

FINDLAY-HANCOCK COUNTY ALLIANCE

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
WITH INDEPENDENT AUDITOR'S REPORT**

DECEMBER 31, 2016 AND 2015

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Findlay-Hancock County Alliance
Findlay, Ohio

Report on the Financial Statements

We have audited the accompanying financial statements of Findlay-Hancock County Chamber of Commerce (dba Findlay-Hancock County Alliance) (a non-profit organization) which comprise the statements of financial position as of December 31, 2016 and 2015, the related statements of activities and changes in net assets and cash flows for the years 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

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the 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, we 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

GJMLTD.COM

TOLEDO OFFICE:

1715 INDIAN WOOD CIR, STE 100
MAUMEE OH 43537-4055

PHONE: 419.794.2000
FAX: 419.794.2090

FINDLAY OFFICE:

551 LAKE CASCADES PKWY
PO BOX 1106
FINDLAY OH 45839-1106

PHONE: 419.423.4481
FAX: 419.423.4865

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Findlay-Hancock County Alliance as of December 31, 2016 and 2015, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Gilmore Jason Mahler, LTD

Findlay, Ohio
June 14, 2017

**FINDLAY-HANCOCK COUNTY ALLIANCE
STATEMENTS OF FINANCIAL POSITION
December 31, 2016 and 2015**

	2016	2015
ASSETS		
Current assets		
Cash and cash equivalents	\$ 372,476	\$ 456,303
Accounts receivable - trade	23,871	35,755
Hotel/motel tax receivable	139,781	133,597
Prepaid expenses	3,501	1,902
Current Portion of note receivable - NCC-ET	193,800	40,800
Total current assets	733,429	668,357
Property and equipment, net	331,387	364,818
Other assets		
Note receivable - NCC-ET (net of allowance of \$106,250 for 2015)	0	264,350
Deposits	56	56
Total other assets	56	264,406
Total assets	\$ 1,064,872	\$ 1,297,581
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable - trade	\$ 36,670	\$ 49,676
Accounts payable - related party	30,384	35,513
Accrued payroll bonuses	10,000	41,733
Accrued payroll liabilities	10,347	0
Accrued real estate taxes	5,312	5,456
Deferred membership	130,781	164,006
Total current liabilities	223,494	296,384
Other liabilities		
Rental security deposits	525	950
Total liabilities	224,019	297,334
Net assets		
Unrestricted		
Operating	27,141	203,040
Fixed assets	331,387	364,818
Temporarily restricted	482,325	432,389
Total net assets	840,853	1,000,247
Total liabilities and net assets	\$ 1,064,872	\$ 1,297,581

The accompanying notes are an integral part of these financial statements.

FINDLAY-HANCOCK COUNTY ALLIANCE
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
For the Years Ended December 31, 2016 and 2015

	<u>2016</u>	<u>2015</u>
Changes in unrestricted net assets:		
Operating revenues and support		
Membership income	\$ 306,443	\$ 295,386
Corporate contributions	421,202	445,985
Member services	152,238	165,696
Marketing	56,055	115,752
Administrative	10,474	4,025
Interest income	21	11,940
Rental income	21,605	23,636
SBRC/MEP income	6,000	19,665
In-kind contributions	19,170	15,940
Satisfaction of time and program restrictions - hotel tax	<u>607,487</u>	<u>610,264</u>
Total operating revenues and support	1,600,695	1,708,289
Operating expenses		
Member services - Chamber	104,819	111,504
Marketing - Chamber	17,629	18,809
Admin. - salaries and benefits - Chamber	336,463	268,991
Admin. - operations - Chamber	106,144	107,975
Convention and Visitors' Bureau	615,102	547,822
Economic Development Council	<u>629,868</u>	<u>639,414</u>
Total operating expenses	<u>1,810,025</u>	<u>1,694,515</u>
Excess (deficiency) of operating revenues and support under operating expenses	(209,330)	13,774
Changes in temporarily restricted net assets:		
Time and program restricted revenue	657,423	631,525
Satisfaction of time and program restrictions - hotel tax	<u>(607,487)</u>	<u>(610,264)</u>
Total changes in temporarily restricted net assets	<u>49,936</u>	<u>21,261</u>
Change in net assets	(159,394)	35,035
Net assets, beginning of year	<u>1,000,247</u>	<u>965,212</u>
Net assets, end of year	<u>\$ 840,853</u>	<u>\$ 1,000,247</u>

The accompanying notes are an integral part of these financial statements.

