

Bethlehem Center of Charlotte, Inc.

Financial Report
For the Year Ended
December 31, 2018

BETHLEHEM CENTER OF CHARLOTTE, INC.

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Bethlehem Center of Charlotte, Inc.
Charlotte, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements of Bethlehem Center of Charlotte, Inc. (the "Center") (a nonprofit organization), which comprise the statement of financial position as of December 31, 2018 and the related statement of activities, functional expenses, and the cash flows for the year 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 the 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 the 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 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 principles 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 Center as of December 31, 2018, 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.

Report on Summarized Comparative Information

We have previously audited the Center' 2017 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated May 14, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2017, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters**Other Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The other financial information is presented for purposes of additional analysis and is not a required part of the financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis 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*, and is also not a required part of the financial statements.

The other financial information 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 financial statements. Such 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 the auditing standards generally accepted in the United States of America. In our opinion, the other financial information and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance the *Government Auditing Standards*, we have also issued our report dated May 17, 2019, on our consideration of the Center's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our 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 *Government Auditing Standards* in considering the Center's internal control over financial reporting and compliance.

Anderson Smith & Wike PLLC

Gastonia, North Carolina
May 17, 2019

BETHLEHEM CENTER OF CHARLOTTE, INC.
STATEMENTS OF FINANCIAL POSITION
December 31, 2018 and 2017

	2018	2017
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 200,883	\$ 174,737
Investments	32,000	32,000
Due from grantors	248,458	482,794
Other receivables	55,882	102,227
Other assets	113	26,041
Total current assets	537,336	817,799
BENEFICIAL INTEREST IN ASSETS HELD BY OTHERS	96,531	101,853
PROPERTY AND EQUIPMENT, at cost less accumulated depreciation	1,930,664	1,752,626
OTHER ASSETS, non-current	22,157	12,157
Total assets	<u>\$ 2,586,688</u>	<u>\$ 2,684,435</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 103,936	\$ 404,087
Accrued expenses	174,098	160,598
Deferred revenue	72,882	-
Line of credit	59,685	33,000
Current maturities of capital lease	-	-
Current maturities of long-term debt	44,917	43,180
Total current liabilities	455,518	640,865
LONG-TERM DEBT, less current maturities	1,085,258	1,130,245
NET ASSETS		
Without donor restrictions	795,310	670,726
With donor restrictions	250,602	242,599
Total net assets	1,045,912	913,325
Total liabilities and net assets	<u>\$ 2,586,688</u>	<u>\$ 2,684,435</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
Years Ended December 31, 2018 and 2017

