FINANCIAL STATEMENTS
June 30, 2018 and 2017

MANGIS ACCOUNTING, PC Certified Public Accountants Billings, Montana

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Independent Auditor's Report

To the Board of Directors Billings Food Bank Billings, Montana

We have audited the accompanying financial statements of the Billings Food Bank of Billings, Montana, a non-profit corporation, which comprise the Statements of Financial Position as of June 30, 2018 and 2017. and the related Statements of Activities and Changes in Net Assets, Statements of Functional Expense and Statements of Cash Flows for the years then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. 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 the Billings Food Bank 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.

Billings, Montana May 9, 2019

#### STATEMENTS OF FINANCIAL POSITION

June 30

ASSETS Current Assets	2018	2017
Cash and cash equivalents	\$ 19,222	\$ 11,649
Investments	50,914	41,167
Inventories	1,416,009	2,336,217
Total Current Assets	1,486,145	2,389,033
Property and Equipment		
Land	684,875	684,875
Building and improvements	4,496,715	4,496,715
Furniture and fixtures	36,673	31,613
Equipment	323,426	323,426
Total Property and Equipment	5,541,689	5,536,629
Less Accumulated Depreciation	(1,309,878)	(1,175,070)
Net Property and Equipment	4,231,811	4,361,559
Other Assets		
Endowment investments	1,189,411	1,303,841
Total Assets	\$ 6,907,367	\$ 8,054,433
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	\$ 13,867	\$ 24,164
Interest payable	1,216	1,140
Accrued expenses	65,634	65,413
Current maturities of long-term debt	57,791	55,483
Total Current Liabilities	138,508	146,200
Long-term Liabilities		
Annuity Liability	59,630	47,337
Long-term debt - Less current maturities	449,824	508,353
Total Long-term Liabilities	509,454	555,690
Total Liabilities	647,962	701,890
Total Elabilities	047,002	701,000
Net Assets		
Unrestricted	5,529,385	6,652,206
Permanently restricted - Endowment	730,020	700,337
Total Net Assets	6,259,405	7,352,543
Total Liabilities and Net Assets	\$ 6,907,367	\$ 8,054,433

# STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS Years Ended June 30

UNRESTRICTED NET ASSETS Public Support	2018	<u>2017</u>
Cash contributions Noncash contributions	\$ 428,633	\$ 576,626
Culinary Center - Food income	32,276,535 41,089	31,106,259 26,894
Special events	143,629	108,531
Less: Direct benefit to donors	(32,838)	(15,949)
Total Public Support	32,857,048	31,802,361
Other Revenue		
Net investment return (loss)	14,953	570,477
Change in value of charitable gift annuities	(12,293)	(330)
Total Other Revenue	2,660_	570,147
Total Unrestricted Revenue	32,859,708	32,372,508
Expense		
Program services	33,722,182	32,995,170
Support services	146,478	133,015
Fund raising	113,870	75,939
Total Unrestricted Expense	33,982,530	33,204,124
Increase (Decrease) in Unrestricted Net Assets	(1,122,822)	(831,616)
PERMANENTLY RESTRICTED NET ASSETS		
Public support - Endowment contributions	29,684	5,568
Increase in Permanently Restricted Net Assets	29,684	5,568
Change in Net Assets	(1,093,138)	(826,048)
Net Associate Description	7.050.546	0.470.504
Net Assets - Beginning	7,352,543	8,178,591
Net Assets - Ending	\$ 6,259,405	\$ 7,352,543

