

TENSAS COUNCIL ON AGING, INC.

Financial Statements
For the Year Ended June 30, 2018

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
FOR THE YEAR ENDED JUNE 30, 2018

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor’s Report -----	1-3
Required Supplemental Information (Part A)	
Management’s Discussion and Analysis -----	4-7
Government-Wide Financial Statements	
Statement of Net Position -----	8
Statement of Activities -----	9
Fund Financial Statements	
Governmental Funds:	
Balance Sheet -----	10
Reconciliation of the Governmental Fund Balance Sheet to the Government-Wide Statement of Net Position -----	10
Statement of Revenues, Expenditures and Changes in Fund Balances -----	11
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities -----	11
Notes to Financial Statements -----	12-20
Required Supplemental Information (Part B)	
Budgetary Comparison Schedules	
General Fund -----	21
Title III B – Supportive Services -----	22
Title C1 – Congregate Meals -----	23
Title C2 – Home Delivered Meals -----	24
Notes to Budgetary Comparison Schedules -----	25

SUPPLEMENTAL INFORMATION SCHEDULES REQUIRED BY GOEA

GENERAL FUNDS

Combining Balance Sheet -----	26
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances -----	27

NONMAJOR SPECIAL REVENUE FUNDS

Combining Balance Sheet -----	28
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances -----	29

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
FOR THE YEAR ENDED JUNE 30, 2018

TABLE OF CONTENTS (CONTINUED)

SUPPLEMENTAL INFORMATION SCHEDULES (CONTINUED)

	<u>Page</u>
<u>GENERAL FIXED ASSET ACCOUNT GROUP</u>	
Schedule of General Fixed Assets -----	30
<u>OTHER SUPPLEMENTAL INFORMATION</u>	
Schedule of Expenditures of Federal Awards -----	31
Notes to Schedule of Expenditures of Federal Awards -----	32
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i> -----	33-34
Schedule of Findings And Questioned Costs -----	35-36
Schedule of Prior Year Findings -----	37
Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer -----	38

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Tensas Council on Aging, Inc.
St. Joseph, Louisiana

Report on the Financial Statements

I have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Tensas Council on Aging, Inc., as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Council as listed in the table of contents.

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

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I 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, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information for the Tensas Council on Aging, Inc., as of June 30, 2018, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 7 and 21 through 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during the audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurances.

Other Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Tensas Council on the Aging, Inc. basic financial statements. The supplemental information schedules required by GOEA are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements.

The combining nonmajor fund financial statements, schedule of compensation, benefits and other payments to agency head or chief executive officer and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Board of Directors
Tensas Council on Aging, Inc.
St. Joseph, Louisiana
Page 3

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, I do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued my report dated October 18, 2018, on my consideration of the Council's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering Tensas Council on Aging's internal control over financial reporting and compliance.

David M. Howard, CPA (APAC)

West Monroe, Louisiana
October 18, 2018

REQUIRED SUPPLEMENTAL INFORMATION (PART A)
MANAGEMENT'S DISCUSSION AND ANALYSIS

TENSAS COUNCIL ON AGING, INC.
PO Box 726
St. Joseph, LA 71366

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Tensas Council on Aging provides an overview of the Council's activities for the year ended June 30, 2018. Please read it in conjunction with the Council's financial statements.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Council as a whole.

Reporting the Council as a Whole

The Statement of Net Position and the Statement of Activities

These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Council's net position and changes in them. The Council's net position – the difference between assets and liabilities – measure the Council's financial position. The increase or decrease in the Council's net position are an indicator of whether its financial position is improving or deteriorating.

THE COUNCIL AS A WHOLE

For the year ended June 30, 2018 and 2017

	<u>06/30/18</u>	<u>06/30/17</u>
Beginning net position	\$218,081	\$200,620
Increase in net position	<u>15,092</u>	<u>17,461</u>
Ending net position	<u>\$233,173</u>	<u>\$218,081</u>

THE COUNCIL'S FUNDS

The following schedule presents a summary of revenues and expenses for the fiscal year ended June 30, 2018, and the amount and percentage of increases and decreases in relation to the prior year.

Revenues	June 30, 2018	Percent of Total	Increase (Decrease) From June 30, 2017	Percent Increase (Decrease)
Intergovernmental	\$109,648	38%	\$2,606	2%
Sales Tax	50,000	17%	\$0	0%
Public Support	9,481	3%	\$1,550	16%
Rental Income	3,900	1%	\$0	0%
Property Tax	115,877	40%	\$1,702	1%
Totals	\$288,906	100%	\$5,858	2%

Revenues	June 30, 2017	Percent of Total	Increase (Decrease) From June 30, 2016	Percent Increase (Decrease)
Intergovernmental	\$107,042	38%	(\$3,119)	-3%
Sales Tax	50,000	18%	\$0	0%
Public Support	7,931	3%	(656)	-8%
Rental Income	3,900	1%	0	0%
Property Taxes	114,175	40%	4,258	4%
Totals	\$283,048	100%	\$483	0%

Revenues increased slightly for the year ending June 30, 2018 and 2017 due to the increase in property tax revenue.

Expenses	June 30, 2018	Percent of Total	Increase (Decrease) From June 30, 2017	Percent Increase (Decrease)
Total	\$273,814	100%	\$8,070	3%

Expenses	June 30, 2017	Percent of Total	Increase (Decrease) From June 30, 2016	Percent Increase (Decrease)
Total	\$265,744	100%	(\$6,971)	-3%

The Council's expenses increased for the year ending June 30, 2018 mainly due to increases in overall costs.

The Council's expenses decreased for the year ending June 30, 2017 mainly due to decreases in overall costs.