	2018			Total 2017
	Without Donor Restrictions	With Donor Restrictions	Total	
SUPPORT AND REVENUES				
Contributions	\$ 136,252	\$ 25,199	\$ 161,451	\$ 200,758
Grants from governmental agencies	7,485,486	-	7,485,486	6,987,835
In-kind support	1,626,649	-	1,626,649	1,663,661
Investment return	(2,739)	-	(2,739)	15,704
Other revenue, net of adjustments	188,538	-	188,538	165,014
	<u>9,434,186</u>	<u>25,199</u>	<u>9,459,385</u>	<u>9,032,972</u>
NET ASSETS RELEASED FROM RESTRICTIONS				
Satisfaction of restrictions	17,196	(17,196)	-	-
Total support and revenues	<u>9,451,382</u>	<u>8,003</u>	<u>9,459,385</u>	<u>9,032,972</u>
EXPENSES				
Program services	8,224,153	-	8,224,153	8,026,814
Supporting services	1,102,645	-	1,102,645	1,038,178
Total expenses	<u>9,326,798</u>	<u>-</u>	<u>9,326,798</u>	<u>9,064,992</u>
CHANGE IN NET ASSETS	124,584	8,003	132,587	(32,020)
NET ASSETS, beginning of year	<u>670,726</u>	<u>242,599</u>	<u>913,325</u>	<u>945,345</u>
NET ASSETS, end of year	<u>\$ 795,310</u>	<u>\$ 250,602</u>	<u>\$ 1,045,912</u>	<u>\$ 913,325</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
STATEMENTS OF CASH FLOWS
Years Ended December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 132,587	\$ (32,020)
Adjustments to reconcile change in net assets to net cash provided by (used) in operating activities		
Depreciation	149,962	106,754
Net change in investments	5,322	(13,126)
(Increase) decrease in operating assets:		
Due from grantor	234,336	(81,097)
Other receivables	46,345	(43,326)
Other assets	15,928	(33,865)
Accounts payable	(300,151)	99,185
Accrued expenses	13,500	39,506
Deferred revenue	<u>72,882</u>	<u>(40,000)</u>
Net cash provided in operating activities	370,711	2,011
CASH FLOWS FROM INVESTING ACTIVITIES		
Net change in beneficial interest in trust	-	4,774
Purchase of property and equipment	<u>(328,000)</u>	<u>(46,801)</u>
Net cash used in investing activities	(328,000)	(42,027)
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from long-term debt	-	-
Principal payments on long-term debt	(43,250)	(42,591)
Net receipts (payments) on line of credit	26,685	33,000
Principal payments on capital lease	<u>-</u>	<u>(2,358)</u>
Net cash used by financing activities	(16,565)	(11,949)
Net increase (decrease) in cash and cash equivalents	26,146	(51,965)
Cash and cash equivalents:		
Beginning	<u>174,737</u>	<u>226,702</u>
Ending	<u>\$ 200,883</u>	<u>\$ 174,737</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOWS INFORMATION		
Cash payments for interest	<u>\$ 52,228</u>	<u>\$ 52,302</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
STATEMENTS OF FUNCTIONAL EXPENSES
Years Ended December 31, 2018 and 2017

	Program Services										Supporting Services	
	Head Start	Early Head Start	Head Start USDA	Out of School Time	Out of School Time City of Charlotte	Behavioral Health Department	NC Pre-K	Mecklenburg Pre -K	Other Programs	Total	Management and General	Total
Salaries and wages	\$ 3,025,037	\$ 662,294	\$ 23,431	\$ 141,218	\$ -	\$ 56,462	\$ 64,948	\$ 60,519	\$ 44,930	\$ 4,078,839	\$ 725,578	\$ 4,804,417
Fringe benefits	545,044	97,695	6,781	20,640	-	12,407	11,307	10,801	5,127	709,802	87,396	797,198
Supplies	135,329	30,576	-	13,810	-	-	4,413	2,213	3,453	189,794	9,312	199,106
Repairs & maintenance	125,072	25,281	-	2,921	-	407	-	775	386	154,842	28,315	183,157
Food program expenses	-	-	308,781	-	-	-	-	-	-	308,781	-	308,781
Travel	-	-	-	-	-	-	-	-	-	-	-	-
Training	80,065	25,662	-	754	-	-	-	-	2,090	108,571	7,967	116,538
Utilities	46,504	10,071	-	3,826	-	1,452	-	680	687	63,220	21,192	84,412
Insurance	47,095	4,279	-	6,607	-	416	-	-	161	58,558	10,673	69,231
Contractual services	146,016	36,373	-	46,694	-	-	-	-	23,931	253,014	-	253,014
Other expenses	2,114,838	87,636	-	1,890	-	15,694	-	3,287	3,451	2,226,796	134,186	2,360,982
Total other expenses	6,265,000	979,867	338,993	238,360	-	86,838	80,668	78,275	84,216	8,152,217	1,024,619	9,176,836
Depreciation	71,936	-	-	-	-	-	-	-	-	71,936	78,026	149,962
Total 2018 expenses	<u>\$ 6,336,936</u>	<u>\$ 979,867</u>	<u>\$ 338,993</u>	<u>\$ 238,360</u>	<u>\$ -</u>	<u>\$ 86,838</u>	<u>\$ 80,668</u>	<u>\$ 78,275</u>	<u>\$ 84,216</u>	<u>\$ 8,224,153</u>	<u>\$ 1,102,645</u>	<u>\$ 9,326,798</u>
Total 2017 expenses	<u>\$ 6,198,932</u>	<u>\$ 960,153</u>	<u>\$ 339,485</u>	<u>\$ 161,016</u>	<u>\$ 59,352</u>	<u>\$ 100,082</u>	<u>\$ 111,551</u>	<u>\$ -</u>	<u>\$ 96,243</u>	<u>\$ 8,026,814</u>	<u>\$ 1,038,178</u>	<u>\$ 9,064,992</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

