

# INDEPENDENT AUDITOR'S REPORT

March 4, 2015

To the Board of Trustees Studebaker National Museum, Inc. South Bend, Indiana

# Report on the Financial Statements

We have audited the accompanying financial statements of Studebaker National Museum, Inc. (a nonprofit organization) (the Museum), which comprise the statements of financial position as of December 31, 2014, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements. The 2013 financial statements of the Museum were audited by Jurgonski & Fredlake CPAs who have ceased operations. Their opinion dated March 26, 2014 stated, except for the effects of not consolidating the financial statements with those of Studebaker National Museum Foundation, Inc. the 2013 financial statements were presented in accordance with accounting principles generally accepted in the United States of America.

# 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 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 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

The Museum has elected to prepare its financial statements separate from those of Studebaker National Museum Foundation, Inc., an entity in which it has both a majority voting interest and an economic interest. Accounting principles generally accepted in the United States of America require that

# **INDEPENDENT AUDITOR'S REPORT (continued)**

consolidated financial statements be issued when entities are so related. The effects of this departure on the financial statements are disclosed in Note 13 to the financial statements.

In our opinion, except for the effects of not consolidating the financial statements with those of Studebaker National Museum Foundation, Inc., as discussed in the preceding paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Studebaker National Museum, Inc. as of December 31, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Other Matter

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The 2014 supplemental information contained in the Schedules of Management and General Expenses is presented for purposes of additional analysis and is not a required part of the 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 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The 2013 supplemental information contained in the Schedules of Management and General Expenses was presented for purposes of additional analysis and was not a required part of the financial statements. Such information was 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 was subjected to the auditing procedures applied by Jurgonski & Fredlake CPAs who have ceased operations and their audit of the 2013 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

Weidner and Company, P.C.



# STATEMENTS OF ACTIVITIES For the Years Ended December 31, 2014 and 2013

	2013 Total		236,385	144,045	28,089	100,609	21,470	151,229	21,841	313,188	19,637	106,361	1,142,854		33,990	16,894	5,163	106,573	000 100	24,470	63 385	76.876	1,191,980	(49,126)	2,086,686	
	2014 Total		241,116 \$		27,622	230,713	14,929	162,912	33,267	328,161	17,725	135,374	1,318,589		31,761	81,181	4,556	77,922	961 044	14 929	70,739	83.783		78,674	2,037,560 2,	10001
			\$							3									à	5			1,2;		2,00	
2013	Temporarily Restricted		9			14,223						32,420 (6.778)	39,865											39,865	66,640	406 505
20.	Unrestricted		\$ 236,385	144,045	28,089	86,386	21,470	151,229	21,841	313,188	19,637	73,941 6,778	1,102,989		33,990	16,894	2,103	575,001	867 629	21.470	63,385	76,876	1,191,980	(88,991)	2,020,046	A 1034 OFF
2014	Temporarily Restricted		<b>6</b>			16,632					d	5,250 (20,839)	1,043											1,043		\$ 107 5AB
20	Unrestricted		\$ 241,116	126,770	27,622	214,081	14,929	162,912	33,267	328,161	17,725	130,124 20,839	1,317,546		31,761	01,101	101 922		851,044	14,929	70,739	83,783	1,239,915	77,631		\$ 2.008.686
		City of South Bend:	Management agreement	Membershine	Melliber stillps	Contributions in hind	Giff shop response	Pontal income	Special group	Interest and investment incerns	Other	Net assets released from restrictions	lotal revenue and other support	Expenses Program:	Advertising Exhibits and restoration	Museum development	Special events	Supporting convices.	Management and general	Contributions in kind	Depreciation	Cost of sales and expenses, gift shop	lotal expenses	Change in net assets	Net assets at beginning or year	net assets at end of year

See Notes to Financial Statements.