BUDGETARY HIGHLIGHTS

The Council's total revenues in fiscal year 2018 were less than the final budget by \$6,967. Only that portion of the sales tax expected to be used to cover expenses is budgeted. Actual expenses for the Council were under the final budget by \$8,599 mainly due to some capital outlay that was not budgeted during the year. The General Fund is budgeted and used in support of other programs.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of June 30, 2018 and 2017, the Council had \$98,196 and \$92,161 (net of depreciation) invested in capital assets including buildings and improvements, furniture and fixtures, equipment, and vehicles.

	<u>June 30, 2018</u>	<u>June 30, 2017</u>
Building & Improvements	\$70,567	\$70,567
Office Furniture & Fixtures	11,054	9,255
Vehicles	70,119	65,553
Accumulated Depreciation	(53,544)	(53,214)
Totals	<u>\$98,196</u>	<u>\$92,161</u>

The Council purchased a van and some equipment during the year.

The Council owed \$25,559 in notes payable and accrued vacation.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND REVENUES

The Council's revenues are derived mainly from three sources, United States Department of Health and Human Services Administration on Aging through the Governor's Office of Elderly Affairs which in turn "passes through" the funds to the Council, Sales Tax and Public Support. In 2015, the Council began receiving property tax money through a millage voted on by the citizens of Tensas Parish. The Council does not anticipate any major increase or decrease in the revenues for the coming year.

CONTACTING THE COUNCIL'S FINANCIAL MANAGEMENT

The financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the Council's finances and to show the Council's accountability for the money it receives. If you have questions concerning this report or need additional financial information, contact the Tensas Council on Aging, PO Box 726 St. Joseph, LA 71366.

Clarissa C. Newman
Director

GOVERNMENT-WIDE FINANCIAL STATEMENTS

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
STATEMENT OF NET POSITION
JUNE 30, 2018

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash	\$ 164,739
Accounts Receivable	5,284
Prepaid Expenses	-
Capital Assets:	
Depreciable	<u>98,196</u>
<u>TOTAL ASSETS</u>	268,219
<u>LIABILITIES</u>	
Accounts Payable	2,605
Other Accrued Liabilities	6,882
Non-Current Liabilities	
Due Within One Year	
Notes Payable	11,699
Compensated Absences	10,471
Due in More Than One Year	
Notes Payable	<u>3,389</u>
<u>TOTAL LIABILITIES</u>	35,046
<u>NET POSITION</u>	
Net Invested in Capital Assets	98,196
Unrestricted, Utility Assistance	-
Unrestricted, Unreserved	<u>134,977</u>
<u>TOTAL NET POSITION</u>	<u>\$ 233,173</u>

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Direct Expenses</u>	<u>Indirect Expenses</u>
Function/Program Activities		
Governmental Activities:		
Health, Welfare and Social Services:		
Supportive Services:		
Homemaker	\$ 4,170	\$ 5,115
Information and Assistance	1,778	1,630
Outreach	-	704
Transportation	13,201	22,415
Other Services	14,839	6,355
Nutrition Services:		
Congregate Meals	25,533	32,456
Home Delivered Meals	40,411	53,693
Utility Assistance	-	-
Disease Prevention and Health Promotion	-	-
National Family Caregiver Support	84	-
Senior Activities	17,896	14,714
Administration	18,820	-
	<u>\$ 136,732</u>	<u>\$ 137,082</u>
Total Governmental Activities		

Charges for Services	Program Revenues		Net (Expense) Revenue and Changes in Net Position Governmental Activities
	Operating Grants and Contributions	Capital Grants and Contributions	
\$ -	\$ 3,470	\$ -	\$ (5,815)
-	1,274	-	(2,134)
-	263	-	(441)
-	13,311	-	(22,305)
-	7,921	-	(13,273)
-	-	-	(57,989)
-	9,612	-	(84,492)
-	-	-	-
-	-	-	-
-	84	-	-
-	-	-	(32,610)
-	8,531	-	(10,289)
<u>\$ -</u>	<u>\$ 44,466</u>	<u>\$ -</u>	<u>\$ (229,348)</u>

General Revenues:

Grants and Contributions not Restricted to Specific Programs	73,713
Property Taxes	115,877
Sales Taxes	50,000
Rental Income	3,900
Miscellaneous	950
Total General Revenues	<u>244,440</u>
Changes in Net Position	15,092
Net Position - Beginning Restated	<u>218,081</u>
Net Position - Ending	<u>\$ 233,173</u>

The accompanying notes are an integral part of this financial statement.

FUND FINANCIAL STATEMENTS

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

BALANCE SHEET
GOVERNMENTAL FUNDS

JUNE 30, 2018

	General Fund	Title III B Supportive Services	Title C-1 Congregate Meals	Title C-2 Home Delivered Meals
<u>ASSETS</u>				
Cash and Cash Equivalents	\$ 164,739	\$ -	\$ -	\$ -
Accounts Receivable	-	3,180	-	2,041
Prepaid Expenses	-	-	-	-
Due From Other Funds	3,374	-	414	-
<u>TOTAL ASSETS</u>	<u>\$ 168,113</u>	<u>\$ 3,180</u>	<u>\$ 414</u>	<u>\$ 2,041</u>
<u>LIABILITIES AND FUND BALANCE</u>				
<u>LIABILITIES</u>				
Accounts Payable	\$ 695	\$ 599	\$ 414	\$ 897
Bank Overdraft	-	-	-	-
Accrued Expenses	6,882	-	-	-
Notes Payable - Current Portion	11,699	-	-	-
Due To Other Funds	-	2,581	-	1,144
Total Current Liabilities	19,276	3,180	414	2,041
Notes Payable - Long Term Portion	3,389	-	-	-
Total Liabilities	22,665	3,180	414	2,041
<u>FUND BALANCE</u>				
Fund Balance				
Restricted For:				
Utility Assistance	-	-	-	-
Unassigned	145,448	-	-	-
Total Fund Balance	<u>145,448</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 168,113</u>	<u>\$ 3,180</u>	<u>\$ 414</u>	<u>\$ 2,041</u>

