

CALIFORNIA WOMEN'S LAW CENTER
FINANCIAL STATEMENTS
JUNE 30, 2019



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INDEPENDENT AUDITOR'S REPORT

Board of Directors
California Women's Law Center
El Segundo, California

We have audited the accompanying financial statements of California Women's Law Center (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, 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

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit 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 California Women's Law Center as of June 30, 2019, 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.

A handwritten signature in black ink that reads "Boden Klein + Sneesby". The signature is written in a cursive, flowing style.

BODEN KLEIN & SNEESBY
Certified Public Accountants
Roseville, California

October 14, 2019

CALIFORNIA WOMEN'S LAW CENTER

Statement of Financial Position

June 30, 2019

ASSETS

Current assets:	
Cash	\$ 372,838
Investments	2,573,729
Receivables	16,000
Employee advances	818
Prepaid expenses	<u>1,908</u>
Total current assets	<u>2,965,293</u>
Property and equipment:	
Office equipment	70,825
Office furniture	<u>9,292</u>
Total property and equipment	80,117
Less: accumulated depreciation	<u>80,117</u>
Property and equipment, net	<u>-</u>
Other assets:	
Deposits	<u>4,474</u>
TOTAL ASSETS	<u><u>\$ 2,969,767</u></u>

LIABILITIES AND NET ASSETS

Current liabilities:	
Accounts payable	\$ 2,744
Accrued expenses	14,176
Deferred rent liability	<u>20,562</u>
Total current liabilities	37,482
Net assets:	
Without donor restrictions	<u>2,932,285</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 2,969,767</u></u>

See notes to financial statements.

CALIFORNIA WOMEN'S LAW CENTER

Statement of Activities

For the Year Ended June 30, 2019

Support and revenues:	
Contributions - IOLTA/Equal Access	\$ 299,336
Contributions - individuals and corporations	13,909
Foundation grants	87,640
Fundraising events, net of related expenses of \$36,146	131,943
Court awarded fees	66,705
Special award	600
Miscellaneous income	322
Realized loss on investments	(1,477)
Unrealized gain on investments	104,268
Interest income	<u>66,672</u>
Total support and revenues	<u>769,918</u>
Expenses:	
Program services	513,648
Supporting services	57,135
Fundraising	<u>48,364</u>
Total expenses	<u>619,147</u>
Change in net assets	150,771
Net assets, July 1, 2018	<u>2,781,514</u>
NET ASSETS, JUNE 30, 2019	<u><u>\$ 2,932,285</u></u>

See notes to financial statements.

CALIFORNIA WOMEN'S LAW CENTER

Statement of Functional Expenses

For the Year Ended June 30, 2019

	Program Services	Supporting Services	Fundraising	Total
Expenses:				
Audit	\$ -	\$ 5,700	\$ -	\$ 5,700
Bank & investment charges	11,760	1,307	-	13,067
Bookkeeping	-	8,175	-	8,175
Contract personnel	46,803	871	-	47,674
Depreciation	585	-	-	585
Dues and subscriptions	7,001	778	-	7,779
Equipment rental and maintenance	378	42	-	420
Insurance	-	7,304	-	7,304
Miscellaneous expenses	523	58	-	581
Office expense/supplies	6,563	2,636	-	9,199
Outside services	4,623	447	-	5,070
Payroll benefits	23,789	1,345	3,339	28,473
Payroll service fees	2,986	332	-	3,318
Payroll taxes	22,712	1,285	3,187	27,184
Postage and shipping	487	54	-	541
Printing and publications	2,073	230	-	2,303
Promotion	15,929	-	-	15,929
Rent and parking	59,270	6,585	-	65,855
Retirement contribution	11,844	670	1,662	14,176
Salaries	284,501	16,100	39,928	340,529
Telephone	6,036	671	-	6,707
Training	1,872	2,206	-	4,078
Travel	2,146	238	-	2,384
Workers' compensation	1,767	101	248	2,116
TOTAL EXPENSES	<u>\$ 513,648</u>	<u>\$ 57,135</u>	<u>\$ 48,364</u>	<u>\$ 619,147</u>

See notes to financial statements.

CALIFORNIA WOMEN'S LAW CENTER

Statement of Cash Flows
For the Year Ended June 30, 2019

Cash flow from operating activities:	
Change in net assets	\$ 150,771
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	585
Investments gains	(102,791)
Changes in operating assets and liabilities:	
Receivables	(16,000)
Employee advances	(818)
Prepaid expenses	3,268
Accounts payable	1,339
Accrued expenses	1,426
Deferred rent liability	<u>20,562</u>
Net cash provided by operating activities	<u>58,342</u>
Cash flow from investing activities:	
Proceeds from sale of investments	151,639
Purchases of investments	<u>(205,621)</u>
Net cash used in investing activities	<u>(53,982)</u>
Increase in cash	4,360
Cash at beginning of year	<u>368,478</u>
CASH AT END OF YEAR	<u><u>\$ 372,838</u></u>
<u>Supplemental disclosures</u>	
Cash paid for:	
Interest	<u>\$ -</u>
Income taxes	<u>\$ -</u>

See notes to financial statements.

