

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**FINANCIAL STATEMENTS**  
**DECEMBER 31, 2022**

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## INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors  
Anderson Madison County Visitors Bureau, Inc.  
Anderson, Indiana

We have reviewed the accompanying financial statements of Anderson Madison County Visitors Bureau, Inc. (a nonprofit organization), which comprise the statement of assets, liabilities, and net assets—modified cash basis as of December 31, 2022, and the related statements of support, revenue, and expenses—modified cash basis and the statements of functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **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 as described in Note 1; 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.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting described in Note 1. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Anderson Madison County Visitors Bureau, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

### **Accountants' Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the modified cash basis of accounting as described in Note 1.

## **Basis of Accounting**

We draw attention to Note 1 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.

*Estep\* Doctor & Company, P.C.*

Muncie, Indiana

January 31, 2023

## **FINANCIAL STATEMENTS**

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**STATEMENT OF ASSETS, LIABILITIES & NET ASSETS -**  
**MODIFIED CASH BASIS**  
**DECEMBER 31, 2022**

**ASSETS**

	<u><b>2022</b></u>
<b>CURRENT ASSETS</b>	
Cash	\$ <u>52,058</u>
Total Current Assets	\$ <u>52,058</u>
<b>PROPERTY AND EQUIPMENT</b>	
Land	\$ 4,500
Building and improvements	896,195
Furniture and equipment	211,619
Automobiles	<u>34,714</u>
	\$ 1,147,028
Less: Accumulated depreciation	<u>(720,809)</u>
Total Property and Equipment	\$ <u>426,219</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 478,277</u></u>

See Accompanying Notes and Independent Accountants' Review Report

**LIABILITIES AND NET ASSETS**

	<u>2022</u>
<b>CURRENT LIABILITIES</b>	
Accrued payroll and payroll taxes	\$ 4,404
Total Current Liabilities	\$ 4,404
Total Liabilities	\$ 4,404
<b>NET ASSETS</b>	
Without donor restrictions	\$ 473,873
Total Net Assets	\$ 473,873
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 478,277</u>

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**STATEMENT OF ACTIVITIES & CHANGES IN NET ASSETS -**  
**MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

	<b>2022</b>		
	<b>WITHOUT DONOR RESTRICTIONS</b>	<b>WITH DONOR RESTRICTIONS</b>	<b>TOTAL</b>
<b>REVENUES</b>			
Commission contract	\$ 735,000	\$ 0	\$ 735,000
Gain (loss) on sale of asset	<u>4,245</u>	<u>0</u>	<u>4,245</u>
Total Revenues	<u>\$ 739,245</u>	<u>\$ 0</u>	<u>\$ 739,245</u>
<b>EXPENSES</b>			
Programs	\$ 753,644	\$ 0	\$ 753,644
Support services administration	<u>16,303</u>	<u>0</u>	<u>16,303</u>
Total Expenses	<u>\$ 769,947</u>	<u>\$ 0</u>	<u>\$ 769,947</u>
<b>INCREASE (DECREASE) IN NET ASSETS</b>			
	\$ (30,702)	\$ 0	\$ (30,702)
Net assets, beginning of year	<u>504,575</u>	<u>0</u>	<u>504,575</u>
<b>NET ASSETS, END OF YEAR</b>	<u><u>\$ 473,873</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 473,873</u></u>

See Accompanying Notes and Independent Accountants' Review Report



**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES -**  
**MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>PROGRAMS</u>			<u>TOTAL</u>
	<u>PROGRAM PROMOTIONS</u>	<u>OPERATIONS</u>	<u>GENERAL &amp; ADMINISTRATIVE</u>	
Salaries	\$ 258,277	\$ 0	\$ 0	\$ 258,277
Employee benefits	32,953	0	0	32,953
Payroll taxes	<u>20,433</u>	<u>0</u>	<u>0</u>	<u>20,433</u>
Total Salaries and Related Payroll Expenses	\$ 311,663	\$ 0	\$ 0	\$ 311,663
Advertising	103,621	0	0	103,621
Dues and subscriptions	32,248	0	0	32,248
Website	4,883	0	0	4,883
Sponsorships and grants	104,275	0	0	104,275
Event expense	6,125	0	0	6,125
Equipment lease	0	2,172	0	2,172
Community relations	612	0	0	612
Conferences, conventions, and meetings	11,599	0	2,606	14,205
Insurance	0	7,785	0	7,785
Group promotions and printed materials	20,201	0	0	20,201
Professional fees	0	0	12,697	12,697
Office and postage	1,317	5,202	0	6,519
Repairs and maintenance	0	31,645	0	31,645
Tourism	33,533	0	0	33,533
Telephone	5,541	0	0	5,541
Travel	3,629	0	0	3,629
Utilities	0	13,006	0	13,006
Education and training	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
Total Expenses Before Depreciation	\$ 639,247	\$ 59,810	\$ 16,303	\$ 715,360
Depreciation	<u>0</u>	<u>54,587</u>	<u>0</u>	<u>54,587</u>
Total Expenses	<u>\$ 639,247</u>	<u>\$ 114,397</u>	<u>\$ 16,303</u>	<u>\$ 769,947</u>

