



INDEPENDENT AUDITORS' REPORT AND FINANCIAL STATEMENTS

June 30, 2017 and 2016

BURDETTE SMITH & BISH LLC CPAS AND MANAGEMENT CONSULTANTS 4035 RIDGE TOP ROAD SUITE 550 FAIRFAX, VA 22030

INDEPENDENT AUDITORS' REPORT AND FINANCIAL STATEMENTS

June 30, 2017 and 2016

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Animal Welfare League of Arlington Arlington, VA

We have audited the accompanying financial statements of Animal Welfare League of Arlington, a not-for-profit organization, which comprise the statements of financial position as of June 30, 2017 and 2016, and 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 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 Animal Welfare League of Arlington as of June 30, 2017 and 2016, 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.

Burdette Smith & Bish, LLC

Fairfax, Virginia September 30, 2017

Statements of Financial Position June 30, 2017 and 2016

ASSETS	<u>2017</u>		<u>2016</u>
CURRENT ACCETO			
CURRENT ASSETS	00.050	φ.	00 407
Cash\$	90,050	Þ	66,137
Accounts receivable	97,724		27,176
Pledges receivable, net	4 007		800
Inventory	4,097		5,296
Prepaid expenses	15,653	_	18,364
Total Current Assets	207,524		117,773
INVESTMENTS	4,831,661		4,221,757
<u>-</u>	.,,	_	.,,
PROPERTY AND EQUIPMENT, AT COST	4,856,967		4,717,145
Less: accumulated depreciation	(2,140,781)		(1,949,772)
·	2,716,186	_	2,767,373
-	2,7 10,100	_	
\$_	7,755,371	\$	7,106,903
LIABILITIES AND NET ASSETS		· <u> </u>	
CURRENT LIABILITIES			
Accounts payable\$	26,413	\$	35,967
Accrued expenses	119,408		137,208
Deferred revenue	18,125		
Total Current Liabilities	163,946		173,175
NET ASSETS			
Unrestricted	7,114,927		6,647,548
Temporarily restricted	476,498		286,180
	7,591,425	_	6,933,728
-	7,001,420	_	0,000,720
\$ ₌	7,755,371	\$	7,106,903

Statements of Activities For The Years Ended June 30, 2017 and 2016

UNRESTRICTED NET ASSETS	<u>2017</u>	<u>2016</u>
Support and Revenue		
Adoptions and educational programs\$	282,406 \$	281,380
Arlington County appropriation	1,486,053	1,453,680
Contributions	1,169,888	893,513
Special events revenue, net of expenses	103,125	102,198
Merchandise and other income	23,737	22,249
Investment income (loss), net of expenses	471,757	(64,069)
·	3,536,966	2,688,951
Net assets released from donor restrictions	107,556	533,518
_	3,644,522	3,222,469
Expenses		
Programs	2,759,149	2,568,795
Support services:		
Management and general	40,126	37,639
Fund-raising	377,868	377,740
	3,177,143	2,984,174
Increase (decrease) in Unrestricted Net Assets	467,379	238,295
TEMPORARILY RESTRICTED NET ASSETS		
Contributions	297,874	621,692
Net assets released from donor restrictions	(107,556)	(533,518)
Increase(decrease) in Temporarily Restricted Net Assets	190,318	88,174
INCREASE (DECREASE) IN NET ASSETS	657,697	326,469
NET ASSETS, BEGINNING OF YEAR	6,933,728	6,607,259
NET ASSETS, END OF YEAR\$	7,591,425 \$	6,933,728

Statements of Functional Expenses For The Years Ended June 30, 2017 (With June 30, 2016 Summarized)