# Billings, MT

# STATEMENTS OF FUNCTIONAL EXPENSE

Program Food / Contract labor								
l <del>es</del>	Program Services-	Program Services-	Total Program	Support	Fund-	Total Supporting	ting	Total
Contract labor \$	Food Assistance	Culinary Program	Services	Services	Raising	Services		2018
Depreciation	1	•	·	1 <del>5</del>	· &	8	<del>65</del>	
	80,212	34,376	114,588	13,480	6,740	20,	20,220	134,808
Food	33,217,029	5,740	33,222,769	1	1		1	33,222,769
Insurance & benefits	12,266	4,088	16,354	1,880	564	2,	2,444	18,798
Interest	15,159	5,053	20,212	2,246	į.	2,	2,246	22,458
Maintenance & repairs	41,632	3,279	44,911	3,643	ı	Ŕ	3,643	48,554
Other expense	7,281		7,281	ı	1,476	-	1,476	8,757
Occupancy	46,747	15,583	62,330	8,799	2,220	11,	11,019	73,349
Officer's salary	31,299	5. <b>■</b>	31,299	65,591	9,370	74,	74,961	106,260
Office supplies expense	2,309	31	2,309	257	1		257	2,566
Payroll taxes	9,192	8,425	17,617	6,383	1,532	7,	7,915	25,532
Printing & postage	6,947	\0 <b>1</b> 0	6,947	6,947	20,842	27,	27,789	34,736
Professional fees	ı	E	É	32,951	Ê	32,	32,951	32,951
Promotional	8,280	1,656	9,936	ı	23,183	23,	23,183	33,119
Salaries	962'09	89,884	150,680	3,337	6,672	10,	10,009	160,689
Supplies	287	2,946	3,233	1	40,998	40,	40,998	44,231
Taxes and licenses	3,757	31	3,757	417	i		417	4,174
Telephone	3,829	820	4,649	547	273		820	5,469
Vehicle expense	3,310	1	3,310	•	•			3,310

See accompanying notes to financial statements

33,982,530

260,348

\$ 113,870

\$ 146,478

\$ 33,722,182

171,850

33,550,332

₩

Total Functional Expenses

# Billings, MT

# STATEMENTS OF FUNCTIONAL EXPENSE

					Υe	ar Ended,	Year Ended June 30, 2017	7				
	Program Services-	rvices-	Program Services-	ervices-	Total	Total Program	Support	Fund-	Total Supporting	porting	_	Total
	Food Assistance	tance	<b>Culinary Program</b>	ogram	Ser	Services	Services	Raising	Services	ses	N	2017
Contract labor	s	1,091	ક		<del>⇔</del>	1,091	ا <del>ئ</del>	- ج	69		65	1,091
Depreciation		81,979		34,157		116,136	13,663	6,831		20,494		136,630
Food	32,4	32,463,220		3,896	32,	32,467,116	·				čč	32,467,116
Insurance & benefits		10,217		4,119		14,336	1,648	494		2,142		16,478
Interest		17,581		4,395		21,976	2,442	3		2,442		24,418
Maintenance & repairs		29,326		4,330		33,656	1,924	ı		1,924		35,580
Other expense		12,681		ï		12,681	L	2,400		2,400		15,081
Occupancy		51,735		17,244		68,979	9,738	2,434	3	12,172		81,151
Officer's salary		18,741		ı		18,741	65,591	9,370	7	74,961		93,702
Office supplies expense		3,474				3,474	386	1		386		3,860
Payroll taxes		10,265		8,600		18,865	6,936	1,941		8,877		27,742
Printing & postage		5,572		ı		5,572	5,572	16,715		22,287		27,859
Professional fees		i		Ē		1	21,009	T	N	21,009		21,009
Promotional		21,201		2,356		23,557	1	13,767	•	13,767		37,324
Salaries		83,423		82,678		169,101	3,027	6,053		9,080		178,181
Supplies		165		2,529		2,694	.1	15,594		15,594		18,288
Taxes and licenses		3,626		ı.		3,626	403	r		403		4,029
Telephone		4,733		1,014		5,747	929	340		1,016		6,763
Vehicle expense		7,822		1		7,822	1					7,822

