

Webster County Senior Citizens, Inc.

Audited Financial Statements

For the Years Ended
September 30, 2017 and 2016

Williams & Bright, AC
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Webster County Senior Citizens, Inc.
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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Webster County Senior Citizens, Inc.
Webster Springs, WV 26288

Report on Financial Statements

We have audited the accompanying financial statements of the Webster County Senior Citizens, Inc. (a nonprofit organization), which comprise the comparative statement of financial position as of September 30, 2017 and 2016, and the related comparative statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 the Webster County Senior Citizens, Inc., as of September 30, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Supplemental and Other Information

The accompanying statement of activities by program and schedule of expenditures of federal (and state) awards are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 14, 2018, on our consideration of the Webster County Senior Citizens, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Webster County Senior Citizens, Inc.'s internal control over financial reporting and compliance.

Williams & Bright A.C.

Elkins, West Virginia
June 14, 2018

Webster County Senior Citizens, Inc.
COMPARATIVE STATEMENT OF FINANCIAL POSITION
September 30, 2017 and 2016

	2017	2016
ASSETS		
Current Assets		
Cash & Equivalents	\$ 354,556	\$ 418,280
Accounts Receivable	33,062	46,316
Grants Receivable	64,021	41,712
Prepaid Expenses	7,246	8,128
Other Current Assets	4,813	4,882
Total Current Assets	463,698	519,318
Fixed Assets		
Property & Equipment	388,344	530,561
Accumulated Depreciation	(299,348)	(385,909)
Fixed Assets, net	88,996	144,652
TOTAL ASSETS	\$ 552,694	\$ 663,970
LIABILITIES & NET ASSETS		
Liabilities		
Current Liabilities		
Accounts Payable	11,371	11,776
Payroll Tax Liabilities	11,785	13,862
Accrued Wages	16,488	14,923
Deferred Compensation	10,859	17,149
Current Portion of Long-Term Debt	-	2,097
Total Current Liabilities	50,503	59,807
Long-term Liabilities		
Notes Payable	-	1,932
Total Long-term Liabilities	-	1,932
TOTAL LIABILITIES	50,503	61,739
Net Assets		
Net Assets, Unrestricted	502,191	602,231
Total Net Assets	502,191	602,231
LIABILITIES & NET ASSETS	552,694	663,970

The accompanying notes are an integral part of these financial statements.

Webster County Senior Citizens, Inc.
COMPARATIVE STATEMENT OF ACTIVITIES & CHANGES IN NET ASSETS
For the Years Ended September 30, 2017 and 2016

	2017	2016
REVENUE & SUPPORT		
Grant Revenues:		
Federal	\$ 206,148	\$ 179,002
State	159,080	159,938
LIFE	200,713	199,899
Program Services	524,818	596,189
Project Income	40,786	43,308
Contributions	1,620	8,065
Fundraising	1,804	1,007
Other Income	24,931	28,265
TOTAL REVENUE & SUPPORT	1,159,900	1,215,673
 EXPENSES		
Program Service Expenses	1,227,469	1,300,005
TOTAL EXPENSES	1,227,469	1,300,005
 INCREASE(DECREASE) IN NET ASSETS	 (67,569)	 (84,332)
 PRIOR PERIOD ADJUSTMENT, Note 7	 (32,471)	 -
 NET ASSETS, Beginning of Year	 602,231	 686,563
 NET ASSETS, End of Year	 \$ 502,191	 \$ 602,231

The accompanying notes are an integral part of these financial statements.

Webster County Senior Citizens, Inc.
STATEMENT OF CASH FLOWS
For the Years Ended September 30, 2017 and 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Increase(Decrease) in Net Assets	\$ (67,569)	\$ (84,332)
Adjustments to reconcile net income to net cash provided(used) by operating activities:		
Depreciation	23,185	22,789
(Increase)Decrease in Accounts Receivable	13,254	21,308
(Increase)Decrease in Grants Receivable	(22,309)	592
(Increase)Decrease in Prepaid Expenses	882	198
(Increase)Decrease in Other Current Assets	69	(397)
Increase(Decrease) in Accounts Payable	(405)	(4)
Increase(Decrease) in Payroll Tax Liabilities	(2,077)	2,205
Increase(Decrease) in Accrued Wages	1,565	(25,034)
Increase(Decrease) in Deferred Compensation	(6,290)	2,661
Net cash provided by (used in) by operating activities	(59,695)	(60,014)
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment of Long-term Liabilities	(4,027)	(2,642)
Net cash provided by (used in) by financing activities	(4,027)	(2,642)
Increase(Decrease) in Cash	(63,722)	(62,656)
Cash Balance, Beginning of Year	418,278	480,934
Cash Balance, End of Year	\$ 354,556	\$ 418,278

The accompanying notes are an integral part of these financial statements.

Webster County Senior Citizens, Inc.
NOTES TO FINANCIAL STATEMENTS
For the Years Ended September 30, 2017 and 2016

Note 1. Summary of Significant Accounting Policies

Webster County Senior Citizens, Inc. is a nonprofit organization whose purpose is to improve the quality of life for senior citizens in Webster County, West Virginia. The purpose of the Organization is to study and document the needs of the seniors; to encourage, promote and aid in the establishment of programs for the seniors; to conduct programs of public education on the problems of aging; to utilize opportunities to establish demonstration programs; and to implement state and local programs for the aging that no other agency is implementing.

