# AUDIO SCRIPTURE MINISTRIES (A Non-Profit Corporation) FINANCIAL STATEMENTS WITH SUPPLEMENTARY INFORMATION

# **SEPTEMBER 30, 2017 AND 2016**



## **INDEPENDENT AUDITORS' REPORT**

To the Officers and Board of Directors Audio Scripture Ministries Holland, Michigan

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Audio Scripture Ministries, which are comprised of the statement of financial position as of September 30, 2017 and 2016, and the related statements of activities (with comparative totals for 2016), 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 error or fraud.

## Auditors' 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.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Audio Scripture Ministries as of September 30, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

## **Supplementary Information**

Our audit was 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 audit 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.

## **Report on Summarized Comparative Information**

We have previously audited Audio Scripture Ministries' 2016 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 22, 2016. In our opinion, the summarized comparative information presented herein as of and for the period ended September 30, 2016, is consistent in all material respects, with the audited financial statements from which it has been derived.

Respectfully submitted,

DOLINKA, VANNOORD & COMPANY, P.L.L.P.

Dolinka, Van Moord & Co., PLLP

Certified Public Accountants Grand Rapids, Michigan

December 11, 2017

## AUDIO SCRIPTURE MINISTRIES STATEMENT OF FINANCIAL POSITION SEPTEMBER 30, 2017 AND 2016

## ASSETS

ASEIS		
	2017	2016
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 525,022	\$ 646,980
Certificates of Deposit	447,356	449,741
Inventory (Net of Provision for Obsolescence)	37,319	30,381
TOTAL CURRENT ASSETS	\$ 1,009,697	\$ 1,127,102
PROPERTY AND EQUIPMENT		
Land	\$ 131,000	\$ 131,000
Building	338,251	321,500
Office Equipment	16,949	9,968
Totals	\$ 486,200	\$ 462,468
Less: Accumulated Depreciation	(203,634)	(193,496)
NET PROPERTY AND EQUIPMENT	\$ 282,566	\$ 268,972
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TOTAL ASSETS	\$ 1,292,263	\$ 1,396,074

## AUDIO SCRIPTURE MINISTRIES STATEMENT OF FINANCIAL POSITION SEPTEMBER 30, 2017 AND 2016

## LIABILITIES AND NET ASSETS

		2017	 2016
LIABILITIES			
Accounts Payable	\$	-	\$ 375
Accrued Expenses:			
Payroll Taxes		-	139
Interest		710	685
Vacation Pay		754	4,323
Annuity Obligations		3,256	 3,726
TOTAL LIABILITIES	\$	4,720	 9,248
NET ASSETS			
Unrestricted	\$	887,492	\$ 982,389
Temporarily Restricted	· · · · ·	400,051	 404,437
TOTAL NET ASSETS	<u> </u>	1,287,543	\$ 1,386,826
TOTAL LIABILITIES			
AND NET ASSETS	\$	1,292,263	 1,396,074

## AUDIO SCRIPTURE MINISTRIES STATEMENT OF ACTIVITIES FOR THE YEAR ENDED SEPTEMBER 30, 2017 (WITH COMPARATIVE TOTALS FOR 2016)

	<u> </u>	2016		
	Unrestricted	Temporarily Restricted	Total	Total
SUPPORT AND REVENUES	<b>•</b> • • • • • • • • • • • • • • • • • •		<b>•</b> • • • • • • • • •	<b>•</b> • • • • • • • •
Contributions	\$ 461,721		\$ 1,094,418	\$ 1,006,858
Handling Fee Income	48,979		48,979	37,971
Investment Income Rent	6,712		6,712	3,825
Net Assets Released from Restriction:	4,243	-	4,243	4,240
Satisfaction of Program Restrictions	637,083	3 (637,083)		
Satisfaction of Flogram Restrictions	037,083	<u>(037,083)</u>		
TOTAL SUPPORT				
AND REVENUES	\$ 1,158,738	3 \$ (4,386)	\$ 1,154,352	\$ 1,052,894
		<u> </u>	<u> </u>	<u>Ф 1,052,094</u>
EXPENSES				
Program Expenses:				
United States Ministries	\$ 26,778	8 \$ -	\$ 26,778	\$ 45,061
Overseas Ministries	1,047,05	1	1,047,051	709,203
<b>Total Program Expenses</b>	\$ 1,073,829	9 \$ -	\$ 1,073,829	\$ 754,264
Supporting Services:				
General Administration	\$ 123,260		\$ 123,266	\$ 106,071
Fundraising	56,540	<u> </u>	56,540	53,188
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<b>Total Supporting Services</b>	\$ 179,800	<u> </u>	\$ 179,806	<u>\$ 159,259</u>
TOTAL EXPENSES	\$ 1,253,633	5 \$ -	\$ 1,253,635	\$ 913,523
IUTAL EATENSES	\$ 1,233,03.	<u> </u>	\$ 1,233,033	\$ 913,523
CHANGE IN NET ASSETS	\$ (94,89'	7) \$ (4,386)	\$ (99,283)	\$ 139,371
	φ ()4,0)	7) \$ (1,500)	φ ()),203)	Ψ 157,571
<b>BEGINNING NET ASSETS</b>	982,38	9 404,437	1,386,826	1,247,455
ENDING NET ASSETS	\$ 887,492	2 \$ 400,051	\$ 1,287,543	\$ 1,386,826

