# REVIEWED FINANCIAL STATEMENTS AND ACCOUNTANTS' REPORT

# FLATHEAD LAND TRUST

DECEMBER 31, 2017 AND 2016





# FLATHEAD LAND TRUST

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#### INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Board of Directors Flathead Land Trust Kalispell, Montana

We have reviewed the accompanying financial statements of Flathead Land Trust (a nonprofit organization), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities and cash flows for the years 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 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 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.

#### Accountants' Responsibility

Our responsibility is to conduct the review engagements 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 accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

#### **Accountants' Conclusion**

Based on our reviews, 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 accounting principles generally accepted in the United States of America.

#### **Supplementary Information**

The supplementary information is presented for the purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our reviews, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and, accordingly, do not express an opinion on such information.

*Junkermier, Clark, Campanella, Stevens, P.C.* Kalispell, Montana August 9, 2018

# FLATHEAD LAND TRUST STATEMENTS OF FINANCIAL POSITION

# **DECEMBER 31, 2017 AND 2016**

	2017	2016
<u>ASSETS</u>		
CURRENT ASSETS Cash and cash equivalents Other current assets	\$ 59,728 4,982	\$ 58,251 <u>825</u>
TOTAL CURRENT ASSETS	64,710	59,076
PROPERTY AND EQUIPMENT Property and equipment Less: Accumulated depreciation  TOTAL PROPERTY AND EQUIPMENT	11,393 (9,940) 1,453	13,308 (11,262) 2,046
OTHER ASSETS Investments Investments - endowment	412,645 45,131	266,298 61,476
TOTAL OTHER ASSETS	<u>457,776</u>	327,774
TOTAL ASSETS	\$ 523,939	<u>\$ 388,896</u>
<u>LIABILITIES AND NI</u>	ET ASSETS	
CURRENT LIABILITIES Accounts payable Accrued liabilities  TOTAL CURRENT LIABILITIES	\$ 3,813 6,496 10,309	\$ 2,240 5,425 7,665
NET ASSETS Unrestricted Unrestricted - board designated Temporarily restricted Permanently restricted	38,634 5,372 444,504 25,120	32,381 25,000 298,730 25,120
TOTAL NET ASSETS	513,630	381,231
TOTAL LIABILITIES AND NET ASSETS	\$ 523,939	\$ 388,896

# FLATHEAD LAND TRUST STATEMENT OF ACTIVITIES

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUE AND OTHER SUPPORT				
Contributions income	\$ 106,539	\$ 41,020	\$ -	\$ 147,559
Grants - general operating	164,487	-	-	164,487
Grants - project restricted	-	212,530	-	212,530
Program service fees	2,500	-	-	2,500
In-kind contributions	7,733	_	-	7,733
Interest and dividend income	5,418	_	-	5,418
Investment gains and losses	14,026	8,947	_	22,973
Net assets released from restriction	116,723	(116,723)		<u> </u>
TOTAL REVENUE AND				
OTHER SUPPORT	417,426	145,774		563,200
EXPENSES				
Program	353,545	-	-	353,545
Management and general	54,244	-	-	54,244
Fundraising	23,012		<del>_</del>	23,012
TOTAL EXPENSES	430,801			430,801
CHANGE IN NET ASSETS	(13,375)	145,774	-	132,399
NET ASSETS - BEGINNING OF YEAR	57,381	298,730	25,120	381,231
NET ASSETS - END OF YEAR	<u>\$ 44,006</u>	<u>\$ 444,504</u>	\$ 25,120	\$ 513,630

# FLATHEAD LAND TRUST STATEMENT OF ACTIVITIES

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUE AND OTHER SUPPORT				
Contributions income	\$ 119,047	\$ 27,475	\$ -	\$ 146,522
Grants - general operating	79,000	-	-	79,000
Grants - project restricted	_	417,118	-	417,118
Program service fees	15,000	_	-	15,000
In-kind contributions	10,964	_	-	10,964
Interest and dividend income	9,012	_	-	9,012
Investment gains and losses	5,673	1,842	-	7,515
Net assets released from restriction	383,041	(383,041)		
TOTAL REVENUE AND				
OTHER SUPPORT	621,737	63,394		685,131
EXPENSES				
Program	591,174	_	-	591,174
Management and general	46,125	_	-	46,125
Fundraising	29,722			29,722
TOTAL EXPENSES	667,021			667,021
CHANGE IN NET ASSETS	(45,284)	63,394	-	18,110
NET ASSETS - BEGINNING OF YEAR	102,665	235,336	25,120	363,121
NET ASSETS - END OF YEAR	\$ 57,381	\$ 298,730	\$ 25,120	\$ 381,231

