

Adult Reading Center, Inc.
dba Adult Education Center
Audited Financial Statements
For the Years Ended June 30, 2020 and 2019
(With Independent Auditor's Report Thereon)

Adult Reading Center, Inc.
dba Adult Education Center
For the Years Ended June 30, 2020 and 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Adult Reading Center, Inc.
dba Adult Education Center

I have audited the accompanying financial statements of Adult Reading Center, Inc. dba Adult Education Center (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020, and the related statement of activities, statement of functional expenses, and 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 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

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I 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, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Adult Reading Center, Inc. dba Adult Education Center as of June 30, 2020, and the changes in its net assets, statement of functional expenses, 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

I have previously audited the Adult Reading Center, Inc. dba Adult Education Center's 2019 financial statements, and I expressed an unmodified audit opinion on those audited financial statements in my report dated March 31, 2020. In my opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived



Ruben Castro LLC
Houston, Texas
May 18, 2021

Statements of Financial Position

Adult Reading Center, Inc.
dba Adult Education Center
June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
<u>Assets</u>		
Current Assets		
Cash and cash equivalents, unrestricted	\$ 11,070	\$ 3,362
Cash and cash equivalents, restricted	15,603	19,616
Accounts receivable, net	22,885	13,865
Grants receivable, current portion	-	25,000
Other current assets	4,936	1,723
Total Current Assets	<u>54,494</u>	<u>63,566</u>
Property and equipment, net	194,745	215,292
Total Assets	<u>\$ 249,239</u>	<u>\$ 278,858</u>
<u>Liabilities and Net Assets</u>		
Liabilities		
Accounts payable	\$ 12,898	\$ 4,754
Line of credit	50,000	34,459
PPP loan	77,000	-
Note payable	35,000	35,000
Total Liabilities	<u>174,898</u>	<u>74,213</u>
Net Assets		
Net assets without donor restrictions	58,738	160,029
Net assets with donor restrictions		
Time restricted	-	25,000
Purpose restricted	15,603	19,616
Total Net assets with donor restrictions	<u>15,603</u>	<u>44,616</u>
Total Net Assets	<u>74,341</u>	<u>204,645</u>
Total Liabilities and Net Assets	<u>\$ 249,239</u>	<u>\$ 278,858</u>

See accompanying notes to financial statements.

Statements of Activities
Adult Reading Center, Inc.
dba Adult Education Center
For the Year Ended June 30, 2020
with Summarized Information for 2019

	2020			
	Net Assets without Donor Restrictions	Net Assets with Donor Restrictions	Total	2019
Support and revenue				
Contributions	\$ 36,818	\$ 137,745	\$ 174,563	\$ 158,070
Federal grants	-	263,536	263,536	144,513
State and local grants	-	-	-	11,725
Fundraising events net of direct expenses of \$22,327	25,496	-	25,496	70,628
Other income	91	-	91	-
Net Assets Released				
Purpose restrictions	405,294	(405,294)	-	-
Time restrictions	25,000	(25,000)	-	-
Total support and revenue	492,699	(29,013)	463,686	384,936
Expenses				
Program Services:				
Educational services	444,641	-	444,641	363,039
Supporting services:				
Management and general	104,871	-	104,871	176,272
Fundraising	44,478	-	44,478	22,477
Total Expenses	593,990	-	593,990	561,788
Change in net assets	\$ (101,291)	\$ (29,013)	\$ (130,304)	\$ (176,852)
Net Assets, Beginning of Year	160,029	44,616	204,645	381,497
Net Assets, End of Year	\$ 58,738	\$ 15,603	\$ 74,341	\$ 204,645

See accompanying notes to financial statements.

Statements of Functional Expenses
Adult Reading Center, Inc.
dba Adult Education Center
For the Year Ended June 30, 2020
with Summarized Information for 2019

