

December 4, 2023

To The Board of Directors Cambridge Public Library Foundation Cambridge, Massachusetts

We have audited the financial statements of the Cambridge Public Library Foundation as of and for the year ended June 30, 2023, and have issued our report thereon dated December 4, 2023. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 30, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Cambridge Public Library Foundation solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

There were no significant control deficiencies or other matters noted during our audit that require communications.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.



Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Cambridge Public Library Foundation is included in Note A to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2022. No matters have come to our attention that would require us, under professional standards, to inform you about (1 the methods used to account for significant unusual transactions and (2 the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Cambridge Public Library Foundation's financial statements relate to: expense allocation, liquidity and availability, and net assets with donor restrictions.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. There were no uncorrected misstatements to disclose.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were no material corrected misstatements to disclose.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Cambridge Public Library Foundation's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated December 4, 2023.

Other Significant Matters, Findings or Issues

In the normal course of our professional association with the Cambridge Public Library Foundation, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Cambridge Public Library Foundation's auditors.

This report is intended solely for the information and use of the Board of Directors, and management of the Cambridge Public Library Foundation and is not intended to be and should not be used by anyone other than these specified parties.

LMHS, P.C.

LMHS, P.C. Norwell, Massachusetts

December 4, 2023





CAMBRIDGE PUBLIC LIBRARY FOUNDATION

AUDITED FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2023



CAMBRIDGE PUBLIC LIBRARY FOUNDATION AUDITED FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2023

| INDEPENDENT AUDITORS' REPORT | <u>Page</u> 1-2 |
|----------------------------------|--------------------|
| FINANCIAL STATEMENTS: | |
| Statement of Financial Position | 3 |
| Statement of Activities | 4 |
| Statement of Functional Expenses | 5 |
| Statement of Cash Flows | 6 |
| Notes to Financial Statements | 7-11 |



INDEPENDENT AUDITORS' REPORT

To The Board of Directors Cambridge Public Library Foundation Cambridge, Massachusetts

We have audited the accompanying financial statements of the Cambridge Public Library Foundation, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Cambridge Public Library Foundation as of June 30, 2023, 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.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Cambridge Public Library Foundation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Cambridge Public Library Foundation's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.



In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Cambridge Public Library Foundation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Cambridge Public Library Foundation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

LMHS, P.C.

LMHS, P.C. Norwell, Massachusetts

December 4, 2023



CAMBRIDGE PUBLIC LIBRARY FOUNDATION STATEMENT OF FINANCIAL POSITION JUNE 30, 2023

ASSETS

| Investments 1,983,74 Pledges Receivable 95,00 Prepaid Expenses and Other 4,10 S 2,371,42 LIABILITIES AND NET ASSETS CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | | |
|--|---|-----------------|
| Investments 1,983,74 Pledges Receivable 95,00 Prepaid Expenses and Other 4,10 <u>LIABILITIES AND NET ASSETS</u> CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | CURRENT ASSETS: | |
| Pledges Receivable 95,00 Prepaid Expenses and Other 4,10 \$ 2,371,42 LIABILITIES AND NET ASSETS CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated Without Donor Restrictions - Board Designated 117,92 | Cash and Cash Equivalents | \$ 288,576 |
| Prepaid Expenses and Other 4,10 \$ 2,371,42 LIABILITIES AND NET ASSETS CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated Without Donor Restrictions - Board Designated 117,92 | Investments | 1,983,744 |
| \$ 2,371,42 LIABILITIES AND NET ASSETS CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | Pledges Receivable | 95,000 |
| LIABILITIES AND NET ASSETS CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | Prepaid Expenses and Other | 4,104 |
| CURRENT LIABILITIES: Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | | \$ 2,371,424 |
| Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | LIABILITIES AND NET ASSETS | |
| Accounts Payable and Accrued Expenses \$ 14,80 NET ASSETS: Without Donor Restrictions - Undesignated 1,027,64 Without Donor Restrictions - Board Designated 117,92 | CURRENT LIABILITIES: | |
| Without Donor Restrictions - Undesignated1,027,64Without Donor Restrictions - Board Designated117,92 | | \$ 14,805 |
| Without Donor Restrictions - Board Designated117,92 | NET ASSETS: | |
| | Without Donor Restrictions - Undesignated | 1,027,642 |
| With Donor Restrictions 1,211,04 | Without Donor Restrictions - Board Designated | 117,928 |
| | With Donor Restrictions | 1,211,049 |
| 2,356,61 | | 2,356,619 |
| \$ 2,371,42 | | \$ 2,371,424 |