# FLATHEAD LAND TRUST STATEMENTS OF CASH FLOWS

# YEARS ENDED DECEMBER 31, 2017 AND 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 132,399	\$ 18,110
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	593	743
(Gain) loss on investments	(22,973)	(7,515)
Change in operating assets and liabilities:	( ) )	(-,)
(Increase) decrease in:		
Pledges and grants receivable	-	1,900
Other current assets	(4,157)	184,175
Increase (decrease) in:	1.550	0.62
Accounts payable	1,573	963
Accrued liabilities Other current liabilities	1,071	(3,227) (185,000)
Other current habilities	<del></del>	(185,000)
NET CASH FROM OPERATING ACTIVITIES	108,506	10,149
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of investments	26,500	-
Purchase of investments	(133,529)	(45,531)
NET CASH FROM INVESTING ACTIVITIES	(107,029)	(45,531)
		(
NET CHANGE IN CASH	1,477	(35,382)
CASH - BEGINNING OF YEAR	58,251	93,633
CASH - END OF YEAR	\$ 59,728	\$ 58,251
SUPPLEMENTAL DISCLOSURE Noncash operating activities:	¢ 7.722	Ф 10.0 <i>C</i> 4
In-kind services	\$ 7,733	<u>\$ 10,964</u>

#### NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Organization**

The Flathead Land Trust is a non-profit organization incorporated under the laws of Montana in 1985 as a membership organization. It is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

The Organization is dedicated to the conservation of Northwest Montana's land and water legacy through voluntary conservation easement agreements with private landowners. The Organization partners with community members to preserve the natural resources, scenic beauty and rural character of the Flathead Valley. These voluntary conservation easements preclude changes that would negatively affect the property, primarily subdivision and development. The Organization's support comes primarily from individual and business contributions as well as private and federal grants.

#### Basis of Reporting

The Organization prepares its financial statements in accordance with generally accepted accounting principles, which involves the application of accrual accounting; whereby revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

#### Classification of Net Assets

In accordance with generally accepted accounting principles, the Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

#### Cash and Cash Equivalents

Cash and cash equivalents represent amounts on deposit with financial institutions. At times the cash balances may exceed FDIC insurance limits. The Organization will monitor the cash balances for any activity that results in balances exceeding the maximum FDIC insurance, then take action to ensure that the Organization's cash balances are fully insured.

#### Property and Equipment

Property and equipment is stated at cost and depreciated on the straight line method over estimated useful lives. Office furniture and equipment is depreciated over estimated useful lives of 5 to 7 years. Repairs, maintenance, and purchases of minor equipment (equipment costing less than \$500) are not capitalized.

#### NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Investments

Investments are reported at fair value based on quoted market prices. Interest, dividends, and realized and unrealized gains and losses are included in investment income.

#### Accrued Leave Payable

Employees earn paid leave based on years of service with a maximum of 10 days of vacation carryover allowed per calendar year for full-time employees. Part-time employees accrue vacation at a pro-rated rate. The amount of accrued leave at December 31, 2017 and 2016, was \$2,922 and \$4,035, respectively.

#### Contributions

Contributions received are recorded as increases in unrestricted, temporarily restricted, or permanently restricted net assets, depending on the existence and/or nature of any donor restrictions. When restrictions expire (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.

#### **In-kind Contributions**

In-kind contributions are reflected as contributions at their fair value at date of donation and are reported as unrestricted support unless explicit donor stipulations specify how donated assets must be used. The Organization recognizes the fair value of contributed conservation easements, at their appraised or estimated values. The Organization recognizes the fair value of contributed services received if such services a) create or enhance non-financial assets or b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not contributed. The Organization receives services from a large number of volunteers who give significant amounts of their time to the Organization's programs and fundraising campaigns but which do not meet the criteria for financial statement recognition.

#### Allocation of Expenses

Specifically identifiable expenses are allocated to the program benefited, and other expenses are allocated based on management's estimates. Administrative costs are allocated to programs based upon a pro-rata share of staffing levels.

#### **Advertising Costs**

The cost of advertising and marketing is expensed as incurred.

#### NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Income Tax Status

The Organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization's federal Return of Organization Exempt From Income Tax (Form 990) is subject to examination by the taxing authorities, generally, for three years after they were filed or the due date of the return; whichever is later.