FINDLAY-HANCOCK COUNTY ALLIANCE
STATEMENTS OF CASH FLOWS
For the Years Ended December 31, 2016 and 2015

	2016	2015
Cash flows from operating activities		
Change in net assets	\$ (159,394)	\$ 35,035
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	49,342	49,421
Bad debt	73,426	0
Changes in assets		
Accounts receivable - trade	9,008	5,749
Hotel/motel tax receivable	(6,184)	(13,943)
Prepaid expenses	(1,599)	6
Note receivable - NCC-ET	40,800	13,600
Changes in liabilities		
Accounts payable - trade	(13,006)	(315)
Accrued payroll bonuses	(31,733)	1,216
Accrued payroll liabilities	10,347	0
Accrued real estate taxes	(144)	(20)
Deferred membership	(33,225)	(2,197)
Rental security deposits	(425)	0
	(62,787)	88,552
Cash flows from investing activities		
Payments for purchase of property and equipment	(15,911)	(38,996)
Net cash used in investing activities	(15,911)	(38,996)
Cash flows from financing activities		
Accounts payable - related party	(5,129)	11,721
Net cash provided by (used in) financing activities	(5,129)	11,721
Net increase (decrease) in cash and cash equivalents	(83,827)	61,277
Cash and cash equivalents, beginning of year	456,303	395,026
Cash and cash equivalents, end of year	\$ 372,476	\$ 456,303

The accompanying notes are an integral part of these financial statements.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS
December 31, 2016 and 2015

Note 1–Nature of business

The Findlay-Hancock County Chamber of Commerce (dba Findlay-Hancock County Alliance), a non-profit organization, (the Organization) is dedicated to driving growth and prosperity in the Findlay-Hancock County region. The Organization solicits funds from local businesses and residents and has more than 650 members consisting of both business and professional firms. The Organization consists principally of three divisions, the Chamber of Commerce (Chamber), Convention and Visitors’ Bureau (Bureau), and the Economic Development Council (Council).

Note 2–Summary of significant accounting policies

Basis of accounting

The accounting policies of the Organization conform to generally accepted accounting principles and reflect practices appropriate for a non-profit organization. The financial statements have been prepared on the accrual basis of accounting and include all divisions and accounts of the Organization: the Chamber, the Bureau, and the Council. Inter-organization balances and transactions have been eliminated.

Financial statement presentation follows the recommendations of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958-205-45, *Financial Statements of Non-Profit Organizations*. Under FASB ASC 958-205-45, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Cash and cash equivalents

For purposes of the statements of cash flows, the Organization considers all highly liquid debt instruments purchased with maturities of three months or less to be cash equivalents.

Property and equipment

Property and equipment is recorded at cost if purchased or at fair value if contributed. Depreciation is being provided on the straight-line method over the estimated lives of the assets, which are as follows:

	<u>Years</u>
Building and improvements	15-40
Furniture and fixtures	3-10
Equipment	3-10

Expenditures for maintenance and repairs are charged to operations as incurred. It is the Organization’s policy to capitalize property and equipment having an acquisition cost of \$1,000 or more.

Deferred membership dues

The Organization bills members for yearly dues in members’ anniversary months. Amounts received but not yet earned by the Organization are recorded as Deferred Membership in the liability section of the accompanying statements of financial position.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 2—Summary of significant accounting policies – continued

Classification of net assets

Most funds of the Organization are classified as unrestricted net assets, since the governing instruments of the Organization and certain agreements provide for the invasion of principal, or for the Organization to exercise its variance power to modify any restriction if such restriction becomes unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community. Unrestricted net assets are not subject to donor-imposed restrictions.