# STATEMENTS OF CASH FLOWS

For the Years Ended December 31, 2014 and 2013

	2014	2013
CASH FLOWS FROM OPERATING ACTIVITIES: Change in net assets	\$ 78,674	\$ (49,126)
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation	70,739	63,385
Amortization	89	89
Change in beneficial interest	(1,097)	(3,407)
Change in assets decrease (increase)		
Accounts receivable	22,650	(23,123)
Pledges receivable	1,000	
Gift shop inventories	(1,708)	10,543
Prepaid expenses and deposits	(2,528)	1,599
Change in liabilities increase (decrease)		
Accounts payable	3,471	7,832
Accrued expenses	(1,259)	18,115
Net adjustments	91,357	75,033
Net cash provided by operating activities	170,031	25,907
CASH FLOWS FROM INVESTING ACTIVITIES: Purchase of property and equipment Proceeds from investments - other	(34,159)	(15,855) 57,183
Net cash (used in) provided by investing activities	(34,159)	41,328
Net increase in cash	135,872	67,235
Cash, beginning of year	549,267	482,032
Cash, end of year	\$ 685,139	\$ 549,267



### **NOTES TO FINANCIAL STATEMENTS**

# Note 1. Nature of Activities and Significant Accounting Policies

### **Nature of Activities**

Studebaker National Museum, Inc. (the Museum) operates a historical museum in South Bend, Indiana, which provides housing, display, and restoration facilities for a collection of Studebaker vehicles, archives, and related items of the Studebaker Company and a collection of South Bend artifacts.

The Museum receives support and revenue primarily from a management agreement with the City of South Bend, admissions, gifts and grants, special events, and the operation of a gift shop.

The Museum's total gift shop revenue does not include sales tax as the Museum is a pass through conduit for collecting and remitting sales tax.

# **Significant Accounting Policies**

Basis of Presentation – In accordance with the provisions of Accounting Standards Codification (ASC) 958, Financial Statements of Not for Profit Organizations, the Museum reports its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted Net Assets – Reflect assets which have not been restricted as to use by the donors. A designation within this asset group represents assets restricted by the Board of Trustees.

Temporarily Restricted Net Assets – Reflect contributed assets whose use by the Museum has been limited by donors for a specific time period or purpose.

Permanently Restricted Net Assets – Reflect contributions with donor imposed restrictions which do not expire and allow, in certain cases, only the income earned to be expensed by the Museum.

**Estimates** - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates include the estimated lives used for calculation of depreciation expense.

**Cash and Cash Equivalents** - The Museum is required to have a separate bank account for the car raffle fund. The Museum considers all highly liquid investments with a maturity of three months or less from the date of purchase to be cash equivalents.

**Accounts Receivable** - The Museum considers all outstanding balances as of December 31, 2014 and 2013 to be fully collectible. Management closely monitors outstanding balances and reserves for, as of year end, all uncollectible balances. No allowance for doubtful accounts has been recorded for 2014 or 2013. The Museum does not accrue interest on any of its past due receivable balances.



### **NOTES TO FINANCIAL STATEMENTS**

# Note 1. Nature of Activities and Significant Accounting Policies (continued)

**Gift Shop Inventories** - Gift shop inventories are stated at cost, determined by using the first-in, first-out method.

Restricted Net Assets - Contributions are recognized when the donor makes a promise to give to the Museum that is, in substance, unconditional. The Museum reports gifts of cash and other assets as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

The Museum uses the allowance method to determine uncollectible unconditional promises receivable. The allowance is based on prior years of experience and management's analysis of specific promises made.

The Museum reports gifts of property and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long lived assets are reported as either temporarily or permanently restricted support. Absent explicit donor stipulations about how long those long lived assets must be maintained, the Museum reports expirations of donor restrictions when the donated or acquired long lived assets are placed in service.

Property and Equipment - Property and equipment are recorded at historical cost, or in the case of donated property and equipment, at estimated fair market value at date of receipt. Assets are depreciated using the straight line method over the assets estimated useful lives. Repair and maintenance expenditures are charged to expense as incurred while major renewals and betterments are capitalized. When items of property or equipment are sold or retired, the related cost and accumulated depreciation are removed from the accounts and any gain or loss is included in the results of operations.

Estimated useful lives of the assets are as follows:

Equipment	3-7 years
Leasehold improvements	15 years
Building	39 years

Collection - The Museum has in its possession three categories of vehicles as of December 31, 2014: (1) the original collection of forty eight vehicles, on loan from the City of South Bend; (2) fifty nine vehicles from individual donors; and (3) thirteen vehicles on loan from various individuals. In addition, there are other artifacts which are on loan from the City of South Bend and certain individuals.

In conformity with the practice followed by many museums, vehicles and other artifacts donated or purchased are not included in the Statement of Financial Position; expenditure or receipts are included in exhibits and restoration expense.

**Security Transactions** – Security transactions are accounted for on the trade date (date the order to buy or sell is executed).