## AUDIO SCRIPTURE MINISTRIES STATEMENT OF CASH FLOWS FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash Received From:		
Contributions and Handling Fee Income	\$ 1,143,397	\$ 1,044,829
Investment Income	6,712	3,825
Other Activities	4,243	4,240
Cash Paid For:	-,	.,210
Program Services	(1,079,347)	(751,100)
Supporting Services	(172,379)	(151,422)
Interest	(2,766)	(2,518)
NET CASH FROM OPERATING ACTIVITIES	\$ (100,140)	<u>\$ 147,854</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Cash Purchase of Property and Equipment	\$ (23,733)	\$ -
Net Cash from Sale of Certificates of Deposit	2,385	49,791
		<b>•</b>
NET CASH FROM INVESTING ACTIVITIES	\$ (21,348)	\$ 49,791
CASH FLOWS FROM FINANCING ACTIVITIES		
Cash Payment of Annuity Obligations	\$ (470)	\$ (787)
NET INCREASE (DECREASE) IN CASH	\$ (121,958)	\$ 196,858
NET INCREASE (DECREASE) IN CASH	\$ (121,990)	Φ 190,038
CASH - BEGINNING OF YEAR	646,980	450,122
	<b>. .</b>	<b>•</b> •
CASH - END OF YEAR	\$ 525,022	<u>\$ 646,980</u>

## AUDIO SCRIPTURE MINISTRIES STATEMENT OF CASH FLOWS - CONTINUED FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

## **RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH FROM OPERATING ACTIVITIES**

	 2017		2016
CHANGE IN NET ASSETS	\$ (99,283)	\$	139,371
ADJUSTMENTS			
Depreciation	10,139		9,133
CHANGES IN ASSETS AND LIABILITIES			
(Increase) Decrease in:			
Inventory	(6,938)		(3,046)
Increase (Decrease) in:			
Accounts Payable	(375)		(179)
Accrued Expenses	 (3,683)	<u> </u>	2,575
NET CASH FROM OPERATING ACTIVITIES	\$ (100,140)		147,854

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Nature of Organization

Audio Scripture Ministries (ASM) is organized under Section 501(c)(3) of the Internal Revenue Code and is also exempt from state taxation. The Organization's headquarters is located in Holland, Michigan.

ASM is committed to providing the Bible in audio that all might have the opportunity to hear God's Word in their own language. ASM's commitment to the Great Commission directs them to serve others as they:

- partner with churches, ministries and individuals toward creating and distributing audio Scripture media to communicate the good news of Jesus
- facilitate production of audio recordings of the Bible in each language needed by people groups around the world
- distribute either directly or through other ministries, suitably formatted Scripture recordings among both non-Christians and Christians, whether living in their homelands or elsewhere
- encourage and assist the development of projects for audio Scripture recording and/or distribution by indigenous and other ministries

### **Basis of Accounting and Presentation**

The accompanying financial statements of the Organization have been prepared on the accrual basis of accounting utilizing three classes of net assets for reporting and presentation as follows:

Unrestricted net assets represent the Organization's resources that are available for operations.

Temporarily restricted net assets represent contributions received by the Organization which have been restricted for a special purpose by the donor, namely for missionary support and special projects. Once the restrictions have been met, the contributions will be released from their restrictions.

Permanently restricted net assets represent contributions that are subject to restrictions of gift instruments requiring that the principal be maintained in perpetuity and invested; the income may be used to support operations. The Organization has no permanently restricted assets.

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

#### **Cash and Cash Equivalents**

For purposes of the statements 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.

The Organization places its cash, cash equivalents, and certificates of deposit with several financial institutions. Although such cash balances exceed the federally insured limits at certain times during the year and at year end, they are, in the opinion of management, subject to minimal risk.

#### **Certificates of Deposit**

The certificates of deposit purchased for investment have an initial maturity of greater than three months after the year end and are recorded at their contract price plus accrued interest.