	2020				2019
	Program	Management and general	Fundraising	Total	
Salaries and payroll taxes	\$ 334,895	\$ 84,840	\$ 26,792	\$ 446,527	\$ 412,590
Professional fees	13,529	3,427	1,082	18,038	32,408
Instructional and testing materials	18,065	-	-	18,065	14,671
Travel and conferences	5,326	1,141	1,141	7,608	10,658
Training/education	668	-	-	668	7,297
Office supplies and equipment	6,264	1,342	1,342	8,948	21,390
Printing	629	135	135	899	2,201
Advertising	1,070	230	230	1,530	131
Postage and shipping	347	74	74	495	1,365
Dues, subscriptions and fees	571	122	122	815	799
Insurance	9,316	1,997	1,997	13,310	14,256
Interest and bank fees	6,190	1,327	1,327	8,844	4,299
Equipment rental/maintenance	2,354	504	504	3,362	3,554
Occupancy	8,002	1,715	1,715	11,432	5,090
Utilities	3,893	834	834	5,561	5,006
Telephone/communications	3,170	679	679	4,528	2,130
Technology	14,366	3,079	3,079	20,524	2,130
Miscellaneous	1,603	343	343	2,289	3,121
Depreciation and amortization	14,383	3,082	3,082	20,547	20,822
Total Operating Expenses	\$ 444,641	\$ 104,871	\$ 44,478	\$ 593,990	\$ 563,918

See accompanying notes to financial statements.

Statements of Cash Flows
Adult Reading Center, Inc.
dba Adult Education Center
For the Years Ended June 30, 2020 and 2019

	2020	2019
Cash flows from operating activities		
Change in net assets	\$ (130,304)	\$ (176,852)
Adjustments to reconcile changes in net assets to net cash		
Depreciation	20,547	20,822
Decrease (increase) in accounts receivable	(9,020)	1,880
Decrease (increase) in grants receivable	25,000	50,000
Decrease (increase) in other current assets	(3,213)	492
Decrease (increase) in accounts payable	8,144	4,754
Increase (decrease) in credit cards payable	-	(9,571)
Net cash provided by operating activities	(88,846)	(108,475)
Cash flows from financing activities		
Repayment of short-term debt	15,541	21,321
Increase in notes payable	77,000	-
Net cash provided by financing activities	92,541	21,321
Net increase (decrease) in cash and cash equivalents	3,695	(87,154)
Cash and cash equivalents at beginning of year	22,978	110,132
Cash and cash equivalents at end of year	\$ 26,673	\$ 22,978
Supplemental disclosures		
Interest expense	\$ 5,810	\$ 2,909

See accompanying notes to financial statements.

Adult Reading Center, Inc.
dba Adult Education Center
Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note A – Nature of Activities and Significant Accounting Policies

Nature of Activities

The Adult Reading Center, Inc. dba Adult Education Center (the Organization) is a not-for-profit organization founded in August 1987 in Pearland, Texas dedicated to providing free instruction to adults with limited English literacy skills. To accomplish its mission, the Organization provides classroom instruction, individual tutoring, and computer based training. The Organization is supported primarily through donor contributions, grants, fundraising events.

The Organization received a favorable determination letter from the Internal Revenue Service stating that it is exempt from income tax under Section 501(a) of the U.S. Internal Revenue Code (“Code”) as an organization described in Section 501(c)(3), and contributions to the Organization are tax deductible within the limitations prescribed by the Code.

Basis of Accounting

The accompanying financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under this method of accounting, support and revenue is recognized when earned and expenses are recognized when incurred. Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions.

Basis of Presentation

The financial statements are presented in accordance with the Financial Accounting Standards Board’s (“FASB”) Accounting Standards Update No. 2016--14, Financial Statements of Not-for-Profit Organizations (Topic 958). Accordingly, information regarding financial position and activities are reported according to two classes of net assets: net assets with donor restrictions and net assets without donor restrictions. These classes of net assets are based on the existence or absence of donor imposed restrictions. Accordingly, the net Assets of the Organization and changes therein are classified and reported as follows:

Net assets without donor restrictions

Net assets without donor restrictions are not subject to donor-imposed stipulations and reflect revenues earned and expenses incurred in the operation of the Organization’s activities. Board designations are self-imposed limits due to actions of the governing board. This includes designations made by internal management in those instances where the governing board has delegated these decisions to management.

Net assets with donor restrictions

Donor restricted net assets are subject to donor-imposed stipulations that limit the use of the donated asset. When a donor restriction is satisfied, either through the passage of time (time restrictions) or actions of the Organization (purpose restrictions), net assets with donor restrictions are reclassified to net assets without restrictions and reported in the statement of activities as “net assets released”.

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.

Adult Reading Center, Inc.
dba Adult Education Center
Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note A – Nature of Activities and Significant Accounting Policies (continued)

Cash and Cash Equivalents

Cash and cash equivalents include all monies in banks and highly liquid investments with an original maturity of three (3) months or less. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments.