Temporarily restricted net assets contain donor-imposed restrictions that permit the Organization to use or expend the assets as specified. These restrictions are satisfied either by the passage of time or when the proposed restriction is met. All temporarily restricted net assets as of December 31, 2016 and 2015 are restricted for specific program use.

Permanently restricted net assets consist of endowment fund assets to be held indefinitely. The Organization had no permanently restricted assets as of December 31, 2016 and 2015.

Federal income taxes

The Organization has been approved under Internal Revenue Code Section 501(c)(6) as a non-profit organization exempt from federal taxes on its normal activities. The Organization is taxed on its unrelated business income. The Organization files Forms 990 and 990-T annually.

The Organization has adopted FASB ASC 740-10-50-15 to account for uncertainty in income taxes.

The Organization files Exempt Organization tax returns in the U.S. federal jurisdiction, and the state of Ohio. With few exceptions, the Organization is no longer subject to U.S. federal, state, and local tax examinations by tax authorities for years before 2013.

At December 31, 2016 and 2015, there are no unrecognized tax benefits, that if recognized would affect the annual effective tax rate.

The Organization recognizes interest accrued related to unrecognized tax benefits in interest expense and penalties in operating expenses. During the years ended December 31, 2016 and 2015, no interest or penalties were recognized.

Contributions

The Organization has adopted FASB ASC 958-605-25, *Accounting for Contributions Received and Contributions Made*. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence or nature of any donor restrictions.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 2—Summary of significant accounting policies – continued

Contributions – continued

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit their use. When a donor-imposed restriction expires, 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 statements of activities as net assets released from restrictions. All contributions are considered available for unrestricted use unless specifically restricted by the donor.

Pledges are recorded as income in the year made. Amounts received “in-kind” have been recorded at the fair value of the services rendered.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions. Those estimates and assumptions affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Advertising costs

Advertising costs are charged to operations when incurred. Total advertising costs charged to expense for the years ended December 31, 2016 and 2015 was \$235,732 and \$243,621, respectively.

New accounting pronouncements

Not-for-profit entities

On August 18, 2016, the FASB issued Accounting Standards Update 2016-14 (ASU 2016-14), *Presentation of Financial Statements of Not-for-Profit Entities*. ASU 2016-14 improves existing standards for financial statement presentation by not-for-profit organizations. ASU 2016-14 is effective for annual reporting periods beginning after December 31, 2017, and interim periods with fiscal years beginning after December 15, 2018. The Organization is currently evaluating the impact of this update on their financial statements.

Leases

In February 2016, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2016-02, Leases (Topic 842) (ASU 2016-02). ASU 2016-02 will require that a lessee recognize assets and liabilities on the balance sheet for all leases with a lease term of more than twelve months, with the result being the recognition of a right of use asset and a lease liability. Recognition and presentation of expenses will depend on the classification of the lease as either finance or operating. ASU 2016-02 will also require quantitative and qualitative disclosures to supplement the amounts recorded in the financial statements to afford better understanding of the Organization's leasing activities. ASU 2016-02 is effective for fiscal years beginning after December 15, 2019 with early adoption permitted and is to be applied retrospectively. The Organization is currently evaluating the effect that ASU 2016-02 will have on its consolidated financial statements and related disclosures.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 2—Summary of significant accounting policies – continued

Subsequent events

Subsequent events have been evaluated through June 14, 2017 the date in which the financial statements were available to be issued. See Notes 4 and 14 for a description of such events.

Reclassification

Certain amounts were reclassified for 2015 to conform to the 2016 presentation.