See Accompanying Notes and Independent Accountants' Review Report

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**STATEMENT OF CASH FLOWS -**  
**MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Cash received from customers	\$	735,000
Cash paid to employees and suppliers		<u>(714,802)</u>
Net Cash Provided by Operating Activities	\$	<u>20,198</u>

**CASH FLOWS FROM INVESTING ACTIVITIES**

Proceeds from disposal of vehicle	\$	15,000
Capital expenditures		<u>(40,238)</u>
Net Cash Used in Investing Activities	\$	<u>(25,238)</u>

Net decrease in cash and cash equivalents \$ (5,040)

Cash and cash equivalents at beginning of year 57,098

Cash and cash equivalents at end of year 52,058

See Accompanying Notes and Independent Accountants' Review Report

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**STATEMENT OF CASH FLOWS -**  
**MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

**RECONCILIATION OF DECREASE IN NET ASSETS TO NET  
CASH PROVIDED BY OPERATING ACTIVITIES**

Decrease in net assets	\$ <u>(30,702)</u>
Adjustments to reconcile decrease in net assets to net cash provided by operating activities:	
Depreciation	\$ 54,587
(Gain) loss on sale of property and equipment	(4,245)
Change in current assets and current liabilities:	
Increase (decrease) in accrued payroll and payroll taxes	<u>558</u>
Total Adjustments	<u>\$ 50,900</u>
Net Cash Provided by Operating Activities	<u><u>\$ 20,198</u></u>

See Accompanying Notes and Independent Accountants' Review Report

**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

*Organization*

The Anderson Madison County Visitors Bureau, Inc. (the Bureau), a not-for profit organization, was incorporated in Indiana in 1982, to serve as the working body of the Anderson/Madison County Visitors and Convention Commission (the Commission). The Bureau's function is to promote Anderson and Madison County to visitors and potential conventions, meetings, and sporting events. The main revenue source for the Bureau is an annual funding agreement with the Commission. The Commission receives funds from the Madison County 5% Innkeeper's Tax, levied pursuant to Madison County Ordinance 2-0-82.

*Basis of Accounting*

The financial statements of Anderson Madison County Visitors Bureau, Inc. have been prepared on the modified cash basis of accounting, which is a basis of accounting different from generally accepted accounting principles. Revenues and expenses of the Bureau are recognized on the basis of cash receipts and disbursements. Accordingly, revenue is recorded when it is received, rather than when it is earned. Similarly, expenses are recognized when paid, instead of when the obligation is incurred.

*Financial Statement Presentation*

The Bureau's financial statements are presented following Financial Accounting Standards Board (FASB) ASU 2016-14, *Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities*. The Bureau is required to report information regarding its financial position and activities according to two classes of net assets: net assets with donor restrictions and net assets without donor restrictions.

Net assets without donor restrictions: These net assets include expendable resources over which the Organization's Board of Directors has discretionary control and are used to carry out the Bureau's operations in accordance with its bylaws.

Net assets with donor restrictions: These net assets include resources that are subject to donor-imposed restrictions. For the Bureau, these are special allocations received from the Commission to cover specific expenditures. The restriction expires when the assets are used for the restricted purpose. They are then reclassified to net assets without donor restrictions.

*Equipment and Depreciation*

Equipment is recorded at fair market value at the date of donation or at cost if purchased. Depreciation is computed on the straight-line basis over the estimated useful lives of the assets, which range from 5 to 10 years. It is the Bureau's policy to capitalize assets costing \$500 or more. Depreciation expense for the year ended December 31, 2022 is \$54,587.

