Financial Statements for the year ended December 31, 2020



Independent Auditor's Report

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Certified Public Accountants

To the Board of Directors Xavier Society for the Blind

We have audited the accompanying financial statements of Xavier Society for the Blind (the "Society") which comprise the statement of financial position as of December 31, 2020 and December 31, 2019 and the related statements of activities, functional expenses 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 audits 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. 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 Xavier Society for the Blind as of December 31, 2020 and December 31, 2019, and the results of its activities and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Caron Wesen WeGity & Donnely LCP

Statement of Financial Position

Assets

	December 31		
	2020	2019	
Cash and cash equivalents	\$ 404,497	\$ 249,368	
Investments in marketable securities	16,519,033	14,693,308	
Investment in annuity funds	82,185	80,968	
Prepaid expenses and other	11,381	24,047	
Security deposits	8,325	8,325	
Leasehold improvements and equipment, net	6,060	10,854	
Total assets	<u>\$17,031,481</u>	<u>\$ 15,066,870</u>	
Liabilities and Net Assets			
Liabilities			
Accounts payable and accrued expenses	\$ 34,428	\$ 55,134	
Annuity payable	29,168	35,071	
Total liabilities	63,596	90,205	
Net assets			
Without donor restrictions			
Undesignated	395,835	237,460	
Board designated endowment	16,377,215	14,551,490	
Total net assets without donor restrictions	16,773,050	14,788,950	
With donor restrictions	194,835	187,715	
Total net assets	16,967,885	14,976,665	
Total liabilities and net assets	<u>\$17,031,481</u>	<u>\$ 15,066,870</u>	

Statement of Activities

			Decen	ıber 31		
		2020		2019		
	Without Donor <u>Restrictions</u>	With Donor <u>Restrictions</u>	Total	Without Donor Restrictions	With Donor <u>Restrictions</u>	Total
Public support and revenue						
Contributions	\$ 401,382	\$ -	\$ 401,382	\$ 393,280	\$ -	\$ 393,280
Legacy donations	783,151	-	783,151	193,690	-	193,690
PPP – Grant	106,042	-	106,042	-	-	-
Special events	-	-	-	15,962		15,962
Other	2,184		2,184	5,784		5,784
Total public support and revenue	1,292,759		1,292,759	608,716		608,716
Expenses		-				
Program services	724,569	-	724,569	731,319	-	731,319
Fundraising	184,307	-	184,307	221,758	-	221,758
Management and general	194,074		194,074	150,784		150,784
Total expenses	1,102,950		1,102,950	1,103,861		1,103,861
Excess (deficiency) of public support and revenue over expenses before investment return	189,809		189,809	(495,145)		(495,145)
Investment return						
Designated for operations	554,811	-	554,811	517,442	-	517,442
Investment return, net	1,239,480	7,120	1,246,600	1,844,309	5,229	1,849,538
Total investment return	1,794,291	7,120	1,801,411	2,361,751	5,229	2,366,980
Change in net assets	1,984,100	7,120	1,991,220	1,866,606	5,229	1,871,835
Net assets, beginning of year	14,788,950	187,715	14,976,665	12,922,344	182,486	13,104,830
Net assets, end of year	<u>\$16,773,050</u>	<u>\$ 194,835</u>	<u>\$16,967,885</u>	<u>\$ 14,788,950</u>	<u>\$ 187,715</u>	<u>\$14,976,665</u>

See notes to financial statements.

Statement of Functional Expenses

	December 31									
	2020				2019					
		Supporting	g Activities		Supporting Activities					
	Program Services	Fundraising	Management and <u>General</u>	Total	Program Services	Fundraising	Management and <u>General</u>			
Salaries and wages	\$ 353,424	\$ 73,527	\$ 84,236	\$ 511,187	\$ 348,071	\$ 70,957	\$ 81,793	\$ 500,821		
Employee benefits and payroll taxes	104,158	19,334	20,779	144,271	94,302	17,287	18,602	130,191		
Subcontracted publication services	75,827	57,096	-	132,923	63,365	34,823	-	98,188		
Supplies	21,720	2,245	2,245	26,210	13,856	1,262	1,262	16,380		
Postage and shipping	4,449	742	742	5,933	5,497	916	916	7,329		
Telephone and internet	7,949	1,325	1,325	10,599	17,303	2,884	2,884	23,071		
Rent	77,997	12,999	12,999	103,995	107,511	-	-	107,511		
Insurance	1,264	1,264	7,582	10,110	8,514	1,419	1,419	11,352		
Professional fees	4,748	74	57,829	62,651	2,873	2,873	35,302	41,048		
Service contracts	33,615	6,074	540	40,229	26,973	12,693	-	39,666		
Subcontracted transcription services	5,866	-	-	5,866	1,361	-	-	1,361		
Donor acquisition	_	5,481	-	5,481	-	70,962	-	70,962		
Other	28,758	4,146	5,797	38,701	31,027	5,682	8,606	45,315		
Depreciation	4,794			4,794	10,666			10,666		
Total	<u>\$ 724,569</u>	<u>\$ 184,307</u>	<u>\$ 194,074</u>	\$1,102,950	<u>\$ 731,319</u>	\$ 221,758	<u>\$ 150,784</u>	<u>\$ 1,103,861</u>		

See notes to financial statements.

