AGENDA

CULTURAL ARTS COMMISSION REGULAR MEETING
April 26, 2018

FLOWER MOUND TOWN HALL
2121 CROSS TIMBERS ROAD, FLOWER MOUND, TEXAS

6:30 P.M.

****

An agenda information packet is available online at www.flower-mound.com/AgendaCenter

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Please silence or turn off all electronic devices.

A. CALL REGULAR MEETING TO ORDER

B. PUBLIC PARTICIPATION

Please fill out an "Appearance Before Cultural Arts Commission" form in order to address the Commission, and turn the form in prior to Public Participation to Administrative Assistant, Lisa Smith. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the Cultural Arts Commission on issues that are not the subject of a public hearing. Any item requiring a Public Hearing will allow the public to speak at the time that item appears on this agenda as indicated as a "Public Hearing". Cultural Arts Commission members may not deliberate and may only cite facts or current policy in response to public comments. Issues regarding daily operational or administrative matters should first be dealt with at the administrative level by calling the Flower Mound Public Library at 972.874.6200 during business hours.

C. ANNOUNCEMENTS

D. PRESENTATIONS

E. DIRECTOR'S REPORT

F. CONSENT AGENDA – Consent Items

This agenda consists of non-controversial or "housekeeping" items required by law. Items may be removed from the Consent Agenda by any Member by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on March 29, 2018.

G. REGULAR ITEMS

2. Update and progress of Arts Master Plan.
3. Update on bronze sculptures in Heritage Park.
4. Consider approval of Cultural Arts Community Support Applications.

H. COORDINATION OF SCHEDULES AND FUTURE AGENDA/MEETINGS

I. ADJOURN MEETING

Sue Ridnour

Sue Ridnour, Director of Library Services

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: April 23, 2018 at 1:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

Lisa Smith

Lisa Smith, Administrative Assistant

The Flower Mound Public Library is wheelchair accessible. Requests for accommodations or interpretative services must be made at least 48 hours prior to this meeting by contacting Lisa Smith, Administrative Assistant at (972) 874-6150.

CULTURAL ARTS COMMISSION AGENDA ITEM NO: 1
CONSENT ITEM

DATE: April 26, 2018

FROM: Sue Ridnour, Director of Library Services

ITEM: Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on March 29, 2018.

BACKGROUND INFORMATION: The Cultural Arts Commission held a regular meeting on March 29, 2018.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVE/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the March 29, 2018 regular Cultural Arts Commission meeting.

RECOMMENDED MOTION AND/OR ACTION: Move to approve the minutes from a regular meeting of the Cultural Arts Commission held on March 29, 2018.

THE FLOWER MOUND CULTURAL ARTS COMMISSION (CAC) MEETING HELD ON THE 29TH DAY OF MARCH 2018 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Cultural Arts Commission met in a regular session with the following members present:

Elizabeth Brannon	Member, Place 2
Tammie Turner	Member, Place 4
Jessica Douglas	Alternate Member, Place 8
Douglas Cramer	Alternate Member, Place 7
Matt Brown	Member, Place 6

Constituting a quorum with the following members absent:

Annette Weir	Vice Chair, Place 5
Ron Miller	Chair, Place 1
Beth Dilley	Member, Place 3

And the following members of the Town Staff participating:

Sue Ridnour	Director of Library Services
Lisa Smith	Administrative Assistant

A. CALL TO ORDER – 6:30 P.M.

Member Tammie Turner called the meeting to order at 6:31 p.m.

B. PUBLIC PARTICIPATION

None.

C. ANNOUNCEMENTS

- The Cross Timers Art Guild will not have a tour this year.
- Studio B presents "Charlotte's Web" on April 27
- LISA Arts Show, April 6-14

D. PRESENTATIONS

None.

E. LIBRARY DIRECTOR'S REPORT

Sue Ridnour gave the Director's Report. Ms. Ridnour and several other Library managers attended the Public Library Administrator's conference in Philadelphia last week. The preliminary ground breaking for the Library expansion is scheduled for October 15.

F. CONSENT AGENDA – Consent Items

1. **Consider approval of the minutes from a regular meeting of the Cultural Arts Commission held on February 22, 2018.**

Commission deliberation

Member Brannon moved to approve the minutes of a regular meeting of the Cultural Arts Commission held on February 22, 2018. Member Brown seconded the motion.

VOTE ON THE MOTION

AYES: Brannon, Brown, Douglas, Cramer
NAYS: None

G. REGULAR ITEMS

2. Update and discussion of agreement for Arts Master Plan

Commission deliberation.

A list of participant suggestions for the three participation groups was handed out. The consultant team is scheduled to be in Flower Mound April 17-19.

3. Update on bronze sculptures in Heritage Park.

Commission deliberation.

The contract with the Heritage Park builder had to be redone to reroute the funding for the sculptures to the Town and not the builder. The three sculptures from local artist, Sweety Bowman, have been decided on.

4. Discussion of utility box wrapping project.

Commission deliberation.

The utility wrapping project has been pushed to the fall due to scheduling issues. A Decision Package for fiscal year 2018-2019, in the amount of $2,500, has been asked for in the budget planning process to fund this project on ongoing yearly basis.

5. Cultural Arts Community Support Applications

Commission deliberation.

Ms. Ridnour gave the Board members a handout of this fiscal year's applications for community support funding. The applicants may only request 20% of their organization's budget.

H. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

The next regular Cultural Arts Commission meeting will be April 26, 2018.

I. ADJOURNMENT

Member Turner adjourned the meeting at 7:00 p.m.

Sue Ridnour
Director of Library Services

Ron Miller
Chair

CULTURAL ARTS COMMISSION AGENDA ITEM NO. 4

REGULAR ITEMS

DATE: April 23, 2018

FROM: Sue Ridnour, Director of Library Services SR

ITEM: **Consider approval of Cultural Arts Community Support Applications**

BACKGROUND INFORMATION: The Cultural Arts Commission has been tasked by the Town Council with reviewing applications for Community Support Funding from arts-related nonprofit organizations. A summary of the requests received is as follows:

	Budget	Budget	Budget	Budget	Budget	Requested
Organization	**2013-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**
The Actors Conservatory Theatre	1,600	2,000	2,000	2,000	2,000	3,400
Flower Mound Community Orchestra	15,000	17,000	19,000	19,000	19,000	20,000
Lewisville Lake Symphony	2,000	-	3,000	3,000	3,000	3,500
Theatre FMPAT	12,000	12,000	12,000	12,000	12,000	12,000
Voices of Flower Mound	2,250	3,000	4,500	5,000	5,000	5,500
Sub-Total	**32,850**	**34,000**	**40,500**	**41,000**	**41,000**	**44,400**

Council has directed that the FY2018-2019 total funding not exceed the FY2017-18 amount of $41,000. Thus, the five requested amounts will need to be reduced by a total amount of $3,400. The Commission will need to deliberate and recommend a funding amount for each organization such that the total does not exceed $41,000.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: The Commission could recommend funding the organizations in amounts that total less than $41,000.

FISCAL IMPACT: $41,000.

Proposed Expenditure:	**Account Number(s):**
$41,000	100-650-54300-5110

Finance Review by: Kay Wilkinson, Budget officer

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Town of Flower Mound Community Support Funding Policy
2. The Actors Conservatory Theatre Application for Council
3. Flower Mound Community Orchestra Application for Council
4. Lewisville Lake Symphony Application for Council
5. Theatre FMPAT Application for Council
6. Voices of Flower Mound Application for Council

DRAFT MOTION: Move to recommend that Town Council authorize community support funding for arts-related organizations in the total amount of $XX as follows:

The Actors Conservatory Theatre	**$XX**
Flower Mound Community Orchestra	**$XX**
Lewisville Lake Symphony	**$XX**
Theatre FMPAT	**$XX**
Voices of Flower Mound	**$XX**

Town of Flower Mound
Community Support Funding Policy

Application requirements:

1. Must be 501(c) (3) tax-exempt or a governmental agency or entity.
2. Must have been in operation for at least three years prior to making application for funding.
3. Not more than 25 percent of the organization's total operating budget will come from the Town's Community Support funding. ("In-Kind Services" are acceptable if included in the financial statement, can be verified by an independent source that the rate or value used is the same rate or value a third party or paying customer would pay and the service or product is provided by someone not associated with the organization.)
4. May not have more than six months operating expenses in reserve. (Town Council recognizes that organizations may not meet this criterion for a variety of reasons, including deliberately building reserves for projects, funds in reserve already earmarked for specific purposes, or efficient administration of resources. Therefore, Town Council reserves the right to allow an organization that otherwise meets the Community Support criteria but has more than six months operating expenses in reserve to apply and be considered for funding, provided that the organization give an explanation for why they do not meet this criterion.)
5. Must submit an "Application for Financial Support" form, which includes the information listed below and all required attachments.

   Information for the Application

   - the specific amount of funding requested for the proposed fiscal year;
   - a list of the anticipated benefits to the Town that will result from the funding;
   - statistics on service levels to the Town (actual and as a percentage of total);
   - a description of the request that specifically indicates the intended use for the funds;
   - a brief organization description;
   - status of goals listed for the organization's most recent completed fiscal year;
   - goals and objectives for the proposed fiscal year; and
   - other miscellaneous information.

   Required Attachments to the Application

   - an audit or CPA review of the most recently completed fiscal year;
     - organizations with a budget of less than $100,000 are not required to submit an audit or CPA review, but are required to submit financial statements with verification of Board approval (i.e. signature);
   - an IRS 501(c) (3) Determination Letter;
   - form 990 submitted to the IRS for the current year;
   - a budget for either the current fiscal year or a proposed budget for the upcoming fiscal year; and
   - a list of other funds available for this program (may be shown in the budget).

Eligibility Criteria:

1. Social Services applications will be separated between organizations that provide a quantifiable benefit to a Town department and ones that do not. The applications will be reviewed on whether or not the applicant directly benefits a Town department or the job the department is doing for the citizens. Social Services applicants who do not meet one of the following criteria will not eligible for inclusion in a Town department budget:

   - Does a Town department benefit from the agency?
   - Does the agency impact the job the Town department is doing for the citizens?
   - Does the agency fill a need for the Town department that they would have to pay for if not fulfilled by that agency?

2. If a Social Services application does not meet the eligibility criteria to be included in a Town department, they are not considered eligible. Ineligible applications will be discussed by the Town Council at their annual budget work session in August. Cultural Arts organization's applications will be reviewed by the Cultural Arts Commission. The Commission will submit funding recommendations to Finance. Council will discuss the recommendations at their annual budget work session in August.

Program Administration Criteria:

1. Annual grant funding will not exceed 0.5 percent of the Town of Flower Mound's General Fund budget from the previous fiscal year. The amount allocated to the eligible Social Service organizations within the Town department budgets will be deducted from the annual grant funding. The remaining balance will be available to allocate to the other Social Service and Cultural Arts organizations during the annual budget work session in August. For example:

.5% maximum	$270,000
Town dept. budgets	($150,000)
Remaining available	$120,000

2. Annual grant funding for the eligible Social Service organizations will equal the FY 17-18 awarded amount. If an organization would like to increase their award, the benefitted department will submit a decision package for the increase during the budget process. The decision package will be ranked along with all of the department's needs. New organizations would also need to be funded through a department's decision package request.
3. All applications are due annually to the Financial Services department on **January 15th**. Organizations who do not comply with the deadline will be ineligible for future grants. After Financial Services reviews the applications for accuracy, the departments will incorporate the request into their budget submission.
4. All funding of Community Support organizations will occur during the budget process. No off-budget-cycle funding will be granted.
5. If a long-term relationship of five years exists between the Town and a Community Support organization, and that organization has effectively administered its funding in prior years, the organization will be eligible to receive a lump-sum distribution of funding to fulfill its goals. In all other cases, funding will be awarded in the form of cost reimbursement, fee-for-service contracts, with designated ceilings in place. All disbursements will be made only upon receipt of documentation of monthly organizational expenditures for approved unreimbursed services. The deadline for submitting a reimbursement request will be provided in the funding letter sent in October.
6. Organizations will be required to submit a mid-year report to the Town. Organizations will report accomplishments through March 31st. The report is due annually on April 15th.

Town of Flower Mound
Community Support Funding Application
FY 2018-2019
DUE: January 15, 2018

GENERAL INFORMATION

NAME OF ORGANIZATION: The Actors Conservatory Theatre

ADDRESS: 359 Lake Park Rd., Suite 118, Lewisville, TX 75057

DIRECTOR'S NAME: Kevin Moran

DIRECTOR'S TITLE: President

DIRECTOR'S EMAIL: kmanmoran@gmail.com

DIRECTOR'S PHONE: 214-705-5427

TAX ID NUMBER: 20-0274528

FAX:

YEAR ESTABLISHED: 1999

GRANT CONTACT (NAME AND EMAIL): Angela Senter - angelasenter68@verizon.net

GRANT REQUEST

TOTAL GRANT AMOUNT REQUESTED: 3,400

BRIEF DESCRIPTION OF REQUEST (TWO SENTENCES MAXIMUM):

Programming of our main stage season consists of 7 productions. While most of our labor is done by volunteers, costs to produce each musical include scripts & royalties, costumes, sets, props, and technical supplies.