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
RECONCILIATION OF TOTAL GOVERNMENTAL
FUND BALANCES TO NET POSITION OF
GOVERNMENTAL FUNDS
JUNE 30, 2018

<u>Nonmajor</u> <u>Governmental</u> <u>Funds</u>	<u>Total</u> <u>Governmental</u> <u>Funds</u>		
		Total Governmental Fund Balances	\$ 145,448
		<i>Amounts reported for governmental activities in the statement of net position are different because:</i>	
\$ -	\$ 164,739		
63	5,284		
-	-		
-	3,788	Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	98,196
<u>63</u>	<u>173,811</u>		
		Compensated absences are not due and payable in the current period and therefore are not reported in the funds.	<u>(10,471)</u>
\$ -	\$ 2,605		
-	-		
-	6,882	Net Position of Governmental Activities	<u>\$ 233,173</u>
-	11,699		
<u>63</u>	<u>3,788</u>		
63	24,974		
-	3,389		
63	28,363		
-	-		
<u>-</u>	<u>145,448</u>		
<u>-</u>	<u>145,448</u>		
<u>\$ 63</u>	<u>\$ 173,811</u>		

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

	<u>General Fund</u>	<u>Title III B Supportive Services</u>	<u>Title C-1 Congregate Meals</u>	<u>Title C-2 Home Delivered Meals</u>
<u>REVENUES</u>				
Intergovernmental	\$ 73,713	\$ 26,239	\$ -	\$ 9,612
Public Support	232	-	3,382	4,917
Rental Income	3,900	-	-	-
Property Tax Revenues	115,877	-	-	-
Sales Tax Revenues	50,000	-	-	-
Miscellaneous	950	-	-	-
Total Revenues	<u>244,672</u>	<u>26,239</u>	<u>3,382</u>	<u>14,529</u>
<u>EXPENDITURES</u>				
Current:				
Salaries	13,669	38,435	33,162	46,827
Fringe	2,682	7,118	6,143	9,658
Travel	633	1,555	1,402	3,960
Operating Services	-	19,383	12,757	27,396
Operating Supplies	6,208	3,716	2,992	5,668
Other Costs	10,308	-	1,533	595
Interest Expense	717	-	-	-
Capital Outlay	22,628	-	-	-
Utility Assistance	-	-	-	-
Total Expenditures	<u>56,845</u>	<u>70,207</u>	<u>57,989</u>	<u>94,104</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>	187,827	(43,968)	(54,607)	(79,575)
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers - In	7,910	43,968	54,607	79,575
Operating Transfers - Out	<u>(186,060)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>(178,150)</u>	<u>43,968</u>	<u>54,607</u>	<u>79,575</u>
<u>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</u>	9,677	-	-	-
<u>FUND BALANCE AT BEGINNING OF YEAR - RESTATED</u>	<u>135,771</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ 145,448</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
RECONCILIATION OF THE STATEMENT OF
REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>		
		Net Change in Fund Balances - Total Governmental Funds	\$ 9,677
\$ 84	\$ 109,648	<i>Amounts reported for governmental activities in the statement of activities are different because:</i>	
-	8,531		
-	3,900		
-	115,877		
-	50,000	Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:	
-	950	Capital asset purchases capitalized	22,628
<u>84</u>	<u>288,906</u>	Depreciation expense	<u>(16,593)</u>
			6,035
78	132,171		
6	25,607	Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds	
-	7,550		
-	59,536		
-	18,584		
-	12,436		
-	717		
-	22,628	Change in Net Position in Governmental Activities	<u>\$ 15,092</u>
-	-		
<u>84</u>	<u>279,229</u>		
-	9,677		
-	186,060		
-	<u>(186,060)</u>		
-	-		
-	9,677		
-	135,771		
<u>\$ -</u>	<u>\$ 145,448</u>		

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 1- Summary of Significant Accounting Policies

The financial statements of Tensas Council on the Aging, Inc. have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. These statements have also incorporated any applicable requirements set forth by *Audits of State and Local Governments*, the industry audit guide issued by the American Institute of Certified Public Accountants; Subsection VI-Annual Financial Reporting, accounting manual for Governor's Office of Elderly Affairs contractors, and the *Louisiana Governmental Audit Guide*. The more significant of the Council's accounting policies are described below.

A. Reporting Entity

In 1964, the State of Louisiana passed Act 456 that authorized the charter of voluntary councils on aging for the welfare of the aging people in their representative parishes. Charters are issued by the Louisiana Secretary of State upon approval by the Governor's Office of Elderly Affairs. The Tensas Council on the Aging, Inc. is a non-profit, quasi-public, corporation which must comply with the policies and regulations established by the Governor's Office of Elderly Affairs, the state agency which provides the Council with most of its revenues. The Council also receives revenues from other federal, state, and local government agencies that may impose certain restrictions upon how the Council can use the money that they have provided.

The primary function of Tensas Council on the Aging, Inc. is to improve the quality of life for the parish's elderly and to provide services to the elderly as well as coordinate and monitor the services of other local agencies serving the aging people of the parish. Such services include providing meals, nutritional education, information and referral services, legal assistance, homemaker services, operating senior centers, and transportation. A Board of Directors, consisting of 15 voluntary members who serve three-year terms governs the Council.

The Council is not a component unit of another primary government nor does it have any component units that are related to it. Therefore, the Council has presented its financial statements as a separate special purpose government.

B. Financial Reporting

The Council follows the provisions of the Governmental Accounting Standards Board Statement, Nos. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (Statement 34), 37, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus* (Statement 37), and 38, *Certain Financial Statement Note Disclosures* (Statement 38), which establish the financial reporting standards for all state and local governmental entities.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 1- Summary of Significant Accounting Policies (continued)

B. Financial Reporting (continued)

The accompanying government-wide financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting and reflect transactions of behalf of the Council. The Council accounts for its funds as governmental funds.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Office of Elderly Affairs funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Most of the Council's special revenue funds are provided by GOEA. The Title III funds are provided by the United States Department of Health and Human Services Administration on Aging through the Governor's Office of Elderly Affairs which in turn "passes through" the funds to the Council.