Statement of Cash Flows

	Year Ended December 31		
	2020	2019	
Cash flows from operating activities			
Changes in net assets	\$ 1,991,220	\$ 1,871,835	
Adjustments to reconcile change in net assets to			
net cash provided by (used in) operating activities			
Depreciation	4,794	10,666	
Realized (gain) on sale of investments	(157,895)		
Unrealized (gain) loss on investments	(1,452,046)	(1,962,266)	
Increase (decrease) in cash resulting from			
changes in operating assets and liabilities			
Prepaid expenses	12,666	1,783	
Accounts payable and accrued expenses	(20,706)	23,082	
Net cash provided by (used in) operating			
activities	378,033	(181,462)	
Cash flows from investing activities			
Purchase of investments	(4,269,750)	(2,190,840)	
Proceeds from sale of investments	4,052,749	2,429,539	
Net cash provided by (used in) investing			
activities	(217,001)	238,699	
Cash flows (used in) financing activities			
Payment of annuity obligations	(5,903)	(2,425)	
Net increase in cash and cash equivalents	155,129	54,812	
Cash and cash equivalents, beginning of year	249,368	194,556	
Cash and cash equivalents, end of year	<u>\$ 404,497</u>	<u>\$ 249,368</u>	

Notes to Financial Statements December 31, 2020

Note 1 - Nature of operations and summary of significant accounting policies

Organization

Xavier Society for the Blind (the "Society") provides free reading material to clients who are sight impaired, without any charges for use or shipping. The reading materials, which are of a religious nature, are distributed mainly through the United States and Canada. In addition to sacred scripture, manuals of prayer, and religious textbooks, etc., the Society's principal ongoing services are to maintain a lending library and provide books and periodicals to the sight impaired.

A. Libraries

At December 31, 2020, the Society maintained an extensive Braille library from which publications are provided to clients on demand. In addition, the Society maintained a lending library of 2,085 books in digital media format, with at least three copies of every title for daily circulation. The libraries have not been capitalized because most of the items comprising the collection are of low individual value and are subject to more than usual deterioration from use. From time to time, donations of library material have been made to other libraries. Master copies are reserved for copy making, the costs for material and binding are expensed. The libraries are covered by the Society's regular insurance.

B. Periodicals

The Society provides its clients, on request, the *Xavier Review*, *Mass Propers and the Catholic review* in audio and in Braille. The Society also provides access to several periodicals through downloads from its website. The costs of this service are expensed under subcontracted publication services in the statement of functional expenses.

Basis of accounting

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America.

Use of estimates

The preparation of financial statements in conformity 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 revenue and expenses during the reporting period. Actual results could differ from those estimates.

Notes to Financial Statements (continued) December 31, 2020

<u>Note 1 – Nature of operations and summary of significant accounting policies</u> (continued)

Financial statement presentation

Under accounting principles generally accepted in the United States of America, the Society is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions as follows:

• Net assets without donor restrictions

Net assets without donor restrictions undesignated and available for general purposes and are used for the general activity of the Society. Assets restricted by Board designation are classified and reported as net assets without donor restrictions.

• Net assets with donor restrictions

Net assets with temporary donor restrictions consist of resources, the use of which have been restricted by donors. The release of net assets from restrictions results from either the satisfaction of the restricted purposes specified by the donors or from the passage of time.

Net assets with net assets with perpetual restrictions consist of resources, the use of which have been permanently restricted by donors and the income of which is directed for specific programs by the donor.

Contributions

Unconditional promises to give are recognized as contribution revenue and receivables in the period in which the promise is received. An asset other than cash, received as a gift, is recorded at fair value at the date of the gift or when proceeds from the sale of the asset are received. The Society records contributions received as net assets without donor restrictions and net assets with donor restrictions depending on the existence of any donor restrictions. Restricted contributions are reported as net assets without restrictions in the period in which they are received if the restrictions are met in the same reporting period.