Contributions

Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Restricted Cash

Restricted cash represents funds received with donor-imposed restrictions to underwrite student assistance programs and fund future capital expenditures.

Accounts Receivable

Account receivables consist primarily of amounts due for grant reimbursements and sponsorships and are reported at net realizable value, which is the amount management expects to collect from balances outstanding at year-end. Based on management's assessment of the credit-worthiness of individuals having outstanding balances and taking into consideration the age of past due accounts, an assessment of the ability to pay, as well as current relationships, management considers receivables to be fully collectible at June 30, 2020 and 2019. Accordingly, no allowance for doubtful accounts were considered necessary during the fiscal years ending June 30, 2020 and 2019. Individual accounts are written off when collection appears doubtful.

Grants Receivable

Grants receivable represent pending reimbursements of program expenses incurred as of year-end, both billed and unbilled, and expected to be received from the funding sources in the subsequent year(s). Management considers such receivables at June 30, 2020 and 2019 to be fully collectible. Accordingly, no allowance for delinquent grants receivable was made in the accompanying financial statements for the fiscal years ending June 30, 2020 and 2019.

Pledges Receivable

Unconditional promises to give are recognized as revenues in the period received and as pledges receivable.

Promises to give are recorded at net realizable value if expected to be collected in one year and at fair value if expected to be collected in more than one year. Conditional promises to give are recognized when the conditions on which they depend are substantially met. The Organization uses the allowance method to determine uncollectible promises receivable. The allowance is based on prior years' experience and management's analysis of specific promises made.

Adult Reading Center, Inc.
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Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note A – Nature of Activities and Significant Accounting Policies (continued)

Property and Equipment

Property and equipment are recorded at cost or, if donated, at their estimated fair value at the date of donation. Such donations are recorded as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire or maintain property and equipment are recorded as restricted contributions. Presently, the Organization does not have any assets which have donor-imposed restrictions.

The Organization's policy is to capitalize all asset acquisitions with useful life expectancy of greater than one year and with a cost of \$1,500 or greater. Major renewals and betterments, which extend the useful life of an asset, are capitalized while routine maintenance and repairs are expensed as incurred. Gains or losses on dispositions of property and equipment are included in the Statements of Activities. Property and equipment are depreciated using the straight-line method over estimated useful lives ranging from five to thirty-nine years.

Assets held under capital leases are recorded at the lower of the net present value of the minimum lease payments or the fair value of the leased asset at the inception of the lease. Amortization expense is computed using the straight-line method over the shorter of the estimated useful lives of the assets or the period of the related lease.

Impairment of Long-Lived Assets

The Organization reviews the carrying value of assets for impairment whenever events or circumstances indicate that such carrying amounts may not be recoverable. When considered impaired, the carrying amount of the asset is reduced, by a charge to the statement of activities, to its current fair value. Based on this assessment, there was no impairment recorded for fiscal years ending June 30, 2020 and 2019.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the program and supporting services benefited.

Contributed Services

As permitted by FASB ASC 958-605-50-1, no amounts have been reflected in the financial statement for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization in its educational mission, but these services do not meet the criteria for recognition as contributed services as prescribed by the Financial Accounting Standards Board.

Adult Reading Center, Inc.
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Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note A – Nature of Activities and Significant Accounting Policies (continued)

Income Taxes

The Organization is a not-for-profit organization that is exempt from federal income taxes on related income under Section 501(a) of the Internal Revenue Code (“IRC”) of 1986, as amended, as an organization described in IRC Section 501(c)(3). Accordingly, income taxes are not provided for in the accompanying financial statements. Furthermore, the Organization has been classified as an organization that is not a private foundation under IRC Section 509(a) (1) and, as such, contributions to the Organization qualify for deduction as charitable contributions. However, income generated from activities unrelated to the Organization’s exempt purpose is subject to tax under IRC Section 511. The Organization did not have any material unrelated business income tax liability for the years ended June 30, 2020. The Organization believes that it has taken no significant uncertain tax positions. As of June 30, 2020, the tax years that remain subject to examination by the major tax jurisdictions under the statute of limitations are from the fiscal year 2017 forward.

The Organization applies the provisions of FASB ASC 740, Income Taxes, (formerly FASB Interpretation No. 48 (FIN 48), Accounting for Uncertainty in Income Taxes – an Interpretation of FASB Statement No. 109), which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. FASB ASC 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosure, and transition. 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.