### **NOTES TO FINANCIAL STATEMENTS**

# Note 1. Nature of Activities and Significant Accounting Policies (continued)

Beneficial Interest in Assets Held by the Community Foundation – The Museum records periodic distributions of income and realizes changes in the market value of its beneficial interest as interest and investment income in the Statement of Activities.

Contributed Materials and Services - The Museum records various types of in kind contributions. A number of unpaid volunteers have made significant contributions of their time to develop the Museum's programs principally in collection development and educational programs. The value of this contributed time is not reflected in the accompanying financial statements since it is not susceptible to objective measurement or valuation, and does not meet the requirements for recognition under ASC 958. Contributions of tangible assets are recognized at fair market value when received. The amounts reflected in the accompanying financial statements as in kind contributions are offset by like amounts included in expenses.

**Income Taxes** – The Museum's policy is to record an unrecognized tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained upon examination by the tax authorities. Interest and penalties related to gross unrecognized tax benefits would be included within the provision for income taxes. To the extent accrued interest and penalties do not ultimately become payable, amounts accrued would be reduced in the period that such determination is made and reflected as a reduction of the overall income tax provision. The Museum does not have any uncertain tax positions at December 31, 2014.

The Museum files a federal and an Indiana state income tax return. The tax years that management believes remain subject to examination by the federal and Indiana tax jurisdictions date back to the year ended December 31, 2011.

**Subsequent Events** – The Museum has evaluated subsequent events for recognition and disclosure through March 4, 2015, which is the date the Museum's financial statements were available to be issued.

### Note 2. Income Taxes

The Museum is incorporated as a not for profit organization under the laws of the State of Indiana, and is exempt from federal and state income taxes pursuant to provisions of Section 501(c) (3) of the Internal Revenue Code. Accordingly, federal and state income taxes are not reflected in the Statement of Activities.

# Note 3. Support from Governmental Units

The Museum receives support from the local government. A reduction of the level of support, if this were to occur, may have a significant effect on the Museum's programs and activities.



# **NOTES TO FINANCIAL STATEMENTS**

# Note 4. Concentrations of Credit Risk

The Museum places its cash with high credit quality financial institutions. However, the amount of credit exposure to financial institutions is occasionally in excess of the insurance limits established by law.

### Note 5. Fair Value Measurements

In accordance with the provisions of ASC 820, Fair Value Measurements, fair value is the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. ASC 820 also establishes a fair value hierarchy which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value.

The standards describe three levels of inputs that may be used to measure fair value:

Level 1 - Quoted prices in active markets for identical assets or liabilities.

Level 2 – Observable inputs other than Level 1 prices as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities.

Level 3 – Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

The Museum utilizes the market approach to measure fair value for its financial assets and liabilities. The market approach uses prices and other relevant information generated by market transactions involving identical or comparable assets or liabilities. Assets measured at fair value on a recurring basis are summarized below:

	Fair Value Measurements at December 31, 20					
	Level 1	Level 2	Level 3	Total		
Amounts included in: Beneficial interest in assets held by the Community Foundation of St. Joseph County	\$	\$	\$ 29,997	\$ 29,997		
	Fair Val	ue Measuremer	nts at December 3	1, 2013		
	Level 1	Level 2	Level 3	Total		
Amounts included in: Beneficial interest in assets held by the Community Foundation of						
St. Joseph County	\$	\$	\$ 28,900	\$ 28,900		

The carrying value of receivables and accounts payable as of December 31, 2014 and 2013 approximates fair value because of the short term nature of these instruments.



### **NOTES TO FINANCIAL STATEMENTS**

# Note 5. Fair Value Measurements (continued)

The fair value of beneficial interest in assets held by the Community Foundation of St. Joseph County (Community Foundation) is based on the Museum's proportionate share of the Community Foundation's pooled investment portfolios and is valued using the market approach valuation techniques. The Museum's management reviews the valuations and returns in comparison to industry benchmarks and other information provided by the Community Foundation, but there is currently no visibility provided by the Community Foundation to the specific listing of underlying investment holdings and there are restrictions on liquidity of the beneficial interest (Level 3 inputs).

Beneficial interests in assets held by the Community Foundation:

	=	2014	2013		
Beginning fair value Change in fair value	\$	28,900 1,097	\$	25,493 3,407	
Ending fair value	\$	29,997	\$	28,900	

The change in value of the beneficial interest in assets held by others is included in interest and investment income in the accompanying Statement of Activities. The above Level 3 change in value is attributable to changes in the value of assets held by the Community Foundation funds at December 31, 2014 and 2013.