The Council reports the following major governmental funds:

General Fund

The General Fund is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund. These discretionary funds are accounted for and reported according to the source (federal, state, or local) from which they are derived. The following types of programs comprise the Council's General Fund:

Local Funds

Local funds are received from various local sources; such funds not being restricted to any special use.

PCOA (ACT 735) Funds

PCOA (Act 735) funds are appropriated for the Governor's Office of Elderly Affairs by the Louisiana Legislature for remittance to the Council on Aging. The Council may use these "Act 735" funds at its discretion provided the program is benefiting people who are at least 60.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 1- Summary of Significant Accounting Policies (continued)

B. Financial Reporting (continued)

Senior Center Fund

This program provides community service centers at which older persons receive supportive services and participate in activities which foster their independence, enhance their dignity and encourage their involvement in and with the community.

Supplemental Senior Center Fund

The Louisiana Legislature appropriated additional money for various Councils on Aging through the state to be used to supplement the primary state grant for senior centers. Tensas Council on the Aging, Inc. was one of the parish councils to receive a supplemental grant.

Title III-B Supportive Services Fund

This program provides access services, in-home services, community services, legal assistance and transportation for the elderly.

Title III C-1 Congregate Meals Fund

These funds are used to provide nutritional congregate meals to the elderly in strategically located centers.

Title III C-2 Home Delivered Meals Fund

These funds are used to provide nutritional meals to home-bound older persons.

The remaining nonmajor funds are as follows:

Title III-E National Family Caregiver Support

To assist in providing multifaceted systems of support services for family caregivers and grandparents or older individuals who are relative caregivers.

Utility Assistance Fund

The Utility Assistance fund is used to account for the administration of programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish Councils on Aging to provide assistance to the elderly for the payment of their utility bills.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 1- Summary of Significant Accounting Policies (continued)

C. Compensated Absences

Employees of Tensas Council on the Aging, Inc. earn from 12 to 21 days of annual leave each year with 30 days allowed to be carried over to next year, depending on their length of service and the employee's working status (full-time or part-time). Provided that funds are available, employees are compensated upon termination of employment for current-year accrued annual leave up to 30 days. Employees earn up to 12 days of sick leave each year, and can accumulate up to 60 days, depending upon whether the employee is on a part-time or full-time status. Employees are not paid for accrued sick leave at termination and no accrual has been made.

D. Estimates

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

E. Funding Policies and Sources of Funds

The Council receives its monies through various methods of funding. This program is funded under the units of service provided method. The Senior Center program and State Allocation (PCOA) and Supplemental Senior Center funds are received as a monthly allocation of the total budget (grant) in advance of the actual expenditure. The Title III-B, C-1, C-2, and E programs are funded based on actual operating cost incurred. The Council encourages and receives contributions from clients to help offset the costs of the Title III-B, C-1, and C-2 programs.

Utility assistance funds are also provided by the Louisiana Association of Council on Aging to the Council under the Helping Hands and Heating Help Energy programs. All of the above mentioned funds, including any other miscellaneous income, are recorded as revenue when the cash is received because the Council cannot predict the timing and amount of receipt.

F. Fund Equity

GASB Statement No. 54 establishes standards for five fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in government funds. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 1- Summary of Significant Accounting Policies (continued)

F. Fund Equity (Continued)

Restricted Fund Balance – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Council’s board of directors – the Council’s highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the board of directors remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned Fund Balance – This classification reflects the amounts constrained by the council’s “intent” to be used for specific purposes, but are neither restricted nor committed. The Council’s board of directors and management have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

Unassigned Fund Balance – This fund balance is the residual classification for the general fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the council’s policy is to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

Note 2 - Cash and Certificates of Deposit

Custodial Credit Risk - Deposits

The custodial credit risk is the risk that in the event of a bank failure, the Council’s deposits may not be returned to it. The Council’s policy to ensure there is no exposure to this risk is to require each financial institution to pledge its own securities to cover any amount in excess of Federal Depository Insurance Coverage.

Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Council that the fiscal agent bank has failed to pay deposited funds upon demand. Accordingly, the Council had no custodial risk related to its deposits at June 30, 2018.

At June 30, 2018, the Council has cash and cash equivalents (book balances net of overdrafts) in the amount of \$164,739.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 2 - Cash and Certificates of Deposit (continued)

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent.

These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable by both parties. Cash and cash equivalents (bank balances) at June 30, 2018, are secured as follows:

Bank Balances	\$ <u>165,749</u>
Federal Deposits Insurance	\$ 250,000
Pledged Securities (Uncollateralized)	<u> -</u>
 <u>TOTAL</u>	 <u>\$ 250,000</u>

Note 3 - Receivables

The Council on Aging had \$5,284 in accounts receivable at June 30, 2018.

Note 4 - Fixed Assets

Fixed asset activity for the year ended June 30, 2018 is as follows:

	<u>Balance</u> <u>July 1, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2018</u>
Depreciable Assets:				
Building	\$ 55,000	\$ -	\$ -	\$ 55,000
Building Improvements	15,567	-	-	15,567
Vehicles	65,553	18,133	(13,567)	70,119
Furniture & Fixtures	<u>9,255</u>	<u>4,495</u>	<u>(2,696)</u>	<u>11,054</u>
Totals at Historical Cost	145,375	22,628	(16,263)	151,740
Less Accumulated Depreciation				
For:				
Building	(9,505)	(1,375)	-	(10,880)
Building Improvements	(4,003)	(1,718)	-	(5,721)
Vehicles	(34,360)	(11,908)	13,567	(32,701)
Furniture & Fixtures	<u>(5,346)</u>	<u>(1,592)</u>	<u>2,696</u>	<u>(4,242)</u>
Total Accumulated Depreciation	<u>(53,214)</u>	<u>(16,593)</u>	<u>16,263</u>	<u>(53,544)</u>
 Fixed Assets, Net	 <u>\$ 92,161</u>	 <u>\$ 6,035</u>	 <u>\$ -</u>	 <u>\$ 98,196</u>

TENSAS COUNCIL ON THE AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 4 - Fixed Assets (continued)

Depreciation was charged to Administration activities of the Council for \$16,593.