Note 3—Cash and cash equivalents

Cash and cash equivalents at December 31, 2016 and 2015 were as follows:

	<u>2016</u>	<u>2015</u>
Petty cash	\$ 150	\$ 150
Checking accounts	0	75,514
Savings accounts	0	16,540
Temporarily restricted savings accounts		
Convention and Visitors' Bureau	254,512	237,955
Economic Development Council	86,687	100,000
Hancock Leadership Alumni Association	31,127	26,144
Total cash and cash equivalents	<u>\$ 372,476</u>	<u>\$ 456,303</u>

Balances of cash and cash equivalents at financial banking institutions did not exceed the federally insured limit of \$250,000 at December 31, 2016 and 2015. The Organization regularly monitors the financial condition of the institution in which it has depository accounts and believes the risks of loss are minimal.

The Organization received funds that are temporarily restricted for Council. As of December 31, 2016 and 2015, \$100,000 is temporarily restricted. The Organization did not have the cash available as of December 31, 2016 to fulfill this amount; however has the ability to draw on their line of credit to fulfill the amount if requested.

Note 4—Note receivable - NCC-ET

The Organization entered into an agreement on October 17, 2008 for a note receivable from NCC-ET. The note receivable had an original maturity date of May 31, 2011. Subsequently, extension agreements have been signed by both organizations. The most recent extension agreement contained a modification and will expire on May 31, 2018. The agreement was modified to provide for monthly installment payments of \$3,400 to be applied all to the unpaid principal balance of the note, except during default. Interest will accrue on the principal balance of the note at the rate of 4.0% per annum starting on June 1, 2015 and continue until the maturity date. Payment of interest is deferred unless the borrower defaults on the note.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 4—Note receivable - NCC-ET – continued

In May 2017, the Organization made the decision, along with other debtors of NCC-ET, to sell their interest in the receivable. NCC-ET continued to pay their monthly payments through May 2017 and made a final payment of \$176,800 to settle the debt.

Based upon information available for the time period regarding the collectability of the note, the Organization wrote off the remaining balance as of December 31, 2016. The Organization elected to record an allowance in the amount \$106,250 at December 31, 2015.

Note 5—Property and equipment

Property and equipment at December 31, 2016 and 2015 consists of the following:

	2016	2015
Building and improvements	\$ 605,906	\$ 605,906
Furniture and equipment	411,841	395,930
Total property and equipment	1,017,747	1,001,836
Less: accumulated depreciation	(686,360)	(637,018)
Net property and equipment	\$ 331,387	\$ 364,818

Depreciation expense was \$49,342 and \$49,421 in 2016 and 2015, respectively.

Note 6—Governmental contracts

Convention and Visitors' Bureau

The Hancock County Commissioners enacted Resolution 379-91 on December 17, 1991. This resolution authorized Hancock County (the County) to enter into an agreement with the Organization to provide for the operations of the Bureau. The County agrees to remit to the Bureau 40% of the net proceeds of the actual collection of the hotel/motel tax. The aforementioned fund is to be used for promoting and publicizing Hancock County, including the City of Findlay, in order to bring the patronage of business and tourists; and cultural, educational, religious, professional and sports organizations into the County.

The contract began in 1992 and can be renewed annually. The Organization will receive the full 3% tax assessed by the County from hotels and motels to fund the Bureau. In November 2015, the agreement was renewed effective January 1, 2016 for three years. In the event of termination, any and all remaining monies originally received from the County shall be returned to the General Fund of the County.

Note 7—In-kind contributions

In 2016, the Organization received services for communications/advertising, transportation, maintenance, and professional services totaling \$19,170 with offsetting expenses of \$19,170. In 2015, the Organization received services totaling \$15,940 with offsetting expenses of \$15,940.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 8—Retirement plan

The Organization has a qualified profit-sharing plan (the Plan) for which full-time employees are eligible after one year of service provided that they are twenty-one years of age or older. The Plan allows eligible employees to defer the lower of 92% of their compensation or the maximum contribution specified for that year in accordance with the Internal Revenue Code Section 401(k). The Organization contributes 3% of an employee's compensation to the Plan and matches up to 4% of an employee's deferral. New hires must defer 1% to the Plan but can opt out if desired. The Organization's contributions to an employees' 401(k) account are fully vested after three full years of employment. Profit sharing and matching expense was \$34,633 and \$36,588 for the years ended December 31, 2016 and 2015, respectively.