# Note 6. Temporarily Restricted Assets

At December 31, 2014 and 2013, temporarily restricted net assets are available to spend on the following:

Temporarily restricted:	-	2014		2013
Restoration and purchase of Studebaker vehicles	\$	27,337	\$	32,044
Peggy Soderberg – education fund		50,815		54,065
City of South Bend maintenance fund		29,396		19,396
Pledge receivable	-		100	1,000
Total	\$	107,548	\$	106,505

# Note 7. Advertising

The Museum expenses the production costs of advertising the first time the advertising takes place. Advertising expense was \$31,761 and \$33,990 for the years ending December 31, 2014 and 2013, respectively.

# Note 8. Special Events

The Museum received support from special events totaling \$328,161 and \$313,188 and incurred special events expenses totaling \$101,922 and \$106,573 for the years ended December 31, 2014 and 2013, respectively.



# NOTES TO FINANCIAL STATEMENTS

# Note 9. Management Agreement

The Museum entered into a management agreement with the City of South Bend for the period January 1, 2011 to December 31, 2015. The agreement provided for monthly payments of \$18,750 (\$225,000 per year) with a 3% increase per year for the Museum to maintain the City's collection of Studebaker vehicles, archives, and other items. Under the management agreement the Museum received \$241,116 and \$236,385 for the years ended December 31, 2014 and 2013, respectively.

# Note 10. Contributions in Kind

The Museum has received contributions in kind during the year ended December 31, 2014 which are comprised of the following: \$6,895 in storage space; \$2,444 of special event costs; and \$5,590 in marketing and advertising. Contributions in kind during the year ended December 31, 2013 were comprised of the following: \$7,480 in storage space; \$6,590 of special event costs; \$5,350 in marketing and advertising; and \$2,050 in maintenance supplies.

### Note 11. Commitments

The Museum has a twenty year lease agreement with Northern Indiana Historical Society (NIHS) for shared use of common facilities. The lease calls for monthly payments of \$1,540 from January 1, 2013 to December 31, 2014; \$1,617 from January 1, 2015 to December 31, 2016; \$1,698 from January 1, 2017 to December 31, 2018; \$1,783 from January 1, 2019 to December 31, 2020; \$1,872 from January 1, 2021 to December 31, 2022 and \$1,965 from January 1, 2023 to December 31, 2024.

On July 1, 2004 the Museum also entered into a twenty year ground lease agreement for connection property with NIHS. The lease calls for an annual payment of \$1. The ground lease allowed the Museum to construct improvements on land owned by NIHS. The leases are accounted for as operating leases. Rent expense associated with the leases aggregated \$18,480, for each of the years ended December 31, 2014 and 2013.

The future aggregate annual minimum lease commitments, for leases with initial lease terms greater than one year, for the years ending December 31 are as follows:

2015	\$ 19,404
2016	19,404
2017	20,374
2018	20,374
2019	21,393
Thereafter	113,489
Total	\$ 214,438

# Note 12. Assets Held by the Community Foundation

In accordance with the provisions of ASC 958, Transfers of Assets to a Not for Profit Organization or Charitable Trust That Raises or Holds Contributions for Others, a nonprofit organization establishes a fund at a community foundation with its own funds and specifies itself as the beneficiary of the fund, and the organization must account for the transfer of such assets as a beneficial interest in funds held by the community foundation.



### NOTES TO FINANCIAL STATEMENTS

# Note 12. Assets Held by the Community Foundation (continued)

The Museum has contributed funds to the Community Foundation and designated themselves as the beneficiary. The fair value of these assets is \$29,997 and \$28,900 as of December 31, 2014 and 2013, respectively. Total accumulated contributions by the Museum to this fund are \$25,000. The value is measured at the fair value of the assets contributed.

The Museum granted variance power to the Community Foundation, which allows the Community Foundation to redirect the use of the asset without consent of the donor. The Museum records periodic changes in market value of its beneficial interest as interest and investment income in the Statement of Activities. Distributions of income are at the discretion of the Museum and there were no distributions in 2014 or 2013.

The increase in the value of the funds was \$1,097 and \$3,407 for the years ended December 31, 2014 and 2013, respectively. .