			Total			Total						
	Shelter	Animal	County		Community	Program		Management		Total		Total
	Operations	Control	Services		Services	Services		and General	Fundraising	2017		2016
Animal care \$	112,095	\$ -	\$ 112,095	\$	109,777	\$ 221,872	\$	-	\$ -	\$ 221,872	\$ _	196,296
Communications	15,788	16,751	32,539		2,813	35,352		1,070	-	36,422		36,093
Community programs	-	-	-		77,577	77,577		-	-	77,577		61,787
Depreciation	130,124	32,531	162,655		34,700	197,355		6,236	13,012	216,603		199,103
Donated services	-	-	-		16,180	16,180		-	-	16,180		21,510
Employee benefits	179,186	49,605	228,791		45,639	274,430		1,831	30,858	307,119		256,356
Events and appeals	-	-	-		-	-		-	67,562	67,562		74,529
Humane education	-	-	-		25,361	25,361		-	-	25,361		31,578
Insurance	11,926	17,287	29,213		14,275	43,488		-	-	43,488		45,947
Microchip expense	5,029	-	5,029		-	5,029		-	-	5,029		7,111
Miscellaneous	2,423	114	2,537		1,105	3,642		6,701	26	10,369		11,276
Office expense and equipment	32,898	1,563	34,461		3,554	38,015		208	1,060	39,283		42,092
Payroll taxes	73,852	22,827	96,679		21,484	118,163		1,343	14,770	134,276		132,453
Printing and postage	1,595	709	2,304		2,734	5,038		178	32,621	37,837		37,060
Professional services	13,050	5,970	19,020		9,223	28,243		2,786	5,492	36,521		36,955
Public relations	-	-	-		1,681	1,681		-	808	2,489		2,015
Repairs and maintenance	22,768	18,226	40,994		9,703	50,697		650	15,473	66,820		52,022
Salaries	942,887	290,657	1,233,544		271,921	1,505,465		16,594	184,034	1,706,093		1,617,977
Taxes, other	14,607	3,477	18,084		4,323	22,407		-	-	22,407		23,043
Training	2,567	5,605	8,172		4,825	12,997		190	3,686	16,873		12,201
United Way	-	-	-		-	-		-	996	996		58
Utilities	25,896	7,689	33,585		8,918	42,503		2,029	4,059	48,591		49,845
Volunteers	-	-	-		6,364	6,364		-	-	6,364		3,356
Workers compensation	17,056	5,272	22,328	_	4,962	 27,290	_	310	3,411	31,011		33,511
\$	1,603,747	\$ 478,283	\$ 2,082,030	\$	677,119	\$ 2,759,149	\$	40,126	\$ 377,868	\$ 3,177,143	\$	2,984,174

Statements of Cash Flows For The Years Ended June 30, 2017 and 2016

CASH FLOWS FROM OPERATING ACTIVITIES	<u>2017</u>	<u>2016</u>
Cash received from the County of Arlington and others\$ Dividends and interest received	3,305,285 \$ 200,403 (3,010,201) 495,487	3,390,276 216,395 (2,875,606) 731,065
Purchase of property and equipment	(167,765) (1,338,006) 1,034,197 (471,574) 23,913 66,137 90,050 \$	(254,469) (1,782,641) 1,203,162 (833,948) (102,883) 169,020 66,137
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:		
Change in net assets\$ Adjustments to reconcile change in net assets to net cash	657,697_\$	326,469
provided by (used in) operating activities: Depreciation	216,603 (9,250) (268,605) (37,489) 2,348	199,103 9,250 160,949 88,166 (2,179)
Accounts receivable	(70,548) 10,050 1,199 2,711	(5,515) 9,200 2,298 (484)
Accounts payable	(9,554) (17,800) 18,125 (162,210)	(13,094) (43,098) - 404,596
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES \$ SUPPLEMENTAL NONCASH ACTIVITIES	495,487 \$	731,065
In-kind services performed\$ Donated special event contributions Donated stock used to purchase investments Total Noncash Activities\$	16,180 \$ 780 16,684 33,644 \$	21,510 575 6,522 28,607

The accompanying notes are an integral part of these financial statements.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

The Animal Welfare League of Arlington, Inc. (the League) is a humane society that was organized and incorporated on May 16, 1944 in the Commonwealth of Virginia. The League was formed for the purpose of providing for abandoned animals for the County of Arlington, Virginia (the County). The League provides contractual services to the County for animal control and sheltering and also educates the public on animal issues. These activities are funded primarily through Arlington County appropriations and through contributions.

