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Yakima Basin Fish & Wildlife Recovery Board

Financial Statements and
Independent Auditors' Report
June 30, 2012



Yakima Basin Fish & Wildlife Recovery Board

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INDEPENDENT AUDITORS' REPORT

Yakima Basin Fish & Wildlife Recovery Board
Yakima, Washington

We have audited the accompanying statement of financial position of Yakima Basin Fish & Wildlife Recovery Board (a nonprofit organization) as of June 30, 2012, and the related statements of activities and changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Yakima Basin Fish & Wildlife Recovery Board as of June 30, 2012, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Petersen CPAs + Advisors, PLLC

October 5, 2012

Yakima Basin Fish & Wildlife Recovery Board
Statement of Financial Position
June 30, 2012

Assets

Current Assets:

Cash and cash equivalents	\$ 105,500
Total current assets	<u>105,500</u>

Property and Equipment:

Machinery and equipment	46,677
Less accumulated depreciation	<u>(22,987)</u>
Total property and equipment	<u>23,690</u>

<i>Total Assets</i>	<u><u>\$ 129,190</u></u>
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Liabilities and Net Assets

Current Liabilities:

Accounts payable	3,380
Accrued expenses	23,351
Deferred revenue	80,854
Line of credit	<u>51</u>
<i>Total Liabilities</i>	<u>107,636</u>

Net Assets:

Unrestricted Fund Balance	<u>21,554</u>
Total net assets	<u>21,554</u>

<i>Total Liabilities and Net Assets</i>	<u><u>\$ 129,190</u></u>
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Yakima Basin Fish & Wildlife Recovery Board
Statement of Activities and Changes in Net Assets
Year Ended June 30, 2012

Revenue:

Washington State Recreation and Conservation Office Grant	\$ 308,751	
Program fees	4,315	
Total revenue	<u>313,066</u>	

Expenses:

Advertising	366	
Communications	2,945	
Computer support	828	
Depreciation expense	3,503	
Dues and subscriptions	976	
Employee benefits	32,225	
Employee payroll taxes	16,224	
Insurance	2,210	
Miscellaneous	1,250	
Office rent	18,600	
Office supplies	2,296	
Printing and reproduction	2,453	
Professional fees	9,655	
Program expenses	4,456	
Seminar registration fees	1,439	
Travel	7,119	
Utilities	5,172	
Wages	204,285	
Total expenses	<u>316,002</u>	

Excess of Revenue over Expenses (2,936)

Other Income (Expenses):

Interest expense	(188)	
Interest income	28	
Total other expenses	<u>(160)</u>	

Change in Unrestricted Net Assets (3,096)

Unrestricted Net Assets, Beginning of Year 24,650

Unrestricted Net Assets, End of Year \$ 21,554

Yakima Basin Fish & Wildlife Recovery Board
Statement of Cash Flows
Year Ended June 30, 2012

Increase (Decrease) in Cash and Cash Equivalents

Cash Flows From Operating Activities:

Cash received from public support and revenue	\$ 429,497
Cash paid to suppliers and employees	(316,118)
Interest received	28
Interest paid	(188)
Net cash provided by operating activities	113,219

Cash Flows From Investing Activities:

Additions to property and equipment	(567)
Net cash used by investing activities	(567)

Cash Flows From Financing Activities:

Payments on line of credit	(99)
Checks written in excess of bank balance	(7,053)
Net cash used by financing activities	(7,152)

Net Increase in Cash and Cash Equivalents 105,500

Cash and Cash Equivalents, Beginning of Year -

Cash and Cash Equivalents, End of year \$ 105,500

Reconciliation of Change in Net Assets to Net Cash

Provided by Operating Activities:

Change in net assets	\$ (3,096)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation and amortization	3,503
Decrease in operating assets:	
Accounts receivable	35,577
Increase (decrease) in operating liabilities:	
Accounts payable	(14,404)
Accrued expenses and payroll taxes	10,785
Deferred revenue	80,854
Total adjustments	116,315
Net cash provided by operating activities	\$ 113,219

Yakima Basin Fish & Wildlife Recovery Board

Notes to Financial Statements

Note 1 – Organization and Summary of Significant Accounting Policies:

Organization:

Yakima Basin Fish & Wildlife Recovery Board (the Organization), a Washington State not-for-profit organization, was formed April 5, 2006. The mission of the Organization is to restore sustainable and harvestable populations of salmon, steelhead, bull trout and other at-risk fish and wildlife species through the collaborative, economically sensitive efforts, combined resources, and wise resource management of the Yakima River Basin.