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**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)**

*Donated Materials and Services*

During the year ended December 31, 2022, volunteers may have contributed significant amounts of time to the Bureau. These services do not meet the requirement of recognition in the financial statements in accordance with FASB ASC 958-605, *Accounting for Contributions Received and Contributions Made* and are not included in the financial statements. Donated materials and equipment, when received, are reflected as contributions in the accompanying financial statements at their estimated fair market values at date of receipt.

*Cash Equivalents*

Cash and cash equivalents include bank accounts as well as certificates of deposit purchased with a maturity of three months or less. Interest income on the certificates of deposit is recorded as income when earned.

*Support and Revenue*

The Bureau reports gifts of cash and other assets as support with donor restrictions 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, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. All contributions are considered available for use without restrictions, unless specifically restricted by the donor.

*Estimates*

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*Advertising Costs*

Advertising and promotion costs are generally charged to operations in the year incurred and totaled \$103,621 for the year ended December 31, 2022.

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**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)**

*Functional Classification*

Expenses are classified according to the functional area to which they primarily relate. Wages are allocated based on estimate of time spent on various activities. The functional areas used to classify expenses are as follows:

Promotions	This functional area is charged with expenses directly identifiable and related to specific events, projects and activities that promote visitors and conventions to Madison County.
Operations	This functional area is charged with all expenses not directly chargeable to Promotion or Administrative categories. Expenses relating to both the managerial administration and promotions are reflected in the category.
Administrative	This functional area is charged with staff compensation not allocated to promotions, related payroll taxes and fringe benefits, interest expense, outside accounting services and the costs of the Bureau's annual meeting.

*Income Taxes*

The Bureau is exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code. However, income from certain activities not directly related AMCVB Notes to the Bureau's tax-exempt purpose is subject to taxation as unrelated business income. In addition, the Bureau qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization other than a private foundation under Section 509(a)(2).

The Bureau evaluates all significant tax positions as required by accounting principles generally accepted in the United States of America. As of December 31, 2022 the Bureau does not believe that it has taken any positions that would require the recording of any additional tax liability.

The Bureau's federal and state tax returns for the current and prior three years are subject to examination by the taxing authorities.

**2. INVESTMENTS**

No investments were held at December 31, 2022.

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**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2022**

**3. FAIR VALUE MEASUREMENTS**

FASB ASC 820, Fair Value Measurements and Disclosures, establishes a 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 lowest priority to unobservable inputs (level 3 measurements). The three levels of fair value hierarchy under FASB ASC 820 are described below.

*Level 1:* Quoted prices (unadjusted) for identical assets or liabilities in active markets that has the ability to access as of the measurement date.

*Level 2:* Significant other observable inputs other than Level 1 prices such 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.

*Level 3:* Significant unobservable inputs that reflect a reporting entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability.

No investments were held by the Bureau as of December 31, 2022.

**4. SUBSEQUENT EVENTS**

For the financial statements, the Bureau evaluated subsequent events through January 31, 2023, the date which the financial statements were available to be issued.

**5. CONCENTRATIONS**

The Bureau's cash is deposited in various financial institutions. Cash accounts at banks are insured by the FDIC for up to \$250,000. The Bureau did not hold any balances in excess of insured limits for the year ended December 31, 2022.

The Bureau receives substantially all of its revenue from one source, the Anderson/Madison County Visitors and Convention Commission, as described in Note 1.

**6. NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions are comprised of revenues and contributions received with donor-imposed use or time restrictions in place which have not been met or which time has not passed. No net assets with donor restrictions are currently held by the Bureau.

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**ANDERSON MADISON COUNTY VISITORS BUREAU, INC.**  
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**7. RETIREMENT PLAN**

The Bureau has a simplified employee pension plan that covers substantially all employees. The plan covers all employees who are 21 years of age or older and who have completed 6 months of service. The annual contribution is 10% of the eligible employee's compensation. Contributions to the retirement plan totaled \$32,953 in 2022.

**8. RELATED PARTIES**

The Anderson/Madison County Visitors and Convention Commission (the Commission) provides annual funding for the Bureau. Both entities have common board of director leadership and, therefore, common control. Under the 2022 funding agreement with the Commission, the Bureau received \$735,000 in regular allocations for the year ended December 31, 2022.

**9. LIQUIDITY**

The Bureau has financial assets available within one year of the Statement of Financial Position date consisting of cash in the amount of \$52,058 as of December 31, 2022. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the Statement of Financial Position date.

See Independent Accountants' Review Report