Income Recognition

Contributions are recognized when the donor makes a promise to the League that is, in substance, unconditional. All donor-restricted revenue is reported as an increase in temporarily restricted net assets, depending on the nature of the restriction. When a restriction expires, that is, when a stipulated time restriction ends or 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. Contributions that are restricted by the donor are reported as unrestricted net assets if the restrictions are met in the same period the donation is made.

Wills are recorded as bequests revenue when the probate court declares the wills valid and the proceeds are measurable.

Revenue from Arlington County appropriations is recognized when earned.

Fair Value of Financial Instruments

Accounting principles generally accepted in the United States established a framework for measuring fair value, clarifying the definition of fair value within that framework and expanding disclosure about fair value measurements. U.S. GAAP established a three-tiered fair value hierarchy with Level 1 representing quoted prices for identical assets or liabilities in an active market, Level 2 representing quoted prices for identical assets or liabilities in an active market that is non-active or with other than directly or indirectly observable inputs, and Level 3 representing estimate values based on unobservable inputs. Related disclosures are segregated for assets and liabilities measured at fair value based on the level used within the hierarchy to determine their fair values.

The carrying amounts for cash and cash equivalents, accounts receivable, inventory, prepaid expenses, accounts payable and accrued expenses approximate fair value because of the short term maturity of these instruments.

Estimates

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

Cash and Cash Equivalents

For purposes of the statement of cash flows, the League considers all bank accounts, cash on hand and petty cash, not held within their investment portfolio, to be cash and cash equivalents.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, continued

Accounts and Pledges Receivable

Program receivables are recognized when veterinary services are provided. Pledges receivable are recognized when the donor makes a written promise to give to the League that is, in substance, unconditional. The League uses the allowance method for recording bad debt expense. Management periodically reviews the aged receivables and adjusts the allowance to reflect the current estimate of future bad debt expense. There is no bad debt expense recorded during the years ending June 30, 2017 and 2016. The League records a valuation allowance for sponsorship pledges receivable which are intended to benefit future years. The change in valuation allowance is reported as unrestricted support and revenue in the accompanying statement of activities.

Inventories

Inventories are stated at cost using primarily the first-in, first-out method. Inventories consist principally of items for resale such as collars, leashes, and pet toys.

Investments

Investments are reflected at fair market value using level 1 valuation methodology and consist of money market accounts held for long-term purposes and mutual funds investing in debt and equity securities. Interest, dividends and realized gains or losses are recorded when earned or sustained. Fluctuations in the market value of the portfolio are recorded as unrealized gains or losses in the accompanying statement of activities. Donated securities are sold upon receipt to establish fair market value.

The League invests in various investment securities which are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and such changes could materially affect the amounts reported in the statements of financial position.

Property and Equipment

The League capitalizes property and equipment with a cost of \$1,000 or more. Costs incurred related to future facility renovations are accumulated in property and equipment and not depreciated until the relevant assets are completed and put into operational use. Expenditures for ordinary maintenance and repair items are charged to operations as incurred. Upon sale, or other disposition of property, the cost and the related accumulated depreciation are eliminated from the accounts and any resulting gain or loss is reflected in the change in net assets. Depreciation is provided for under the straight-line method over the estimated useful lives of the assets ranging from 3 to 40 years.

Donated Services and Equipment

Contributed property and equipment is recorded at fair value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, continued

Contributions of donated services that create or enhance non-financial assets, or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not donated, are recorded at their estimated fair market value as of the date of the donation. Donated services reflected in the accompanying financial statements include the value of donated veterinary, grooming and photography services used as part of the League's community services program.

Classes of Assets

To ensure the observance of limitations and restrictions placed on the use of resources available to the League, resources for various purposes are classified for accounting purposes into classes established according to their nature and purpose.

<u>Unrestricted net assets</u> are the net assets that are neither permanently restricted nor temporarily restricted by donor-imposed stipulations and includes Board designated funds, i.e. funds that have been segregated by the Board to be spent only on specified purposes.

<u>Temporarily restricted net assets</u> result from contributions whose use is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the League pursuant to these stipulations. Net assets may be temporarily restricted for various purposes, such as use in future periods or use for specified purposes.