Note 9—Unrelated business income

For the years December 31, 2016 and 2015, the Organization had no tax expense with regards to its unrelated business income.

Note 10—Related parties

All members of the Organization's Board of Directors also comprise the Board of Trustees of Findlay-Hancock County Alliance Foundation (the Alliance Foundation). The entities are separate distinct legal entities and all transactions between the organizations are handled at arms-length. The organizations do share management, but there is not an economic interest between the organizations. At December 31, 2016 and 2015, accounts payable to the Alliance Foundation amounted to \$30,384 and \$35,513, respectively.

During 2016 and 2015, seven and six members of the Organization's Board of Directors operate and/or manage local businesses that the Organization dealt with during the normal course of business, respectively. For the years ended December 31, 2016 and 2015, the amounts of these business services charged to operating expenses were \$25,078 and \$53,742, respectively. In addition, funds held at two of the businesses as of December 31, 2016 and 2015 amounted to \$0 and \$172,048, respectively. Income generated from this investment for the years ended December 31, 2016 and 2015 amounted to \$0 and \$44, respectively.

Note 11—Lease transactions

As Lessee

In July 2012, the Organization entered into a 60-month equipment (copier) lease agreement. Lease expense for 2016 and 2015 was \$3,148. The future minimum lease payments for 2017 are \$1,574.

During 2015, the Organization held a month-to-month lease for the Bureau building. The agreement was extended to a three-year lease beginning on January 1, 2016. Lease expense for 2016 and 2015 was \$12,600. The future minimum lease payments for 2017 and 2018 are \$12,600.

FINDLAY-HANCOCK COUNTY ALLIANCE
NOTES TO FINANCIAL STATEMENTS—CONTINUED
December 31, 2016 and 2015

Note 11—Lease transactions – continued

As Lessor

The Organization has operating lease agreements with lessees to occupy space in its property. Lease terms for the spaces commence on the day of signing and continue for one year thereafter. The contract for the commercial suite is conducted on an annual term. Notice of termination must be received by either party sixty days prior to termination for the suite, and sixty days prior to termination for the apartment. Monthly rental payments range from \$475 to \$1,000 for each unit. Total lease income for the years ended December 31, 2016 and 2015 was \$21,605 and \$23,636, respectively.

Note 12—Line of credit

The Organization has available a \$150,000 line of credit with a 3.75% and 3.50% interest rate for the years ended December 31, 2016 and 2015, respectively. The line of credit, which expired on February 6, 2016, was extended for an additional year through February 6, 2017. At December 31, 2016 and 2015, the Organization had an outstanding balance of \$0.

Note 13—Restricted funds

Restricted funds are contributions that have been reserved for specific purposes designated by the donor. The restricted funds and the changes therein for the years ended December 31, 2016 and 2015 are as follows:

2016	Beginning balance	Contribution additions	Restrictions released	Ending balance
Temporarily restricted				
Seminar	\$ 0	\$ 33,554	\$ 33,554	\$ 0
CVB hotel taxes	332,389	623,869	573,933	382,325
Grants	100,000	0	0	100,000
Total temporarily restricted	<u>\$ 432,389</u>	<u>\$ 657,423</u>	<u>\$ 607,487</u>	<u>\$ 482,325</u>
2015				
Temporarily restricted				
Seminar	\$ 0	\$ 39,942	\$ 39,942	\$ 0
CVB hotel taxes	301,128	591,583	560,322	332,389
Grants	110,000	0	10,000	100,000
Total temporarily restricted	<u>\$ 411,128</u>	<u>\$ 631,525</u>	<u>\$ 610,264</u>	<u>\$ 432,389</u>

Note 14—Subsequent event

During 2017, the Organization made a five year commitment of \$30,000 a year to Raise the Bar Hancock County, a 501(c)(3) organization dedicated to creating a partnership of education, business, social services and community leaders focused on aligning and integrating the Hancock County, Ohio communication learning system.