FY 2017-2018 APPROVED BUDGET AMOUNT: 279,493

FY 2017-2018 AMOUNT CONTRIBUTED BY THE TOWN: 2,000

FY 2017-2018 ACTUAL EXPENDITURES: not yet completed

RESERVE LEVEL (MOST RECENT YEAR END): 17,609

ARE OTHER FUNDS AVAILABLE FOR THIS REQUEST? No

FY 2018-2019 PROPOSED BUDGET AMOUNT: 282,000

FY 2018-2019 AMOUNT REQUESTED BY THE TOWN: 3,400

% OF TOTAL BUDGET: 1.2%

BRIEF ORGANIZATION DESCRIPTION

Describe the mission and activities of the organization, and explain how your request fits in with your mission.

The ACT is dedicated to bringing classic literature to young minds through plays and musicals while promoting interest in and fostering appreciation of the performing arts in children. Its aim and purpose is to provide opportunity for all residents of the community interested in any phase of theatre to participate and to provide a strong format so that every child without regard to race, creed, wealth, or handicap can express the creativity within. We are a volunteer-driven theatre and keep participation fees low so that all members of the community may engage. Our volunteers are made up of parents and teens from the families we serve, involving entire families and promoting family support. As a teaching theatre, every child who auditions receives a role, regardless of challenges they face, so that any child interested in performing arts may take part. This season we will be producing 7 quality plays/musicals for education and enjoyment of those who seek family-friendly entertainment. Our spring show is taken on tour to Title 1 LISD schools, providing opportunity for those who might not otherwise have the opportunity to see a live stage production. One of the Flower Mound schools we have served is Vickery Elementary. We offer camps in the summer and classes during the school year.

DESCRIPTION OF REQUEST

Define the "who, what, where, and how" of the request. Include a timeline when applicable.

The children we serve range in age from 5-18, almost half of which live in Flower Mound. Our productions have anywhere from 30-100 children in each. Our mission is to turn no child away regardless of talent, physical handicap, learning disability, or ability to pay. The funds will be used to provide programming to those we serve. Our season of main stage show for which we provide opportunity to all who audition will likely include the following productions: Aladdin, Madagascar, Anne of Green Gables, The Sound of Music, The Little Mermaid, Mr. Frog and Toad, and Freckleface Strawberry. Although our designers, managers, and leadership are volunteers, and our sets and costumes are made by volunteer families, our professional directors are paid a small stipend. The costs to produce a musical include scripts and royalties, materials to make costumes, sets and props, and technical supplies. Each child has a costume made especially for them. Show direction/teaching is given for 7 weeks which culminates in 4-10 live performances by the children. We've been providing all this for only $60 per child until the middle of 2017, which, due to rising costs, we had to increase the fee to $75 - still a very low fee. The costs to produce a musical of this type very much exceeds what we charge. Our goal is to provide theatre opportunity for children who may not otherwise have this opportunity in a theatre where costs are higher or where they are judged and selected by talent or ability. Our season of 7 main stage productions is spread out and staggered through the year, beginning in May/June 2018 and ending in May 2019. All rehearsals, work, and performance take place in our own leased facility.

ANTICIPATED BENEFITS TO TOWN/ JUSTIFICATION OF THE REQUEST

Studies indicate that arts education contributes to emotional and educational development, higher academic performance, more community service, a higher level of self-discipline, and improved social skills. The ACT's programming will contribute to a life-long appreciation of the arts which will enrich the quality of life in Flower Mound and surrounding areas. In late 2015, we experienced an unanticipated relocation due to a substantial and unsustainable increase in rent. Creating a functional theatre space in our new location is an ongoing process with many associated expenses, including an increase in rent and utilities. Our 2016 operating budget increased by 35% over 2015 due to our relocation, leaving less funds and tighter budgets for programming. In 2016, we experienced an increase in the number of children we serve by almost 25%. Our goal was to increase income by 35% in all areas including grants, donations, and ticket sales, without increasing the cost for children to participate. We didn't quiet achieve the requested amounts and as a result had a small increase in participation fees. For 2018, our operating budget is close in amount to 2017, even though our rent will increase this year. As a result, the ACT is requesting an increase over last year's grant from The Town of Flower Mound, keeping our percentage requested at 1.2%. Each year, The ACT participates in a booth at Flower Mound Library's Summer Fun Event and at Trietsch Trade Days.

STATISTICS ON SERVICE LEVELS PROVIDED TO THE TOWN OF FLOWER MOUND

OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: all 12 of our services

% OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 100% (45% are residents of Flower Moun

HOW DID THE ORGANIZATION PERFORM IN RELATION TO THE GOALS LISTED FOR ITS MOST RECENT COMPLETED FISCAL YEAR?

We increased our basic programming by increasing our number of main stage productions from 6 to 7. Additional financial and programming goals were added and achieved throughout 2017 as we were in flux due to our relocation and renovations. We have had continuous growth in services provided to the community and in the number of children and families we serve. We raised the funds to build platforms in 2016 and installed our theatre seats in January 2017. Another goal was to increase income and opportunity for more children by double-casting our summer camps. By May of 2017, we had received donations and volunteers to renovate an area of our facility into a rehearsal studio. As a result, we had the ability to accommodate double-casting of our summer camps in 2017. We met our goal to increase our education program by offering more classes which had the added benefit of adding children to main stage as well. Although the increase in rent is still a struggle, and the need for more renovations still exists, we have a team of dedicated and loyal volunteers and staff who go above and beyond to give of their time and energy with a common mission of providing opportunity to the children in the community.

GOALS AND OBJECTIVES FOR FY 2018-2019

1) Upgrade our antiquated light board and lights. Our system dates back to the 1970's and 1980's. We've received a quote for $25,000 to replace everything, equipment only, no labor. We will use volunteers to install and develop a 5-year plan to upgrade.

2) Add a paid staff member to the education program. Currently the growth in this area requires more time than the volunteer education director can accommodate.

3) Upgrade our website. Our current template is basic. We are seeking a qualified professional volunteer to develop a new, more modern website in order to draw in new patrons.

4) Rebrand. We updated our logo last year, however, our organization has never had it's own unique "brand." We are seeking a qualified graphic design professional to volunteer to create our "brand" so that we can increase our marketing and advertising efforts and have a more unified look across the board.

ADDITIONAL INFORMATION

Provide any other information that may be pertinent to this request but was not stated in previous questions.

Please note that 1024 Dartmouth in Lewisville is no longer our corporate address (as shown on the IRS Letter of Determination).

ATTACHMENTS

1. IRS DETERMINATION LETTER FOR MOST RECENT FISCAL YEAR
2. FORM 990
3. AUDITED FINANCIAL STATEMENT OR CPA REVIEW FOR MOST RECENT FISCAL YEAR
4. BUDGET FOR CURRENT FISCAL YEAR OR PROPOSED BUDGET FOR UPCOMING FISCAL YEAR
5. LIST OF OTHER FUNDS AVAILABLE FOR THIS REQUEST

OFFICER'S SIGNATURE: Angela Sexton DATE: 01/15/2018

Please note that the information on the application is required to be completed in the space provided. Do not use "See Attached" as it could result in the form not being considered complete. The Town also retains the right to review the organization's books upon request.

THE ACTORS CONSERVATORY THEATRE

LEWISVILLE, TEXAS

FINANCIAL STATEMENTS

As of

DECEMBER 31, 2016, 2015 and 2014

TOGETHER WITH

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Schnaufer & Walker, P.C.
Certified Public Accountants
Dallas, Texas

THE ACTORS CONSERVATORY THEATRE
FINANCIAL STATEMENTS
Years Ended December 31, 2016, 2015 and 2014

TABLE OF CONTENTS

	Page
Independent Accountants' Review Report	1
Statements of Financial Position	2
Statements of Activities	3
Statements of Functional Expenses	4
Statements of Cash Flows	5
Notes to Financial Statements	6 - 10

Schnaufer & Walker, P.C.
Certified Public Accountants
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Dallas, Texas 75234
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Office: (972) 798-2046 Fax: (866) 334-1362

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
The Actors Conservatory Theatre
Lewisville, Texas

We have reviewed the accompanying financial statements of **The Actors Conservatory Theatre** (a Texas nonprofit organization), which comprise the statements of financial position as of December 31, 2016, 2015 and 2014, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Schnaufer & Walker, P.C.

Dallas, Texas

April 8, 2017

THE ACTORS CONSERVATORY THEATRE
STATEMENTS OF FINANCIAL POSITION
December 31, 2016, 2015, and 2014

	2016	2015	2014
ASSETS			
Current assets:			
Cash and cash equivalents	$ 75,497	$ 58,322	$ 56,454
Accounts receivables	785	8,911	8,050
Inventories	1,191	1,066	1,055
Prepaid expenses	5,660	3,692	3,865
Total current assets	83,133	71,991	69,424
Long-term assets:			
Property and equipment - net of accumulated depreciation	16,601	12,239	13,265
Total long-term assets	16,601	12,239	13,265
Other assets:			
Security deposits	25,490	15,350	-
Total other assets	25,490	15,350	-
TOTAL ASSETS	$ 125,224	$ 99,580	$ 82,689
LIABILITIES			
Current liabilities:			
Accounts payable	$ 1,212	$ 3,460	$ 3,376
Refundable advances	19,615	4,224	4,669
TOTAL LIABILITIES	20,827	7,684	8,045
Commitments and contingencies	-	-	-
NET ASSETS			
Unrestricted net assets	104,397	91,896	74,644
TOTAL NET ASSETS	104,397	91,896	74,644
TOTAL LIABILITIES AND NET ASSETS	$ 125,224	$ 99,580	$ 82,689

See accompanying notes and independent accountants' review report.

THE ACTORS CONSERVATORY THEATRE
STATEMENTS OF ACTIVITIES
For The Years Ended December 31, 2016, 2015 and 2014

	2016	2015	2014
CHANGES IN UNRESTRICTED NET ASSETS			
Revenue and other support:			
Ticket sales	$ 63,042	$ 41,384	$ 37,079
Grants	38,922	36,811	35,250
Performance fees	37,750	14,605	15,640
House income	33,954	17,522	18,751
General donations	26,990	25,448	15,066
Youth Group income	12,476	9,134	11,637
Sales income	10,461	6,481	7,742
Membership fees	8,686	6,074	4,015
Education	7,757	29,730	8,559
Ticket sales - donations	1,260	1,980	2,322
Rent income	865	-	-
Interest income	54	30	17
Seats campaign	-	650	7,523
Total revenue and other support	242,217	189,849	163,601
Expenses:			
Program services:			
Production costs	224,001	166,533	138,788
Supporting services:			
Management and general	5,715	6,064	8,070
Total expenses	229,716	172,597	146,858
INCREASE IN UNRESTRICTED NET ASSETS	12,501	17,252	16,743
UNRESTRICTED NET ASSETS AT BEGINNING OF YEAR	91,896	74,644	57,901
UNRESTRICTED NET ASSETS AT END OF YEAR	$ 104,397	$ 91,896	$ 74,644

See accompanying notes and independent accountants' review report.

THE ACTORS CONSERVATORY THEATRE
STATEMENTS OF FUNCTIONAL EXPENSES
For The Years Ended December 31, 2016, 2015 and 2014

	2016			2015			2014		
	Production costs	Management and general	Totals	Production costs	Management and general	Totals	Production costs	Management and general	Totals
Advertising	$ 3,355	$ -	$ 3,355	$ 1,437	$ -	$ 1,437	$ 858	$ -	$ 858
Bad debts	-	-	-	-	-	-	-	1,769	1,769
Bank charges	-	1,261	1,261	-	1,098	1,098	-	1,487	1,487
Benevolence	1,260	-	1,260	1,980	-	1,980	2,322	-	2,322
Building repairs and maintenance	1,917	-	1,917	1,723	-	1,723	919	-	919
Contract labor	42,019	-	42,019	36,937	-	36,937	26,534	-	26,534
Cost of sales	-	-	-	1,803	-	1,803	1,984	-	1,984
Dues and subscriptions	-	961	961	-	955	955	-	1,097	1,097
Depreciation	7,146	-	7,146	8,136	-	8,136	6,665	-	6,665
Education	94	-	94	10,854	-	10,854	3,050	-	3,050
Equipment rental and maintenance	2,028	-	2,028	1,492	-	1,492	687	-	687
House expense	15,435	-	15,435	7,778	-	7,778	8,769	-	8,769
Insurance	7,581	-	7,581	7,592	-	7,592	720	-	720
Miscellaneous	-	1,520	1,520	-	2,588	2,588	-	2,437	2,437
Performance expense	25,508	-	25,508	20,958	-	20,958	26,478	-	26,478
Postage and mailing	-	100	100	-	105	105	-	196	196
Printing and reproduction	1,639	-	1,639	1,384	-	1,384	1,815	-	1,815
Professional fees	-	1,287	1,287	-	785	785	-	776	776
Rental/Utilities	82,974	-	82,974	43,154	-	43,154	37,159	-	37,159
Scripts / royalties	10,946	-	10,946	8,202	-	8,202	5,677	-	5,677
Staff hospitality	742	-	742	441	-	441	1,419	-	1,419
Supplies - office	-	586	586	-	533	533	-	308	308
Supplies - other	3,037	-	3,037	1,726	-	1,726	727	-	727
Telephone	2,568	-	2,568	2,183	-	2,183	1,632	-	1,632
Youth group expenses	15,752	-	15,752	8,753	-	8,753	11,373	-	11,373
Totals	$ 224,001	$ 5,715	$ 229,716	$ 166,533	$ 6,064	$ 172,597	$ 138,788	$ 8,070	$ 146,858

See accompanying notes and independent accountants' review report.