#### Use of 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.

#### **NOTE 2 -- INVESTMENTS**

Investments are presented in the financial statements at fair market value. Investments are maintained in custodial accounts with investment firms and are primarily composed of cash instruments, certificates of deposit, and mutual funds at their listed prices. Investment expenses netted against investment earnings for the year ended December 31, 2017 and 2016, were inconsequential. As of December 31, 2017 and 2016, the Board of Directors had designated \$5,372 and \$25,000, respectively, of unrestricted net assets as a general endowment fund to support the mission of the Organization. Since that amount resulted from an internal designation and is not donor-restricted, it is classified and reported as unrestricted net assets. The investments' basis and market value information is as follows:

	20	017		2016		
	Cost	FMV	Cost	FMV		
Mutual funds	\$ 151,165	\$ 174,173	\$ 163,226	\$ 173,759		
Certificates of deposit	119,006	118,581	105,000	104,989		
Cash instruments	165,022	165,022	49,026	49,026		
Total	<u>\$ 435,193</u>	<u>\$ 457,776</u>	\$ 317,252	\$ 327,774		

#### NOTE 3 -- FAIR VALUE MEASUREMENTS

The Organization follows FASB ASC 820, which provides a framework for measuring fair value. FASB ASC 820 defines fair value as 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. FASB ASC 820 requires that valuation techniques maximize the use of observable inputs and minimize the use of unobservable inputs.

FASB ASC 820 also establishes a fair value hierarchy, which prioritizes the valuation inputs into three broad levels. The three levels are defined as follows:

Level 1 - observable inputs that are based upon quoted market prices for identical assets or liabilities within active markets.

Level 2 - observable inputs other than Level 1 that are based upon quoted market prices for similar assets or liabilities, based upon quoted prices within inactive markets, or inputs other than quoted market prices that are observable through market data for substantially the full term of the asset or liability.

Level 3 - inputs that are unobservable for the particular asset or liability due to little or no market activity and are significant to the fair value of the asset or liability. These inputs reflect assumptions that market participants would use when valuing the particular asset or liability.

A financial instrument's categorization within the valuation hierarchy is based upon the lowest level of input that is significant to the fair value measurement.

Assets and liabilities itemized below were measured at fair value during the year ended using the market and income approaches. The market approach was used for Level 1.

D 1 01 0017	F	air Value	Act fo	ted Prices in ive Markets r Identical Assets Level 1)	Signific Other Observ Input (Leve	er able ts	Signific Unobser Input (Level	vable s
December 31, 2017: Investments	\$	457,776	\$	457,776	\$	<u>-</u>	\$	<u> </u>
	F	air Value	Act	ted Prices in ive Markets r Identical Assets	Signific Othe Observ Input (Level	er able ts	Signific Unobser Input (Level	vable s
December 31, 2016:	ď	227.774	¢	227 774	¢		¢	
Investments	Ф	327,774	Þ	327,774	Þ		<b>D</b>	

#### NOTE 4 -- ENDOWMENT

The Organization's endowment consists of mutual funds. Its endowment includes donor-restricted endowment funds. As required by generally accepted accounting principles (GAAP), net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

#### Interpretation of Relevant Law

The Organization's Board of Directors has interpreted the State Prudent Management of Institutional Funds Act (SPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization 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.

The remaining portion of the donor-restricted endowment fund not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by SPMIFA. In accordance with SPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the fund
- (2) The purposes of the organization 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 of investments
- (6) Other resources of the organization
- (7) The investment policies of the organization

December 31, 2017			Te	mporarily	Pe	rmanently	
	_Uni	restricted	R	estricted	R	estricted	Total
Donor-restricted endowment funds Board-designated	\$	-	\$	14,639	\$	25,120	\$ 39,759
endowment funds		5,372		<u>-</u>		<u>-</u>	 5,372
Total funds	\$	5,372	\$	14,639	\$	25,120	\$ 45,131

The \$14,639 amount in temporarily restricted net assets at December 31, 2017, represents the amounts by which the fair value of certain donor-restricted endowment funds were above the amount required to be retained permanently.

#### NOTE 4 -- ENDOWMENT (CONTINUED)

December 31, 2016	Un	restricted	nporarily estricted	rmanently estricted	Total
Donor-restricted endowment funds	\$	-	\$ 5,692	\$ 25,120	\$ 30,812
Board-designated endowment funds		30,664	 <u>-</u>	 <u>-</u>	 30,664
Total funds	<u>\$</u>	30,664	\$ 5,692	\$ 25,120	\$ 61,476

The \$5,692 in temporarily restricted net assets at December 31, 2016, represents the amounts by which the fair value of certain donor-restricted endowment funds were above the amount required to be retained permanently.