Revenue Recognition

Generally, grants are recognized as revenues when earned. Grants that operate on a reimbursement basis are recognized on the accrual basis as revenues only to the extent of disbursements and commitments that are allowable for reimbursement. The grants are reported in the accompanying financial statements as unrestricted or temporarily restricted net assets depending on donor stipulations; however, certain guidelines must be satisfied in connection with the application for and use of the grants to maintain eligibility and compliance requirements. These guidelines pertain to the use of grant funds, recordkeeping, audits and financial reporting. Revenues from contributions, donations and other sources are recognized as unrestricted or temporarily restricted revenues when received or unconditionally promised by a third party. Revenues from special events are recognized when the events are held. Program income and other income are recognized when received. Conditional promises to give cash or other assets are not recognized until received.

Comparative Financial Statements

The amounts shown for the year ended June 30, 2019 in the accompanying financial statements are included to provide a basis for comparison with 2020 and present summarized totals only. Such information in total does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization’s financial statements for the fiscal year ended June 30, 2019, from which the summarized information was derived. Certain reclassifications have been made to prior year amounts to conform to the current year financial statement presentation. These reclassifications have no effect on previously reported net income

Adult Reading Center, Inc.
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Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note B - Concentrations

In the current year, a significant amount of contributions were provided by a few major contributors. It is always considered reasonably possible that benefactors, grantors or contributors might be lost in the near term. The Organization's geographic areas served are concentrated in Brazoria, southern Harris, western Galveston, and eastern Fort Bend Counties, Texas. For the year ended June 30, 2020, approximately 75% of the total revenue and support was provided by two contributors and 100% of accounts receivable is related to one organization (see Note E). For the year ended June 30, 2019, approximately 60% of the total revenue and support was provided by three contributors and 100% of accounts receivable is related to one organization (see Note E). For the year ending June 30, 2019, 100% of the organization's grants receivable balance is related to a grant received from the Houston Endowment.

The following contributors represent ten percent or more of the Organization's total revenue and support:

	<u>2020</u>	<u>2019</u>
HGAC	50%	*
Brazosport College	*	30%
United Way of Brazoria County	25%	22%
Houston Endowment	*	11%

*Did not meet the threshold for disclosure.

Note C – Credit Risk

The Organization maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. Accounts are guaranteed by the Federal Deposit Insurance Corporation ("FDIC") up to \$250,000 in 2020 and 2019. At June 30, 2020 and 2019, the Organization's cash balances were fully insured by the FDIC. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant financial risk on cash.

Note D – Related Party Transactions

During the year ended June 30, 2020 and 2019, the Organization received contributions from board members totaling approximately \$5,000 and \$11,000, respectively.

Note E - Accounts Receivable

Current accounts receivable consist of the following at June 30:

	<u>2020</u>	<u>2019</u>
HGAC	\$ 22,885	\$ -
Brazosport College	-	13,865
Total accounts receivable	<u>\$ 22,885</u>	<u>\$ 13,865</u>

Adult Reading Center, Inc.
dba Adult Education Center
Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note F - Property and Equipment

Property and equipment are summarized by major classifications as follows at June 30:

	2020	2019
Land	\$ 39,000	\$ 39,000
Buildings and building improvements	241,197	241,197
Furniture and equipment	176,358	176,358
Leasehold improvements	59,411	59,411
Less: Accumulated depreciation	(321,221)	(300,674)
Total property and equipment	\$ 194,745	\$ 215,292

Depreciation expense for the year ended June 30, 2020 and 2019 was \$20,547 and \$20,822, respectively.

Note G – Note Payable

The Organization has a note payable due of \$35,000 to purchase real property adjacent to the Organization’s facilities which is secured by said property in Brazoria County, Texas bearing interest of 5% per annum. Interest on the note is due quarterly. As per the original terms of the agreement, the note was due in full on or before May 2, 2007; however, the lender has requested that payment of principal be deferred until an undisclosed date. Although management does not expect to be required to make any payments on the outstanding principal balance, as of June 30, 2020, the outstanding note is due on demand and is classified as a current liability on the Organization’s Statement of Financial Position. The future scheduled maturities of long-term debt as of June 30, 2020 are as follows:

Year ending June 30,	Total
2021	\$ 35,000

Interest expense for related to the debt was \$2,244 and \$1,750 for the year ended June 30, 2020 and 2019, respectively.