THE ACTORS CONSERVATORY THEATRE
STATEMENTS OF CASH FLOWS
For The Years Ended December 31, 2016, 2015 and 2014

	2016	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash received from ticket sales	$ 64,302	$ 43,364	$ 39,401
Cash received from grants	38,922	36,811	35,250
Cash received from performance fees	37,750	14,605	15,640
Cash received from house income	33,954	17,522	18,751
Cash received from general donations	26,990	25,448	15,066
Cash received from youth group income	12,476	9,134	11,637
Cash received from sales income	10,461	6,481	7,742
Cash received from membership fees	8,686	6,074	4,015
Cash received from education	7,757	29,730	8,559
Cash received from rent	865	-	-
Cash received from interest income	54	30	17
Cash received from seats campaign	-	650	7,523
Cash expended for programs	(83,827)	(87,124)	(79,941)
Cash expended for rent	(74,122)	(43,154)	(37,159)
Cash expended for contract labor	(42,019)	(36,937)	(26,534)
Cash expended for insurance	(7,581)	(7,592)	(720)
Cash expended for management and general	(4,455)	(4,966)	(6,583)
Cash expended for bank charges and fees	(1,261)	(1,098)	(1,487)
NET CASH PROVIDED BY OPERATING ACTIVITIES	$ 28,683	$ 8,978	$ 11,177
CASH FLOWS FROM INVESTING ACTIVITIES:			
Purchase of property and equipment	(11,508)	(7,110)	(10,988)
NET CASH USED IN INVESTING ACTIVITIES	(11,508)	(7,110)	(10,988)
INCREASE IN CASH	17,175	1,868	189
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	58,322	56,454	56,265
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 75,497	$ 58,322	$ 56,454
RECONCILIATION OF INCREASE IN NET ASSETS IN NET CASH PROVIDED BY OPERATING ACTIVITIES:			
Increase in net assets	$ 12,501	$ 17,252	$ 16,743
Adjustments to reconcile increase in net assets to net cash provided by operating activities:			
Depreciation	7,146	8,136	6,665
Changes in operating assets and liabilities:			
Decrease (increase) in accounts receivable	8,126	(861)	(4,426)
(Increase) decrease in inventory	(125)	(11)	110
(Increase) decrease in prepaid expenses	(1,968)	173	(443)
(Increase) in other assets	(10,140)	(15,350)	-
(Decrease) increase in accounts payable	(2,248)	84	(140)
Increase (decrease) in refundable advances	15,391	(445)	(7,332)
NET CASH PROVIDED BY OPERATING ACTIVITIES	$ 28,683	$ 8,978	$ 11,177

See accompanying notes and independent accountants' review report.

NOTE A – ORGANIZATION AND NATURE OF ACTIVITIES

The Actors Conservatory Theatre (the Organization) is a Texas not-for-profit corporation and is located in Lewisville, Texas. The Organization promotes interest in and fosters appreciation of the performing arts and provides the opportunity for all residents of the community who may be interested in any phase of community theatre work to participate in the productions of this group without regard to age, education, sex, race, creed, color, national origin, political affiliation, wealth or status, ability or disability. They educate the community through lectures, seminars, workshops, public and classroom performances, exhibits and any and all other appropriate means. The Organization builds, erects, maintains, equips, manages and operates theatres, stages, auditoriums and all usual adjuncts thereto for the members and their guests. The Organization's revenue primarily comes from ticket sales, grants, classes and camps, free-will donations.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, prepaids, payables, refundable advances, and other liabilities. Under the accrual method of accounting, revenues are recorded when earned and expenses are recorded when incurred, irrespective of when paid. The significant accounting policies are described below to enhance the usefulness of the financial statements to the reader.

Income Taxes

The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Organization is required to file annual reports to the Internal Revenue Service, Form 990, Return of Organizations Exempt from Federal Income Tax. The Organization is in compliance with all federal tax filings for the years ended December 31, 2016, 2015 and 2014.

Basis of Presentation

The Organization accounts for its funding in accordance with the provisions of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958, *Not-for-Profit Entities* (ASC Topic 958), which establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into three net asset categories according to externally (donor) imposed restrictions. ASC Topic 958 requires that unconditional promises to give (pledges) be recorded as receivables and requires the organization to distinguish between contributions received for each net asset category in accordance with donor imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Unrestricted net assets – Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that are met by actions of the Organization.

Permanently restricted net assets – Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization.

Ticket sales, grants, and classes are recognized when earned. Refundable advances are recorded until the revenue is earned. Donations are recognized as revenue when received and are recorded as unrestricted, temporarily restricted, or permanently restricted net assets depending on the existence or nature of any donor restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose of the contribution is accomplished, temporarily restricted net assets are classified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

At December 31, 2016, 2015 and 2014 and during the years then ended, the Organization did not have any of its assets subject to permanent restrictions. At December 31, 2016, 2015 and 2014 there were no temporarily restricted net assets. At December 31, 2016, 2015 and 2014, unrestricted net assets of $104,397, $91,896 and $74,644, respectively, have been designated to be used with the permission of the Board of Directors (the "Board").

Fair Value of Financial Instruments

The Organization's financial instruments consist of cash and cash equivalents, accounts receivables, prepaids, payables, and refundable advances. Accounts receivables, prepaids, payables, and refundable advances are stated at cost which approximates fair value. Cash and cash equivalents are stated at fair value.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an original maturity of three months or less, when purchased, to be cash equivalents.

Accounts Receivable

Accounts receivable are recorded net of an allowance for expected losses. The allowance is estimated from historical performance and projections of trends.

Inventory

Inventory is comprised of concessions, t-shirts and miscellaneous items for sale at events and is valued at the lower of cost (first-in, first-out method) or market at net realizable value.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Prepaid expenses

Prepaid expenses are prepaids for royalties.

Property and Equipment

It is the Organization's policy to capitalize property and equipment over $500. Lesser amounts are expensed. Purchased property and equipment are capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Property and equipment are depreciated using the straight-line method from three to ten years. Expenditures for repairs and maintenance are charged to operating expense as incurred.

Noncash Donations

Donated material, fixed assets and certain services are reflected as contributions at their estimated fair values on the date of receipt and are recorded in the appropriate asset or expense account. Services are recorded if they create or enhance nonfinancial assets or require special skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Classification of Revenue and Expense

Operating activities include items which are directly related to the Organization or are essential support elements of those programs. The cost of providing the various programs and other activities has been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program activities and supporting services as shown in the statements of functional expenses. Depreciation has been allocated to the related operating activities.

Use of Estimates

The preparation of financial statements in conformity with generally accepted 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.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Advertising Costs

The Organization charges advertising costs to operations in the year the expense is incurred. For the years ended December 31, 2016, 2015 and 2014, advertising expenses incurred were $3,355, $1,437 and $858, respectively.

NOTE C – FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing various programs and activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated based upon the amount expended on production costs or management and general as shown in the statements of functional expenses. Expenses are recorded when incurred in accordance with accrual basis of accounting.

NOTE D – PROPERTY AND EQUIPMENT

Property and equipment consists of the following at December 31st:

	2016	2015	2014
Property and equipment:			
Furniture, fixtures and equipment	$ 41,976	$ 42,616	$ 41,506
Leasehold improvements	12,928	6,000	2,659
Leased assets	10,243	10,243	10,243
	65,147	58,859	54,408
Accumulated depreciation	(48,546)	(46,620)	(41,143)
Total property and equipment, net	$ 16,601	$ 12,239	$ 13,265

The Organization expensed $7,146, $8,136 and $6,665 to depreciation expense for the years ended December 31, 2016, 2015 and 2014; respectively.

NOTE E – OTHER ASSETS AND COMMITMENT

In October 2015, the Organization leased a building in Lewisville, Texas from an individual. The Organization is required to deposit $25,000; $15,000 due at lease execution and $10,000 due within 180 days of the commencement date. If the Organization has no events of default under the lease agreement in the first three years, then the lessor will be required to refund $10,000 of the security deposit after the three years. Other assets consist of the following at December 31st:

NOTE E – OTHER ASSETS AND COMMITMENT, continued

Security deposits	2016	2015	2014
James Holmes, et al	$ 25,000	$ 15,000	$ -
Atmos Energy	390	350	-
Discount Helium	100		
Total other assets	$ 25,490	$ 15,350	$ -

NOTE F – OPERATING LEASE

In January 2017, the Organization leased a building in Lewisville, Texas from an individual. The current monthly rental expense is $6,107 per month. The Organization paid $74,122, $43,154 and $37,159, in rental expense for the years ended December 31, 2016, 2015 and 2014; respectively. The lease matures in September 2025. The minimum future rental payments under the non-cancelable operating lease for the next five years and thereafter are as follows:

Years	Base rent
2017	$ 78,324
2018	80,004
2019	88,404
2020	88,404
2021	88,404
Thereafter	366,795
Totals	$ 790,335

NOTE G – CONCENTRATION

For the years ended December 31, 2016, 2015 and 2014, the Organization received $34,758, $32,811 and $31,250, approximately 14%, 17% and 19%; respectively, of its support from a single source, the City of Lewisville.

NOTE H – SUBSEQUENT EVENTS

FASB ASC 855-10 requires the disclosure of the date through which an entity has evaluated subsequent events and the basis for that date. That is, whether that date represents the date the financial statements were issued or were available to be issued. The Organization has evaluated subsequent events for potential recognition and/or disclosure in these financial statements through April 8, 2017, the date that the financial statements were available to be issued.

The Actors Conservatory Theatre
Profit & Loss Budget Overview
January through December 2018

	Jan - Dec 18
Ordinary Income/Expense	
Income	
Direct Public Grants	
City of Flower Mound	3,400.00
City of Lewisville	34,000.00
Other Grants	24,400.00
Total Direct Public Grants	61,800.00
Donations	
Ads	2,400.00
General Donations	12,000.00
Restricted Donations	2,400.00
Total Donations	16,800.00
Education	
Classes Tuition	34,300.00
House Income	
Coffee Sales	900.00
Concession Sales	15,000.00
Flower Sales	3,000.00
Other Sales	250.00
Raffle Sales	3,750.00
Souvenir Sales	7,700.00
Star Board Sales	2,700.00
Tshirts/Bags	0.00
Total House Income	33,300.00
Investments	60.00
Membership Fees	9,000.00
Other Types of Income	
DVD Sales	3,650.00
Misc. Revenue	3,300.00
Total Other Types of Income	6,950.00
Performance Fees	62,375.00
Rent Income	2,300.00
Ticket Sales	
Admissions	67,000.00
Ticket Sales - Donations	1,550.00
Total Ticket Sales	68,550.00

The Actors Conservatory Theatre
Profit & Loss Budget Overview
January through December 2018

	Jan - Dec 18
Youth Group Income	12,500.00
Total Income	307,935.00
Gross Profit	307,935.00
Expense	
Benevolent Expenses	1,550.00
Contract Services	
Accounting Fees	2,100.00
Staff/Management Fees	60,004.00
Education/Teacher Fees	13,200.00
Guest Directors	13,000.00
Professional Fees	2,000.00
Youth Group Director	720.00
Total Contract Services	91,024.00
Cost of Sales	2,000.00
Depreciation Expense	
Depr Exp - Capital Lease Oblig	1,992.00
Depr Expense-FFE	2,451.00
Total Depreciation Expense	4,443.00
Facilities and Equipment	
Bldg Repair, Maint, Improvement	2,100.00
Depr and Amort - Allowable	3,025.00
Equip Rental and Maintenance	430.00
Equipment Expense	1,200.00
Liability Insurance	2,000.00
Rental Expense	82,140.00
Utilities	6,600.00
Total Facilities and Equipment	97,495.00
House Expense	
Concession Expense	5,900.00
Curtain Coin Expense	625.00
Flower Expense	1,680.00
House Decorations	500.00
Raffle Expense	100.00
Souvenir Expense	7,500.00
Star Board Expense	250.00
Total House Expense	16,555.00
Marketing / Promotion	3,500.00
Operations	