Legacies and bequest are recognized when the gift is received, except that, if the Society has been notified by an administrator or attorney of an estate or trust that a specified amount has been determined and will be sent within a reasonable time, the legacy gift is recognized as an unconditional promise to give and is recorded as contribution revenue and a contribution receivable in the period that the notification is received.

Notes to Financial Statements (continued) December 31, 2020

Note 1 – Nature of operations and summary of significant accounting policies (continued)

Donated services

Donated services consist of time spent by volunteers and are recorded at their estimated fair values when they meet certain conditions. Donated services are reported as contribution revenue and expenses only if the services create or enhance a nonmonetary asset or would typically need to be purchased by the Society and are provided by individuals with such specialized skills.

Individuals volunteer (non-specialized) their time and perform a variety of tasks that assists the Society's mission. These services do not meet the criteria to be recorded and have not been included in the financial statements.

Cash and cash equivalents

Investments with original maturities of three months or less when purchased are considered to be cash equivalents. Funds on deposit at brokers and invested in money market accounts or liquid asset funds are considered to be marketable securities.

Investments

Investments are reported at fair value. Realized gain or loss on the sale of marketable securities is based on average cost; unrealized gain or loss on investments held at the statement of financial position date reflect the difference between fair value compared to the previously adjusted historical cost.

Fair measurements

Accounting principles generally accepted in the United States of America establish a framework for measuring fair value and require disclosures about fair value measurements, including a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value into three broad levels explained below:

- Level 1 Fair value is based on quoted prices available in active markets for identical investments as of the reporting date. Investments included in this category include listed equities.
- Level 2 Fair value is based on inputs, other than Level 1, that are observable for the asset or liability, either directly or indirectly, for substantially the full term of the asset or liability through corroboration with observable market data.
- Level 3 Fair value is based on significant unobservable inputs for the asset and liability. These inputs require significant management judgment or estimation. Certain investments valued using a net asset value, or its equivalent, are subject to current redemption restrictions that will not be lifted in the near term are including in this category.

Notes to Financial Statements (continued) December 31, 2020

<u>Note 1 – Nature of operations and summary of significant accounting policies</u> (continued)

Leasehold improvements and equipment

Expenditures for leasehold improvements and equipment are capitalized at cost. The Society capitalizes expenditures for property and equipment above a nominal amount with a useful life of greater than one year. Furniture, fixtures and equipment are depreciated on the straight-line method over their estimated useful lives, and leasehold improvements are amortized over the expected life of the lease.

Retirement benefits

The Society participates in a noncontributory retirement plan of the Archdiocese of New York for all employees. Annual funding requirements of the Society are based on charges submitted by the Archdiocese. The provision for retirement benefits was \$24,807 in 2020 and \$25,530 in 2019.

Concentrations of credit risk

The Society's financial instruments that are potentially exposed to concentrations of credit risk consist of cash, cash equivalents and investments. The Society places its cash and cash equivalents with what it believes to be quality financial institutions. At times throughout the year, cash balances are in excess of the FDIC insurance limit. The Society has not experienced any losses in such accounts to date. Investments are exposed to various risks such as interest rate, market volatility, liquidity and credit. Due to the level of uncertainty related to changes in interest rates, market volatility, liquidity and credit risks, it is reasonably possible that changes in these risks could materially affect the fair value of the investments reported in the statement of financial position at December 31, 2020. As a result, the Society believes no significant concentrations of credit risk exist with respect to its cash, cash equivalents and investments.

Functional allocation of expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Risks and uncertainties

In March 2020, President Trump a declared a national emergency, and New York State Governor Cuomo declared a state of emergency, due to the extraordinary circumstances resulting from the coronavirus pandemic. The Society's staff began working offsite in March 2020. With the assistance of a Paycheck Protection Program loan, ongoing fundraising, and ongoing management of expenses, the Society has been able to continue its programs, services, and operations in a virtual environment. The coronavirus pandemic continues to evolve; its overall financial effects on the Society will depend on future developments, which are uncertain and not readily determinable.

Notes to Financial Statements (continued) December 31, 2020

<u>Note 1 – Nature of operations and summary of significant accounting policies</u> (continued)

Reclassification

Certain items in the 2019 financial statements were reclassified for comparative purposes only.

Subsequent events

The Society has evaluated events and transactions for potential recognition or disclosure through March 18, 2021, which is the date the financial statements were available to be issued.

