

DUPAGE COUNTY HISTORICAL MUSEUM  
FOUNDATION, INC.  
WHEATON, ILLINOIS

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ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED  
DECEMBER 31, 2019

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

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## **INDEPENDENT AUDITORS' REPORT**

This section includes the opinion of the Foundation's independent auditing firm.



## **INDEPENDENT AUDITORS' REPORT**

May 22, 2020

Board of Directors  
DuPage County Historical Museum Foundation, Inc.  
Wheaton, Illinois

We have audited the accompanying financial statements of the DuPage County Historical Museum Foundation, Inc. Illinois (a nonprofit organization), which comprise the statement of financial position as of December 31, 2019 and 2018, and the related statements of activities cash flows, and functional expenses for the year 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 opinions 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 of 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 DuPage County Historical Museum Foundation, Inc.'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 DuPage County Historical Museum Foundation, Inc.'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 opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the DuPage County Historical Museum Foundation, Inc., as of December 31, 2019 and 2018, and the changes in its net assets and its cash flow for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the DuPage County Historical Museum Foundation, Inc.'s (a nonprofit organization) financial statements. The supplemental schedules are presented for purposes of additional analysis and are not a required part of the financial statements.

The supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such 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 basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Lauterbach & Amen, LLP*  
LAUTERBACH & AMEN, LLP

## **FINANCIAL STATEMENTS**

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Statement of Financial Position  
December 31, 2019 and 2018**

	2019	2018
<b>ASSETS</b>		
Cash and cash equivalents	\$ 92,398	\$ 67,086
Receivables - net of allowance		
Accounts	14,642	25,097
Other	—	21
Prepays	1,138	200
<b>TOTAL ASSETS</b>	<b>\$ 108,178</b>	<b>\$ 92,404</b>
<b>LIABILITIES</b>		
Accounts payable	\$ 326	\$ 1,546
Other payable	619	954
<b>TOTAL LIABILITIES</b>	<b>945</b>	<b>2,500</b>
<b>NET ASSETS</b>		
With donor restrictions	—	2,500
Without donor restrictions	107,233	87,404
<b>TOTAL NET ASSETS</b>	<b>107,233</b>	<b>89,904</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 108,178</b>	<b>\$ 92,404</b>

The notes to the financial statements are an integral part of this statement.

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Statement of Activities  
For the Fiscal Year Ended December 31, 2019**

	Totals	Without Donor Restrictions	With Donor Restrictions
Revenue and support			
Fund raising events			
Casino night	\$ 25,649	\$ 25,649	\$ —
Octoberfest	26,895	26,895	—
Other even revenue	670	670	—
Total fund raising events	<u>53,214</u>	<u>53,214</u>	<u>—</u>
Fund raising event costs			
Casino night	11,791	11,791	—
Octoberfest	12,575	12,575	—
Total fund raising event costs	<u>24,366</u>	<u>24,366</u>	<u>—</u>
Total net fund raising event revenue	28,848	28,848	—
Memberships	1,289	1,289	—
Contributions	18,609	18,609	—
Annual appeal	3,850	3,850	—
Grants	2,500	2,500	—
Other revenue	49	49	—
Net assets released from restrictions	—	2,500	(2,500)
TOTAL REVENUE AND SUPPORT	<u>55,145</u>	<u>57,645</u>	<u>(2,500)</u>
Expenses			
Management and general			
Administrative	7,981	7,981	—
Bank and credit card fees	757	757	—
Memberships	588	588	—
Total management and general	<u>9,326</u>	<u>9,326</u>	<u>—</u>
Development			
Salary reimbursement	25,813	25,813	—
Contribution to Wheaton Park District	2,677	2,677	—
Total development	<u>28,490</u>	<u>28,490</u>	<u>—</u>
TOTAL EXPENSES	<u>37,816</u>	<u>37,816</u>	<u>—</u>
CHANGES IN NET ASSETS	17,329	19,829	(2,500)
NET ASSETS - BEGINNING	<u>89,904</u>	<u>87,404</u>	<u>2,500</u>
NET ASSETS - ENDING	<u>\$ 107,233</u>	<u>\$ 107,233</u>	<u>\$ —</u>

The notes to the financial statements are an integral part of this statement.