Note 5- Long-Term Debt

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental Activities:					
Notes Payable:					
Vehicle	\$ 14,240	\$ -	\$ 5,252	\$ 8,988	\$ 5,599
North Delta	<u>6,100</u>	<u>-</u>	<u>-</u>	<u>6,100</u>	<u>6,100</u>
Total Notes Payable	20,340	-	5,252	15,088	11,699
Other Liabilities:					
Accrued Vacation	<u>9,851</u>	<u>620</u>	<u>-</u>	<u>10,471</u>	<u>10,471</u>
Total Long-Term Debt	<u>\$ 30,191</u>	<u>\$ 620</u>	<u>\$ 5,252</u>	<u>\$ 25,559</u>	<u>\$22,170</u>

The loan from North Delta Regional Planning and Development was for operating expenses. It is to be paid back in two semi-annual payments with no interest due. Beginning in the year ended June 30, 2001, North Delta withheld some of the Council's expenditure reimbursement to pay down the amount owed.

The vehicle loan is an interest rate of 6.20% for a period of 5 years.

Principal and interest requirements to retire the Council's notes payable obligations are as follows:

<u>Year Ended June 30,</u>	<u>Principal</u>	<u>Interest</u>
2019	\$ 5,599	\$ 372
2020	3,389	54

Interest charged to expenditures for the year ended June 30, 2018 was \$717.

Payment of compensated absences is dependent upon many factors; therefore, the timing of future payments is not readily determinable.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 6 - In-Kind Contributions

The Council received various in-kind contributions during the year. These in-kind contributions have not been recorded in the financial statements as revenues, nor has the expenditure related to the use of the in-kind been recorded. The primary in-kind contributions consisted of free rent and utilities for the senior center and meal sites, and wages and fringe benefits for volunteer workers.

Note 7 - Board of Directors' Compensation

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for out-of-town travel expenses incurred in accordance with the Council's regular personnel policy.

Note 8 - Income Tax Status

The Council, a non-profit corporation is exempt from federal income taxation under Section 501 (c) (3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made; however, should the organization engage in activities unrelated to its exempt purpose, taxable income could result. The organization had no unrelated business income for the year ended June 30, 2018. The earliest income tax year that is subject to examination is 2014.

Note 9 - Litigation and Claims

There was no litigation pending against the Council at June 30, 2018, nor is the Council aware of any unasserted claims.

Note 10 - Federal Award Programs

The Council receives revenues from various federal and state grant programs that are subject to final review and approval as to the allowability of expenditures by the respective grantor agencies. These programs are audited in accordance with the *Single Audit Act Amendment of 1996* and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Any settlements or expenses arising out of a final review are recognized in the period agreed upon by the agency and the Council. Also, it is management's opinion that any audits by the grantor agencies would not produce disallowed program costs and liabilities to such an extent that they would materially affect the Council's financial position.

Note 11-Economic Dependency

The Council receives the majority of its revenue from funds provided through grants administered by the Louisiana Governor's Office of Elderly Affairs. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive in the next fiscal year.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

Note 12-Interfund Transfers

Operating transfers in and out are listed by fund for 2018:

<u>Funds Transferred In</u>	<u>Funds Transferred Out</u>				<u>Total In</u>
	<u>Supplemental Senior Center</u>	<u>Senior Center</u>	<u>General Fund</u>	<u>PCOA</u>	
Title IIIB - Supportive Services	\$ 3,302	\$ -	\$ 40,666	\$ -	\$ 43,968
Title III C-1	-	-	35,857	18,750	54,607
Title III C-2	-	-	60,825	18,750	79,575
Senior Center	7,611	-	-	-	7,611
General Fund	-	-	300	-	300
Total Out	\$ 10,913	\$ -	\$137,648	\$ 37,500	\$ 186,061

Note 13-Risk Management

The Council is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. No settlements were made during the year that exceeded the Council's insurance coverage.

Note 14-Sales Tax Revenue

During the year ended June 30, 2003, the citizens of Tensas Parish voted a ½ cent sales tax for the Tensas Council on the Aging. The revenues collected for 2018 were \$50,000.

Note 15-Property Tax Revenue

During the year, a property tax was passed by the voter of Tensas Parish to fund the services that the Council provides. The millage was for 2.13 mills and for a 10 year period. The revenues collected for 2018 were \$115,877.

Note 16 -Subsequent Events

Subsequent events have been evaluated through October 18, 2018, which is the day the financial statements were available to be issued, and it has been determined that no significant events have occurred for disclosure.

