
Investment income	59,589	130,116	-	189,705
Spending policy distribution	(46,680)	(21,628)	-	(68,308)
Additional withdrawals	<u>(123,705)</u>	<u>-</u>	<u>-</u>	<u>(123,705)</u>
Endowment net assets, end of year	<u>\$ 753,368</u>	<u>\$276,912</u>	<u>\$378,000</u>	<u>\$1,408,280</u>

(11) RETIREMENT PLAN

Friends General Conference participates in the Friends Pension Plan, a multi-employer defined benefit plan. Employees who customarily are employed for 1,000 hours or more per year are eligible to participate in the plan. Friends General Conference contributed \$95,366 and \$112,256 to the plan for the years ended September 30, 2018 and 2017, respectively. Separate projected benefit liabilities and asset information are not determinable with respect to the Organization's participation in the plan.

FRIENDS GENERAL CONFERENCE

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

(12) ASSETS AND LIABILITIES MEASURED AT FAIR VALUE ON A RECURRING BASIS

The following is a summary of assets and liabilities measured at fair value on a recurring basis and the valuation inputs used to value them:

<u>Description</u>	<u>Balance September 30, 2018</u>	<u>Quoted Prices in Active Markets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
Assets				
Investments				
Money market funds	\$ 304,969	\$ 304,969	\$ -	\$ -
Obligations of U.S. Government Agencies	403,946	-	403,946	-
Corporate bonds	49,972	-	49,972	-
Units in the Quaker Growth and Income Fund of Friends Fiduciary Corporation	780,518	-	780,518	-
Common stocks	<u>3,074,152</u>	<u>3,074,152</u>	<u>-</u>	<u>-</u>
Total investments	4,613,557	3,379,121	1,234,436	-
Contributions receivable	56,679	-	56,679	-
Beneficial interest in charitable remainder trusts	152,000	-	-	152,000
Beneficial interest in perpetual trusts	<u>368,000</u>	<u>-</u>	<u>-</u>	<u>368,000</u>
	<u>\$5,190,236</u>	<u>\$3,379,121</u>	<u>\$1,291,115</u>	<u>\$520,000</u>

Level 3 assets (beneficial interests in charitable remainder trusts and perpetual trusts) had a \$35,800 gain in the statement of activities in 2018.

(13) SUBSEQUENT EVENTS

Management has evaluated subsequent events through _____, 2019, the date on which the financial statements were available to be issued. No material subsequent events have occurred that require recognition or disclosure in the financial statements.