See accompanying notes to financial statements

33,204,124

s

208,954

\$ 75,939

\$ 133,015

\$ 32,995,170

168,318

32,826,852

<del>(A)</del>

Total Functional Expenses

## STATEMENTS OF CASH FLOWS Years Ended June 30

OPERATING ACTIVITIES	2018	2017
Increase (Decrease) in net assets	\$ (1,093,138)	\$ (826,048)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation expense Realized and unrealized gain on operating investments Change in value of charitable gift annuities Inventory - decrease Accounts payable - (decrease) Interest payable - increase (decrease) Accrued expenses - increase (decrease) Contributions restricted to endowment - (increase) Endowment net investment (return) Annuity liability - increase Donated furniture Donated stock	134,808 (9,067) - 920,208 (10,297) 76 221 (29,684) (5,886) 12,293 (5,060) (1,669)	136,630 (11,193) 330 1,217,265 (10,650) (248) (226) (5,568) (564,150) 4,682
Net Cash Provided (Used) by Operating Activities	(87,195)	(59,176)
INVESTING ACTIVITIES Transfer from (to) investments  Net Cash (Used) by Investing Activities	150,989 150,989	92,352 92,352
FINANCING ACTIVITIES  Note payable - principal payments  Net Cash (Used) by Financing Activities	(56,221) (56,221)	(53,937) (53,937)
Cash and Cash Equivalents Increase (Decrease) - For Year	7,573	(20,761)
Cash and Cash Equivalents Balance - Beginning	11,649	32,410
Cash and Cash Equivalents Balance - Ending	\$ 19,222	\$ 11,649
Supplemental Disclosures: Interest paid Income taxes paid	\$ 22,382 \$ -	\$ 24,666 \$ -

June 30, 2018 and 2017

#### 1 ORGANIZATION

The Billings Food Bank (the Organization) is a non-profit organization established to collect, purchase, warehouse, and distribute food and other essentials both directly and through social agencies which primarily feed the needy. The Organization also operates the Fortin Culinary Center to provide training for entry level jobs in commercial kitchens. The training is directed to unemployed or underemployed individuals in the Billings area. The Fortin kitchen is available for use by people starting or expanding a food business. Nutrition education and classes are also provided.

#### 2 SIGNIFICANT ACCOUNTING POLICIES

The accompanying financial statements have been prepared in accordance with professional standards and are stated on the accrual basis of accounting. Accordingly, revenue is recognized when earned and expenses are recognized when incurred rather than when the obligation is paid. The significant accounting policies described below are to enhance the usefulness of the financial statements to the reader.

- Support Billings Food bank receives most of its support from the general public and fund-raising events.
- b <u>Contributions</u> Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence or nature of any donor restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.
- c Promises to Give Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.
- d <u>Cash and Cash Equivalents</u> For purposes of the Statements of Cash Flows the Organization considers all cash and investments that mature within 90 days to be the same as cash. The Food Bank may periodically have cash balances at financial institutions that exceed the federally insured limit.
- e <u>Donated Food</u> Food contributions received by the Organization are capitalized as food inventory and recorded as unrestricted revenue. Upon distribution, food inventory is recorded as a decrease in unrestricted net assets and is charged to expense as food donation. These transactions are recorded, based on the pounds of food received or distributed, using an industry standard value per pound of \$1.85 in 2018 and 2017.

June 30, 2018 and 2017

#### 2 SIGNIFICANT ACCOUNTING POLICIES (continued)

f <u>Investments</u> -The Organization has adopted standards for investment recognition whereby investments in marketable securities with readily determinable fair values are reported at their fair values in the Statements of Financial Position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or use) in the reporting period in which the income and gains are recognized.

The Organization's endowment includes donor restricted funds. The net assets associated with endowment funds are classified and reported based on existence or absence of donor imposed restrictions. The endowment adheres to the Uniform Prudent Management of Institutional Funds Act of 2006. The new law eliminates the historical dollar threshold and establishes prudent spending guidelines that consider both duration and preservation of the fund. As a result of this enactment, subject to the donor's intent as expressed in a gift agreement or similar document, the endowment may now spend the amount of the principal and income of an endowment fund, even from an underwater fund, after considering the factors listed in the Act.

The Organization has adopted investment and spending policies for endowment assets that attempt to subject the fund to low investment risk. The investment objectives for the endowment assets are:

- To generate a level of current income sufficient to meet withdrawal needs. Any shortfall in current income required to meet spending needs may be made from net capital appreciation.
- To grow the asset value of the endowment, exclusive of contributions or withdrawals, in the long term exceeding the rate of inflation and earn a rate of return in excess of the endowment's annual distribution rate through a combination of investment income and capital appreciation.
- To diversify the endowment's assets in order to reduce the risk of wide swings in market value from year to year or the risk of incurring large losses.
- To achieve investment results over the long term that compare favorably with those
  of other professional fund managers and of appropriate market indexes.