During the year ended June 30, 2012, approximately 96% of revenues received came from the Washington State Recreation and Conservation Office.

Summary of Significant Accounting Policies:

Cash and cash equivalents – For purposes of the statement of cash flows, the Organization considers all highly liquid investments with original maturity dates of three months or less to be cash equivalents.

Basis of accounting – The Organization’s financial statements have been prepared on the accrual basis of accounting. Under this method of accounting revenues are recognized when earned and expenses are recognized when incurred.

Basis of presentation – Financial statement presentation follows U.S. generally accepted accounting principles promulgated by the Financial Accounting Standards Board. Under those principles, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Accounts receivable – The Organization’s accounts receivable are carried at original invoice amount less an estimate for doubtful accounts based on a review of all outstanding amounts. Management determines the allowance for doubtful accounts by identifying troubled accounts using historical experience applied to the aging of accounts. Receivables are written off when deemed uncollectible. Management determined that an allowance for doubtful accounts was not necessary as of June 30, 2012.

Property and equipment – It is the Organization’s policy to capitalize property and equipment over \$200. Purchased property and equipment is capitalized at cost and depreciated on a straight-line basis over estimated useful lives of 5 to 40 years. Major expenditures for property and those which substantially increase useful lives over certain thresholds, are capitalized. Routine repairs and maintenance are expensed as incurred. Depreciation expense was \$3,503 for the year ended June 30, 2012.

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.

The Organization records impairment losses on long-lived assets used in operations when events and circumstances indicate that the assets might be impaired and the undiscounted cash flows estimated to be generated by those assets are less than the carrying amount of those assets. Management reviews and analyzes fixed assets for potential impairment on an annual basis and no impairment was determined by management at June 30, 2012.

Net assets – The Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. At June 30, 2012 the Organization did not hold any temporarily or permanently restricted net assets.

Revenue recognition – Amounts received that are designated for future periods or restricted by the donor are reported as temporarily or permanently restricted support and increase the respective class of net assets. Contributions received with temporary restrictions that are met in the same reporting period are reported as unrestricted support and increase unrestricted net assets.

Yakima Basin Fish & Wildlife Recovery Board

Notes to Financial Statements

Note 1 – Organization and Summary of Significant Accounting Policies (continued):

Income Taxes – The Organization has been recognized by the Internal Revenue Service as a not-for-profit corporation as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal income taxes on related income pursuant to Section 501(a) of the Code.

The Organization follows the guidance of the Financial Accounting Standards Board with regards to the financial statement recognition and measurement of tax positions taken or expected to be taken in a tax return, as well as guidance on de-recognition of tax benefits, classification on the balance sheet, interest and penalties, accounting in interim periods, disclosure, and transition. Management has evaluated the Organization’s tax positions and concluded the Organization had taken no uncertain tax positions that require adjustment to the financial statements to comply with the provisions of this guidance. Tax returns for the previous three years are open for potential examinations by the Internal Revenue Service.

Advertising –Advertising costs are expensed as incurred. Advertising costs were \$366 for the year ended June 30, 2012.

Use of estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Subsequent events – Subsequent events were evaluated through October 2, 2012, which is the date the financial statements were available to be issued.

Note 2 – Operating Line of Credit:

The Organization has a revolving line of credit of \$45,000. The line had an outstanding balance of \$51 at June 30, 2012. Interest payments on the credit line are due monthly at an interest rate of 6.25%. The credit line is unsecured and expires May 31, 2015.

Note 3 – Retirement Plan:

The Organization sponsors a Simple IRA. All permanent staff members working at least 20 hours a week are eligible to participate. Employees may make voluntary contributions up to the maximum allowed by law. The Organization makes a matching contribution up to 3% of the employee’s gross pay after one full year of service. Matching contributions for the Simple IRA for the year ended June 30, 2012 was \$3,771.

Note 4 – Functional Expenses:

Operating expenses directly identifiable with a functional area are charged to that area and, where expenses affect more than one area, they are allocated on the basis of ratios determined by management.

As of June 30, 2012, functional expenses were as follows:

Program	\$ 267,064
Administrative	41,962
Fundraising	6,976
Total	<u>\$ 316,002</u>

Yakima Basin Fish & Wildlife Recovery Board

Notes to Financial Statements

Note 5 – Operating Lease:

The Organization currently leases its office space under an operating lease agreement expiring June 30, 2013. Future commitments under the operating lease are \$18,600 annually. However, the Organization may terminate the lease provided adequate notice is given if the funding levels of the Organization are reduced significantly below the June 30, 2012 funding levels. Rent expense was \$18,600 for the year ended June 30, 2012.