SUPPLEMENTARY INFORMATION

FINDLAY-HANCOCK COUNTY ALLIANCE
SCHEDULE I - DEPARTMENTAL EXPENSES
For the Years Ended December 31, 2016 and 2015

	2016	2015
MEMBER SERVICES - CHAMBER		
Seminars	\$ 27,046	\$ 30,519
Business expo	11,931	11,658
Rally in the Alley	12,563	11,300
Safety council	7,106	5,137
Special events	33,240	31,962
Hancock Leadership Alumni Association	12,933	20,928
Total member services	\$ 104,819	\$ 111,504
MARKETING - CHAMBER		
Travel	\$ 5,171	\$ 5,037
Printing	5,999	6,168
Marketing/advertising	5,802	7,444
Hancock Leadership Alumni Association	657	160
Total marketing	\$ 17,629	\$ 18,809
ADMIN. - SALARIES AND BENEFITS - CHAMBER		
Salaries	\$ 299,561	\$ 246,966
Operational services	(60,590)	(61,456)
Employee benefits and taxes	97,492	83,481
Total admin. - salaries and benefits	\$ 336,463	\$ 268,991

FINDLAY-HANCOCK COUNTY ALLIANCE
SCHEDULE I - DEPARTMENTAL EXPENSES
For the Years Ended December 31, 2016 and 2015

	<u>2016</u>	<u>2015</u>
ADMIN. - OPERATIONS - CHAMBER		
Training	\$ 8,700	\$ 4,303
Board development	479	1,432
Dues and subscriptions	4,890	18,893
Postage	6,671	4,382
Telephone/internet	3,007	3,156
Professional services	5,291	5,250
Supplies and miscellaneous	9,794	8,996
Other expenses	1,137	2,107
Equipment maintenance	0	7,595
Software	10,245	6,249
Insurance	10,435	2,737
Facility - rent, utilities, & maintenance	25,418	23,747
Depreciation	<u>20,077</u>	<u>19,128</u>
Total admin. - operations	<u>\$ 106,144</u>	<u>\$ 107,975</u>
CONVENTION AND VISITORS' BUREAU		
Travel	\$ 3,116	\$ 2,272
Board development	774	570
Marketing	376,795	312,807
Salaries	113,415	119,619
Operational services	30,295	30,728
Employee benefits and taxes	21,026	18,526
Training	8,533	5,311
Dues and subscriptions	2,185	1,350
Postage	2,076	2,673
Telephone/internet	3,276	2,933
Professional services	8,175	6,052
Insurance	2,185	2,143
Facility - rent, utilities, & maintenance	25,033	23,583
Depreciation	14,628	16,409
Supplies and miscellaneous	<u>3,590</u>	<u>2,846</u>
Total Convention and Visitors' Bureau	<u>\$ 615,102</u>	<u>\$ 547,822</u>

FINDLAY-HANCOCK COUNTY ALLIANCE
SCHEDULE I - DEPARTMENTAL EXPENSES
For the Years Ended December 31, 2016 and 2015

	<u>2016</u>	<u>2015</u>
ECONOMIC DEVELOPMENT COUNCIL		
Program expenses	\$ 1,589	\$ 4,740
SBRC/MEP expenses	29,241	49,394
Travel	69,033	100,785
Printing	3,788	3,968
Marketing	38,026	28,001
In-kind contributions	19,170	15,940
Training	8,533	4,101
Salaries	192,067	254,141
Operational services	30,295	30,728
Employee benefits and taxes	68,702	78,961
Dues and subscriptions	13,914	10,596
Postage	822	168
Telephone/internet	8,120	6,888
Professional services	35,327	21,395
Insurance	3,533	2,290
Repair and maintenance	13,022	10,721
Depreciation	14,637	13,884
Bad debt	73,426	0
Software	680	0
Supplies and miscellaneous	5,943	2,713
	<u>629,868</u>	<u>639,414</u>
Total Economic Development Council	<u>\$ 629,868</u>	<u>\$ 639,414</u>