Bethlehem Center of Charlotte, Inc. (the “Center”) is a not-for-profit agency for the daily care and benefit of both children and adults in the city of Charlotte, North Carolina.

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets, revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Without donor restrictions net assets consist of net assets which can be both undesignated and designated in nature. Undesignated, without donor restrictions net assets are those currently available for use in the day-to-day operations of the Center and those resources invested in property and equipment. From time-to-time, the Board of Directors may designate certain amounts to meet specific objectives of the Center. There was \$15,575 designated from without donor restrictions net assets at December 31, 2018.

With donor restrictions net assets consist of net assets subject to donor-imposed stipulations that will be met either by actions of the Center and/or the passage of time or assets that are to be maintained permanently. When a restriction expires, that is when a stipulated time restriction ends or purpose restriction is accomplished, with donor restrictions net assets are reclassified to without donor restrictions net assets and reported in the statement of activities as net assets released from restriction. If a restriction is fulfilled in the same time period in which the net assets are received, the amounts are reported as without donor restrictions net assets. Generally, the donors of assets that have permanent restrictions permit the Center to use all or part of the income earned on any related investments for general or specific purposes.

Cash and Cash Equivalents

The Center considers any highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents.

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are valued in the statement of financial position at their fair value. Fair value is determined by reference to exchange or dealer-quoted market prices. If a quoted market price is not available, fair value is estimated using quoted market values similar investment securities. Donated investments are recorded at fair value at the date of receipt of the contribution.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Receivables

Receivables consist of grant and other receivables and are stated at cost less an allowance for doubtful accounts. The allowance is management's best estimate of the amounts that will not be collected based on credit worthiness, current economic conditions and other factors. The Center does not charge interest on past due receivables.

Beneficial Interest in Assets Held by Others

The Center recognizes its unconditional right to specified cash flows from an endowment fund established for the sole benefit of the Center that is held by the Foundation for the Carolinas. This asset is measured at the fair value of the underlying securities based on quoted market prices.

Property and Equipment

Property and equipment are stated at cost. Depreciation of property is computed on the straight-line method over the estimated useful lives:

Buildings and improvements	10 to 40 years
Equipment	3 to 15 years
Furniture and fixtures	5 to 7 years
Transportation equipment	5 years

The costs of major improvements are capitalized, while the costs of maintenance and repairs, which do not improve or extend the life of the respective asset, are expensed currently. The cost and accumulated depreciation of the property and equipment are eliminated from the accounts upon disposal, and any resulting gain or loss is included in revenue and expense. Long-lived assets held and used by the Center are reviewed for impairment whenever changes in circumstances indicate the carrying value of an asset may not be recoverable.

Under the terms of the various grants, the Center may be prohibited from liquidating certain property and equipment acquired with grant monies.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue

A significant portion of the Center's revenue and support is obtained through grants administered by various federal, city and state agencies. The Center recognizes this revenue either on prorated basis over the term of the grant or to the extent of expenses incurred. The method of revenue recognition is determined based on the terms of the grant.

Any of the funding sources may, at their discretion, request reimbursement for expenses or return of funds, or both as a result of the Center's noncompliance with the terms of the grant.

Income Taxes

The Center is a non-profit organization as defined by the Internal Revenue Code Section 501(c)(3) and, accordingly, is not subject to federal or state income taxes.