REQUIRED SUPPLEMENTAL INFORMATION (PART B)
BUDGETARY COMPARISON SCHEDULES

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>Revenues</u>				
Intergovernmental	\$ 62,500	\$ 73,713	\$ 73,713	\$ -
Public Support	-	1,200	232	(968)
Miscellaneous	-	-	950	950
Rental Income	3,900	3,900	3,900	-
Sales Tax Revenue	50,000	50,000	50,000	-
Property Tax Revenue	113,000	108,000	115,877	7,877
<u>Total Revenues</u>	<u>229,400</u>	<u>236,813</u>	<u>244,672</u>	<u>7,859</u>
<u>Expenditures</u>				
Salaries	15,041	17,046	13,669	3,377
Fringe	2,811	3,813	2,682	1,131
Travel	650	906	633	273
Operating Supplies	6,081	9,200	6,208	2,992
Other Costs	2,098	8,973	10,308	(1,335)
Capital Outlay	-	22,700	22,628	72
Interest Expense	500	500	717	(217)
<u>Total Expenditures</u>	<u>27,181</u>	<u>63,138</u>	<u>56,845</u>	<u>6,293</u>
<u>Excess (Deficiency) of Revenues</u>				
<u>Over Expenditures</u>	202,219	173,675	187,827	14,152
<u>Other Financing Sources (Uses)</u>				
Transfers In	-	-	7,910	-
Transfers Out	(140,714)	(146,089)	(186,060)	(39,971)
<u>Total Other Financing Uses</u>	<u>(140,714)</u>	<u>(146,089)</u>	<u>(178,150)</u>	<u>(39,971)</u>
<u>Net Change in Fund Balance</u>	61,505	27,586	9,677	(25,819)
<u>Fund Balance at Beginning of Year - Restated</u>	<u>113,953</u>	<u>113,953</u>	<u>135,771</u>	<u>(21,818)</u>
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ 175,458</u>	<u>\$ 141,539</u>	<u>\$ 145,448</u>	<u>\$ (47,637)</u>

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
TITLE III B - SUPPORTIVE SERVICES
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>Revenues</u>				
Intergovernmental	\$ 26,933	\$ 26,930	\$ 26,239	\$ (691)
Public Support	-	-	-	-
Total Revenues	<u>26,933</u>	<u>26,930</u>	<u>26,239</u>	<u>(691)</u>
<u>Expenditures</u>				
Salaries	35,653	36,380	38,435	(2,055)
Fringe	6,709	7,014	7,118	(104)
Travel	1,564	1,503	1,555	(52)
Operating Services	17,237	18,469	19,383	(914)
Operating Supplies	2,973	2,911	3,716	(805)
Other Costs	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	<u>64,136</u>	<u>66,277</u>	<u>70,207</u>	<u>(3,930)</u>
<u>Excess (Deficiency) of Revenues</u>				
<u>Over Expenditures</u>	(37,203)	(39,347)	(43,968)	(4,621)
<u>Other Financing Sources (Uses)</u>				
Transfers In	<u>37,203</u>	<u>39,347</u>	<u>43,968</u>	<u>4,621</u>
<u>Net Change in Fund Balance</u>	-	-	-	-
<u>Fund Balance at Beginning of Year</u>	-	-	-	-
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
TITLE CI - CONGREGATE MEALS
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>Revenues</u>				
Intergovernmental	\$ -	\$ -	\$ -	\$ -
Public Support	3,100	3,450	3,382	(68)
Total Revenues	<u>3,100</u>	<u>3,450</u>	<u>3,382</u>	<u>(68)</u>
<u>Expenditures</u>				
Salaries	31,315	30,444	33,162	(2,718)
Fringe	6,099	5,956	6,143	(187)
Travel	1,465	1,291	1,402	(111)
Operating Services	13,691	13,109	12,757	352
Operating Supplies	2,492	3,213	2,992	221
Other Costs	5,000	2,900	1,533	1,367
Capital Outlay	-	-	-	-
Total Expenditures	<u>60,062</u>	<u>56,913</u>	<u>57,989</u>	<u>(1,076)</u>
<u>Excess (Deficiency) of Revenues Over Expenditures</u>				
	(56,962)	(53,463)	(54,607)	(1,144)
<u>Other Financing Sources (Uses)</u>				
Transfers In	<u>56,962</u>	<u>53,463</u>	<u>54,607</u>	<u>1,144</u>
<u>Net Change in Fund Balance</u>				
	-	-	-	-
<u>Fund Balance at Beginning of Year</u>				
	-	-	-	-
<u>FUND BALANCE AT END OF YEAR</u>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
TITLE C2 - HOME DELIVERED MEALS
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<u>Revenues</u>				
Intergovernmental	\$ 9,612	\$ 9,612	\$ 9,612	\$ -
Public Support	3,200	5,050	4,917	(133)
Total Revenues	<u>12,812</u>	<u>14,662</u>	<u>14,529</u>	<u>(133)</u>
<u>Expenditures</u>				
Salaries	48,591	50,600	46,827	3,773
Fringe	9,574	10,304	9,658	646
Travel	4,321	4,500	3,960	540
Operating Services	26,557	29,309	27,396	1,913
Operating Supplies	6,137	6,703	5,668	1,035
Other Costs	-	-	595	(595)
Capital Outlay	-	-	-	-
Total Expenditures	<u>95,180</u>	<u>101,416</u>	<u>94,104</u>	<u>7,312</u>
<u>Excess (Deficiency) of Revenues</u>				
<u>Over Expenditures</u>	(82,368)	(86,754)	(79,575)	7,179
<u>Other Financing Sources (Uses)</u>				
Transfers In	<u>82,368</u>	<u>86,754</u>	<u>79,575</u>	<u>(7,179)</u>
<u>Net Change in Fund Balance</u>	-	-	-	-
<u>Fund Balance at Beginning of Year</u>	-	-	-	-
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of this financial statement.

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO BUDGETARY COMPARISON SCHEDULES
FOR THE YEAR ENDED JUNE 30, 2018

The Council follows these procedures in establishing the budgetary data reflected in these financial statements:

The Governor's Office of Elderly Affairs (GOEA) notifies the Council each year as to the funding levels for each program's grant award.

The Executive Director prepares a proposed budget based on the funding levels provided by GOEA and then submits the budget to the Board of Directors for approval.

The Board of Directors reviews and adopts the budget before June 30th of the current year for the next year.

The adopted budget is forwarded to the Governor's Office of Elderly Affairs for final approval.

All budgetary appropriations lapse at the end of each fiscal year (June 30).

The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.

Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.

The Council may transfer funds between line items as often as required, but must obtain prior approval for the Governor's Office of Elderly Affairs for funds received under grants from this state agency.