**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Statement of Activities  
For the Fiscal Year Ended December 31, 2018**

	Totals	Without Donor Restrictions	With Donor Restrictions
Revenue and support			
Fund raising events			
Casino night	\$ 33,327	\$ 33,327	\$ —
Octoberfest	26,480	26,480	—
Other even revenue	1,200	1,200	—
Total fund raising events	<u>61,007</u>	<u>61,007</u>	<u>—</u>
Fund raising event costs			
Casino night	10,233	10,233	—
Octoberfest	14,166	14,166	—
Total fund raising event costs	<u>24,399</u>	<u>24,399</u>	<u>—</u>
Total net fund raising event revenue	36,608	36,608	—
Memberships	544	544	—
Contributions	30,862	28,362	2,500
Annual appeal	2,621	2,621	—
Grants	2,500	2,500	—
Other revenue	56	56	—
Net assets released from restrictions	—	4,756	(4,756)
TOTAL REVENUE AND SUPPORT	<u>73,191</u>	<u>75,447</u>	<u>(2,256)</u>
Expenses			
Management and general			
Administrative	11,055	11,055	—
Bank and credit card fees	600	600	—
Memberships	130	130	—
Total management and general	<u>11,785</u>	<u>11,785</u>	<u>—</u>
Development			
Salary reimbursement	25,000	25,000	—
Contribution to Wheaton Park District	4,755	4,755	—
Total development	<u>29,755</u>	<u>29,755</u>	<u>—</u>
TOTAL EXPENSES	<u>41,540</u>	<u>41,540</u>	<u>—</u>
CHANGES IN NET ASSETS	31,651	33,907	(2,256)
NET ASSETS - BEGINNING	<u>58,253</u>	<u>53,497</u>	<u>4,756</u>
NET ASSETS - ENDING	<u>\$ 89,904</u>	<u>\$ 87,404</u>	<u>\$ 2,500</u>

The notes to the financial statements are an integral part of this statement.

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Statement of Cash Flows  
For the Fiscal Years Ended December 31, 2019 and 2018**

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	2019	2018
CASH FROM OPERATING ACTIVITIES		
Change in net assets	\$ 17,329	\$ 31,651
Adjustments to reconcile change in net assets to net cash from operating activities:		
Accounts receivable	10,477	(5,509)
Prepays	(938)	(200)
Accounts payable	(1,220)	(20,197)
Other payable	(336)	—
NET CHANGE IN CASH AND CASH EQUIVALENTS	25,312	5,745
CASH AND CASH EQUIVALENTS - BEGINNING	67,086	61,341
CASH AND CASH EQUIVALENTS - ENDING	<u>\$ 92,398</u>	<u>\$ 67,086</u>

The notes to the financial statements are an integral part of this statement.

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Notes to the Financial Statements**

**December 31, 2019**

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

**Foundation Purpose**

The DuPage County Historical Museum Foundation, Inc. (Foundation), incorporated under the Not-for-profit Corporation Act of the State of Illinois, is engaged in fund-raising activities solely to benefit the DuPage County Historical Museum (Museum). The Museum is an educational institution operated as a facility of the Wheaton Park District, owned by the County of DuPage by resolution of the County Board pursuant to state statute. The Museum's principal purposes are to educate the general public through the collection, preservation, interpretation, and exhibition of materials which document the history of DuPage County and its relationship to Illinois and the nation, and to provide local history services for historical organizations and for scholarly endeavors. The Foundation's primary function is to raise funds to support the Museum's mission.

**Basis of Accounting**

The financial statements are prepared using the accrual basis of accounting in which revenue is recognized when earned and expenses are recognized when incurred.

**Net Assets**

The Foundation's financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. Net assets of Foundation and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the Foundation's management and the board of directors.

Net assets with donor restrictions - Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Foundation or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the Statement of Activities.

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Notes to the Financial Statements**

**December 31, 2019**

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

**Use of Estimates**

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

**Cash and Cash Equivalents**

For the purpose of the Statement of Financial Position, cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent. For the purpose of the Statement of Cash Flows, cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and all highly liquid investments with an original maturity of three months or less.

**Receivables**

In the Statement of Financial Position, receivables are stated at the amount billed. The Foundation does not charge late fees on amounts past due. An allowance for uncollectible accounts has not been established since management believes all accounts are substantially collectible. Management's periodic evaluation of the collectability of receivables is based on past experience, known and inherent risks in the receivables, adverse situations that may affect the Foundation's ability to be repaid, and current economic conditions. Receivables deemed uncollectible are charged to expense.