CAMBRIDGE PUBLIC LIBRARY FOUNDATION STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2023

| | hout Donor estrictions | /ith Donor estrictions | Total |
|---------------------------------------|-------------------------------|---------------------------|-----------------|
| REVENUE AND OTHER SUPPORT: | | | |
| Contributions | \$ 269,176 | \$ 321,533 | \$ 590,709 |
| Investment Income, Net | 123,640 | - | 123,640 |
| Other Income | 22 | - | 22 |
| Net Assets Released From Restrictions | 132,583 | (132,583) | - |
| TOTAL REVENUE AND OTHER SUPPORT | 525,421 | 188,950 | 714,371 |
| EXPENSES: | | | |
| Program Expense | 212,094 | - | 212,094 |
| Fundraising Expense | 80,995 | - | 80,995 |
| Management and General | 106,245 | - | 106,245 |
| | 399,334 | - | 399,334 |
| CHANGE IN NET ASSETS | 126,087 | 188,950 | 315,037 |
| NET ASSETS AT BEGINNING OF YEAR | 1,019,483 | 1,022,099 | 2,041,582 |
| NET ASSETS AT END OF YEAR | \$ 1,145,570 | \$ 1,211,049 | \$ 2,356,619 |

CAMBRIDGE PUBLIC LIBRARY FOUNDATION STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED JUNE 30, 2023

| | rogram Expense | ndraising xpense | nagement and General | Total |
|-----------------------------------|-------------------|---------------------|----------------------------|---------------|
| PERSONNEL EXPENSES: | | | | |
| Salaries and Wages | \$ 29,940 | \$ 49,463 | \$ 47,218 | \$ 126,621 |
| Payroll Taxes | 2,601 | 4,227 | 4,011 | 10,839 |
| Employee Benefits | 678 | 452 | 1,129 | 2,259 |
| TOTAL PERSONNEL EXPENSES | 33,219 | 54,142 | 52,358 | 139,719 |
| Advertising and Outreach | 5,840 | 14,058 | - | 19,898 |
| Bank Fees | - | 2,496 | 349 | 2,845 |
| Board Meals and Gifts | - | - | 2,498 | 2,498 |
| Consulting and Contract Services | - | - | 253 | 253 |
| Donor Solicitation | - | 292 | 5,312 | 5,604 |
| Events | 50,228 | - | - | 50,228 |
| Insurance | - | - | 3,353 | 3,353 |
| Library Books, Supplies and Other | 25,452 | - | - | 25,452 |
| Office Supplies and Miscellaneous | 233 | 358 | 2,852 | 3,443 |
| Postage and Mailing | - | 2,475 | 3,242 | 5,717 |
| Printing | 849 | 3,842 | 3,889 | 8,580 |
| Professional Fees | - | - | 27,924 | 27,924 |
| Programming | 96,273 | - | - | 96,273 |
| Software Subscriptions | _ | 3,332 | 4,215 | 7,547 |
| TOTAL FUNCTIONAL EXPENSES | \$ 212,094 | \$ 80,995 | \$ 106,245 | \$ 399,334 |