Note 2 – Marketable securities

Investment in marketable securities is comprised of the following at December 31:

	202	20	_	201	9	
	Cost	Fair Value	Fair Value <u>Level</u>	Cost	Fair Value	Fair Value <u>Level</u>
Cash and cash equivalents	\$ 395,883	\$ 395,883	(1)	\$ 301,895	\$ 301,895	(1)
Equity – mutual funds	7,964,885	10,216,464		7,542,504	8,669,326	
Common stock/ETF	1,930,964	2,710,991	(1)	1,935,516	2,495,510	(1)
Fixed income – mutual funds/	2 (20 (05	2 7 4 9 1 5 7		2 (05 020	2 ((5 421	(2)
corporate bonds Multi class – mutual	2,630,695	2,748,157	(2)	2,605,920	2,665,421	(2)
funds Hedge fund	285,283 234,632	289,571 240,152	<u>2</u> (2)	403,895 <u>277,716</u>	416,215	(1) (2)
Total	<u>\$ 13,442,342</u>	<u>\$16,601,218</u>	5	<u>\$ 13,067,446</u>	<u>\$14,774,276</u>	

Investment performance

Investment return for the years ended December 31, 2020 and December 31, 2019 has been reported on the statements of activities as follows:

	 2020	 2019
Interest and dividends	\$ 271,395	\$ 358,200
Realized gains on sale of investments	157,895	126,562
Unrealized gain	1,452,046	1,962,266
Less: Investment management fees	 (79,925)	 (80,048)
Total investment return, net	\$ <u>1,801,411</u>	\$ 2,366,980

Notes to Financial Statements (continued) December 31, 2020

Note 3 - Liquidity and availability of financial assets

The following is a summary of the Society's financial assets as of the statement of financial position date, reduced by amounts not available for general use because of internal and external restrictions.

	2020 2019	_
ash and cash equivalents dd: appropriation of investment return designated	404,497 \$ 249,368	3
or operations*	<u>554,818</u> <u>554,811</u> 959,315 <u>\$ 804,179</u>	-
otal financial assets	<u>959,315</u> <u>\$ 80</u>	<u>14,179</u>

* Annually, the Society designates an amount of its investments which is governed by its investment spending policy for operations which is approved by the Board.

Note 4 – Property and equipment

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

	2020			2019		
Furniture, fixtures and equipment	\$	98,670	\$	98,670		
Less: accumulated depreciation		(92,610)		<u>(87,816</u>)		
Total	\$	6,060	<u>\$</u>	10,854		

<u>Note 5 – Paycheck Protection Program</u>

On April 15, 2020, the Society, was approved for and received a \$106,042 term note under the Paycheck Protection Program (the "PPP Loan"). The PPP Loan was created as part of the relief efforts related to COVID-19 and administered by the Small Business Administration (the "SBA"). As disclosed in the PPP Loan documents, principal and interest payments were deferred for the first six months. During the deferral period, interest on the outstanding principal will accrue at a fixed rate of 1.0%. During 2020, the Society met the requirements for loan forgiveness and filed an application for PPP Loan forgiveness. During November 2020, the PPP Loan forgiveness application was confirmed by the SBA and as a result, the Society recorded grant revenue of \$106,042.

Notes to Financial Statements (continued) December 31, 2020

Note 6 – Net assets with donor restrictions

With Temporary Donor Restrictions

The Society maintains a segregated gift annuity fund in which identifiable separate donor restricted investment are held as net assets with temporary donor restrictions. A lifetime annuity is paid to the donor or other named beneficiary from this fund. As of December 31, 2020 and 2019, the Society's net assets with temporary donor restrictions totaled \$53,017 and \$45,897, respectively.

In accordance with a policy adopted by the Board of Directors, the gift portion is withdrawn from the annuity fund only at termination of each agreement, i.e., upon the demise of the annuitant(s) when the principal becomes available for the Society's use.

Endowment fund

With Perpetual Donor Restrictions

The Society has received contributions with perpetual restrictions as to their use. These contributions comprise an endowment fund in which the principal of the fund is not available for the Society's general use, but is intended to generate investment income, which is available for the Society's general purposes and is reported as net assets with donor restrictions.

Donor-designated Endowment

Under the New York Prudent Management of Institutional Funds Act ("NYPMIFA"), the Society may appropriate so much of an endowment fund as it deems prudent, considering the specific factors set forth in NYPMIFA and subject to the intent of the donor. Unless stated otherwise, the earnings in an endowment fund are donor-restricted until appropriated.

The Society classifies as assets with perpetual donor restrictions the original value of the gifts donated to the permanent endowment and the original value of subsequent gifts to the permanent endowment. In accordance with NYPMIFA, the Society is required to act prudently when making decisions to spend or accumulate donor restrictions endowment assets and in doing so the Society considers the following: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Society, (7) where appropriate and circumstances would otherwise warrant, alternatives to expenditure of the endowment fund, giving due consideration to the effect that such alternatives may have on Society and (8) the Society's investment policies.