The Center adopted the provisions of FASB ASC 740 on January 1, 2009. Under ASC 740, the Center must recognize the tax benefit associated with tax positions taken for tax return purposes when it is more-likely-than-not that the position will be sustained. The adoption of ASC 740 had no impact on the Center's financial statements. Management of the Center does not believe there are any material uncertain tax positions and accordingly, has not recognized any liability for unrecognized tax benefits. Additionally, the Center has filed Internal Revenue Service Form 990 tax returns as required and all other applicable returns in those jurisdictions where it is required. However, the Center is still open to examination by taxing authorities for year 2015 forward.

Donated Property and Materials

Property and/or materials received as a gift are recorded at fair value at the date of receipt of the contribution.

Donated Services

The Center records contributed services if the services received create or enhance long-lived assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

A number of unpaid volunteers, who serve in the capacity of Board members and various volunteer assistants, have made significant contributions of their time in the furtherance of the Center's programs. The value of this contributed time is not reflected in these financial statements since it does not meet the above recognition criteria.

In-Kind Support

The Center records various types of in-kind support including contributed facilities, professional services, goods and materials.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (“GAAP”) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Financial Instruments

The Center estimates the fair value of its lines of credit and all other financial instruments to be equal to the book value reflected in the accompanying financial statements because of the current nature of these instruments.

Concentration of Credit Risk

Financial instruments that potentially expose the Center to concentrations of credit risk consist principally of cash and cash equivalents and receivables. The Center maintains its cash on deposit with federally insured financial institutions located in North Carolina. Accounts at the institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Periodically, the Center may have cash balances in excess of FDIC insured limits.

Subsequent Events

The Company has evaluated its subsequent events (occurring after December 31, 2018) through May 17, 2019 which represents the date the consolidated financial statements were available to be issued.

Liquidity and Availability

All of the Center’s current assets as listed on the balance sheets are available for paying general expenditures in the following year. The Board has designated \$15,575 for scholarships for 2018 and 2017. Therefore, the total assets available for general expenditures in the following year are \$521,761 and \$802,224 for the years ended December 31, 2018 and 2017, respectively.

NOTE B – PRIOR YEAR SUMMARIZED INFORMATION

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation on conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Center’s financial statements for the year ended December 31, 2017, from which the summarized information was derived.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE C – FAIR VALUE MEASUREMENT

Financial Accounting Standards Board (FASB) *Accounting Standards Codification* (ASC) 820, *Fair Value Measurements and Disclosures*, provides the framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lower priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

- Level 1: Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.
- Level 2: Inputs to the valuation methodology include:
 - quoted prices for similar assets or liabilities in active markets;
 - quoted prices for identical or similar assets or liabilities in inactive markets;
 - inputs other than quoted prices that are observable for the asset or liability;
 - inputs that are derived principally from or corroborated by observable market data by correlation or other means

If the asset or liability has specified (contractual term, the level 2 input must be observable for substantially the full term of the asset or liability.

- Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There has been no change in the methodologies used at December 31, 2018 and 2017.

Money Market Funds

Valued at \$1 per share.

Common Stocks and Treasury Obligations

Valued at the closing price reported on the active market on which the individual obligations are traded.

Mutual Funds

Valued at net asset value (NAV) of shares held by the plan at the end of the year.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE C – FAIR VALUE MEASUREMENTS (Continued)

The investment in a beneficial interest in a trust is valued on the underlying investments held by the Foundation of the Carolinas. It consists of investments valued at quoted market prices, values based on fund management’s estimates based on certain valuation methods such as cash flow analysis and other valuing methods based on income or other relevant information.

The methods preceding described above may produce a fair value calculation that may not be indicative of the net realizable value or reflective of future fair values. Furthermore, although the Center 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 value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the plan’s assets at fair value as of December 31, 2018 and 2017.