Expenditures cannot legally exceed appropriations on an individual level.

Amounts were not budgeted for revenues and expenses for the utility assistance fund because they were not legally required and the amount of revenues to be received under this program could not be determined.

SUPPLEMENTAL INFORMATION SCHEDULES REQUIRED BY
GOEA

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

GENERAL FUNDS
COMBINING BALANCE SHEET
JUNE 30, 2018

	<u>Programs of the General Fund</u>					<u>Total General Fund</u>
	<u>Local</u>	<u>PCOA (Act 735)</u>	<u>Senior Center</u>	<u>Supplemental Senior Center</u>	<u>MIPPA</u>	
<u>ASSETS</u>						
Cash & Cash Equivalents	\$ 164,739	\$ -	\$ -	\$ -	\$ -	\$ 164,739
Accounts Receivable	-	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-	-
Due From Other Funds	3,180	-	194	-	-	3,374
TOTAL ASSETS	\$ 167,919	\$ -	\$ 194	\$ -	\$ -	\$ 168,113
<u>LIABILITIES AND FUND BALANCE</u>						
<u>LIABILITIES</u>						
Accounts Payable	\$ 501	\$ -	\$ 194	\$ -	\$ -	\$ 695
Bank Overdraft	-	-	-	-	-	-
Accrued Expenses	6,882	-	-	-	-	6,882
Notes Payable - Current Portion	11,699	-	-	-	-	11,699
Due To Other Funds	-	-	-	-	-	-
Total Current Liabilities	19,082	-	194	-	-	19,276
Notes Payable - Long Term Portion	3,389	-	-	-	-	3,389
Total Liabilities	22,471	-	194	-	-	22,665
<u>FUND BALANCE</u>						
Unassigned	145,448	-	-	-	-	145,448
TOTAL LIABILITIES AND FUND BALANCE	\$ 167,919	\$ -	\$ 194	\$ -	\$ -	\$ 168,113

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

GENERAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2018

	<u>Programs of the General Fund</u>					<u>Total General Fund</u>
	<u>Local</u>	<u>PCOA (Act 735)</u>	<u>Senior Center</u>	<u>Supplemental Senior Center</u>	<u>MIPPA</u>	
<u>Revenues</u>						
Intergovernmental	\$ -	\$ 37,500	\$ 25,000	\$ 10,913	\$ 300	\$ 73,713
Public Support	232	-	-	-	-	232
Rental Income	3,900	-	-	-	-	3,900
Property Tax Revenues	115,877	-	-	-	-	115,877
Sales Tax Revenues	50,000	-	-	-	-	50,000
Miscellaneous	950	-	-	-	-	950
Total Revenues	<u>170,959</u>	<u>37,500</u>	<u>25,000</u>	<u>10,913</u>	<u>300</u>	<u>244,672</u>
<u>Expenditures</u>						
Salaries	-	-	13,669	-	-	13,669
Fringe	-	-	2,682	-	-	2,682
Travel	-	-	633	-	-	633
Operating Supplies	390	-	5,818	-	-	6,208
Other Costs	500	-	9,808	-	-	10,308
Capital Outlay	22,628	-	-	-	-	22,628
Interest Expense	717	-	-	-	-	717
Total Expenditures	<u>24,235</u>	<u>-</u>	<u>32,610</u>	<u>-</u>	<u>-</u>	<u>56,845</u>
<u>Excess of Revenues Over Expenditures</u>	146,724	37,500	(7,610)	10,913	300	187,827
<u>Other Financing Sources (Uses)</u>						
Operating Transfers In	300	-	7,610	-	-	7,910
Operating Transfers Out	(137,347)	(37,500)	-	(10,913)	(300)	(186,060)
Total Other Financing Uses	<u>(137,047)</u>	<u>(37,500)</u>	<u>7,610</u>	<u>(10,913)</u>	<u>(300)</u>	<u>(178,150)</u>
<u>Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</u>	9,677	-	-	-	-	9,677
<u>Fund Balance at Beginning of Year</u>	<u>135,771</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>135,771</u>
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ 145,448</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 145,448</u>

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

NONMAJOR SPECIAL REVENUE FUNDS
COMBINING BALANCE SHEET
JUNE 30, 2018

	Title III E Caregiver	Utilities Assistance	Total Nonmajor Special Revenue Funds
<u>ASSETS</u>			
Cash & Cash Equivalents	\$ -	\$ -	\$ -
Receivables	63	-	63
Due From Other Funds	-	-	-
<u>TOTAL ASSETS</u>	<u>\$ 63</u>	<u>\$ -</u>	<u>\$ 63</u>
 <u>LIABILITIES AND FUND BALANCES</u>			
<u>LIABILITIES</u>			
Accounts Payable	\$ -	\$ -	\$ -
Due To Other Funds	63	-	63
Total Liabilities	63	-	63
 Fund Balances:			
Restricted for:			
Utility Assistance	-	-	-
Total Fund Balances	-	-	-
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 63</u>	<u>\$ -</u>	<u>\$ 63</u>

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

NONMAJOR SPECIAL REVENUE FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2018

	Title III E Caregiver	Utilities Assistance	Total Nonmajor Special Revenue Funds
<u>REVENUES</u>			
Intergovernmental:			
North Delta Regional Planning and Development District	\$ 84	\$ -	\$ 84
State Contract	-	-	-
Public Support:			
LA Association of Councils on Aging	-	-	-
Client Contributions	-	-	-
Total Public Support	-	-	-
Total Revenues	84	-	84
<u>EXPENDITURES</u>			
Current:			
Salaries	78	-	78
Fringe	6	-	6
Travel	-	-	-
Operating Services	-	-	-
Operating Supplies	-	-	-
Other Costs - Refund to OEA	-	-	-
Capital Outlay	-	-	-
Total Current Expenditures	84	-	84
Capital Outlay	-	-	-
Utility Assistance	-	-	-
Total Expenditures	84	-	84
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>	-	-	-
<u>OTHER FINANCING SOURCES (USES)</u>			
Operating Transfers - In	-	-	-
Operating Transfers - Out	-	-	-
Total Other Financing Sources (Uses)	-	-	-
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</u>	-	-	-
<u>FUND BALANCES AT BEGINNING OF YEAR</u>	-	-	-
<u>FUND BALANCES AT END OF YEAR</u>	\$ -	\$ -	\$ -