The Actors Conservatory Theatre
Profit & Loss Budget Overview
January through December 2018

	Jan - Dec 18
Bank charges	1,600.00
Dues, Subscriptions, Membership	1,200.00
Postage, Mailing Service	200.00
Printing and Copying	1,200.00
Supplies - Office/Other	600.00
Telephone, Telecommunications	2,580.00
Total Operations	7,380.00
Other Types of Expenses	
Other Costs	1,500.00
Staff Development	1,000.00
Total Other Types of Expenses	2,500.00
Production Costs	46,425.00
Scripts/Royalties	15,200.00
Supplies	
Supplies - General	1,400.00
Supplies - Technical	1,400.00
Total Supplies	2,800.00
Youth Group Expenses	16,000.00
Total Expense	306,872.00
Net Ordinary Income	1,063.00
Net Income	1,063.00

Town of Flower Mound
Community Support Funding Application
FY 2018-2019
DUE: January 15, 2018

GENERAL INFORMATION

NAME OF ORGANIZATION: Flower Mound Community Orchestras

ADDRESS: P O Box 270002, Flower Mound, Texas, 75027

DIRECTOR'S NAME: Thomas Williams

DIRECTOR'S TITLE: President, Board of Directors

DIRECTOR'S EMAIL: Thomas.Williams@kpostcompany.com

DIRECTOR'S PHONE: 214-223-7619

TAX ID NUMBER: 75-2562113

FAX:

YEAR ESTABLISHED: 1994

GRANT CONTACT (NAME AND EMAIL): Thomas Williams, Thomas.Williams@kpostcompany.com

GRANT REQUEST

TOTAL GRANT AMOUNT REQUESTED: $20,000.00

BRIEF DESCRIPTION OF REQUEST (TWO SENTENCES MAXIMUM):

Grant request submitted to support continuing operation of our three Flower Mound Community Orchestras. The town's generous and faithful support is critical to our continued viability.

FY 2017-2018 APPROVED BUDGET AMOUNT: $100,000.00

FY 2017-2018 AMOUNT CONTRIBUTED BY THE TOWN: $19,000.00

FY 2017-2018 ACTUAL EXPENDITURES: $92,663.31

RESERVE LEVEL (MOST RECENT YEAR END): $19,841.83

ARE OTHER FUNDS AVAILABLE FOR THIS REQUEST? Yes, private/corporate donations, fundraisers, tuition.

FY 2018-2019 PROPOSED BUDGET AMOUNT: $100,000.00

FY 2018-2019 AMOUNT REQUESTED BY THE TOWN: $20,000.00

% OF TOTAL BUDGET: 20

BRIEF ORGANIZATION DESCRIPTION

Describe the mission and activities of the organization, and explain how your request fits in with your mission.

The Flower Mound Community Orchestra was founded in June, 1994 to provide residents a vehicle for the performance and enjoyment of classical music. The organization has grown steadily over the years and now consists of the Symphony, Philharmonic and Preparatory Orchestras. These groups provide opportunities for both adults and young people to express their love of music through performances for the surrounding communties. The stated mission of the Flower Mound Community Orchestras is to: a) Encourage and instruct musicians of various ages and skills, b) Promote music education and appreciation, c) Create an experience for an audience that educates and entertains, d) Offer performance opportunities for aspiring local musicians.

Activities include 14 concerts throughout the year including Fall, Christmas, Spring and Patriotic concerts as well as a Children's concert and a concert for Special needs individuals. All concerts provided solely by the FMCO are free of charge. We also supported the Town of Flower Mound Veteran's day celebration as well as the Boards and Commissions banquet. Our Trombone ensemble played Christmas carols at the Shops of Highland Village. We also hold chamber music concerts at the Flower Mound Public Library.

Funds from the Town of Flower Mound are used for a variety of expenses including auditorium rent, payroll, professional fees and concert expense.

DESCRIPTION OF REQUEST

Define the "who, what, where, and how" of the request. Include a timeline when applicable.

Our funding request is in support of our operations for the entire year. Our season calendar starts in late August with auditions, followed by a series of rehearsals for our fall concerts by all three orchestras. Three Christmas concerts are held in December that includes participation by the Voices of Flower Mound and the Trietsch Memorial United Methodist Church choirs. Auditions are again held in January, followed by preparations for our spring concerts. This year's Spring Concert will be an Opera Gala featuring three professional vocal soloists. In 2017, our Symphony Orchestra was selected to participate in the Fort Worth Festival of Orchestras at Bass Hall, where we represented the Town of Flower Mound very well. In addition to our Spring concerts, we present a Children's theme concert and a concert for Special needs. Finally, we hold two patriotic concerts in late June or early July. Our recent Christmas concerts featured two professional vocalists singing individual solos as well as a duet on All I want for Christmas is you. One was a pop style singer, the other an opera soprano. The combination was ingenious with the arrangements written locally.

ANTICIPATED BENEFITS TO TOWN/ JUSTIFICATION OF THE REQUEST

With 24 years of service to the Town of Flower Mound and surrounding areas, we will continue to bring a variety of musical experiences, from high quality symphony performances to educational opportunities for musicians of all experience and age levels. Our spring Opera Gala will feature three outstanding vocal soloists while our Children's concert will once again feature a world renowned pianist who has provided truly memorable performances including Rhapsody in Blue, Rachmaninoff's Piano Concerto #2 and a dual piano performance of The Carnival of the Animals.

Our quality performances and difficulty of repertorire rivals many area professional orchestras in surrounding cities in the metroplex. Our educational orchestras provide an opportunity for many young aspiring musicians to play in an orchestral setting when a school program is not otherwise available..

STATISTICS ON SERVICE LEVELS PROVIDED TO THE TOWN OF FLOWER MOUND

OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 14 concerts, over 100 rehearsals.

% OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 100 plus.

HOW DID THE ORGANIZATION PERFORM IN RELATION TO THE GOALS LISTED FOR ITS MOST RECENT COMPLETED FISCAL YEAR?

The Flower Mound Community Orchestra exceeded our goals for professional growth and community support. In particular, we experienced significant growth in our educational orchestras with membership rolls at historic levels. We intend to expand to additional performance venues in the Town of Flower Mound this coming year while continuing to support the Town of Flower Mound for Veteran's day, the Boards and Commissions Banquet etc. We intend to use smaller groups to increase our outreach to the community including brass and flute ensembles.

GOALS AND OBJECTIVES FOR FY 2018-2019

- Continued growth of our educational orchestras as well as the Symphony orchestra.
- Attract additional string players, particularly more highly skilled players as our repertoire demands.
- Education and development of our young aspiring musicians as they advance to a higher level orchestra.
- Continue providing high quality performances of classical music with no admission fees.

ADDITIONAL INFORMATION

Provide any other information that may be pertinent to this request but was not stated in previous questions.

We also provide scholarships to cover activity fees of the educational orchestrs for those families facing financial hardships. As such, we provide opportunities for music education and enjoyment for disadvantaged young people in the community.

ATTACHMENTS

1. IRS DETERMINATION LETTER FOR MOST RECENT FISCAL YEAR
2. FORM 990
3. AUDITED FINANCIAL STATEMENT OR CPA REVIEW FOR MOST RECENT FISCAL YEAR
4. BUDGET FOR CURRENT FISCAL YEAR OR PROPOSED BUDGET FOR UPCOMING FISCAL YEAR
5. LIST OF OTHER FUNDS AVAILABLE FOR THIS REQUEST

OFFICER'S SIGNATURE: Thomas L Wells DATE: 12 January 2018

Please note that the information on the application is required to be completed in the space provided. Do not use "See Attached" as it could result in the form not being considered complete. The Town also retains the right to review the organization's books upon request.

Flower Mound Community Orchestra
Profit & Loss
January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
Ticket sales	4,304.03
Donations in Kind	28,142.00
Activity Fee	
Progressive	9,780.00
preparatory	6,965.00
Activity Fee - Other	910.00
Total Activity Fee	17,655.00
Donations	
door	
door symphony	2,685.00
door p&p	159.00
door - Other	4.00
Total door	2,848.00
Business	176.96
Individuals	
Company Match	1,190.00
Individuals - Other	5,650.81
Total Individuals	6,840.81
Donations - Other	65.00
Total Donations	9,930.77
Fundraiser	
Fundraiser Dinners	5,850.45
Silent Auction	9,580.69
Fundraiser - Other	0.97
Total Fundraiser	15,432.11
Grants	
Business	109.32
Government	19,000.00
Grants - Other	2,262.72
Total Grants	21,372.04
Total Income	96,835.95
Gross Profit	96,835.95
Expense	
void	0.00
Insurance	640.00
storage	1,139.40
auditorium rent	34,160.00
Fundraiser Cost	3,569.28
Concert Expense	
clinician p&p	860.00
Hospitality exp	84.23
music	
musicP&P	544.82
music - Other	171.13
Total music	715.95
auditorium rent	900.00
Concert Expense - Other	1,363.60
Total Concert Expense	3,923.78
Dues and Subscriptions	349.00
Miscellaneous	-1,276.47

Reviewed: [signature] 1/12/2018
President, Board of Directors

Flower Mound Community Orchestra
Profit & Loss
January through December 2017

	Jan - Dec 17	
Payroll Expenses		26,565.52
Payroll Tax Expense		7,051.17
Postage and Delivery		76.00
Professional Fees		
Administrative		1,440.63
Performers		
ringers, soloists, Symph		
Symph Percussion	2,410.00	
ringers, soloists, Symph - Other	12,022.50	
Total ringers, soloists, Symph	14,432.50	
ringers, soloists p&p	592.50	
Total Performers		15,025.00
Total Professional Fees		16,465.63
Total Expense		92,663.31
Net Ordinary Income		4,172.64
Net Income		4,172.64

Reviewed: [signature] 1/12/2018
President, Board of Directors

Flower Mound Community Orchestra
Balance Sheet
As of December 31, 2017

	Dec 31, 17	
ASSETS		
Current Assets		
Checking/Savings		
Capital- Checking		19,841.83
Total Checking/Savings		19,841.83
Other Current Assets		
Music		
Equipment	1,735.75	
Instruments	6,617.31	
Sheet Music	30,447.37	
Accumulated Depreciation	-13,883.87	
Music - Other	219.20	
Total Music		25,135.76
Total Other Current Assets		25,135.76
Total Current Assets		44,977.59
TOTAL ASSETS		44,977.59
LIABILITIES & EQUITY		
Equity		
Opening Bal Equity		4,790.38
Retained Earnings		36,014.57
Net Income		4,172.64
Total Equity		44,977.59
TOTAL LIABILITIES & EQUITY		44,977.59

Reviewed: Thomas L Wilson 1/12/2018
President, Board of Directors

Flower Mound Community Orchestras

Flower Mound Symphony Orchestra
Flower Mound Philharmonic Orchestra
Flower Mound Preparatory Orchestra

2018-2019 Budget

Auditorium rent	$34,160
Concert Expenses	$ 6,000
Musical Instrument Purchases	$ 3,000
Payroll, including taxes	$35,000
Professional fees	$15,000
Fundraising expenses	$ 3,000
Office and postage expenses	$ 800
Storage	$ 1,200
Marketing	$ 1,200
Insurance	$ 640
Total	**$100,000**

Planned musical instrument and equipment purchases, funds permitting:

A set of chimes, a 23 inch tympani and an additional music stand cart.

P.O. Box 270002, Flower Mound, TX 75027

Flower Mound Community Orchestras

Flower Mound Symphony Orchestra
Flower Mound Philharmonic Orchestra
Flower Mound Preparatory Orchestra

Alternative Funding Sources:

a) Preparatory and Philharmonic Orchestra Participant tuition, approximately $17,000.00 per year

b) Private and Corporate donations, approximately $1000.00 per year

c) Fundraising events, approximately $11,500.00.

P.O. Box 270002, Flower Mound, TX 75027

Town of Flower Mound
Community Support Funding Application
FY 2018-2019
DUE: January 15, 2018

GENERAL INFORMATION

NAME OF ORGANIZATION: Lewisville Lake Symphony Assn., Inc.