It is expected that these objectives can be obtained through a well-diversified portfolio structure in a manner consistent with this investment policy.

The ASC establishes a framework for measuring fair value and expands disclosures required for fair value measurements. It also establishes a fair value hierarchy that prioritizes observable and unobservable inputs used to measure fair value into three levels. These levels, in order of lowest to highest priority are described as follows:

Level 1 - Quoted prices (unadjusted) in active markets that are accessible at the measurement date for identical assets or liabilities.

Level 2 - Observable inputs other than level 1 prices such as quoted prices for similar assets or liabilities; quoted prices for identical or similar assets or liabilities in inactive markets; or other inputs that are observable or can be corroborated by observable market data.

June 30, 2018 and 2017

#### 2 SIGNIFICANT ACCOUNTING POLICIES (continued)

f <u>Investments(continued)</u>

Level 3 - Unobservable inputs that are supported by little or no market activity and are significant to the fair value of the assets or liabilities. Level 3 includes values determined using pricing models, discounted cash flow methodologies, or similar techniques reflecting the organization's own assumptions.

The methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

g <u>Property and Equipment</u> - The Organization capitalizes property and equipment over \$1,000. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value at the date received. Depreciation of the building and improvements and equipment is computed using the straight-line method over the following estimated useful lives:

Building and improvements 5-39.5 years Equipment 5-10 years Furniture and fixtures 5-10 years

- Charitable Gift Annuities Under charitable gift annuity contracts, we receive immediate and unrestricted title to contributed assets and agree to make fixed recurring payments over the stipulated period. Contributed assets are recorded at fair value on the date of receipt. The related liability for future payments to be made to the specified beneficiaries is recorded at fair value using present value techniques and risk-adjusted discounts rate designed to reflect the assumptions market participants would use in pricing the liability. The excess of contributed assets over the annuity liability is recorded as a restricted contribution. In subsequent years, the liability for future payments to the donor is reduced by payments made to the donor and is adjusted to reflect changes in the fair value of the liability at the end of the year. Upon termination of the annuity contract, the remaining liability is removed and recognized as income.
- i <u>Income Taxes</u> The Organization is a non-profit organization exempt from income taxation under IRS Code section 501(c)(3). The Internal Revenue Service Form 990, Return of Organizations Exempt from income tax, for the years ending 2015, 2016 and 2017 are open years for examination by the IRS, generally three years after they were filed.
- j <u>Estimates</u> 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.
- k <u>Functional Allocation of Expenses</u> The costs of providing the various programs and activities have been summarized on a functional basis in the Statements of Activities and Changes in Net Assets. Accordingly, certain costs have been allocated among the programs and supporting services.

### NOTES TO FINANCIAL STATEMENTS June 30, 2018 and 2017

Donated Services and Equipment -The Organization receives donated services from a variety of unpaid volunteers assisting in the operations. The value of these services has not been recognized in the financial statements since it does not meet the criteria for recognition.

The Organization recognizes contributed services if the services received create or enhance long lived assets or require specialized skills, which are provided by individuals possessing those skills, and would typically need to be paid for if not donated.

m <u>Prior Year Amounts</u> - Certain amounts from the prior year have been reclassified to be more comparable with the current year presentation.

#### 3. FOOD INVENTORY

The following summarizes food inventory transactions:

	Pounds	Dollars
Beginning - July 1, 2017	1,262,820	\$ 2,336,217
Food contributions	17,419,072	32,225,284
Food distributions *	(17,916,481)	(33,145,492)
Ending – June 30, 2018	765,411	\$1,416,009

Food inventory is recorded at \$1.85 per pound as of June 30, 2018 and 2017, based on an industry standard value per unit of food.

#### 4 INVESTMENTS

The following table sets forth the level, within the fair value hierarchy, of investments and certain other assets that are measured at fair value at June 30, 2018.