GENERAL FIXED ASSET ACCOUNT GROUP

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

SCHEDULE OF GENERAL FIXED ASSETS

JUNE 30, 2018 AND 2017

	<u>Balance June 30, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2018</u>
<u>GENERAL FIXED ASSETS</u>				
Building Improvements	\$ 70,567	\$ -	\$ -	\$ 70,567
Vehicles	65,553	18,133	13,567	70,119
Office Furniture and Equipment	9,255	4,495	2,696	11,054
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>TOTAL GENERAL FIXED ASSETS</u>	<u>\$ 145,375</u>	<u>\$ 22,628</u>	<u>\$ 16,263</u>	<u>\$ 151,740</u>
 <u>INVESTMENT IN GENERAL FIXED ASSET</u>				
Property Acquired Prior to July 1, 1985 *	\$ -	\$ -	\$ -	\$ -
 Property Acquired After July 1, 1985				
With Funds From:				
Title III- B Supportive Services	2,047	-	-	2,047
General Fund	57,378	22,628	-	80,006
Donations	35,000	-	-	35,000
Title III- D Preventive Health	261	-	261	-
Title III- C-1	2,279	-	-	2,279
Title III- C-2	4,974	-	-	4,974
PCOA	43,436	-	16,002	27,434
Department of Transportation Sec. 5310 E&D	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>TOTAL INVESTMENT IN GENERAL FIXED ASSETS</u>	<u>\$ 145,375</u>	<u>\$ 22,628</u>	<u>\$ 16,263</u>	<u>\$ 151,740</u>

* Records reflecting sources from which assets were acquired were not maintained prior to July 1, 1985.

OTHER SUPPLEMENTAL INFORMATION

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2018

<u>Federal Grants/Pass Through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Program or Award Amount</u>	<u>Revenue Recognized</u>	<u>Expenditures</u>
U.S. Department of Health & Human Services - Administration on Aging: Passed Through Governor's Office of Elderly Affairs: Aging Cluster of Special Programs for the Aging:				
Title III, Part B - Supportive Services	93.044	\$ 26,239	\$ 26,239	\$ 26,239
Title III, Part C - Congregate Meals	93.045	-	-	-
Title III, Part C - Home Delivered Meals	93.045	9,612	9,612	9,612
Title III, Part E - National Family Caregiver Support	93.052	84	84	84
Total of Aging Cluster		<u>35,935</u>	<u>35,935</u>	<u>35,935</u>
 <u>TOTAL FEDERAL AWARDS</u>		 <u>\$ 35,935</u>	 <u>\$ 35,935</u>	 <u>\$ 35,935</u>

TENSAS COUNCIL ON AGING, INC.
ST. JOSEPH, LOUISIANA
NOTES TO SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2018

1. General

The Schedule of Expenditures of Federal Awards presents the activity of all federal award programs of the Council. The Council did not pass through any of its federal awards to a subrecipient during the year.

2. Basis of Accounting

The Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting as contemplated under accounting principles generally accepted in the United States of America and which is the same basis of accounting used for presenting the general purpose financial statements. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Tensas Council on Aging, Inc.
St. Joseph, Louisiana

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Tensas Council on Aging, Inc. as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Tensas Council on Aging Inc.'s basic financial statements and have issued my report thereon dated October 18, 2018.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered the Tensas Council on Aging, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Tensas Council on Aging, Inc.'s internal control. Accordingly, I do not express an opinion on the effectiveness of the Tensas Council on Aging, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Council's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. The purpose of this report is for the information of management, the Governor's Office of Elderly Affairs and the Legislative Auditor and is not intended to be or should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is to be distributed by the Legislative Auditor as a public document.

David M. Heard, CPA (APAC)

West Monroe, Louisiana
October 18, 2018

TENSAS COUNCIL ON AGING, INC
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2018

To the Board of Directors
Tensas Council on Aging, Inc.
St. Joseph, Louisiana

I have audited the financial statements of Tensas Council on Aging, Inc. as of and for the year ended June 30, 2018, and have issued my report thereon dated October 18, 2018. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My audit of the financial statements as of June 30, 2018, resulted in an unqualified opinion.

Section I- Summary of Auditor's Results

A. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness yes no

Significant Deficiencies not considered to be
Material Weaknesses yes no

Compliance

Compliance Material to Financial Statements yes no

B. Federal Awards

Material Weakness Identified yes no

Significant Deficiencies not considered to be
Material Weaknesses yes no

Type of Opinion on Compliance For Major Programs (No Major Programs)

Unqualified Qualified

Disclaimer Adverse

Are their findings required to be reported in accordance with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance)?
N/A

C. Identification of Major Programs: N/A

Name of Federal Program (or cluster)
CFDA Number(s)

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a "low-risk" auditee, as defined by the Uniform Guidance? N/A

TENSAS COUNCIL ON AGING, INC
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2018

Section II- Financial Statement Findings

No matters were reported.

Section III- Federal Award Findings and Question Costs- N/A

TENSAS COUNCIL ON AGING, INC.
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2018

Section I- Internal Control and Compliance Material to the Financial Statements

No matters were reported.

Section II- Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III- Management Letter

This section is not applicable for this entity.

TENSAS COUNCIL ON AGING, INC.
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO
AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Executive Director Clarissa Newman</u>
Purpose	
Salary	\$ 50,000
Benefits - Insurance	14,702
Total	<u>\$ 64,702</u>