Permanently restricted net assets result from contributions whose use is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the League. The League has no permanently restricted net assets at June 30, 2017 and 2016.

Income Taxes

The League is a non-profit organization exempt from federal income taxation under Section 501(C)(3) of the Internal Revenue Code and classified as other than a private foundation.

Management has evaluated the League's tax positions and concluded that the League has taken no uncertain tax positions that require adjustment to the financial statements. With few exceptions, federal and state information returns for years prior to 2013 are no longer subject to examination by tax authorities.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the accompanying statements of functional expenses. Accordingly, certain costs have been allocated among the programs, fundraising and management and general activities benefitted based on level of effort.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, continued

Subsequent Events

The League evaluated its June 30, 2017 financial statements for subsequent events through September 30, 2017, the date the financial statements were available to be issued. The League is not aware of any additional subsequent events which would require recognition or disclosure in the financial statements.

NOTE 2 - PLEDGES RECEIVABLE

Pledges receivable total the following at June 30:

· ·	<u>2017</u>	<u>2016</u>
Pledges receivable\$	- \$	10,050
Less: valuation allowance		(9,250)
\$	\$	800

There was no bad debt expense recorded during the years ended June 30, 2017 and 2016.

NOTE 3 - INVESTMENTS

Investments are carried at fair value based on quoted prices in active markets (all Level 1 measurements) and consist of the following at June 30:

	<u>2017</u>	<u>2016</u>
Mutual funds\$	4,307,239 \$	3,790,587
Money market funds	524,422	431,170
\$_	4,831,661 \$	4,221,757

Investment income, which is reported as unrestricted income net of related investment expenses in the statement of activities, is comprised of the following for the years ended June 30:

	<u>2017</u>	<u> 2016</u>
Dividends and interest\$	200,404 \$	216,396
Realized gains (losses)	37,489	(88,166)
Unrealized gains (losses)	268,605	(160,949)
Investment fees	(34,741)	(31,350)
\$	471,757 \$	(64,069)

Notes to Financial Statements June 30, 2017 and 2016

NOTE 4 – PROPERTY AND EQUIPMENT

Property and equipment at cost, and related accumulated depreciation, at June 30 is comprised of the following:

	<u>2017</u>	<u>2016</u>
Building and improvements\$	4,306,577	4,258,424
Equipment - office	94,625	91,104
Trucks and autos	248,371	166,615
Equipment - kennel	207,394	201,002
	4,856,967	4,717,145
Less accumulated depreciation	(2,140,781)	(1,949,772)
\$_	2,716,186	2,767,373

Depreciation expense for the years ended June 30, 2017 and 2016 totaled \$216,603 and \$199,103, respectively.

Trucks and autos with a net carrying value of \$100,699 were acquired over time with funds received from the County which will revert back to the County upon termination of the County contract. See Note 7.

NOTE 5 - BOARD DESIGNATED NET ASSETS

Included in unrestricted net assets are certain funds which The Board has segregated and designated for general repairs and maintenance of the League's building. Designated funds consisted of the following at June 30:

	<u>2017</u>	<u>2016</u>
Building Fund\$	1,260,336	\$ 1,164,098
Capital Fund	421,972	371,921
\$ <u></u>	1,682,308	\$ 1,536,019

NOTE 6 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consist of various funds specifically devoted to promoting medical care to animals and educating the public, as follows:

- 1. The AWLA TNR program covers the cost of spaying, neutering and rabies vaccinations for feral cats in Arlington County and the City of Falls Church.
- 2. The Bob Ragan Humane Education Fund provides financial support for League staff to visit schools, scout troops, and many other community organizations to provide guidance on pet overpopulation, responsible pet ownership, preparing pets for a new baby, bite prevention, coexisting with urban wildlife and many other important issues affecting animals and people in the Arlington community.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 6 - TEMPORARILY RESTRICTED NET ASSETS, continued