CAMBRIDGE PUBLIC LIBRARY FOUNDATION STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2023

| CASH FLOWS FROM OPERATING ACTIVITIES: | |
|---|---------------|
| Change in Net Assets | \$ 315,037 |
| Change in Operating Assets and Liabilities: | |
| (Increase) Decrease In: | |
| Investments | (303,672) |
| Pledges Receivable | 31,937 |
| Prepaid Expenses and Other | 9,432 |
| Increase (Decrease) In: | |
| Accounts Payable and Accrued Expenses | (7,106) |
| NET INCREASE IN CASH AND CASH EQUIVALENTS | 45,628 |
| CASH AND CASH EQUIVALENTS - BEGINNING | 242,948 |
| CASH AND CASH EQUIVALENTS - ENDING | \$ 288,576 |

A. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

- 1. Organization The Cambridge Public Library Foundation (the Organization) is a non-profit corporation that was incorporated under the laws of the Commonwealth of Massachusetts and commenced operations in 2015.
- 2. Operations The Organization is a nonprofit that formed to support the purpose, mission, operations, infrastructure, and other aspects of the public libraries of the City of Cambridge, Massachusetts. The Organization is dependent on contribution income and is governed by a Board of Directors.
- 3. Method of Accounting The Organization's policy is to prepare its financial statements on the accrual method of accounting whereby revenues are recognized when earned and expenses are recognized when incurred. This method of accounting conforms to generally accepted accounting principles.
- 4. Financial Statement Presentation The Organization's financial statements are presented in accordance with FASB ASC Update 2016-14. As such, net assets are classified based upon the existence or absence of donor imposed restrictions, as follows: without donor restrictions, with donor restrictions. A description of the two net asset categories is as follows:

Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions. Assets without donor restrictions may be designated for specific purposes by action of the Board of Directors.

With Donor Restrictions - Net assets whose use by the Organization is subject to donor-imposed restrictions that can be fulfilled by actions of the Organization pursuant to those restrictions or that expire by the passage of time, or that must remain intact, in perpetuity.

Under FASB ASC 958-210-45, expenses are generally reported as decreases in net assets without donor restrictions.

- 5. Concentration of Credit Risk The Organization occasionally maintains deposits in excess of federally insured limits. The risk is managed by maintaining all deposits in high quality financial institutions. The Organization has not experienced any losses in such accounts and management believes the Organization is not exposed to any significant credit risk related accounts.
- 6. Cash and Cash Equivalents For purposes of the statement of cash flows, the Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.
- 7. Investments The Organization accounts for investments in accordance with generally accepted accounting principles for not-for-profit organizations, which establish accounting standards for investments in certain equity securities and for all debt securities. The guidance prescribes that covered investments be reported in the statement of financial position at fair value with any realized or unrealized gains or losses reported in the statement of activities.
- 8. Allowance for Uncollectible Pledges Receivable The Organization allows for estimated losses on pledges receivable based on prior bad debt experience and a review of existing pledges. Write-offs, should they occur, will be recorded as expenses in the year they are deemed to be uncollectible.
- 9. Property and Equipment Property and equipment are recorded at cost. Maintenance and repairs are charged to expense as incurred whereas major betterments are capitalized. Depreciation is provided for using the straight-line method over the estimated useful lives. As of June 30, 2023, the Organization did not hold assets that were classified as property and equipment.

A. <u>ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u>: (Continued)

10. Fair Value Measurement - Financial Accounting Standards Board, ASC 820, 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 measurement), a middle priority to quoted prices for similar assets or liabilities, quoted prices in inactive markets, or other inputs that can be corroborated by observable market data (level 2 measurements), and the lowest priority to unobservable inputs and rely on management's own assumptions about the assumptions that market participants would use in pricing the assets or liabilities (level 3 measurements).

The asset or liability's fair value measurement 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. Marketable securities (mutual funds, corporate bonds, and corporate stocks) are valued at the quoted market prices for those securities.