The provisions of ASC 958 also clarifies accounting for contributions made by third parties to the Community Foundation which name an unrelated nonprofit as beneficiary and grants variance power to the Community Foundation. Generally Accepted Accounting Principles require such gifts to be recorded as contributions by the Community Foundation and the Museum is not to record the beneficial interest in those assets. The Community Foundation received gifts through December 31, 2014, which named the Museum as beneficiary. The fair value of these gifts was \$344,329 and \$344,345 at December 31, 2014 and 2013, respectively. The Community Foundation will distribute, at its discretion, income generated from the investments in the Museum. The Museum received distributions totaling \$15,433 and \$15,016 for the years ended December 31, 2014 and 2013, respectively.

### Note 13. Related Party

In accordance with the provisions of ASC 958, Reporting of Related Entities by Not for Profit Organizations, consolidated financial statements are to be issued when two entities are interrelated through voting control and economic interest. The Museum is related through voting control and economic interest to the Studebaker National Museum Foundation, Inc. (the Foundation). Members of the Museum's Board of Directors appoint a majority of the Foundation's governing board and the Foundation's sole purpose is to solicit donations and administer funds for the benefit of the Museum. The Museum and Foundation have elected not to issue consolidated financial statements.

The effect of not consolidating the financial statements, which is a departure from accounting principles generally accepted in the United States of America, is to increase assets, liabilities, and net assets by the amounts shown below in the summary Statements of Financial Position and Activities of the Foundation as of and for the years ended December 31, 2014 and 2013.



### **NOTES TO FINANCIAL STATEMENTS**

# Note 13. Related Party (continued)

	2014		2013		
Assets	\$	546,330	\$	471,120	
Permanently restricted net assets	\$	546,330	\$	471,120	
		2014	1	2013	
Revenues, gains, and other support Expenses	\$	76,845 1,635	\$	205,208 900	
Total change in net assets	\$	75,210	\$	204,308	

# Note 14. Board Designated Net Assets

The Museum follows the accounting guidance of, "Endowment of Not-for-Profit Associations: Net Asset Classification of Funds Subject to an Enacted Version of the Uniform Prudent Management of Institutional Funds Act and Enhanced Disclosures for All Endowments Funds" (UPMIFA). It established disclosure requirements for both donor restricted and board designated endowment funds. UPMIFA which serves as a model for states to modernize their laws governing donor restricted endowment funds was enacted by Indiana.

The Museum's does not have any donor restricted endowments as of December 31, 2014 and 2013. The Museum has a board designed endowment fund as of December 31, 2014.

The Museum has interpreted UPMIFA as requiring the presentation of the fair value of the original gift as of the date of the donor restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Museum classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund less appropriate expenditures.

In accordance with UPMIFA, the Museum considers the following factors when making a determination to appropriate or accumulate donor restricted funds:

- 1. The duration and preservation of the fund
- 2. The purposes of the Association and the donor restricted endowment fund
- 3. General economic conditions
- 4. The possible effect of inflation and deflation
- 5. The expected total return from income and the appreciation (depreciation) of investments
- 6. Other resources of the Museum

The endowment net assets composition by type of fund as of and for the years ended December 31, 2014 and 2013 is comprised of the following:



# SCHEDULES OF MANAGEMENT AND GENERAL EXPENSES

For the Years Ended December 31, 2014 and 2013

Schedule I

		2014	2013
MANAGEMENT AND GENERAL EXPENSES	· ·	440.054	101 100
Salaries, wages and contract labor Employee benefits and payroll taxes	\$	446,051	\$ 424,493
Insurance		37,752	42,411
Utilities		37,163	37,820
Telephone		112,560	125,030
relephone		19,824	13,648
Facility rent expense		29,114	22,675
Janitorial supplies		3,591	3,247
Maintenance		42,518	63,741
Gift shop supplies		2,556	7,163
Equipment and tools		2,387	8,204
Office supplies		10,908	10,899
Postage		1,958	4,031
Supplies and services		7,108	6,486
Fundraising		1,063	678
Stationery and printing		985	1,585
Grant expenditure		5,505	4,931
Membership		2,710	5,704
Photography		4	4
Bank fees		8,156	4,236
Amortization expense		89	89
Travel, conference and entertainment		43,491	34,338
Subscriptions and dues		2,861	2,875
Professional fees		11,175	13,470
Bad debt expense		11,175	4,570
Café expenses		5,929	5,784
Education and public programs		1,493	3,012
Miscellaneous		14,093	16,505
		14,093	10,505
Total management and general expenses	\$	851,044	\$ 867,629