- 3. The Healthy Pet Funds are to be used to provide treatment of medical ailments to make animals adoptable as well as provide enrichment in the form of behavioral training or environmental upgrades. The cost of treatment must be outside of the scope of our normal animal medical and behavioral expenses.
- 4. The Low Cost Spay/Neuter Fund seeks to reduce pet overpopulation by providing low-cost spay and neuter surgery to pets whose owners cannot afford them.
- 5. The Ross Roberts Veterinary Assistance Fund provides small contributions to pet owners in order to assist in payment for veterinary fees.
- 6. The Ross Roberts Kitten Care Fund supports neonatal kitten care training for volunteers and the public.
- 7. Temporarily restricted grant funds will be used to determine the viability of a new program to offer additional services to underserved communities in Arlington County.
- 8. The Capital Improvement Fund will be used to make capital improvements to the League facility as designated by the donor.
- 9. The Jean Senior Pet Fund provides funds to be used to reimburse adopters for medical and behavioral treatment for designated animals after they have been adopted for a set period of time.

Temporarily restricted net asset balances at June 30 consist of the following:

	<u>2017</u>	<u>2016</u>
AWLA TNR Program\$	11,816	\$ 10,078
Bob Ragan Humane Education Fund	10,186	10,176
Healthy Pet Fund	149,022	159,512
Low Cost Spay/Neuter Fund	14,903	20,810
Ross - Roberts Veterinary Assistance Fund	42,701	51,994
Ross - Roberts Kitten Care Fund	3,687	8,507
Temporarily Restricted Grants	44,199	23,090
Jean M. Senior Fund	199,249	-
Capital Improvement Fund	735	2,012
\$_	476,498	\$ 286,180

NOTE 7 – CONCENTRATION

The League receives significant funding from the County of Arlington to provide animal shelter management and animal control services for the County of Arlington. The League's contract with the County of Arlington is comprised of seven annual periods with mutually agreed upon contract amounts in accordance with County Appropriations. The contract expires on June 30, 2021.

Notes to Financial Statements June 30, 2017 and 2016

NOTE 7 - CONCENTRATION, continued

Appropriated funds received from the County for the years ended June 30, 2017 and 2016 totaled \$1,486,053 and \$1,453,680, respectively. County Service expenses totaled \$2,082,031 and \$1,961,432 for the years ended June 30, 2017 and 2016, respectively. Appropriated funds received from the County during the year ended June 30, 2017 included amounts used to purchase two new vehicles. See Note 4.

Because the League receives significant funding from the County of Arlington for operations, the programs and activities of the League could be materially affected if the level of funding from the County is substantially reduced.

NOTE 8 - LEASES

Under a lease signed in January 1997, the County allowed the League to construct, operate, and maintain a building and related structures to be used as an animal control and adoption center on a portion of the County property, rent free, over thirty years. The lease is renewable every 10 years until the expiration of the final lease term in 2027. After the expiration of the final lease term, the League's tenancy on the land will be on a month-to-month basis. The County reserves the right to refuse to recognize such month-to-month tenancy and to seek the League's eviction from the property. Upon termination of the lease agreement, the County shall pay to the League the depreciated base cost of the improvements erected on the property following the start of the lease. The League plans to enter into a new lease agreement with the County upon expiration of the final lease term in 2027.

The fair value of the rent attributable to the property cannot be reasonably estimated, and accordingly has not been reflected in the accompanying financial statements. The League must, at its own cost and expense, provide public liability insurance for as long as the agreement remains in effect.

NOTE 9 – SPECIAL EVENTS

Special fundraising events are reflected net of costs in the statements of activities. Gross revenues and expenses for the years ended June 30 are as follows:

	<u>2017</u>	<u> 2016</u>
Revenue\$	147,467 \$	138,355
Expenses	(44,342)	(36,157)
Net\$	103,125 \$	102,198

NOTE 10 – RETIREMENT PLAN

The League participates in a tax-deferred annuity plan under Section 403(b) of the Internal Revenue Code covering all employees who choose to participate after attaining age 21. Under the terms of the Plan, participants may voluntarily elect to have a portion of their compensation deferred and contributed to the Plan. The League contributes 7% of compensation for all eligible employees. Retirement expense for the years ended June 30, 2017 and 2016 totaled \$81,419 and \$76,522, respectively.