#### Inventory

Purchased inventories are stated at the lower of cost (first-in, first-out method) or market, including provisions for obsolescence commensurate with known or estimated exposures and consist of recording equipment and materials held for future ministry distribution. Donated inventories are stated at fair market value at the date of the gift. Inventories are shown net of an obsolescence valuation reserve of \$0 and \$6,700 for the years ended September 30, 2017 and 2016, respectively.

#### **Fixed Assets and Depreciation**

Major property and equipment items are capitalized at cost, or if donated, at fair market value on the date of the gift. The Organization capitalizes assets acquired with a cost over \$3,000. Depreciation is computed using the straight-line method over the estimated useful lives of the respective assets. Repairs and maintenance and minor furnishings and equipment purchases are charged to expense as incurred.

Depreciation expense was \$10,139 and \$9,133 for the years ended September 30, 2017 and 2016, respectively.

#### **Public Support and Revenue**

Contributions are recognized as revenue when donations are received. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, based on expressed donor restrictions. All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction has been satisfied or expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Various individuals have named ASM as a beneficiary in their wills. ASM will recognize the donation upon receipt of funds.

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

#### **Donated Services**

No amounts have been reflected in the financial statements for donated services. The Organization pays for most services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with specific assistance programs, campaign solicitations, and various committee assignments. The Organization received approximately 3,200 volunteer hours for the year end September 30, 2017.

#### **Allocation of Expenses**

Personnel costs are allocated between program and supporting services based on the estimated time devoted by the individuals involved. Various other expenses are also allocated by other appropriate methods.

#### **Use of Estimates**

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

#### **Income Taxes**

The Organization is exempt from federal income taxes under Internal Revenue Service Code Section 501(c)(3).

With few exceptions, periods ending September 30, 2014 and thereafter are subject to U.S. income tax examinations.

#### **NOTE 2 - ANNUITY OBLIGATIONS**

ASM has established a gift annuity plan whereby donors may contribute assets to the Organization in exchange for the right to receive a fixed dollar annual return during their lifetimes. Upon the death of the donor, the funds become the property of ASM. Gift annuities are reflected on the balance sheet at the present value of the annuity payments based on life expectancy tables issued by the Internal Revenue Service.

## **NOTE 3 - OPERATING LEASES**

The Organization leases office space at its Holland location under month to month leases. Total rent received under these operating leases amounted to \$4,243 and \$4,240 for the years ended September 30, 2017 and 2016, respectively.

The Organization has a 60 month operating lease with Pitney Bowes for a postage machine requiring monthly payments of \$115. The lease expires December, 2021. Total lease expense for the years ended September 30, 2017 and 2016 was \$1,132 and \$1,524, respectively.

### **NOTE 3 - OPERATING LEASES - Continued**

The Organization has a 60 month operating lease for a copier requiring monthly payments of \$240. The lease expires March, 2020, at which time the copier can be purchased at fair market value. Total lease expense was \$2,599 and \$3,021 for the year ended September 30, 2017 and 2016, respectively.

A schedule of minimum lease payments under the above non-cancelable operating leases are as follows:

Year Ended	A	mount
September 30, 2018	\$	4,260
September 30, 2019		4,260
September 30, 2020		2,820
September 30, 2021		1,380
September 30, 2022		345
TOTAL	\$	13,065

### **NOTE 4 - SUBSEQUENT EVENTS**

Management has evaluated subsequent transactions and events occurring after the statement of financial position date and through December 11, 2017, the date these financial statements were available to be issued, and has determined that no items require additional disclosure.

## **NOTE 5 - RECLASSIFICATIONS**

Certain items in the financial statements for 2016 have been reclassified to conform to the classifications used in 2017.