ADDRESS: 1278 FM407, Suite 109, PMB 30 Lewisville, TX 75077

DIRECTOR'S NAME: Nancy Wright

DIRECTOR'S TITLE: Chairman-Board of Directors

DIRECTOR'S EMAIL: nancy_carolyn@verizon.net

DIRECTOR'S PHONE: (972) 539-8492

TAX ID NUMBER: 75-2323908

FAX: N/A

YEAR ESTABLISHED: 1984

GRANT CONTACT (NAME AND EMAIL): Janis Hewlett janis.hewlett@gmail.com

GRANT REQUEST

TOTAL GRANT AMOUNT REQUESTED: $3,500

BRIEF DESCRIPTION OF REQUEST (TWO SENTENCES MAXIMUM):

We are requesting funding to help support the Lewisville Lake Symphony 2018-2019 Concert Series and its International Chamber Series.

FY 2017-2018 APPROVED BUDGET AMOUNT: $130,996 (FYE 9/30/18)

FY 2017-2018 AMOUNT CONTRIBUTED BY THE TOWN: $3,000

FY 2017-2018 ACTUAL EXPENDITURES: Current estimate remains at $130, 996.

RESERVE LEVEL (MOST RECENT YEAR END): $25,552 - at 9/30/17

ARE OTHER FUNDS AVAILABLE FOR THIS REQUEST? No

FY 2018-2019 PROPOSED BUDGET AMOUNT: 2018-2019 budget has not yet been developed

FY 2018-2019 AMOUNT REQUESTED BY THE TOWN: $3,500

% OF TOTAL BUDGET: TBD

BRIEF ORGANIZATION DESCRIPTION

Describe the mission and activities of the organization, and explain how your request fits in with your mission.

The Lewisville Lake Symphony Assn. (LLSA) is dedicated to enhancing the quality of life for people of all ages in the communities surrounding Lake Lewisville through live and inspiring classical music and education. The LLSA is committed to educating and encouraging the youth in our community to become involved in music programs. The Symphony is currently in its 34th season. The orchestra members are all professionals, earning their living through music and are members of the American Federation of Musicians. The International Chamber Series features students from the highly acclaimed music program at the University of North Texas. It provides citizens the opportunity to see and hear highly talented artists studying for their masters or doctoral degrees who are deemed likely to become the next generation of world-class soloists. We perform an annual concert for all 3rd grade students in the LISD which is coordinated with a curriculum taught by music teachers throughout the district. In addition, we offer an annual performance of Peter and the Wolf presented jointly with the Lake Cities Ballet. This concert is designed to introduce pre-school and elementary children to the world of classical music. The Board of Directors, which currently includes three Flower Mound residents, is operated through volunteers drawn from citizens with backgrounds in general business, accounting, marketing, and education; and, who are familiar with the arts.

DESCRIPTION OF REQUEST

Define the "who, what, where, and how" of the request. Include a timeline when applicable.

We are requesting funds in support of the International Chamber Series and the Symphony Concert Series; both of which are well attended by citizens of Flower Mound.

The International Chamber Series, performed at Trinity Presbyterian Church in Flower Mound, has featured artists from a variety of countries around the world. Each year the first concert in the series is officially designated a Daniel Pearl Music Days event, and is part of a chain that connects Flower Mound with over 800 concerts performed in more than 50 countries. Plans for the 2018-2019 Season are currently in development. This Series is partially supported through private donations, voluntary door donations and city government grants.

The Symphony Concert Series 2018-2019 Season is currently in development as well. All performances are held at the MCL Grand Theater in Lewisville. Although the performances take place in Lewisville, nearly 40% of our audience resides in Flower Mound. These concerts are funded through ticket sales, city government grants, private/civic/corporate donations, and fund raisers.

ANTICIPATED BENEFITS TO TOWN/ JUSTIFICATION OF THE REQUEST

A January 2010 article by Mark Crawford, Staff Editor, Area Development.com (When Quality of Life Closes the Location Decision Deal), includes the following quotes: 1.Larry Gigerich, Managing Director for Ginovus LLC, a consulting firm in Indianapolis, Indiana, says "quality-of-life issues typically have a much greater impact on projects that are trying to attract certain types of employees". As an example, he says "companies planning information technology, life sciences, research and development and corporate headquarters projects tend to rank quality-of-life issues higher on the list than those planning other types of projects". 2.David White, EVP of Marketing for Colorado Springs Regional Economic Development Corporation says "Quality of life can become the deciding factor later in the selection process, especially for an industry that must attract quality talent and young professionals. Typically, the higher the average salary of the company, the more critical a role quality of life plays". In addition, studies have confirmed that students who are involved in music score better on tests, have stronger leadership skills, are more disciplined, and are more likely to stay in school and pursue advanced education in a wide range of fields. The LLSA, through its many performance and educational programs, is a significant conduit that leads many students to the outstanding music programs offered in our school district. Flower Mound's support will reap benefits across all age groups and will help you deliver on your promise to make Flower Mound the premier community it has a reputation for being.

STATISTICS ON SERVICE LEVELS PROVIDED TO THE TOWN OF FLOWER MOUND

OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 9 total performances offered to the public

% OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 100%

HOW DID THE ORGANIZATION PERFORM IN RELATION TO THE GOALS LISTED FOR ITS MOST RECENT COMPLETED FISCAL YEAR?

All performances and educational events have exceeded the audience participation levels that we projected.

Through strong coordination between the business and artistic directors, University of North Texas School of Music support and district schools' music programs support and participation, we have been able to maintain our artistic quality expectations while staying in line with our fiduciary responsibility.

GOALS AND OBJECTIVES FOR FY 2018-2019

Our mission is to:

-Enhance the quality of life for people of all ages in the communities surrounding Lake Lewisville through live and inspiring classical music
-Continue our commitment to educating and supporting rising young talent

While arts organizations are always faced with financial challenges, we believe that we can accomplish our goals for 2018-2019 with the right community volunteers, a continuation of sound business and financial management practices, and community/city government financial support.

ADDITIONAL INFORMATION

Provide any other information that may be pertinent to this request but was not stated in previous questions.

Led by Maestro Adron Ming, the Lewisville Lake Symphony is widely regarded as one of the most respected regional orchestras in Texas according to the Dallas Morning News. The Symphony was founded in 1984. All the musicians make their living through music. Some teach at UNT and other area universities/colleges. Others can be seen playing in the Fort Worth Symphony and in the pit at the Fair Park Summer Musicals and the Dallas Opera.

In a congratulatory letter from Senator Jane Nelson, she states "The symphony has played a significant role in enriching the arts community in the Lake Lewisville area since its beginning, and I am so thrilled at all you have accomplished. As a former classroom teacher and a mother of five, I am especially proud of the programs and events for our area's students, from kindergarten to college. The symphony not only emphasizes the importance of the arts, but also maintains a focus on maintaining good stewardship of taxpayer and corporate grant money. I know that the Lewisville Lake Symphony will continue to have a positive impact in our region."

ATTACHMENTS

1. IRS DETERMINATION LETTER FOR MOST RECENT FISCAL YEAR
2. FORM 990
3. AUDITED FINANCIAL STATEMENT OR CPA REVIEW FOR MOST RECENT FISCAL YEAR
4. BUDGET FOR CURRENT FISCAL YEAR OR PROPOSED BUDGET FOR UPCOMING FISCAL YEAR
5. LIST OF OTHER FUNDS AVAILABLE FOR THIS REQUEST

OFFICER'S SIGNATURE: Nancy Wright DATE: 1/12/18

Please note that the information on the application is required to be completed in the space provided. Do not use "See Attached" as it could result in the form not being considered complete. The Town also retains the right to review the organization's books upon request.

Lewisville Lake Symphony Association, Inc.
Financial Statements
September 30, 2016

Table of Contents

	Page
Independent Auditor's Report	1
Financial Statements	
Statement of Financial Position	2
Statement of Activities	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6-8

CERTIFIED PUBLIC ACCOUNTANTS

CONSULTING · TAX · ASSURANCE

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Lewisville Lake Symphony Association, Inc.
Lewisville, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of Lewisville Lake Symphony Association, Inc. (a nonprofit organization) which comprise the statement of financial position as of September 30, 2016, 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 Lewisville Lake Symphony Association, Inc. as of September 30, 2016, 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.

KHA Accountants, PLLC

Flower Mound, Texas
January 18, 2017

Lewisville Lake Symphony Association, Inc.
Statement of Financial Position
September 30, 2016

ASSETS

Current assets		
Cash	$	48,705
Prepaid expense		1,000
Total current assets		49,705
Total assets	$	49,705

LIABILITIES AND NET ASSETS

Current liabilities		
Accounts payable	$	1,929
Deferred revenue		18,704
Total current liabilities		20,633
Total liabilities		20,633
Net assets - unrestricted		29,072
Total net assets		29,072
Total liabilities and net assets	$	49,705

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

Lewisville Lake Symphony Association, Inc.
Statement of Activities
For the Year Ended September 30, 2016

Unrestricted net assets		
Support and revenues		
Concert revenue	$	14,536
Donations		41,613
Grants		59,200
Fundraising income		29,697
Other income		4,777
Total support and revenues		149,823
Expenses		
Program services		103,915
Supporting services		
Management and general		11,681
Fundraising		12,386
Total expenses		127,982
Change in unrestricted net assets		21,841
Unrestricted net assets at beginning of year		7,231
Unrestricted net assets at end of year	$	29,072

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

Lewisville Lake Symphony Association, Inc.
Statement of Functional Expenses
For the Year Ended September 30, 2016

		Supporting Services		
	Program Services	Management and General	Fundraising	Total
Advertising	$ 8,947	$ -	$ -	$ 8,947
Cartage	590	-	-	590
Conductor	4,800	-	-	4,800
Credit card fees	2,384	1,000	1,195	4,579
Fundraising	-	-	11,191	11,191
Guest artist	2,725	-	-	2,725
Instrument rental	1,395	-	-	1,395
Insurance	-	2,421	-	2,421
International competition	3,400	-	-	3,400
Internet expense	-	182	-	182
Memberships	-	828	-	828
Music rental	1,053	-	-	1,053
Musician pension	5,946	-	-	5,946
Musicians	62,949	-	-	62,949
Musicians' chamber	1,500	-	-	1,500
Production	2,485	-	-	2,485
Professional fees	-	6,165	-	6,165
Programs	376	-	-	376
Space rental	4,840	-	-	4,840
Supplies	-	395	-	395
Telephone	-	690	-	690
Young artist competition	525	-	-	525
	$ 103,915	$ 11,681	$ 12,386	$ 127,982

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

Lewisville Lake Symphony Association, Inc.
Statement of Cash Flows
For the Year Ended September 30, 2016

Cash flows from operating activities		
Change in unrestricted net assets	$	21,841
Adjustments to reconcile change in unrestricted net assets to net cash provided by operating activities:		
Decrease in prepaid expenses		2,000
Increase in accounts payable		1,929
Increase in deferred revenue		6,548
Net cash provided by operating activities		32,318
Net increase in cash		32,318
Cash at beginning of year		16,387
Cash at end of year	$	48,705
Supplemental disclosure of cash flow information		
Interest paid	$	-
Income taxes paid	$	-

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

Lewisville Lake Symphony Association, Inc.
Notes to Financial Statements
September 30, 2016

Note 1. Nature of operations

Lewisville Lake Symphony Association, Inc. (LLSA) was established to provide a musical and cultural development outlet for talented members of the Lewisville Lake area, expand the Lewisville Lake area's awareness of and appreciation of symphonic music, and develop projects to help fund development of the symphony, its library, materials, and personnel.

The Lewisville Lake Symphony Guild is comprised of volunteers that manage the marketing, box office, concert logistics, membership drives and fundraising, young people's programs, and grant solicitation of LLSA.

Note 2. Summary of significant accounting policies

Basis of presentation

The financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). LLSA is required to report information regarding its financial position and activities according to three classes of net assets. Accordingly, net assets of LLSA and changes therein are classified and reported as follows:

Unrestricted Net Assets – Net assets not subject to donor-imposed stipulations.

Temporarily Restricted Net Assets – Net assets subject to donor-imposed stipulations that may or will be met by actions of LLSA and/or the passage of time. LLSA has no temporarily restricted net assets.

Permanently Restricted Net Assets – Net assets subject to donor-imposed stipulations that they be maintained permanently by LLSA. LLSA has no permanently restricted net assets.

Revenues are reported as increases in unrestricted net assets unless use of the related asset is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Expirations of temporarily restricted net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.

Contributions

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of donor restrictions. When contributions that are restricted by the donor expire, that is, when a stipulated time restriction ends or purposes restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Support that is restricted by the donor is reported as increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized.

Revenue recognition

Concert revenues are generated from ticket sales and are recognized when the earning process is substantially complete and services have been performed. Deferred revenue includes funds received on advance ticket sales for the next season's concert series. Recognition of revenue is deferred for accounting purposes until the concert series commences.

Use of estimates

When preparing financial statements in conformity with U.S. GAAP, management must make estimates based on future events that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as of the date of the financial statements, and revenues and expenses during the reporting period. Actual results could differ from these estimates.

