

**WORLD AFFAIRS COUNCIL OF
GREATER HOUSTON**

**AUDITED FINANCIAL STATEMENTS –
MODIFIED CASH BASIS**

**FOR THE YEARS ENDED
DECEMBER 31, 2017 AND 2016**

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
World Affairs Council of Greater Houston
Houston, Texas

We have audited the accompanying statements of assets, liabilities and net assets – modified cash basis of the World Affairs Council of Greater Houston as of December 31, 2017 and 2016, and the related statements of support, revenue and expenses – modified cash basis, and the related notes to the financial statements for the years then ended.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 2; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits 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 auditors' 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 assets, liabilities, and net assets arising from cash transactions of the World Affairs Council of Greater Houston as of December 31, 2017 and 2016, and its support, revenue and expenses for the years then ended in accordance with the modified cash basis of accounting described in Note 2.

Basis of Accounting

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Reimer, McGuinnan & Associates P.C.

Houston, Texas
August 3, 2018

FINANCIAL STATEMENTS

WORLD AFFAIRS COUNCIL OF GREATER HOUSTON
STATEMENTS OF ASSETS, LIABILITIES AND NET ASSETS
- Modified Cash Basis
As of December 31, 2017 and 2016

| | 2017 | 2016 |
|--|---------------------|---------------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash | \$ 356,985 | \$ 139,208 |
| Unrestricted certificates of deposit | 944,251 | 1,297,393 |
| TOTAL CURRENT ASSETS | 1,301,236 | 1,436,601 |
| TOTAL ASSETS | \$ 1,301,236 | \$ 1,436,601 |
| LIABILITIES AND NET ASSETS | | |
| NET ASSETS | | |
| Unrestricted | \$ 1,228,905 | \$ 1,276,736 |
| Unrestricted - Designated for subsequent years | 72,331 | 159,865 |
| TOTAL NET ASSETS | 1,301,236 | 1,436,601 |
| TOTAL LIABILITIES AND NET ASSETS | \$ 1,301,236 | \$ 1,436,601 |

See independent auditors' report and notes to financial statements.

WORLD AFFAIRS COUNCIL OF GREATER HOUSTON
STATEMENTS OF SUPPORT, REVENUE AND EXPENSES
- Modified Cash Basis
For the Years Ending December 31, 2017 and 2016

| | 2017 | 2016 |
|--|--------------|--------------|
| UNRESTRICTED NET ASSETS | | |
| Unrestricted revenues | | |
| Grants and gifts | \$ 15,000 | \$ 74,000 |
| Annual benefit | 353,015 | 268,784 |
| Education income | 19,844 | 117,920 |
| Program income | 120,402 | 289,121 |
| Membership income | 402,874 | 512,102 |
| Travel for members | 294,775 | 375,768 |
| Investment income | 12,847 | 13,689 |
| Other income | 295 | - |
| | 1,219,052 | 1,651,384 |
| TOTAL UNRESTRICTED REVENUES | | |
| EXPENSES | | |
| Program expense - speaker expense | 36,697 | 81,375 |
| Program expense - venue expense | 60,854 | 136,895 |
| Program expense - other | 79,664 | 203,093 |
| Travel for members | 255,974 | 292,382 |
| Bank fees | 18,346 | 32,904 |
| Payroll | 634,176 | 827,477 |
| Development | 4,849 | 30,545 |
| Annual benefit expense | 46,040 | 72,461 |
| Rent | 85,097 | 87,738 |
| Information technology | 26,819 | 30,420 |
| Scholarships | 8,594 | 5,000 |
| Dues | 5,906 | 4,565 |
| Insurance | 15,831 | 16,820 |
| Office supplies and equipment | 58,813 | 50,296 |
| Postage and printing | 5,726 | 8,641 |
| Training and conferences | 2,789 | 9,132 |
| Other expenses | 5,658 | - |
| Accounting fees | 2,584 | 8,785 |
| | 1,354,417 | 1,898,529 |
| TOTAL EXPENSES | | |
| DECREASE IN UNRESTRICTED NET ASSETS | (135,365) | (247,145) |
| NET ASSETS AT BEGINNING OF YEAR | 1,436,601 | 1,683,746 |
| NET ASSETS AT END OF YEAR | \$ 1,301,236 | \$ 1,436,601 |

See independent auditors' report and notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

1. ORGANIZATION

The World Affairs Council of Greater Houston (the “Council”) was established in 1990 to educate and present educational programs on world affairs and foreign policy. The mission of the Council is to promote better understanding of the world – people, politics, economies and cultures – by enabling our citizens to participate more effectively in the global community. The Council pursues this mission through the following activities:

- Building a network of globally-minded citizens and business, civic, and government leaders
- Hosting lectures on global issues and bring policy makers and opinion leaders to Houston
- Encouraging thoughtful discussion of the international issues and the events that shape our times
- Supporting the work of international organizations and academic institutions throughout the Houston area
- Bringing Houston’s voice into international policy discussion

Council programs provide access to senior foreign government officials as well as top level policy makers, distinguished authorities and noted commentators. Through a broad range of educational lectures by noted speakers, Council programs help put current events into perspective, fostering a broad public understanding of world affairs and the international events that affect everyone. Moreover, the Council’s educational outreach program brings speakers to area high schools and provides teacher-training seminars. In addition, the Council offers international travel to small groups, exploring different locations built on their travelers’ geopolitical interests.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Council have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under this basis, revenues are recognized when cash is received and expenses are recorded when paid.

Basis of Presentation

The Council reports information about its financial position and activities according to three classes of assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Currently, all the Council’s net assets are unrestricted.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Donated Materials and Services

The Council records the value of donated goods or services when there is an objective basis available to measure their value. Donated materials and equipment are reflected as contributions in the accompanying statements of financial position at their estimated values at date of receipt. No amounts have been reflected in the statements for donated services as no objective basis is available to measure the value of such services. Nevertheless, a substantial number of volunteers donated significant amounts of their time to the Council's program services.

Cash and Cash Equivalents

For purposes of the statement of financial position, the Council considers all certificates of deposit to be cash equivalents with a maturity of 90 days or less.

Income Tax Status

The Council is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service ("IRS") as other than a private foundation.

The IRS Form 990 is filed on an annual basis for reporting purposes and the Council is current on all filings. In general, tax filings are subject to examination by the IRS for a period of three years from the date the report is filed. Tax years 2014 through 2017 are open to examination by relevant authorities.

Capital Expenditures

Assets with an estimated useful life greater than one year and a cost greater than \$5,000 are capitalized and depreciated over the estimated useful life. Depreciation is computed using the straight-line method over the estimated useful lives of the related asset.

3. CONCENTRATIONS AND CREDIT RISK

At times the Council maintains cash balances in excess of federally insured limits provided by the Federal Deposit Insurance Corporation. The Council's deposits are with high-quality institutions, and management does not believe that these deposits expose the Council to significant credit risk.

4. LEASES

The Council has a non-cancellable lease for office space expiring in May 2022. Monthly rental averages approximately \$8,200 over the remainder of the lease term. The table below summarizes future estimated minimum lease payments due annually under this lease as of December 31:

| | | |
|------|----|----------------|
| 2018 | \$ | 93,691 |
| 2019 | | 97,663 |
| 2020 | | 101,636 |
| 2021 | | 105,609 |
| 2022 | | 44,693 |
| | \$ | <u>443,292</u> |

5. FUNCTIONAL EXPENSE ALLOCATION

The allocation of the Council’s costs to provide and maintain its various programs, as well as provide the necessary supportive services, are as follows:

| | <u>2017</u> | <u>2016</u> |
|--------------------------------|---------------------|---------------------|
| Functional services | \$ 949,124 | \$ 1,380,727 |
| General and administrative | 359,253 | 445,341 |
| Fundraising and annual benefit | 46,040 | 72,461 |
| Total Expenses | <u>\$ 1,354,417</u> | <u>\$ 1,898,529</u> |

6. SUBSEQUENT EVENTS

Subsequent events have been evaluated through August 3, 2018, which is the date the financial statements were issued.

7. UNRESTRICTED NET ASSETS – DESIGNATED FUNDS

The Council's unrestricted board designated funds pertaining to subsequent years as of December 31, 2017 and 2016 are as follows:

| <u>Source of Revenue</u> | <u>Revenue Account</u> | <u>2017</u> | <u>2016</u> |
|--|------------------------|------------------|-------------------|
| Jones Awards | Annual benefit | \$ 35,000 | \$ 60,000 |
| EDU Grants and Gifts | Education income | 6,500 | 35,000 |
| World Quest | Programs income | 5,000 | 8,000 |
| Various members | Travel for members | 25,831 | 56,865 |
| Total designated funds to subsequent years | | <u>\$ 72,331</u> | <u>\$ 159,865</u> |

The Council's financial statements are prepared on a modified cash basis, and revenues are recognized when received. Therefore, the revenues listed above are included in the respective 2017 and 2016 statements of activities in their corresponding revenue account, but since these revenues pertain to 2018 and 2017 programs, respectively, the aforementioned funds are presented as designated in net assets on the statements of financial position.