Operating investments		<u>Total</u>	Level 1	Level 2	Level 3
Money market	\$	2,447	21 <del>-</del>	-	-
Mutual funds	180	48,467	48,467	-	-
	\$	50,914	\$ 48,467		-
Endowment investments					
Money market	\$	12,647	3.	(=)	
Mutual funds		383,556	383,556	-	-
Real estate - building		793,208	-	3.53	793,208
	\$	1,189,411	\$ 383,556	(=)	\$ 793,208

The investment in building is 100% owned by the Billings Food Bank. The building was transferred to the endowment in 2016. The net cost of the building is \$263,882. The fair market value of the building determined by management upon transfer was \$793,208. Management determined the fair market value of the building based on the insurable value.

<sup>\*</sup>This does not include food distributed that was purchased for cash.

### NOTES TO FINANCIAL STATEMENTS June 30, 2018 and 2017

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The following table sets forth the level, within the fair value hierarchy, of investments and certain other assets that are measured at fair value at June 30, 2017.

Operating investments		Total	Level 1	Level 2	Level 3
Money market Mutual funds	\$ 	2,046 39,121 41,167	39,121 \$ 39,121		
Endowment investments Money market Mutual funds Real estate	\$ \$	14,135 496,498 793,208 1,303,841	496,498 - \$ 496,498	- - - -	793,208 \$ 793,208

The following table presents cost and fair value of investments at June 30, 2018.

Operating investments	Cost	Fair Value	Unrealized Appreciation
Money market	\$ 2,447	\$ 2,447	-
Mutual funds	24,153	48,467	24,314
	<u>\$ 26,600</u>	\$ 50,914	\$ 24,314
Endowment investments			
Money market	\$ 12,647	\$ 12,647	<u> </u>
Mutual funds	360,504	383,556	23,052
Real estate	263,882	793,208	529,326
	\$ 637,033	\$ 1,189,411	\$ 552,378

The following table presents cost and fair value of investments at June 30, 2017.

[아일리얼 2]			· 1.1 (
	Cost	Fair Value	Unrealized Appreciation
Operating investments			
Money market	\$ 2,046	\$ 2,046	-
Mutual funds	22,392	39,121	16,729
	\$ 24,438	\$ 41,167	\$ 16,729
Endowment investments	32 <del></del>		
Money market	\$ 14,134	\$ 14,134	-
Mutual funds	465,538	496,499	30,961
Real estate	263,882	793,208	529,326
	\$ 743,554	\$ 1,303,841	\$ 560,287
Investment return is summarized a	is follows:		
	io ioliovo.	2018	2017
Operating investments		2010	2017

<u>2018</u>	<u>2017</u>
\$ 1,622	\$ 2,674
	2,393
7,585	8,800
(140)	(140)
9,067	13,727
	\$ 1,622 - 7,585 (140)

June 30, 2018 and 2017

508,353

#### 4 <u>INVESTMENTS</u> (continued)

5

Endowment investments Interest and dividend income Net realized gains (losses) Net unrealized gain (loss) Investment fees	2018 10,960 8,586 (7,909) (5,751) 5,886	2017 14,512 3,924 545,714 (7,400) 556,750
Total unrestricted investment gains (losses)	<u>\$ 14,953</u>	\$ 570,477
NOTES PAYABLE Notes Payable consist of the following at June 30:  Mortgage payable – Bank in the amount of \$630,369 dated March 2016, to be paid in 58 payments of \$6,550, including interest at	<u>2018</u>	<u>2017</u>
4.1%. The balance of the note is due in 2021, at which time the note will be refinanced.  Less Current maturities portion -	<u>\$ 507,615</u>	\$ 563,836
Long-term Debt – less current maturities	(57,791)	(55,483)

The building is pledged as collateral for the note.

Debt maturities at June 30, 2018 were:

2019	\$ 57,791	2021	-	389,664
2020	60,160	Total	\$	507,615

#### 6 RESTRICTED NET ASSETS

Permanently restricted net assets of \$730,020 are to be held in perpetuity. The earnings can be used towards operating expenses of the Organization.

\$ 449,824

#### 7 EVALUATION OF SUBSEQUENT EVENTS

The organization has evaluated subsequent events through May 9, 2019, the date which the financial statements were available to be issued. In December of 2018, the Commercial building held in the endowment assets incurred a partial roof collapse. The building is insured to cover the cost for repair.