Note 2. Summary of significant accounting policies, continued

Cash and cash equivalents

LLSA considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. LLSA maintains a separate cash account for funds received from a certain grantor per stipulations in the grant agreement. These funds are to be used for specific purposes as set forth in the grant agreement. As of September 30, 2016, there was no balance in this cash account as all of the funds had been utilized as stipulated.

Membership

LLSA recognizes as members donors at the bronze level of $100 and above.

Donated services

Donated services are recognized as revenue at their estimated fair value during the period received, if both of the following criteria are met:

- The services require special skills and are the services provided by individuals possessing those skills.
- The services would typically need to be purchased, if not donated.

Although LLSA may utilize the services of outside volunteers, the fair value of these services has not been recognized in the accompanying financial statements since they do not meet the criteria for recognition under U.S. GAAP.

Functional allocation of expenses

Expenses are charged directly to program services, fundraising, or management and general expense based on specific identification when applicable. Indirect expenses have been allocated based on the nature of the expense.

Advertising costs

LLSA expenses advertising costs as incurred. Advertising expense was $8,947 for the year ended September 30, 2016.

Income taxes

LLSA is a nonprofit organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes. Accordingly, no federal or state income taxes are recorded in the accompanying financial statements.

Accounting for uncertainty in income taxes

Management has concluded that any tax positions that would not meet the more-likely-than-not criterion of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 740-10, *Accounting for Income Taxes*, would be immaterial to the financial statements taken as a whole. Accordingly, the accompanying financial statements do not include any provision for uncertain tax positions, and no related interest or penalties have been recorded in the statement of activities or accrued in the statement of financial position. Federal tax returns of LLSA are generally open to examination by the relevant taxing authorities for a period of three years from the date the returns are filed.

Note 2. Summary of significant accounting policies, continued

Subsequent events

Management has evaluated subsequent events through January 18, 2017, the date which the financial statements were available to be issued.

Note 3. Concentrations

Approximately 36% of LLSA's combined revenue and public support was provided by two contributors.

Note 4. Commitments and contingencies

LLSA is required to contribute a percentage of scale wages to the American Federation of Musicians and Employers' Pension Fund (the Fund) in accordance with its master agreement with the Dallas-Ft. Worth Professional Musicians Association, Local #72-147. This agreement is for covered work occurring between September 1, 2016 and August 31, 2018. Contributions are 8% and 1.5% of scale wages for the pension contribution and dues, respectively. The total contribution paid under this master agreement for the year ended September 30, 2016 was $5,946.

Attachment 4

Lewisville Lake Symphony Assn., Inc.
Profit & Loss Budget Overview
October 2017 through September 2018

	TOTAL
	Oct '17 - Sep 18
Income	
41000 · Ticket Sales Summary	
41110 · Box Office Symphony	6,000.00
41120 · Season Tickets Symphony	6,000.00
41310 · Box Office Peter & Wolf	3,000.00
Total 41000 · Ticket Sales Summary	15,000.00
42000 · Grants	
42110 · Gov Grant - Flower Mound	3,000.00
42120 · Gov Grant - Highland Village	2,500.00
42130 · Gov Grant - Lewisville City	45,000.00
42140 · Gov Grant - LISD	13,700.00
Total 42000 · Grants	64,200.00
43000 · Donations & Sponsorships	
43110 · Donations Sym Business	6,000.00
43120 · Donations Sym Individuals	10,000.00
43130 · Chair Sponsor	8,400.00
43140 · Donations - Chamber Concerts	2,000.00
43210 · Chamber & Concert Sponsors	1,000.00
43310 · Donations Memorials	500.00
Total 43000 · Donations & Sponsorships	27,900.00
44000 · Fundraisers	
44110 · Fundraiser Gala	9,000.00
Total 44000 · Fundraisers	13,000.00
45000 · Miscellaneous Income	
45210 · Other Income Young Artist	1,300.00
45220 · Other Income Int'l Comp	1,800.00
45310 · Other Income Interns	600.00
45710 · Other Income Miscellaneous	500.00
Total 45000 · Miscellaneous Income	4,200.00
Total Income	124,300.00

Attachment 4

Lewisville Lake Symphony Assn., Inc.
Profit & Loss Budget Overview
October 2017 through September 2018

	TOTAL
	Oct '17 - Sep 18
Expense	
51000 · Administrative	
51110 · Admin Supplies	300.00
51120 · Admin Telephone	696.00
51130 · Internet Expense	300.00
51210 · Admin Insurance	2,400.00
51220 · Audit Fees	6,000.00
51230 · Credit Card / Bank Fees	4,200.00
Total 51000 · Administrative	13,896.00
52000 · Business Costs	
Total 52110 · Ptromotional Activity	9,000.00
Total 52310 · Facility - Symphony	4,800.00
Total 52000 · Business Costs	13,800.00
53000 · Artistic Expense	
Total 53110 · Conductor Budget Summary	88,000.00
Total 53210 · Other Artistic Summary	4,600.00
Total 53000 · Artistic Expense	92,600.00
54000 · Fundraising Expense	
54110 · Fundraising Exp-Gala	5,000.00
54210 · Fundraiser Expense - Other	500.00
Total 54000 · Fundraising Expense	5,500.00
55000 · Miscellaneous Expense	
55110 · Special Event Intl Comp	2,250.00
55120 · Special Event Young Art	650.00
55130 · Conduct Din	1,500.00
55140 · Membership Exp	800.00
Total 55000 · Miscellaneous Expense	5,200.00
Total Expense	130,996.00
Net Income	-6,696.00

Town of Flower Mound
Community Support Funding Application
FY 2018-2019
DUE: January 15, 2018

GENERAL INFORMATION

NAME OF ORGANIZATION: Theatre FMPAT/Our Productions Theatre Co.

ADDRESS: P.O. Box 271483 Flower Mound, TX 75027-1483

DIRECTOR'S NAME: Neale Whitmore

DIRECTOR'S TITLE: President

DIRECTOR'S EMAIL: info@ourproductions.org

DIRECTOR'S PHONE: 972-724-2147

TAX ID NUMBER: 75-2842283

FAX:

YEAR ESTABLISHED: 1993

GRANT CONTACT (NAME AND EMAIL): Stephanie Riggs, info@ourproductions.org

GRANT REQUEST

TOTAL GRANT AMOUNT REQUESTED: $12,000

BRIEF DESCRIPTION OF REQUEST (TWO SENTENCES MAXIMUM):

Funds from this grant would be used directly for the production costs (Rental, Royalty Fees, and Actor's Equity Association contract fees among other production costs) for professional productions and to support our youth educational programming and productions.

FY 2017-2018 APPROVED BUDGET AMOUNT: $118,355

FY 2017-2018 AMOUNT CONTRIBUTED BY THE TOWN: $12,000

FY 2017-2018 ACTUAL EXPENDITURES: 1/1-12/31/2017 expenses $110,188

RESERVE LEVEL (MOST RECENT YEAR END): $8,167

ARE OTHER FUNDS AVAILABLE FOR THIS REQUEST? Yes, Earned Revenue.

FY 2018-2019 PROPOSED BUDGET AMOUNT: $109,900

FY 2018-2019 AMOUNT REQUESTED BY THE TOWN: $12,000

% OF TOTAL BUDGET: 11%

BRIEF ORGANIZATION DESCRIPTION

Describe the mission and activities of the organization, and explain how your request fits in with your mission.

Our Productions Theatre Co./ Theatre FMPAT is a nonprofit, professional theatre dedicated to promoting the performing arts in North Texas. In 2018 we will celebrate 26 consecutive years of providing entertainment and education for the community. Originally founded in January of 1993, the organization incorporated and gained nonprofit status 3 years later in 1996. The theatre is constantly serving its community by striving to bring the highest standard of entertainment and arts education to North Texas and is the only professional theatre company in Denton County. The theatre's operates year round with its acclaimed Educational Program - The Young Artist Training Program, and high school/college intern program allowing area young artists the ability to work alongside artistic professionals.

DESCRIPTION OF REQUEST

Define the "who, what, where, and how" of the request. Include a timeline when applicable.

Grant funding will aid in production costs & youth educational support for the 2018-2019. Funds from this grant would be used directly for the production costs (Space rental, Royalty Fees, and Actor's Equity Association contract fees) for professional productions produced seasonally, along with funds to support our year round youth educational programming. We serve adults, children and seniors in Flower Mound, Lewisville and surrounding cities in Denton County. Our productions are advertised Metroplex wide and critically acclaimed in the D-FW Metroplex.

ANTICIPATED BENEFITS TO TOWN/ JUSTIFICATION OF THE REQUEST

We offer residents affordable and professional live performing arts, normally only seen in much larger regional and national venues, locally. We are critically acclaimed, and both award winning and nominated, and have been the only professional theatre utilizing Actors' Equity Association (Union of professional actors and stage managers) contracts in Denton County since 1993. We are proud to continue the 'Act Of Faith' ticketing program, providing pay-what-you-can available seats to the community at curtain for select performances. This allows anyone, regardless of their ability to pay, the opportunity to experience our live, professional theatrical productions. Our professional High School & College Intern program also provides learning opportunities to young students looking towards a career in the performing arts. Our musical theatre conservatory is one of the best in the nation, and offers professional training to area youth. Our newly established Play Readers Club is now in it's second year and offers new playwrights opportunity to showcase their work, and area patrons to attend and participate in the Play Readers Club free of charge.

STATISTICS ON SERVICE LEVELS PROVIDED TO THE TOWN OF FLOWER MOUND

OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 1,500

% OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 65%

HOW DID THE ORGANIZATION PERFORM IN RELATION TO THE GOALS LISTED FOR ITS MOST RECENT COMPLETED FISCAL YEAR?

Our Productions continued both our outstanding youth, educational programming and our presentation of professional performing arts including the establishment of the new Play Readers Club meeting regularly each winter. We are proud to have received many Awards/Recognition including: BroadwayWorld.com Top Ten Metroplex Theater Company, WFFA Best Theater in North Texas Award, Nickelodeon Parent's Pick Award – Best Youth Theater Company, PegasusNews.com Best Theatre Group in DFW – Ultimate Best List and coverage in all major area publications.

GOALS AND OBJECTIVES FOR FY 2018-2019

Our Productions is planning a presentation of the new work, Haunted, due to popular demand for October 2018 along with continuation of our new Play Readers Club from January to March 2018. Play Readers Club melds both patrons and professionals in a book club style format to read and discuss new and classic plays with area playwrights. We hope to be a starting ground to originate new pieces in the years to come. Our youth and family musical for April 2018 will be the tale of Honk!, the story of the Ugly Duckling, presented in conjunction with our Young Artist Training Program.

Our Productions' will also continue our Young Artist Training Program, under the direction of Stephanie Riggs, offering professional training in musical theatre and acting by some of the Metroplex's top professionals year round -Summer, Fall, and Spring, including adding an additional summer performance camp focusing on elementary ages and beginners, and advanced studies continuing in Fall/Spring. The program will again continue it's internship opportunities for technical theatre & leadership training, as well as focused workshops on preparing high-school students for their college scholarship auditions.

Our internship program has also expanded to include opportunities for college students studying performing arts to work on our professional productions alongside seasoned professionals. We hope to continue this work for the next year.

ADDITIONAL INFORMATION

Provide any other information that may be pertinent to this request but was not stated in previous questions.

We are thankful to the Town of Flower Mound for many years of dedicated support of the arts in this community.

ATTACHMENTS

1. IRS DETERMINATION LETTER FOR MOST RECENT FISCAL YEAR
2. FORM 990
3. AUDITED FINANCIAL STATEMENT OR CPA REVIEW FOR MOST RECENT FISCAL YEAR
4. BUDGET FOR CURRENT FISCAL YEAR OR PROPOSED BUDGET FOR UPCOMING FISCAL YEAR
5. LIST OF OTHER FUNDS AVAILABLE FOR THIS REQUEST

OFFICER'S SIGNATURE: DATE: 1/6/2018

Please note that the information on the application is required to be completed in the space provided. Do not use "See Attached" as it could result in the form not being considered complete. The Town also retains the right to review the organization's books upon request.

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a/ OUR PRODUCTIONS THEATRE CO.

FLOWER MOUND, TEXAS

FINANCIAL STATEMENTS

As of

DECEMBER 31, 2016

TOGETHER WITH

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Schnaufer & Walker, P.C.
Certified Public Accountants
Dallas, Texas

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE CO.
FINANCIAL STATEMENTS
For the Year Ended December 31, 2016

TABLE OF CONTENTS

	Page
Independent Accountants' Review Report	1
Statement of Financial Position	2
Statement of Activities	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 9

Schnaufer & Walker, P.C.
Certified Public Accountants
2695 Villa Creek Drive, Suite 268
Dallas, Texas 75234
www.TheNonprofitCPA.org
Office: (972) 798-2046 Fax: (866) 334-1362

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
Expressions Performing Arts School & Theatre, Inc.
d/b/a Our Productions Theatre Co.
Flower Mound, Texas

We have reviewed the accompanying financial statements of **Expressions Performing Arts School & Theatre, Inc. d/b/a Our Productions Theatre Co.** (a Texas nonprofit organization), which comprise the statement of financial position as of December 31, 2016 and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Schnaufer & Walker, P.C.