Note H – PPP Loan

During the year ending June 30, 2020, the Organization received a loan of \$77,000 under the Paycheck Protection Program established by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The loan is subject to a note dated April 21, 2020 and may be forgiven to the extent proceeds of the loan are used for eligible expenditures such as payroll and other expenses described in the CARES Act. Management believes the Organization will be eligible for forgiveness of the loan, in whole. The loan bears interest at a rate of 1% and is payable in monthly installments of principal and interest over 18 months beginning 7 months from the date of the note. The loan may be repaid at any time with no prepayment penalty.

Adult Reading Center, Inc.
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Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note I – Borrowings under Revolving Lines of Credit

In April 2013, the Organization obtained a revolving line of credit with a bank that allows for borrowings of up to \$50,000. Any amount borrowed reduces the remaining line of credit. The line of credit is collateralized by substantially all assets of the Organization. Interest on the outstanding balance is payable monthly at the prime rate (5% as of June 30, 2020) plus 1.25%. All principal and outstanding accrued interest is due in August of 2020. The outstanding balance on the line of credit was \$0 and \$34,459 as of June 30, 2020 and 2019, respectively. The available amount under the line of credit as of June 30, 2020 was \$50,000. The available amount under the line of credit as of June 30, 2019 was \$15,541. Interest expense related to the line of credit recorded for the year ended June 30, 2020 and 2019 was \$2,148 and \$1,087, respectively.

In November 2019, the Organization obtained a revolving line of credit with a bank that allows for borrowings of up to \$100,000. Any amount borrowed reduces the remaining line of credit. The line of credit is collateralized by substantially all assets of the Organization. Interest on the outstanding balance is payable monthly and has a variable rate (3.25% as of June 30, 2020). All principal and outstanding accrued interest is due on November 15, 2020. The outstanding balance on the line of credit was \$50,000 as of June 30, 2020. The available amount under the line of credit as of June 30, 2020 was \$50,000. Interest expense related to the line of credit recorded for the year ended June 30, 2020 was \$1,417.

Note J – Retirement Plan

Effective June 13, 2012, the Organization established a SIMPLE IRA Plan (“Plan”) that provides retirement savings benefits to eligible employees of the Organization through tax deferred voluntary contributions by employees and matching contributions by the Organization. All contributions are made directly to an Individual Retirement Account (“IRA”) set up for each employee who elects to participate in the plan. Employees are eligible to participate in the Plan after the completion of one (1) calendar year of service and earn an annual salary at a minimum of \$5,000 in both the current and prior calendar year.

The Organization may, at its discretion, make matching or non-elective contributions to the Plan as determined annually by its Board of Directors. During the fiscal year, the Organization matched 100% of the first 3% of the participants' eligible compensation contributed to the plan (limited to the maximum allowed by the IRS). Matching contributions for the year ended June 30, 2020 and 2019 totaled \$2,740 and \$3,556, respectively.

Note K - Net Assets with Donor Restrictions

As of June 30, 2020, and 2019 there were net assets with donor restrictions of \$15,603 and \$44,616, respectively. Net assets with donor restrictions are reflected in the Organization's Statement of Financial Position as restricted cash and grants receivable. Net assets with donor restrictions are for use in subsequent fiscal years (time restricted) and upon satisfaction of donor-imposed stipulations (purpose restricted). Net assets with donor restrictions of \$430,294 and \$247,230 were released from donor restrictions during the year ended June 30, 2020 and 2019, respectively.

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Notes to Financial Statements
For the Years Ended June 30, 2020 and 2019

Note L – Subsequent Events

In accordance with FASB ASC Topic 855, Subsequent Events, the Organization has evaluated subsequent events through May 18, 2021, the date these financial statements were available to be issued. There were no material subsequent events that required recognition or additional disclosure in these financial statements.

Note M – Liquidity and Availability of Resources

The Organization's financial assets available within one year as of June 30, 2020, for general expenditure are as follows:

	<u>2020</u>
Cash and cash equivalents	\$ 11,070
Accounts receivable, net	22,885
Other current assets	4,936
Lines of credit	<u>100,000</u>
Total	<u>\$ 138,891</u>

As part of the Organization's liquidity management, it structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due. In addition, the Organization invests cash in excess of daily requirements in short-term investments.