SUPPLEMENTARY INFORMATION

## AUDIO SCRIPTURE MINISTRIES SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED SEPTEMBER 30, 2017

	United States Ministries	Overseas Ministries	Program Expenses Subtotal	General Administration	Fundraising	Support Services Subtotal	TOTAL EXPENSES
Annuity Interest Payments	\$-	\$-	\$ -	\$-	\$ 2,766	\$ 2,766	\$ 2,766
Salaries and Wages	16,798	97,428	114,226	45,354	8,399	53,753	167,979
FICA Payroll Taxes	1,312	7,612	8,924	3,543	657	4,200	13,124
Group Health Insurance	5,162	29,939	35,101	13,937	2,581	16,518	51,619
Workers Compensation Insurance	513	2,975	3,488	1,385	257	1,642	5,130
Medical Reimbursements	994	5,767	6,761	2,685	497	3,182	9,943
Office Operation	165	992	1,157	3,636	3,470	7,106	8,263
Bank Service Charge	-	-	-	5,751	-	5,751	5,751
Promotion/Fundraising	-	-	-	-	22,332	22,332	22,332
Postage/Mailing	-	2,476	2,476	6,680	-	6,680	9,156
Dues and Subscriptions	-	-	-	4,578	-	4,578	4,578
Travel	-	9,894	9,894	3,682	-	3,682	13,576
Computer/Copier Operations	1,119	6,491	7,610	3,022	560	3,582	11,192
Utilities	197	1,184	1,381	4,340	4,143	8,483	9,864
Telephone/Communications	51	308	359	1,129	1,077	2,206	2,565
Depreciation	203	1,217	1,420	4,461	4,258	8,719	10,139
Building Repair and Maintenance	163	980	1,143	3,593	3,431	7,024	8,167
Building Insurance	101	604	705	2,214	2,112	4,326	5,031
Legal and Professional Fees	-	-	-	9,700	-	9,700	9,700
State Filing Fees	-	-	-	3,576	-	3,576	3,576
Overseas Ministries	-	307,821	307,821	-	-	-	307,821
Digital Players Ministries	-	65,128	65,128	-	-	-	65,128
Missionary Ministries		506,235	506,235				506,235
TOTALS	\$ 26,778	\$ 1,047,051	\$ 1,073,829	\$ 123,266	\$ 56,540	\$ 179,806	\$ 1,253,635
PERCENTAGE OF TOTAL EXPENSES	2.2%	83.5%	85.7%	9.8%	4.5%	14.3%	100.0%

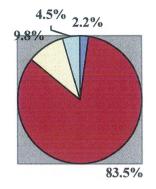
## AUDIO SCRIPTURE MINISTRIES SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED SEPTEMBER 30, 2016

	United States Ministries	Overseas Ministries	Program Expenses Subtotal	General Administration	_Fundraising_	Support Services Subtotal	TOTAL EXPENSES
Annuity Interest Payments	\$-	\$ -	\$ -	\$-	\$ 2,518	\$ 2,518	\$ 2,518
Salaries and Wages	27,721	90,093	117,814	39,849	15,593	55,442	173,256
FICA Payroll Taxes	2,233	7,259	9,492	3,211	1,256	4,467	13,959
Group Health Insurance	6,577	23,240	29,817	10,085	3,947	14,032	43,849
Workers' Compensation Insurance	316	1,115	1,431	484	189	673	2,104
Medical Reimbursements	1,189	4,201	5,390	1,823	713	2,536	7,926
Office Operation	852	3,009	3,861	1,306	510	1,816	5,677
Bank Service Charge	-	-	-	5,456	-	5,456	5,456
Promotion/Fundraising	-	-	-	-	24,899	24,899	24,899
Postage/Mailing	-	-	-	13,707	-	13,707	13,707
Dues and Subscriptions	-	-	-	5,440	-	5,440	5,440
Travel	-	3,990	3,990	1,089	-	1,089	5,079
Computer/Copier Operations	1,409	8,172	9,581	3,804	704	4,508	14,089
Utilities	1,385	4,892	6,277	2,123	830	2,953	9,230
Telephone/Communications	333	1,177	1,510	511	200	711	2,221
Depreciation	1,370	4,840	6,210	2,101	822	2,923	9,133
Building Repair and Maintenance	884	3,124	4,008	1,356	531	1,887	5,895
Building Insurance	792	2,799	3,591	1,215	476	1,691	5,282
Legal and Professional Fees	-	-	-	9,225	-	9,225	9,225
State Filing Fees	-	-	-	3,286	-	3,286	3,286
Overseas Ministries	-	123,294	123,294	-	-	-	123,294
Digital Players Ministries	-	81,609	81,609	-	-	-	81,609
Missionary Ministries		346,389	346,389	<u> </u>	<u> </u>		346,389
TOTALS	\$ 45,061	\$ 709,203	\$ 754,264	\$ 106,071	\$ 53,188	\$ 159,259	\$ 913,523
PERCENTAGE OF TOTAL EXPENSES	5.0%	77.6%	82.6%	11.6%	5.8%	17.4%	100.0%

See independent auditors' report.

## AUDIO SCRIPTURE MINISTRIES EXPENSES BY FUNCTION FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

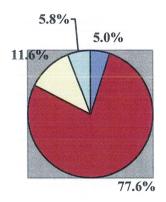
2017



U.S. Ministries 2.2%
Overseas Ministry 83.5%
General Administrative Expenses 9.8%
□ Fundraising 4.5%

PROGRAM EXPENSES	85.7 %
SUPPORTING SERVICES	14.3 %

2016





PROGRAM EXPENSES	82.6 %
SUPPORTING SERVICES	17.4 %

See independent auditors' report.