Dallas, Texas

June 7, 2017

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE CO.
STATEMENT OF FINANCIAL POSITION
December 31, 2016

ASSETS		
Current assets:		
Cash and cash equivalents	$	2,912
TOTAL ASSETS	$	2,912
LIABILITIES		
Current liabilities:		
Accounts payable and accrued liabilities	$	-
TOTAL LIABILITIES		-
NET ASSETS		
Unrestricted net assets		2,912
TOTAL NET ASSETS		2,912
TOTAL LIABILITIES AND NET ASSETS	$	2,912

See accompanying notes and independent accountants' review report.

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE CO.
STATEMENT OF ACTIVITIES
For The Year Ended December 31, 2016

CHANGES IN UNRESTRICTED NET ASSETS		
Revenue and other support:		
Services - classes and workshps		$ 75,653
Grants		24,500
Ticket sales		12,962
Contributions		10,544
Total revenue and other support		123,659
Expenses:		
Program services:		
Production costs		75,598
Professional fees - artistic		36,656
Total program services		112,254
Supporting services:		
Management and general		17,543
Total expenses		129,797
DECREASE IN UNRESTRICTED NET ASSETS		(6,138)
UNRESTRICTED NET ASSETS AT BEGINNING OF YEAR		9,050
UNRESTRICTED NET ASSETS AT END OF YEAR		$ 2,912

See accompanying notes and independent accountants' review report.

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE CO.
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended December 31, 2016

	Program services			Supporting services	
	Production costs	Professional fees - artistic	Total	Management and general	Totals
Advertising	$ 1,478	$ 1,478	$ 2,956	$ 1,478	$ 4,434
Actor and stage manager	-	1,500	1,500	-	1,500
Bank charges	-	-	-	785	785
Box office operations	5,423	-	5,423	-	5,423
Costumes	1,706	-	1,706	-	1,706
Education guest faculty/artist	-	5,775	5,775	-	5,775
Front of house	2,111	-	2,111	-	2,111
Insurance	7,127	7,127	14,254	7,127	21,381
Lighting	537	-	537	-	537
Musician	390	-	390	-	390
Office supplies	-	-	-	820	820
Payroll expenses	5,727	20,000	25,727	5,727	31,454
Postage and delivery	-	-	-	414	414
Printing and reproduction	1,442	-	1,442	-	1,442
Professional fees	-	-	-	104	104
Props	525	-	525	-	525
Rent	30,705	-	30,705	-	30,705
Repair and maintenance	1,000	-	1,000	-	1,000
Royalty and rental	4,944	-	4,944	-	4,944
Set	10,375	-	10,375	-	10,375
Sound	1,332	-	1,332	-	1,332
Telephone	776	776	1,552	775	2,327
Utilities	-	-	-	313	313
Totals	$ 75,598	$ 36,656	$ 112,254	$ 17,543	$ 129,797

See accompanying notes and independent accountants' review report.

EXPRESSIONS PERFORMING ARTS SCHOOL & THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE CO.
STATEMENT OF CASH FLOWS
For The Year Ended December 31, 2016

CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from services - classes and workshps	$	75,653
Cash received from grants		24,500
Cash received from ticket sales		12,962
Cash received from contributions		10,544
Cash expended for payroll		(31,454)
Cash expended for rent		(30,705)
Cash expended for production costs		(30,561)
Cash expended for insurance		(21,381)
Cash expended for professional fees - artistic		(8,051)
Cash expended for advertising		(4,434)
Cash expended for management and general		(2,426)
Cash expended for bank charges and fees		(785)
NET CASH (USED IN) OPERATING ACTIVITIES	$	(6,138)
DECREASE IN CASH		(6,138)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR		9,050
CASH AND CASH EQUIVALENTS - END OF YEAR	$	2,912
RECONCILIATION OF DECREASE IN NET ASSETS TO NET CASH (USED IN) OPERATING ACTIVITIES:		
Decrease in net assets	$	(6,138)
Adjustments to reconcile decrease in net assets to net cash (used in) operating activities:		
Depreciation		-
Changes in operating assets and liabilities:		
(Decrease) increase in accounts payable		-
NET CASH (USED IN) OPERATING ACTIVITIES	$	(6,138)

See accompanying notes and independent accountants' review report.

EXPRESSIONS PERFORMING ARTS SCHOOL AND THEATRE, INC.
d/b/a OUR PRODUCTIONS THEATRE COMPANY
NOTES TO FINANCIAL STATEMENTS

NOTE A – ORGANIZATION AND NATURE OF ACTIVITIES

Expressions Performing Arts School and Theater, Inc. d/b/a Our Productions Theater Company (the Organization) is a Texas not-for-profit corporation and is located in Flower Mound, Texas. The Organization promotes interest in and fosters appreciation of the performing arts and provides the opportunity for all residents of the community (primarily in the Town of Flower Mound) who may be interested in any phase of community theatre work to participate in the productions of this group without regard to age, education, sex, race, creed, color, national origin, political affiliation, wealth or status, ability or disability. They educate the community through lectures, seminars, workshops, public and classroom performances, exhibits and any and all other appropriate means. The Organization produces and mounts live theatrical productions in existing theater spaces. The Organization's revenue primarily comes from ticket sales, grants, classes and workshops, and free-will donations.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, prepaids, payables, refundable advances, and other liabilities. Under the accrual method of accounting, revenues are recorded when earned and expenses are recorded when incurred, irrespective of when paid. The significant accounting policies are described below to enhance the usefulness of the financial statements to the reader.

Income Taxes

The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Organization is required to file annual reports to the Internal Revenue Service, Form 990, Return of Organizations Exempt from Federal Income Tax. The Organization is in compliance with all federal tax filings for the year ended December 31, 2016.

Basis of Presentation

The Organization accounts for its funding in accordance with the provisions of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958, *Not-for-Profit Entities* (ASC Topic 958), which establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into three net asset categories according to externally (donor) imposed restrictions. ASC Topic 958 requires that unconditional promises to give (pledges) be recorded

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

as receivables and requires the organization to distinguish between contributions received for each net asset category in accordance with donor imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets – Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that are met by actions of the Organization.

Permanently restricted net assets – Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization.

Ticket sales, grants, classes workshops are recognized when earned. Refundable advances are recorded until the revenue is earned. Donations are recognized as revenue when received and are recorded as unrestricted, temporarily restricted, or permanently restricted net assets depending on the existence or nature of any donor restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose of the contribution is accomplished, temporarily restricted net assets are classified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

At December 31, 2016 and during the year then ended, the Organization did not have any of its assets subject to permanent restrictions. At December 31, 2016, there were no temporarily restricted net assets. At December 31, 2016, unrestricted net assets of $2,912, respectively, have been designated to be used with the permission of the Board of Directors (the "Board").

Fair Value of Financial Instruments

The Organization's financial instruments consisted of cash and cash equivalents. Cash and cash equivalents are stated at fair value.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an original maturity of three months or less, when purchased, to be cash equivalents.

Accounts Receivable

Accounts receivable are recorded net of an allowance for expected losses. The allowance is estimated from historical performance and projections of trends. For the year ended December 31, 2016, management determined there were no accounts receivable or allowances for uncollectable accounts.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Noncash Donations

Donated material, fixed assets and certain services are reflected as contributions at their estimated fair values on the date of receipt and are recorded in the appropriate asset or expense account. Services are recorded if they create or enhance nonfinancial assets or require special skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Classification of Revenue and Expense

Operating activities include items which are directly related to the Organization or are essential support elements of those programs. The cost of providing the various programs and other activities has been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program activities and supporting services as shown in the statements of functional expenses. Depreciation has been allocated to the related operating activities.

Use of Estimates

The preparation of financial statements in conformity with generally accepted 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.

Advertising Costs

The Organization charges advertising costs to operations in the year the expense is incurred. For the year ended December 31, 2016, advertising expenses incurred were $4,434.

NOTE C – FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated based upon the amount expended on production costs or management and general as shown in the statement of functional expenses. Expenses are recorded when incurred in accordance with accrual basis of accounting.

NOTE D – GRANT REVENUE

In 2016, the Organization received grant revenue from the following organizations:

Grantee	Amount
Town of Flower Mound	$ 12,000
City of Lewisville	8,000
Texas Commission on the Arts	4,500
Total	$ 24,500

NOTE E – SUBSEQUENT EVENTS

FASB ASC 855-10 requires the disclosure of the date through which an entity has evaluated subsequent events and the basis for that date. That is, whether that date represents the date the financial statements were issued or were available to be issued. The Organization has evaluated subsequent events for potential recognition and/or disclosure in these financial statements through June 7, 2017, the date that the financial statements were available to be issued.

(2017-2018) Approved Budget
Our Productions Theatre Co./Theatre FMPAT

INCOME	2017	2018
	(Budget)	(Proposed)
A. Earned Income:		
Box office receipts/Ticket sales	10,646	10,000
Other - Educational Programs	79,457	75,000
B. Unearned Income:		
Town of Flower Mound Funding	12,000	12,000
Other	3,000	3,000
C. Contributed Income:		
Individual contributors and sponsors	13,252	13,900
Other	0	0
Total Income	118,355	109,900

EXPENDITURES	2017	2018
	(Budget)	(Proposed)
A. Fees for Outside Professionals:		
Administrative	2,352	2,500
Artistic/Technical	11,728	12,000
Other	0	0
B. Rentals:		
Performance/rehearsal space	25,368	23,000
Equipment, furniture, sets	5,978	5,500
Instruments	2,500	2,500
Costumes, props	1,873	1,100
Scripts/Scores, etc.	1,000	2,000
Other	0	0
C. Misc. Operating Expenses:		
Postage/Mailing (including PO Box rental)	273	300

Supplies and Materials	1,356	1,500
Marketing & Promotion	5,279	5,000
Printing	1,019	1,000
Professional fees & development	1,059	1,000
Payroll Expenses	21,760	28,000
Other	0	0
D. Production Costs Additional	1,986	2,000
E. Fundraising Expenses	0	0
F. Debt Reduction	0	0
G. Capital Expenditures/Acquisitions	0	0
Insurance	19,584	20,000
Utilities, Insurance,Telephone	2,573	2,500
Reserves rebuild (Goal to have 10% operating in reserves)	4,500	0
Total Expenses	110,188	109,900

List of other projected funds available for 2017-2018 Our Productions Theatre Co./Theatre FMPAT

Admissions $10,000

Tuitions/Workshops $70,000

Contributions $10,000

Grants (Local/County) $4,500

Total $94,500

Town of Flower Mound
Community Support Funding Application
FY 2018-2019
DUE: January 15, 2018

GENERAL INFORMATION

NAME OF ORGANIZATION: Voices of Flower Mound
ADDRESS: 5408 Remington Park Dr., Flower Mound, TX 75028
DIRECTOR'S NAME: Ron Miller
DIRECTOR'S TITLE: President
DIRECTOR'S EMAIL: ron450@yahoo.com
DIRECTOR'S PHONE: 972-899-2238
TAX ID NUMBER: 20-8189757
FAX: N/A
YEAR ESTABLISHED: 2006
GRANT CONTACT (NAME AND EMAIL): Ron Miller, ron450@yahoo.com

GRANT REQUEST

TOTAL GRANT AMOUNT REQUESTED: $5,500
BRIEF DESCRIPTION OF REQUEST (TWO SENTENCES MAXIMUM):
For purchasing music copies, rehearsal and performance spaces, advertising costs, and employee compensation

FY 2017-2018 APPROVED BUDGET AMOUNT: $20,650
FY 2017-2018 AMOUNT CONTRIBUTED BY THE TOWN: $5,000
FY 2017-2018 ACTUAL EXPENDITURES: $22,118 (est thru 9/30/18)
RESERVE LEVEL (MOST RECENT YEAR END): $9,734 (actual 9/30/17)
ARE OTHER FUNDS AVAILABLE FOR THIS REQUEST? No

FY 2018-2019 PROPOSED BUDGET AMOUNT: $24,420
FY 2018-2019 AMOUNT REQUESTED BY THE TOWN: $5,500
% OF TOTAL BUDGET: 22.5%

BRIEF ORGANIZATION DESCRIPTION

Describe the mission and activities of the organization, and explain how your request fits in with your mission.

The Voices of Flower Mound (VFM) is a non-auditioned, mixed community chorus open to anyone in the Flower Mound area. Continuing musical education and performance experience is acquired through participation. VFM promotes music appreciation among its members and the general public with choral music, from all traditions, that elevates, provokes, and entertains. Typically, the music performed includes popular tunes from radio, television and musical theater or movies, in addition to standards and seasonal favorites.