	As of December 31, 2018			Fair Value
	Level 1	Level 2	Level 3	
Mutual funds	\$ --	\$ --	\$ --	\$ --
Money market	--	--	--	--
Treasury obligations	32,000	--	--	32,000
Beneficial interest in assets held by others	--	--	96,531	96,531
Total	<u>\$ 32,000</u>	<u>\$ --</u>	<u>\$ 96,531</u>	<u>\$ 128,531</u>

	As of December 31, 2017			Fair Value
	Level 1	Level 2	Level 3	
Mutual funds	\$ --	\$ --	\$ --	\$ --
Money market	--	--	--	--
Treasury obligations	32,000	--	--	32,000
Beneficial interest in assets held by others	--	--	101,853	101,853
Total	<u>\$ 32,000</u>	<u>\$ --</u>	<u>\$ 101,853</u>	<u>\$ 133,853</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE C – FAIR VALUE MEASUREMENTS (Continued)

The following table sets forth a summary of changes in the fair value of the fund's level 3 assets for the year ended December 31, 2018.

	Level 3 <u>For the Year Ended December 31, 2018</u> Beneficial interest in assets held by others
Beginning balance	\$ 101,853
Purchases, sales, transfers, issuances And settlements, net	--
Realized and unrealized gains (losses)	<u>(5,322)</u>
	<u>\$ 96,531</u>

NOTE D – PROPERTY AND EQUIPMENT

Property and equipment are comprised of the following at December 31, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
Land and buildings	\$ 2,854,689	\$ 2,854,689
Equipment	195,617	195,617
Furniture and fixtures	214,381	214,381
Software	4,500	4,500
Transportation equipment	<u>715,929</u>	<u>475,284</u>
	3,985,116	3,744,471
Less accumulated depreciation	<u>2,054,452</u>	<u>1,991,845</u>
	<u>\$ 1,930,664</u>	<u>\$ 1,752,626</u>

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE E – OPERATING LEASES

The Center has several cancelable operating leases, primarily for the rental of space with respect to its various programs. Cancellation without penalty for these requires advance notice varying from 30 to 60 days. Rental expenses for these leases were approximately \$278,000 and \$137,000 for the years ended December 31, 2018 and 2017, respectively.

Future minimum payments under these lease agreements are as follows for the years ended December 31:

2019	\$	404,000
2020		357,000
2021		325,000
2022		108,000
2023		<u>72,000</u>
	\$	<u>1,266,000</u>

NOTE F – DONATED USE OF SPACE AND SERVICES

In connection with the administration of the Head Start Grant, the Center is required to generate either a cash match from program service fees or to generate and recognize in-kind program revenue and expenditures. The Center's in-kind revenues and expenses arise principally from donated use of space and donated time.

The Center's in-kind revenues that meet the criteria for recognition in the financial statements are comprised of:

Donated use of space	\$	1,585,454
Donated goods and materials		10,387
Donated professional services		<u>30,808</u>
	\$	<u>1,626,649</u>

The Center's other programs also rely heavily on volunteer services which do not meet the recognition criteria described in Note A. The value of this contributed time associated with programs other than H.H.S. Head Start Program is not reflected in these financial statements since it is not susceptible to objective measurement or valuation.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE G – INDIRECT COSTS

In accordance with requirements from certain grant agreements, the Center has developed an indirect cost program under which costs incurred in one activity may be allocated to other activities. Indirect costs for 2018 were approximately \$941,000. Revenues related to the Center's indirect cost program have been eliminated against indirect cost expenses of the same amount in the accompanying financial statements.

NOTE H – RETIREMENT PLAN

The Center has a contributory retirement annuity plan covering substantially all of its employees. The center contributes up to 50% of the employee's salary deferral up to 6% for a maximum contribution of 3% of the employee's salary. Employees make contributions within a limit based on age and salary. Expenses for 2018 and 2017 include contributions made by the Center totaling approximately \$46,000 and \$24,000, respectively.