The Society has adopted an investment policy with the stated primary objective to preserve capital of the Endowment. The secondary objective is to maintain purchasing power by growing the investments at an annual rate that equals or exceeds the rate of inflation. The third objective is growth and income. Over a five-year rolling period, the investment should closely track the return of the balanced market indices. The Endowment fund is managed with the same objective and is comprised of an allocation of marketable securities disclosed in Note 1.

Notes to Financial Statements (continued) December 31, 2020

Note 6 - Net assets with donor restrictions (continued)

Return Objectives and Risk Parameters

The Society has adopted investment and spending policies that attempt to provide a predictable stream of funding to programs while seeking to maintain the purchasing power of the assets. Assets include those assets with permanent donor restrictions that the Society must hold in perpetuity, as well as funds designated by the Board. Under this policy, as approved by the Board, the assets are invested in a combination of equity and fixed income investments to provide sufficient liquidity while assuming an acceptable level of risk.

Strategies Employed for Achieving Objectives

The Society assets are managed to preserve the value of the fund adjusted for inflation through long-term appreciation of principal (equal to or greater than the rate of inflation).

Board-designated Endowment

As of December 31, 2014, the Board of Directors had designated the marketable investments held by the Wilmington Trust as a restricted endowment fund to support the mission of the Society. Since this amount resulted from an internal designation and is not donor-restricted, it is classified and reported as net assets without donor restrictions.

Spending Policy and how the Investment Objectives Relate to Spending Policy

Expenditures of the board-designated funds are limited to such purposes as approved from time to time by the Board. During 2020 and 2019, the Board approved a transfer of \$554,811 and \$517,442 from the board-designated endowment funds to the operating fund. These transfers represent allocations of investment earnings based on a 4% assumed return on the fair value of the previous year's portfolio.

Changes in net assets with internal and external restrictions as of December 31, 2020 and 2019 are as follows:

			2020	
	Without Donor			
	Restrictions		With	
	(Board		Donor	
	Designated)	Re	strictions	Total
Endowment net assets, beginning of year	\$14,551,490	\$	187,715	\$14,739,205
Transfers in	586,245		-	586,245
Net gain on investments	1,794,291		7,120	1,801,411
Appropriation of endowment assets				
to expenditure	(554,811)		-	(554,811)
Endowment net assets, end of year	<u>\$16,377,215</u>	\$	194,835	\$16,572,050

Notes to Financial Statements (continued) December 31, 2020

<u>Note 6 – Net assets with donor restrictions</u> (continued)

Spending Policy and how the Investment Objectives Relate to Spending Policy (continued)

			2019	
	Without Donor			
	Restrictions		With	
	(Board		Donor	
	Designated)	Re	estrictions	Total
Endowment net assets, beginning of year	\$12,704,165	\$	182,486	\$12,886,651
Transfers in	203,016		-	203,016
Net gain on investments	2,161,751		5,229	2,166,980
Appropriation of endowment assets				
to expenditure	(517,442)		-	(517,442)
Endowment net assets, end of year	<u>\$14,551,490</u>	<u>\$</u>	187,715	<u>\$14,739,205</u>

<u>Note 7 – Commitments</u>

During November 2017, the Society entered into an agreement to lease office space in New York City. The lease is for a five year term ending February 2023, with an option to renew for five additional annual periods.

In connection with the lease, the Society paid an \$8,325 security deposit. Total rent expense for the years ended December 31, 2020 and 2019, was \$103,995 and \$107,510, respectively. The total future minimum lease commitments are as follows:

Year	Amount
2021	\$ 108,364
2022	111,839
2023	18,740
Total	<u>\$ 238,943</u>

Note 8 – Free mailings (unaudited)

The United States Postal Service Regulation 135, "Free Matter for the Blind and Other Handicapped Persons," states that certain acceptable material may be mailed to the blind at no charge. As part of its program services, the Society mailed approximately 14,080 and 17,196 pieces of mail during 2020 and 2019, respectively, that qualified as acceptable matter under the U.S. Postal Service Regulation 135. In effect, these pieces of mail were sent free of charge and, because the value of the postage is not readily determinable, no postage expense is reflected in the financial statements for these mailings.

Notes to Financial Statements (continued) December 31, 2020

<u>Note 9 – Tax status</u>

The Society is a not-for-profit organization, as defined in Section 501(c)(3), and is exempt from Federal income taxes under Section 501(a) of the Internal Revenue Code. The Society has been classified as an organization that is not a private foundation under Section 509(a). The Society qualifies for the maximum charitable contribution deduction available to donors.