**Prepays/Inventories**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements. Prepays/inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method.

**Contributions**

All contributions are considered to be available for unrestricted use, unless specifically restricted by the donor. Amounts received that are designated for future periods, or restricted by the donor for specific purposes, are reported as with donor restrictions support that increase in the net asset classes. However, if a restriction is fulfilled in the same time period in which the contribution is received, the Foundation reports the support as without donor restrictions.

Gifts of property and equipment are reported as unrestricted support, unless explicit donor stipulations specify how the donated asset must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used, and gifts of cash or other assets that must be used to acquire long-lived assets, are reported as restricted support. Absent explicit donor stipulations about how these long-lived assets must be maintained, the Foundation reports expiration of donor restrictions when the donated or acquired long-lived assets are placed in service.

DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.

Notes to the Financial Statements  
December 31, 2019

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

**Income Taxes**

The Foundation is exempt from income tax under IRC section 501(c)(3), and similarly, is exempt from State of Illinois taxes under the Illinois Tax Act Section 205(a), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the Code. The Foundation has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. The Foundation has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements. There was no unrelated business income for the year ended December 31, 2019.

The Foundation's Forms 990, *Return of Organization Exempt from Income Tax*, are subject to examination by the IRS, generally, for three years after they were filed. Annual filings with the State of Illinois are, similarly, subject to examination.

**Budgetary Information**

The budget is prepared on the same basis and uses the same accounting principles as are used to prepare the financial statements. The budget is authorized by the board of directors, which is reviewed monthly against actual revenue and expenses by the board. The board discussed with staff the provisions for generating revenue, assuring long-term solvency, and maintaining services. Their recommendations are presented to the board of directors for discussion and decision making. No supplemental appropriations were made during the year.

**NOTE 2 - DETAIL NOTES ON ALL FUNDS**

**Cash and Cash Equivalents**

At December 31, 2019, cash and cash equivalents included \$92,398 held in commercial banks of which the entire balance was insured by the Federal Deposit Insurance Corporation.

**Net Assets**

Net Assets with donor restrictions as of December 31, 2019 and December 31, 2018 was comprised of the following:

	2019	2018
Home Grown Exhibit	\$ —	\$ 2,500

DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.

Notes to the Financial Statements  
December 31, 2019

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NOTE 2 - DETAIL NOTES ON ALL FUNDS - Continued

Net Assets - Continued

The source of net assets released from donor restrictions by incurring expenses satisfying the restriction, or by the occurrence of events specified by the donor, was as follows for the years ended December 31, 2019 and December 31, 2018:

	2019	2018
LED green lights	\$ —	\$ 2,256
Home Grown Exhibit	2,500	2,500
	<u>\$ 2,500</u>	<u>\$ 4,756</u>

Availability and Liquidity

The following represents Foundation's financial assets at December 31, 2019:

Financial assets at year end:		
Cash and cash equivalents	\$	92,398
Accounts receivable		14,642
Total financial assets		<u>107,040</u>
Less amounts not available to be used within one year:		
Net assets with donor restrictions		<u>—</u>
Financial assets available to meet general expenditures over the next twelve months		<u><u>107,040</u></u>

The following represents Foundation's financial assets at December 31, 2018:

Financial assets at year end:		
Cash and cash equivalents	\$	67,086
Accounts receivable		25,118
Total financial assets		<u>92,204</u>
Less amounts not available to be used within one year:		
Net assets with donor restrictions		<u>2,500</u>
Financial assets available to meet general expenditures over the next twelve months		<u><u>89,704</u></u>

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Notes to the Financial Statements  
December 31, 2019**

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**NOTE 2 - DETAIL NOTES ON ALL FUNDS - Continued**

**Contributed Goods/Services**

The Foundation recognized contribution revenue and related expenses for certain goods and services received at fair value. For the years ended December 31, 2019 and December 31, 2018, those included the following:

	<u>2019</u>	<u>2018</u>
Equipment, supplies, and other services for fundraising events	<u>\$ 3,238</u>	<u>3,769</u>

In addition, volunteers donated a number of hours, estimated at a value of approximately \$1,436 and \$675 for the years ended December 31, 2019 and December 31, 2018, respectively, in the Foundation's fundraising efforts, which is not reflected in the accompanying financial statements.