CALIFORNIA WOMEN'S LAW CENTER

Notes to Financial Statements

June 30, 2019

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES:

a. Reporting entity -

The California Women's Law Center (the Center) was established to break down barriers and advance the potential of women and girls through transformative litigation, policy advocacy and education. To achieve its purpose, the Center provides technical support in these areas to legal service firms and private attorneys, community organizations, governmental agencies and direct service providers in the form of materials, training, amicus briefs, conferences, other aid and advice, and engages in advocacy.

b. Description of Major Program Funds -

The State Bar of California's Equal Access Fund grant promotes the Center's work addressing the unique needs of women veterans and their families.

The State Bar IOLTA grant promotes the Center's work supporting direct legal service providers throughout California.

The State Bar of California's Bank Housing Grant promotes the Center's work in addressing homelessness and protecting affordable housing in Los Angeles.

c. Standards of reporting -

The accompanying financial statements have been prepared on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred. The Center reports its financial position and activities according to two classes of net assets; net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions represents net assets not subject to donor-imposed restrictions and are available to support the Center's activities and operations at the discretion of management and the Board of Directors. Net assets with donor restrictions represents net assets subject to donor-imposed stipulations that are met either by satisfying the stipulation or through the passage of time. When a donor-imposed restriction is met or expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported on the statement of activities as net assets released from restrictions. It is the policy of the Organization to record restricted support as net assets without donor restrictions when the donor-imposed restrictions have been satisfied within the same reported period. At June 30, 2019, the Center had no net assets with donor restrictions.

CALIFORNIA WOMEN'S LAW CENTER

Notes to Financial Statements

June 30, 2019

d. Use of Estimates -

In preparing financial statements in conformity with accounting principles generally accepted in the United States of America, management must make estimates based on future events that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenues and expenses during the reporting period. Actual results could differ from those estimates.

e. Receivables -

Management estimates that all receivables are fully collectible. Accordingly, no allowance for doubtful accounts has been recorded. All receivables are due within one year.

f. Investments -

The Center reports investments in equity securities with readily determinable fair values and all debt securities at fair value. Other investments are carried at cost. Investment income and gains restricted by a donor are reported as increases in net assets without donor restrictions if the restrictions are met in the reporting period in which the income and gains are recognized.

g. Property and equipment -

All acquisitions of property and equipment in excess of \$500 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight line method over five years.

h. Income Taxes -

The Center is a non profit organization exempt from income taxes under Internal Revenue Code Section 501(c)(3) and Section 23701(d) of the California Code. There was no impact on the Center's financial statements relating to uncertain tax positions. The Center's tax returns remain subject to examination from the various taxing authorities for up to four years.

i. Donated Services -

Contributions of donated non-cash assets are recorded at their fair market values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair market values in the period received.

CALIFORNIA WOMEN'S LAW CENTER

Notes to Financial Statements

June 30, 2019

j. Functional Expenses -

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated on the basis of benefits received. Costs such as salaries and benefits are allocated based on time and effort.

k. Fair value hierarchy -

FASB ASC 820, *Fair Value Measurement* provides guidance for measuring the fair value of assets and liabilities. The objective of a fair value measurement is to determine the price that would be received when selling an asset or paid when transferring a liability. The guidance outlines a fair value hierarchy that gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy are described below.

- Level 1 - Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities.
- Level 2 - Quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly.
- Level 3 - Prices or valuations that require inputs that are both significant to the fair value measurement and unobservable.

NOTE 2 - INVESTMENTS:

Investments are stated at fair value and are all being measured under Level 1 inputs under the fair value hierarchy. At June 30, 2019 investments consisted of \$1,387,254 of fixed income funds and \$1,186,475 of equity funds.

NOTE 3 - CONCENTRATION OF CREDIT RISK:

The Center's cash is maintained at various financial institutions. The Center has exposure to credit risk to the extent that its cash exceeds amounts covered by federal deposit insurance. The Center believes that its credit risk, if any, is not significant.

CALIFORNIA WOMEN'S LAW CENTER

Notes to Financial Statements

June 30, 2019

NOTE 4 - RETIREMENT PLAN:

The Center participates in a SEP-IRA arrangement under which the Center allows discretionary contributions towards an employee's individual retirement account or annuity (IRA) of up to 5% per year. In order to participate, employees must have one year's service. The Center made contributions of \$14,176 to the plan for the year ended June 30, 2019. In addition, the Center offers a voluntary salary deferral plan under section 403(b).

NOTE 5 - COMMITMENTS:

The Center leases its premises under an operating lease which expires July 31, 2022. The current monthly lease payment is \$7,318. Total rental expense for the year ended June 30, 2019 was \$60,831 including common area maintenance charges. The future annual operating lease commitment is as follows:

Fiscal Year Ending <u>June 30,</u>	
2020	\$ 82,248
2021	82,248
2022	82,248
2023	<u>6,854</u>
Total	<u>\$ 253,598</u>

NOTE 6 - SUBSEQUENT EVENTS:

Management has evaluated subsequent events through October 14, 2019, the date on which the financial statements were available to be issued.

NOTE 7 - LIQUIDITY:

The following reflects the Center's financial assets as of the statement of financial position date.

Financial assets available to meet cash needs for general expenditures within one year, at June 30, 2019	<u>\$ 2,962,567</u>
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As part of the Center's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.