

# Friendship House Resource Committee Report for August 2019 Board of Trustee's Meeting

Preparer: Scott Sapp

Members of Resource Committee: David Allen, Sarah Berninger, John Barineau, Kay Preston, Dede Johnston

On: 7/15/2019

Since the last committee report, the Resource Committee has been working on the following items:

- Financial Review:
  - The independent financial review of Friendship House completed by BBD LLP earlier this year was analyzed. The conclusion was “based on our review, we are not aware of any material modifications that should be made...”
- 990 Review:
  - The 2018 990 Part A was examined as a group before it was posted.
- Fundraising Current Status:
  - Results of the Highmark Walk, Mother's Day Flower Garden and what can be expected from Wilmington Garden Day were evaluated. Please see Treasurer's Report for data reported.
- Year to Date Income Review
  - The team did a deep dive into the decrease in Corporate Giving and Foundation Grants. Specifically assessing the slowdown in Church Giving that reflected in the Corporate Giving numbers.
- Income Budget Comparison
  - A comprehensive look was taken at where we stand for actual income received versus budget at the halfway point of the year. Please see Treasurer's Report for additional information. No immediate actions are necessary.
- Year to Date Expense Review
  - An extensive exploration into where Friendship House's money has been spent including unplanned/unbudgeted items. We also looked at how this could impact the current budget.
- Expense Budget Comparison
  - We've looked at where we stand for actual expenses versus budget at the halfway point of the year. Please see Treasurer's Report for data reported. No immediate actions are necessary.

- Potential Revenue Opportunities
  - We explored potential sources of revenue including discussions about grants, selling an underutilized property, a legacy program, online giving and an incoming stock gift that will likely arrive next year.
  
- Update on Internal Audit
  - The topic of Financial Aid was chosen as the internal audit topic this year and work is well underway. The purpose of this topic is not to track the actual dollars that are being spent but to track the policies that are in place. A few of the highlights from the early stages are:
    - The current policy has not been reviewed in a significant period.
    - The process is being reviewed from start (how people find FH) to finish when financial assistance has been dispersed.
    - Different locations have different rules, should we standardize?
    - Is the cap the proper amount?
    - How do we ensure the client has personal investment?