- 11. Fair Value of Financial Instruments The Organization's financial instruments include cash and cash equivalents, pledges receivable, prepaid expenses, accounts payable and accrued expenses. The recorded values of cash and cash equivalents, pledges receivable, prepaid expenses, accounts payable and accrued expenses approximate their fair values based on their short-term nature.
- 12. Revenue Recognition The Organization follows the guidance of ASC Topic 958, Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The accounting standard clarifies and improves the guidance for (1) evaluating whether transactions should be accounted for as contributions within the scope of ASC Topic 958-605 or as exchange transactions subject to ASC Topic 606 and (2) determining whether a contribution is conditional.

Additionally, the Organization follows ASC Topic 606, Revenue from Contracts with Customers, with respect to its revenue recognition policy. The core principle of the new accounting guidance is that an entity should recognize revenue when it satisfies a performance obligation by transferring promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services.

Contributions are recognized in full when received or unconditionally promised, in accordance with professional standards. Conditional promises to give - that is, those with a measurable performance or other barrier and a right of return - are not recognized until the conditions on which they depend have been met.

Special events revenue is recognized when the event takes place. The value of an event ticket is an exchange transaction, in accordance with ASC Topic 606. The excess of the ticket price over the value of the benefit received is recognized as a contribution.

Donated materials and services are recorded as in-kind donations and recognized at their estimated fair value as of the date of donation or service.

Contributions of marketable securities are recorded in the financial statements at their quoted market price at the date of donation.

- 13. Contributions Contributions are recorded in net assets without donor restrictions or net assets with donor restrictions class of net assets depending on the existence and/or nature of any donor-imposed restriction. When a 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 are reported as net assets released from restriction in the statement of activities.
- 14. Income Taxes The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

A. <u>ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u>: (Continued)

- 15. Uncertainty In Income Taxes The Organization adopted the standards for *Accounting for Uncertainty in Income Taxes* (income, sales, use and payroll), which required the Organization to report any uncertain tax positions and to adjust its financial statements for the impact thereof. As of June 30, 2023, the Organization determined that it had no tax positions that did not meet the "more likely than not" threshold of being sustained by the applicable tax authority. The Organization files tax and information returns in the United States Federal and applicable state jurisdictions. These returns are generally subject to examination by tax authorities for the last three years.
- 16. 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.
- 17. Expense Allocation The costs of providing various programs and other activities have been summarized on a functional basis in the financial statements. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Such allocations are determined by management on an equitable basis.

The following expenses were allocated using time and effort basis:

- Salaries and Wages
- Payroll Taxes
- Employee Benefits
- 18. Effective July 1, 2022, the Organization adopted Accounting Standards Update (ASU) 2016-02, Leases (ASC Topic 842) and subsequent amendments. ASC 842 affects all entities that enter into lease arrangements, with certain exclusions under limited scope limitations. Under ASU 2016-02, an entity recognizes right-of-use assets and lease obligations on its statement of financial position for all leases with a lease term of more than 12 months. Short-term rentals under year-to-year leases or remaining lease terms of 12 months or less are exempt from being capitalized. As of June 30, 2023, the Organization did not hold any leases that required capitalization. See Note G for lease arrangements.

B. **INVESTMENTS**:

Investments consist of the following at June 30, 2023:

| Individual Taxable Bonds Equities | \$ 993,852 989,892 |
|--------------------------------------|--------------------------|
| Total Investments | \$ 1,983,744 |

Investment income for the year ended June 30, 2023 consisted of the following:

| Interest and Dividends | \$ 39,436 |
|-----------------------------------|---------------|
| Net Realized and Unrealized Gains | 101,268 |
| Fee Expense | (17,064) |
| Total Investment Income | \$ 123,640 |

The Organization holds investments, all of which represent level 1 inputs. Level 1 inputs are defined by unadjusted quoted prices for identical assets and liabilities in active markets to which the reporting entity would have access.