**DuPage Foundation Account**

The DuPage Foundation Account (DF), formerly the DuPage Community Foundation, established a designated account, the Agency Fund, on behalf of the Foundation in September 2007. The purpose of this account is to strengthen the future of the Foundation and enhance its purpose. The account is considered a designated fund of DF and not an asset of the Foundation.

Donations made to DF and designated by the DF's Board of Directors for future use by the Foundation are deposited into the Agency Fund. The Board of Directors of the Foundation can designate the use of monies in the Agency Fund, and can withdraw funds beginning approximately one year after the Agency Fund's balance meets or exceeds \$25,000. The Agency Fund had a balance of \$33,497 at December 31, 2019 (\$28,470 at December 31, 2018). The Foundation received \$1,300 from the Agency Fund during 2019 and \$1,200 during 2018.

Upon achieving the required balance of \$25,000, annual disbursements must meet the following requirements, which were all met upon 2018 disbursement:

- Income must support distribution
- Maximum distribution of 5% of the fund balance
- Minimum distribution of \$500

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Notes to the Financial Statements**

**December 31, 2019**

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**NOTE 2 - DETAIL NOTES ON ALL FUNDS - Continued**

**DuPage Foundation Account - Continued**

The Foundation maintains an investment pool for all its funds which consists primarily of marketable equity securities, mutual funds, United States government and agency securities and corporate debt securities. No specific securities are designated for a specific fund. Realized gains/losses, unrealized gains/losses, and dividend and interest income net of fees are divided monthly on a prorated basis across all funds of the Foundation.

**NOTE 3 - SUBSEQUENT EVENT**

Subsequent to the date of the financial statements and prior to the audit opinion date, the World Health Organization declared the COVID-19 virus a public health emergency. As of the date of this report, the extent of the impact of COVID-19 on the Foundation's operations and financial position cannot be determined.



## **SUPPLEMENTAL SCHEDULES**

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Schedule of Revenue and Support - Budget and Actual  
For the Fiscal Year Ended December 31, 2019**

	Budget	Actual	Variance Over (Under)
Revenue and support			
Fund raising events revenues			
Casino night	\$ 23,471	\$ 25,649	\$ 2,178
Octoberfest	16,750	26,895	10,145
Other event revenue	1,200	670	(530)
Total fund raising events revenues	<u>41,421</u>	<u>53,214</u>	<u>11,793</u>
Fund raising event costs			
Casino night	7,108	11,791	4,683
Octoberfest	11,750	12,575	825
Total fund raising event costs	<u>18,858</u>	<u>24,366</u>	<u>5,508</u>
Total net fund raising event revenue	<u>22,563</u>	<u>28,848</u>	<u>6,285</u>
Memberships	<u>745</u>	<u>1,289</u>	<u>544</u>
Contributions	<u>13,965</u>	<u>18,609</u>	<u>4,644</u>
Annual appeal	<u>4,238</u>	<u>3,850</u>	<u>(388)</u>
Sponsorship	<u>3,300</u>	<u>—</u>	<u>(3,300)</u>
Grants	<u>3,500</u>	<u>2,500</u>	<u>(1,000)</u>
Other revenue	<u>50</u>	<u>49</u>	<u>(1)</u>
<b>TOTAL REVENUE AND SUPPORT</b>	<u><u>\$ 48,361</u></u>	<u><u>\$ 55,145</u></u>	<u><u>\$ 6,784</u></u>

**DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC.**

**Schedule of Expenses - Budget and Actual  
For the Fiscal Year Ended December 31, 2019**

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	Budget	Actual	Variance Over (Under)
Expenses			
Management and general			
Administrative	\$ 8,216	\$ 7,981	\$ (235)
Bank and credit card fees	885	757	(128)
Memberships	215	588	373
Total management and general	<u>9,316</u>	<u>9,326</u>	<u>10</u>
Development			
Salary reimbursement	25,750	25,813	63
Contribution to Wheaton Park District	7,750	2,677	(5,073)
Total development	<u>33,500</u>	<u>28,490</u>	<u>(5,010)</u>
 TOTAL EXPENSES	 <u>\$ 42,816</u>	 <u>\$ 37,816</u>	 <u>\$ (5,000)</u>