NOTE I – LINE OF CREDIT

During 2018 and 2017, the Center drew on its various bank lines of credit. The various lines, which provide for maximum borrowings of \$450,000 with interest rates ranging from Prime plus .75 to 1.5% and one is secured by a deed of trust on real property and the other is unsecured. The balance at December 31, 2018 and 2017 was \$59,685 and \$33,000.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE J – LONG-TERM DEBT

Long-term debt as of December 31, 2018 and 2017 consists of the following:

	<u>2018</u>	<u>2017</u>
Note payable to Capital Bank, due in 60 monthly Installments of \$7,397 including interest at 3.95% with a balloon payment due in November 2021. Secured by real estate and substantially all other assets.	1,130,175	1,173,425
	<u>1,130,175</u>	<u>1,173,425</u>
Less current maturities	<u>44,917</u>	<u>43,180</u>
	<u>\$ 1,085,258</u>	<u>\$ 1,130,245</u>

The Capital Bank note includes an early termination penalty.

Aggregate annual maturities required on long-term debt December 31, 2018 are as follows:

2020	\$ 46,724
2021	<u>1,038,534</u>
	<u>\$ 1,085,258</u>

NOTE L – CONTINGENCIES AND CONCENTRATIONS

The Center's support and revenue relate principally to grant funds and contributions. The funds received from federal government agencies for the Head Start grant represents approximately 72% and 74% of all support and revenue received during 2018 and 2017, respectively. Should any funding sources reduce grant monies available to the Center, the impact of such reductions on the Center's operations could be significant.

BETHLEHEM CENTER OF CHARLOTTE, INC.
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

NOTE M – WITH DONOR RESTRICTIONS NET ASSETS

With donor restrictions net assets are available for the following purposes:

Property and development	\$ 136,095
Thanksgiving	1,684
Christmas	1,292
Out of School Time	15,000
Foundations of the Carolinas	<u>96,531</u>
Total with donor restrictions net assets	<u>\$ 250,602</u>

With donor restrictions assets for property development are for renovations, architectural plans, purchases and major facilities cost for the main building located at 2705 Baltimore Avenue and Sharon Amity location.

An endowment fund held by the Foundation for the Carolinas is for the sole benefit of the Center. The purpose of the endowment fund is to hold and invest assets, the earnings on which may be used to support operating cash flows of the Center. At December 31, 2018, the value of the balance equals \$96,531.

OTHER FINANCIAL INFORMATION

BETHLEHEM CENTER OF CHARLOTTE, INC.
STATEMENT OF OTHER EXPENSES
Year Ended December 31, 2018

	Program Services									Supporting Services		
	Head Start	Early Head Start	Head Start USDA	Out of School Time	Out of School Time City of Charlotte	Behavioral Health Department	NC Pre-K	Mecklenburg Pre - K	Other Programs	Total	Management and General	Total
Technology services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conferences	-	-	-	-	-	-	-	-	-	-	-	-
Dues and subscriptions	-	-	-	-	-	-	-	-	-	-	-	-
In-kind expenditures	1,626,649	-	-	-	-	-	-	-	-	1,626,649	-	1,626,649
Interest expense	-	-	-	-	-	-	-	-	-	-	52,228	52,228
Miscellaneous	-	-	-	-	-	-	-	-	500	500	1,511	2,011
Printing and reproduction	20,686	13,496	-	-	-	-	-	-	502	34,684	-	34,684
Professional fees	1,814	-	-	-	-	3,182	-	361	-	5,357	41,544	46,901
Rent and facilities	385,273	56,311	-	-	-	51	-	2,926	260	444,821	17,921	462,742
Telephone	42,942	10,487	-	465	-	5,569	-	-	2,189	61,652	20,821	82,473
Field trip expense	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle expense	37,474	7,342	-	1,425	-	6,892	-	-	-	53,133	161	53,294
Total expenses	\$ 2,114,838	\$ 87,636	\$ -	\$ 1,890	\$ -	\$ 15,694	\$ -	\$ 3,287	\$ 3,451	\$ 2,226,796	\$ 134,186	\$ 2,360,982

COMPLIANCE SECTION

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
Bethlehem Center of Charlotte, Inc.
Charlotte, North Carolina

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Bethlehem Center of Charlotte, Inc. (the "Center") (nonprofit organization), which comprise the statement of financial position as of December 31, 2018, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated May 17, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Center's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center'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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity'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.