C. <u>PLEDGES RECEIVABLE</u>:

Unconditional promises to give in future periods are recorded in the financial statements as Pledges Receivable, net of an allowance for uncollectible gifts. As of June 30, 2023, unconditional promises to give amounted to \$95,000, of which \$60,000 is unrestricted for general support and \$35,000 represents gifts with donor restrictions. As of June 30, 2023, there was no allowance for uncollectible pledges.

D. <u>ENDOWMENT NET ASSETS</u>:

The Organization's endowment consists of two individual funds established for a variety of purposes. Its endowment may include both donor restricted funds and funds designated by the Board of Directors to function as endowments. As required by generally accepted accounting principles, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

The Organization is subject to the Uniform Prudent Management of Institutional Funds Act (UPMIFA) and, therefore, classifies amounts in its donor restricted endowment funds as net assets with donor restrictions because those net assets are time restricted until the Board of Directors appropriates such amounts for expenditure. Most of those net assets are also subject to purpose restrictions that must be met before reclassifying those net assets to net assets without donor restrictions. The endowment fund assets are invested in accordance with the investment policy of the Organization.

Changes in the endowment's net assets are as follows for the year ended June 30, 2023:

| | Without | | |
|-------------------------------------|--------------|--------------|------------|
| | Donor | With Donor | |
| | Restrictions | Restrictions | Total |
| Endowment Net Assets, June 30, 2022 | \$ 117,928 | \$ 447,722 | \$ 565,650 |
| Donations | - | 178,258 | 178,258 |
| Endowment Net Assets, June 30, 2023 | \$ 117,928 | \$ 625,980 | \$ 743,908 |

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor requires the Organization to retain as a fund of perpetual duration. In accordance with GAAP, deficiencies of this nature are reported in net assets without donor restrictions. These deficiencies may result from unfavorable market fluctuations. There were no such deficiencies as of June 30, 2023.

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 of for a donor-specified period(s) as well as board-designated funds. Actual returns in any given year may vary from this amount.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

Spending Policy and How the Investment Objectives Relate to Spending Policy

The Organization has a policy of appropriating for distribution approximately 5% to 10% of each contribution for administration of the endowment funds. In establishing its policy, the Organization considered the long-term return on its endowment.

E. <u>LIQUIDITY AND AVAILABILITY</u>:

The following reflects the Organization's financial assets at June 30, 2023, reduced by amounts that are not available for general use because of donor-imposed restrictions, within one year of the statement of financial position date. As part of its liquidity management plan, the Organization operates its programs within a balanced budget and relies on grants and contributions to fund its operations and program activities:

| Cash and Cash Equivalents Investments Pledges Receivable Total Financial Assets | \$ 288,576 1,983,744 95,000 2,367,320 |
|--|---|
| Contributions with Donor Restrictions | (1,211,049) |
| Financial Assets Available to Meet Cash Needs for General | |
| Expenditures Within One Year | \$ 1,156,271 |
| | |
| NET ASSETS WITH DONOR RESTRICTIONS: | |
| Purpose Restricted: | |
| Grants for Programming and Initiatives for Children | \$ 342,519 |
| Grants for Seniors | 55,530 |
| Grants for Literacy and Other Programs | 187,020 |
| Endowments | 625,980 |
| Total Net Assets with Donor Restrictions | \$ 1,211,049 |

G. <u>LEASES</u>:

F.

The Organization uses space in the Cambridge Public Library building at 449 Broadway, in Cambridge, Massachusetts, at no cost including utilities. If the Organization did not receive the office space and utilities free of charge, the operating expenses would have increased, resulting in less net income and net assets.

H. ADVERTISING:

The Organization follows the policy of charging the costs of advertising and marketing to expense as incurred. For the year ended June 30, 2023, advertising costs amounted to \$19,898.

I. <u>SUBSEQUENT EVENTS</u>:

Management has evaluated events occurring after the statement of financial position date through December 4, 2023, the date in which the financial statements were available to be issued. No material events have been identified which would require disclosure.