Changes in Endowment Net Assets for the year ended December 31, 2017:

	Un	restricted		mporarily estricted		rmanently estricted		Total
Endowment net assets, beginning of year	\$	30,664	\$	5,692	\$	25,120	\$	61,476
Investment return: Net appreciation (depreciation)								
(realized and unrealized) Appropriation of endowment		1,208		8,947		<u>-</u>		10,155
assets for expenditure		(26,500)				<u>-</u>		(26,500)
Endowment net assets, end of year	<u>\$</u>	5,372	<u>\$</u>	14,639	<u>\$</u>	25,120	<u>\$</u>	45,131

Changes in Endowment Net Assets for the year ended December 31, 2016:

	Un	restricted	nporarily estricted	rmanently estricted	Total
Endowment net assets, beginning of year	\$	28,832	\$ 3,850	\$ 25,120	\$ 57,802
Investment return: Net appreciation (depreciation) (realized and unrealized)		1,832	 1,842	<u>-</u>	 3,674
Endowment net assets, end of year	\$	30,664	\$ 5,692	\$ 25,120	\$ 61,476

#### NOTE 4 -- ENDOWMENT (CONTINUED)

The portion of perpetual endowment funds that is required to be retained permanently either by explicit donor stipulation or by SPMIFA at December 31, 2017 and 2016 was \$25,120. There were \$14,639 and \$5,692 in temporarily restricted net assets within the endowment fund at December 31, 2017 and 2016, respectively.

#### Return Objectives and Risk Parameters

The Organization has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Organization must hold in perpetuity or for a donor - specified period(s).

#### **NOTE 5 -- OPERATING LEASE**

The Organization leases office space with monthly payments of \$825 as of December 31, 2017. Payments on the lease for the years ended December 31, 2017 and 2016, were \$9,900 and \$4,950, respectively.

The following is a schedule of future minimum lease payments required by the operating lease:

#### Year ending December 31,

2018	\$ 9,900
2019	9,900
2020	9,900
2021	 4,950
Total	\$ 34,650

#### NOTE 6 -- RISK MANAGEMENT

The Organization faces a number of risks including (a) loss or damage to property, (b) general liability, (c) workers compensation, (d) and employee medical insurance. The risks are mitigated through the use of commercial insurance and there were no significant changes in how the Organization covered its risks in 2017 and 2016.

#### NOTE 7 -- TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following uses as of December 31:

	2017	2016		
Purpose and time restrictions - land protection assistance Purpose and time restrictions - stewardship	\$ 17,220 268,704	\$ 26,740 240,877		
Purpose and time restrictions - stewardship Purpose restrictions - projects Undesignated - unrealized gain	143,941 14,639	25,421 5,692		
Total temporarily restricted net assets	<u>\$ 444,504</u>	\$ 298,730		

# NOTE 8 -- SUBSEQUENT EVENTS

Management has evaluated subsequent events through August 9, 2018, the date on which the financial statements were available to be issued.

# SUPPLEMENTAL INFORMATION

# FLATHEAD LAND TRUST SUPPLEMENTAL SCHEDULE SCHEDULE OF FUNCTIONAL EXPENSES

	Program Management and General		Fundraising		Total	
Conferences, training and meetings	\$	340	\$ 51	\$	34	\$ 425
Depreciation expense		474	71		48	593
Dues and subscriptions		5,572	836		557	6,965
Employee benefits		4,214	632		422	5,268
Fundraising expenses		-	-		8,279	8,279
In-kind expense - operating		-	7,733		-	7,733
Insurance		4,160	624		416	5,200
Miscellaneous		1,831	275		183	2,289
Office supplies		1,325	199		132	1,656
Payroll expenses	1	11,325	16,699		11,132	139,156
Postage and delivery		1,489	223		149	1,861
Printing and reproduction		3,729	559		373	4,661
Professional fees		21,205	24,410		-	45,615
Project expenses	1	85,000	-		-	185,000
Rent		8,750	1,312		875	10,937
Telephone		1,873	281		187	2,341
Travel and entertainment		2,258	 339		225	 2,822
	\$ 3	53,545	\$ 54,244	\$	23,012	\$ 430,801

# FLATHEAD LAND TRUST SUPPLEMENTAL SCHEDULE SCHEDULE OF FUNCTIONAL EXPENSES

	Program		Management and General		Fundraising		Total	
Conferences, training and meetings	\$	2,796	\$	419	\$	280	\$	3,495
Contributions		-		-		-		-
Depreciation expense		594		89		60		743
Dues and subscriptions		4,929		739		493		6,161
Employee benefits		4,364		655		436		5,455
Fundraising expenses		-		-		12,824		12,824
In-kind expense - operating		-		10,964		-		10,964
Insurance		4,031		605		403		5,039
Miscellaneous		1,511		227		151		1,889
Office supplies		2,872		431		287		3,590
Payroll expenses		126,995		19,049		12,700		158,744
Postage and delivery		1,924		289		192		2,405
Printing and reproduction		5,086		763		508		6,357
Professional fees		24,696		9,813		-		34,509
Project expenses		397,500		-		-		397,500
Rent		8,547		1,282		855		10,684
Telephone		2,858		429		286		3,573
Travel and entertainment		2,471		371		247		3,089
	\$	591,174	\$	46,125	\$	29,722	\$	667,021