Our 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 that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we 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 Center's financial statements are free of material misstatement, we 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 our audit and, accordingly, we do not express such an opinion. The results of our 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 our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center'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 Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Anderson Smith & Wike PLLC

Gastonia, North Carolina
May 17, 2019

Independent Auditor's Report On Compliance For Each Major Program And
On Internal Control Over Compliance Required By The Uniform Guidance

To the Board of Directors
Bethlehem Center of Charlotte, Inc.
Charlotte, North Carolina

Report on Compliance for Each Major Program

We have audited the Bethlehem Center of Charlotte, Inc., compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2018. The Bethlehem Center of Charlotte, Inc.'s major program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Bethlehem Center of Charlotte, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with the auditing standards generally accepted in the United States of America: the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; 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). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Bethlehem Center of Charlotte Inc.'s compliance with those requirements and performing such other procedures, as we consider necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our opinion does not provide a legal determination on Bethlehem Center of Charlotte Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, the Bethlehem Center of Charlotte, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2018.

Report on Internal Control Over Compliance

Management of the Bethlehem Center of Charlotte, Inc., is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Bethlehem Center of Charlotte, Inc.'s, internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major program and to test and report on the internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Bethlehem Center of Charlotte, Inc.'s internal control over compliance.

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

Our consideration of the internal control over compliance 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 compliance that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Anderson Smith & Wike PLLC

Gastonia, North Carolina
May 17, 2019

**Bethlehem Center of Charlotte, Inc.
 Schedule of Findings and Questioned Costs
 For the Year Ended December 31, 2018**

Section I. Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ___yes X no
 - Significant Deficiency(s) identified that are not considered to be material weaknesses? ___yes X none reported
- Noncompliance material to financial statements noted? ___yes X no

Federal Awards

Type of auditor's report issued on compliance for major programs: Unmodified

- Material weakness(es) identified? ___yes X no
 - Significant Deficiency (s) identified that are not considered to be material weaknesses? ___yes X none reported
- Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) ___yes X no

Identification of major federal programs:

CFDA Numbers	Names of Federal Program or Cluster
93.600	U.S. Department of Health and Human Services Head Start Program

Dollar threshold used to distinguish between Type A and Type B Programs: \$ 750,000

Auditee qualified as low-risk auditee? ___yes X no

**Bethlehem Center of Charlotte, Inc.
Schedule of Findings and Questioned Costs
For the Year Ended December 31, 2018**

Section II. Financial Statement Findings

None reported

Section III. Federal Award Findings and Questioned Costs

None reported

Section IV. Summary Schedule of Prior Audit Findings

None reported

**Bethlehem Center of Charlotte, Inc.
Corrective Action Plan
For the Year Ended December 31, 2018**

Section II. Financial Statement Findings

None reported

Section III. Federal Award Findings and Questioned Costs

None reported

Section IV. Summary Schedule of Prior Audit Findings

None reported

**Bethlehem Center of Charlotte, Inc.
 Schedule of Expenditures of Federal Awards
 For the Year Ended December 31, 2018**

Federal/State Grantor Pass-Through
 Grantor/Program or Cluster Title

U.S. Department of Health and Human Services (H.H.S.) Head Start Program	93.600	\$	6,506,593
U.S. Department of Agriculture pass-through North Carolina Department of Public Instruction Child and adult care food program	10.558	\$	344,684

Bethlehem Center of Charlotte, Inc.
Note to Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2018

1. Basis of Presentation

The accompanying schedule of expenditures of federal and state awards (SEFSA) includes the federal grant activity of the Bethlehem Center of Charlotte, Inc. under programs of the federal government for the year end December 31, 2018. The information in this SEFSA is presented in accordance with the requirements of Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Because the Schedule presents only a selected portion of the operations of Bethlehem Center of Charlotte, Inc., it is not intended Federal Awards (Uniform Compliance) to and does not present the financial position, changes in net assets or cash flows of Bethlehem Center of Charlotte, Inc..