In addition to our own concerts, we perform collaboratively with the Flower Mound Symphony Orchestra (July Patriotic and December Christmas concerts), and when requested at Town events (Veterans & Memorial Day ceremonies, for Seniors in Motion, the Art Party at the Library, etc.)

DESCRIPTION OF REQUEST

Define the "who, what, where, and how" of the request. Include a timeline when applicable.

The Treasurer disburses funds throughout the year for:
- Purchasing music, rehearsal supplies and recording equipment
- Renting space for rehearsals and performances
- Promotional and advertising costs
- Hiring supplemental musicians to accompany performances
- Compensation for our Director and Accompanist

ANTICIPATED BENEFITS TO TOWN/ JUSTIFICATION OF THE REQUEST

We promote music appreciation and enjoyment for both our members and our audiences, who are principally residents of the Town. Our audiences range from approx. 200 in our smaller concerts, to 800-1000 at our collaborative concerts. We are also able to lend our support to Town events, e.g. Memorial and Veterans Day ceremonies and the Art Party.

With more expenses covered, we can avoid raising dues (which tends to discourage prospective members).
Increased promotional activities will expand community awareness of the group with resultant increases in membership, concert attendance, and invitations to perform.
Variety of music can be enhanced with additional musicians (which also showcases and promotes other local talent).
Continued leadership quality is assured with compensated positions.

STATISTICS ON SERVICE LEVELS PROVIDED TO THE TOWN OF FLOWER MOUND

 # OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 100/yr (approx)

% OF TOTAL SERVICES PROVIDED TO FLOWER MOUND RESIDENTS: 95%

HOW DID THE ORGANIZATION PERFORM IN RELATION TO THE GOALS LISTED FOR ITS MOST RECENT COMPLETED FISCAL YEAR?

VFM met or exceeded our performance goals by:
- opening the Town's Memorial Day ceremony with the National Anthem in May, 2017
- performing our own "Isn't it Romantic" concert in May
- performing a July Patriotic concert with the FM Symphony and the Trietsch choir
- performing our own "Rock 'n' Roll" concert in October (with a new high for audience attendance)
- performing at Flower Mound Art Party at the FM Public Library in November
- opening the Town's Veteran's Day ceremony with the National Anthem in November
- performing a December Christmas concert with the FM Symphony and Trietsch choir (another new high audience attendance)
- *performing at the Women of Flower Mound holiday dinner*

Despite attrition due to relocations out of the area, we continued to expand our membership by 10%

GOALS AND OBJECTIVES FOR FY 2018-2019

- continuing to provide music education and training through a schedule of weekly rehearsals.
- continue rebuilding membership roles
- performing at least three major concerts
- perform a concert at the Senior Center for Seniors in Motion (scheduled in May)
- performing at community events, as invited

ADDITIONAL INFORMATION

Provide any other information that may be pertinent to this request but was not stated in previous questions.

ATTACHMENTS

1. IRS DETERMINATION LETTER FOR MOST RECENT FISCAL YEAR
2. FORM 990
3. AUDITED FINANCIAL STATEMENT OR CPA REVIEW FOR MOST RECENT FISCAL YEAR
4. BUDGET FOR CURRENT FISCAL YEAR OR PROPOSED BUDGET FOR UPCOMING FISCAL YEAR
5. LIST OF OTHER FUNDS AVAILABLE FOR THIS REQUEST

OFFICER'S SIGNATURE: [signature] DATE: 1/1/18

Please note that the information on the application is required to be completed in the space provided. Do not use "See Attached" as it could result in the form not being considered complete. The Town also retains the right to review the organization's books upon request.

The Voices Of Flower Mound
Balance Sheet
As of December 31, 2017

	Dec 31, 17	
ASSETS		
Current Assets		
Checking/Savings		
Chase Bank		9,977.73
Total Checking/Savings		9,977.73
Total Current Assets		9,977.73
Fixed Assets		
Furniture and Equipment		
Equipment	569.15	
F & E -Accum dep'n	-569.15	
Total Furniture and Equipment		0.00
Total Fixed Assets		0.00
TOTAL ASSETS		9,977.73
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets		9,734.50
Net Income		243.23
Total Equity		9,977.73
TOTAL LIABILITIES & EQUITY		9,977.73

The Voices Of Flower Mound
Profit & Loss
October through December 2017

	Oct - Dec 17	
Ordinary Income/Expense		
Income		
Concert ticket sales		
Ticket sales	1,759.00	
Ticket sales - PayPal fees	-27.41	
Total Concert ticket sales		1,731.59
Direct Public Support		
Contributions-Individuals	33.00	
Contributions-N T Giving Day	6.94	
Contributions in kind	138.00	
Corporate		
Amazonsmile Foundation	12.49	
Town of Flower Mound	6,000.00	
Total Corporate	5,012.49	
Total Direct Public Support		5,190.43
Membership Income		
Dues - Chorus	1,280.00	
Dues - Paypal fees	-2.24	
Total Membership Income		1,277.76
Total Income		8,199.78
Expense		
Facilities and Equipment		
Rent, Parking, Utilities	150.00	
Total Facilities and Equipment		150.00
Operations		
Accompanist		
Accompanist - Elise Wetzman	1,650.00	
Substitute accompanist	150.00	
Total Accompanist	1,800.00	
Concert Music		
Spring Concert - 2018	981.05	
VFM Concert Music	2.00	
Total Concert Music	983.05	
Concert supplies	136.00	
Director	3,350.00	
Guest director/performers	1,350.00	
Printing and Copying	185.50	
Total Operations		7,806.55
Total Expense		7,956.55
Net Ordinary Income		243.23
Net Income		243.23

The Voices Of Flower Mound
Profit & Loss by Class
October through December 2017

	Oct-Dec 17	Spring 18	TOTAL
Ordinary Income/Expense			
Income			
Concert ticket sales			
Ticket sales	1,759.00	0.00	1,759.00
Ticket sales - PayPal fees	-27.41	0.00	-27.41
Total Concert ticket sales	1,731.59	0.00	1,731.59
Direct Public Support			
Contributions-Individuals	33.00	0.00	33.00
Contributions-N T Giving Day	6.94	0.00	6.94
Contributions in kind	138.00	0.00	138.00
Corporate			
Amazonsmile Foundation	12.49	0.00	12.49
Town of Flower Mound	5,000.00	0.00	5,000.00
Total Corporate	5,012.49	0.00	5,012.49
Total Direct Public Support	5,190.43	0.00	5,190.43
Membership Income			
Dues - Chorus	1,280.00	0.00	1,280.00
Dues - Paypal fees	-2.24	0.00	-2.24
Total Membership Income	1,277.76	0.00	1,277.76
Total Income	8,199.78	0.00	8,199.78
Expense			
Facilities and Equipment			
Rent, Parking, Utilities	150.00	0.00	150.00
Total Facilities and Equipment	150.00	0.00	150.00
Operations			
Accompanist			
Accompanist - Elise Wattman	1,650.00	0.00	1,650.00
Substitute accompanist	150.00	0.00	150.00
Total Accompanist	1,800.00	0.00	1,800.00
Concert Music			
Spring Concert - 2018	0.00	981.05	981.05
VFM Concert Music	2.00	0.00	2.00
Total Concert Music	2.00	981.05	983.05
Concert supplies	138.00	0.00	138.00
Director	3,350.00	0.00	3,350.00
Guest director/performers	1,350.00	0.00	1,350.00
Printing and Copying	185.50	0.00	185.50
Total Operations	6,825.50	981.05	7,806.55
Total Expense	6,975.50	981.05	7,956.55
Net Ordinary Income	1,224.28	-981.05	243.23
Net Income	1,224.28	-981.05	243.23

The Voices Of Flower Mound
Balance Sheet
As of September 30, 2017

	Sep 30, 17	
ASSETS		
Current Assets		
Checking/Savings		
Chase Bank		9,734.50
Total Checking/Savings		9,734.50
Total Current Assets		9,734.50
Fixed Assets		
Furniture and Equipment		
Equipment	559.15	
F & E -Accum dep'n	-559.15	
Total Furniture and Equipment		0.00
Total Fixed Assets		0.00
TOTAL ASSETS		9,734.50
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets		6,298.69
Net Income		3,435.81
Total Equity		9,734.50
TOTAL LIABILITIES & EQUITY		9,734.50

The Voices Of Flower Mound
Profit & Loss
October 2016 through September 2017

		Oct '16 - Sep 17
Ordinary Income/Expense		
Income		
Concert ticket sales		
Ticket sales		2,654.00
Ticket sales - PayPal fees		-27.65
Total Concert ticket sales		2,626.35
Direct Public Support		
Christmas Concert		990.40
Contributions-Individuals		4,454.00
Contributions-N T Giving Day		1,325.00
Contributions-Patriotic Concert		783.00
Contributions in kind		317.90
Corporate		
Amazonsmile Foundation	42.47	
Good Neighbor-Albertson/Safeway	120.35	
Town of Flower Mound	5,000.00	
Total Corporate		5,162.82
Total Direct Public Support		13,013.12
Fund Raising		
Bake Coupons		535.00
Total Fund Raising		535.00
Membership Income		
Dues - Chorus		4,850.00
Dues - Paypal fees		-3.78
Total Membership Income		4,846.22
Total Income		21,020.69
Expense		
Facilities and Equipment		
Rent, Parking, Utilities		1,030.00
Total Facilities and Equipment		1,030.00
Operations		
Accompanist		
Accompanist - Elise Waltman	480.00	
Accompanist - Miguen Chung	3,640.00	
Substute accompanist	865.00	
Total Accompanist		4,985.00
Concert Music		
Fall Concert -2017	1,510.83	
Patriotic	141.65	
VFW Concert Music	1,086.55	
Total Concert Music		2,738.83

The Voices Of Flower Mound
Profit & Loss
October 2016 through September 2017

	Oct '16 - Sep 17
Concert supplies	275.63
Director	5,400.00
Guest director/performers	1,800.00
Insurance - Liability	300.00
Internet fees	295.17
Piano service	115.00
Printing and Copying	373.10
Supplies	272.15
Total Operations	16,554.68
Total Expense	17,584.68
Net Ordinary Income	3,435.81
Net Income	3,435.81

THE VOICES OF FLOWER MOUND
Analysis of Revenue and Expenses

	Actual 12 Months Ended 09/30/17	Actual To Date 10/1/17 12/31/17	Estimated 9 Months Ended 10/1/17 09/30/18	Estimated 12 Months Ended 09/30/18	Estimated 12 Months Ended 09/30/19
REVENUE					
Direct Public Revenue					
Concert ticket sales-net of Paypal fees	$ 2,626	$ 1,732	$ 1,750	$ 3,482	$ 3,500
Contributions - Individual	7,851	178	5,500	5,678	6,000
Contributions - Corporate	162	12	150	162	250
Performance fees	0	0	100	100	100
Town of Flower Mound	5,000	5,000		5,000	5,000
Total Direct Public Revenue	15,639	6,922	7,500	14,422	14,850
Fund Raising - net of expenses	535	0	1,000	1,000	1,000
Membership Revenue					
Dues net of Paypal fees	4,847	1,278	4,725	6,003	6,300
Wardrobe/music	0	0	100	100	100
Total Membership Revenue	4,847	1,278	4,825	6,103	6,400
Total Revenue	21,021	8,200	13,325	21,525	22,250
EXPENSES					
Facilities and Equipment					
Equipment purchases	0	0	0	0	2,000
Facility use	1,030	150	1,380	1,530	1,880
Total Facilities/Equipment Expense	1,030	150	1,380	1,530	3,880
Operations					
Accompanist	4,120	1,650	3,600	5,250	5,200
Accompanist - substitute	865	150	350	500	500
Concert supplies	275	138	150	288	300
Director	5,400	3,350	4,050	7,400	7,400
Guest director/performers	1,800	1,350	1,350	2,700	2,700
Internet/website fees	300	0	300	300	300
Liability insurance	300	0	300	300	300
Miscellaneous	0	0	50	50	50
Music	2,738	983	1,817	2,800	2,800
Piano tuning	115	0	125	125	115
Printing and copying	372	186	414	600	600
Supplies	271	0	275	275	275
Total Operations Expense	16,556	7,807	12,781	20,588	20,540
Total Expenses	17,586	7,957	14,161	22,118	24,420
TOTAL REVENUE LESS TOTAL EXPENSES	$ 3,435	$ 243	$ (836)	$ (593)	$ (2,170)
Cash on Hand - Beginning	$ 6,299	$ 9,734	$ 9,977	$ 9,734	$ 9,141
Current period revenue (expense)	3,435	243	(836)	(593)	(2,170)
Cash on Hand - Ending	$ 9,734	$ 9,977	$ 9,141	$ 9,141	$ 6,971