This summary of significant accounting policies of Webster County Senior Citizens, Inc., is presented to assist in understanding the Organization's financial statements.

Basis of Accounting

The financial statements of Webster County Senior Citizens, Inc. have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Basis of Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statements of Accounting Standards Codification 958-205, *Not-for-Profit Entities: Presentation of Financial Statements*. Under ASC 958-205, the Organization is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions (both temporary and permanent).

Income Taxes

The Organization is exempt from income taxes under the provisions of Internal Revenue Code Section 501(c)(3). The Organization's returns for the last three years remain open to examination by the Internal Revenue Service.

Estimates

In preparing financial statements in conformity with accounting principles generally accepted in the United States of America, management must make estimates based on future events that affect the reported amounts of assets and liabilities, the disclosures 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.

Webster County Senior Citizens, Inc.
NOTES TO FINANCIAL STATEMENTS
For the Years Ended September 30, 2017 and 2016

Note 1. Summary of Significant Accounting Principles (Continued)

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash and cash equivalents. The Organization maintains all of its cash at one bank in interest and non-interest bearing checking and savings accounts which, at times, is in excess of federally insured limits. Management monitors the soundness of this financial institution and feels the Organization's risk is negligible. The Organization has not experienced any losses in such accounts. All the carrying values are the same as market value.

Accounts and Grants Receivable

Accounts receivable represent amounts owed the Organization for services provided to clients of the Organization under contracts with the West Virginia Department of Health and Human Resources – Medicaid Waiver and Community Care Programs. In addition, the Organization uses the allowance method for accounting for bad debts whereby an allowance for doubtful accounts is established based on the realization of the accounts receivable at year end. As of September 30, 2017 and 2016, all accounts receivable were deemed collectible.

Grants receivable represent amounts invoiced by the Organization to grantor agencies under the terms of their grant agreements. As of September 30, 2017 and 2016, all grants receivable were deemed collectible.

Revenue Recognition

Contributions/grants are recognized when the donor/grantor makes a promise to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor/grantor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor/grantor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified to net assets without donor restrictions. There were no restricted net assets as of September 30, 2017 and 2016.

Inventory

Inventory consists primarily of raw food, disposables, and supplies purchased under the Title III-C grant and are recorded at cost, as determined by the last purchase price, on a first-in, first-out basis.

Webster County Senior Citizens, Inc.
NOTES TO FINANCIAL STATEMENTS
For the Years Ended September 30, 2017 and 2016

Note 1. Summary of Significant Accounting Principles (Continued)

Property and Equipment

The Organization is currently capitalizing all equipment purchases at cost and all donated equipment at fair market value and is depreciating these costs using the straight-line method over the asset's estimated useful life. All equipment/vehicles purchased with grant monies must be disposed of in accordance with the grantor agency's policies. The Organization has adopted a capitalization policy in the amount of \$1,000. Maintenance and repairs are expensed when incurred.

Grant Monies

Grant monies are received in three ways:

- 1 – On a cost reimbursement basis for which the Organization requests reimbursement for monies already spent. This is utilized for the LIFE program grant.
- 2 – On an as needed basis in which the Organization requests monies that it feels it will need in the immediate future; this is utilized for Title III-B, Title III-E, and Title III-D/MM grants. Upon completion of a grant year any unexpended money has to be approved for carryover to the next year. If approval is denied, the money has to be reimbursed to the grantor.
- 3 – Title III-C grant funds are received on a meal reimbursement basis but not to exceed the total grant award. Upon completion of the grant year, any unexpended monies are restricted for future Title III-C program operating expenses.

Operating expenditures made against federal and state grants are subject to audit by the Grantor agency. These agencies may subsequently make adjustments to the grant as originally awarded due to their audit findings.

Advertising

Advertising costs are expensed as incurred. Advertising costs for the years ended September 30, 2017 and 2016 were \$80 and \$559, respectively.

Subsequent Events

Management has reviewed events subsequent to the statement of financial position date through the date of the independent auditors' report, which is the date of release, for items requiring adjustment or disclosure in these financial statements.

Webster County Senior Citizens, Inc.
NOTES TO FINANCIAL STATEMENTS
For the Years Ended September 30, 2017 and 2016

Note 2. Accounts and Grants Receivable

Accounts receivable consisted of the following as of September 30:

	<u>2017</u>	<u>2016</u>
WV DHHR	\$ 24,188	\$ 40,764
Veterans Administration	<u>8,874</u>	<u>5,552</u>
	<u>\$ 33,062</u>	<u>\$ 46,316</u>

Grants receivable consisted of the following as of September 30:

	<u>2017</u>	<u>2016</u>
LIFE	\$ 27,707	\$ 12,723
FAIR/Lighthouse	13,476	14,460
LIEAP	238	0
Title III-B	4,349	651
Title III-C	18,157	13,430
Title III-E	<u>94</u>	<u>448</u>
	<u>\$ 64,021</u>	<u>\$ 41,712</u>

Note 3. Property and Equipment

Property and equipment consisted of the following as of September 30:

	<u>2017</u>	<u>2016</u>
Land	\$ 1,000	\$ 1,000
Buildings & Improvements	208,804	240,870
Vehicles	121,416	149,617
Equipment	<u>57,124</u>	<u>139,074</u>
Total Fixed Assets	388,344	530,561
Less accumulated depreciation	<u>(299,348)</u>	<u>(385,909)</u>
Net property and equipment	<u>\$ 88,996</u>	<u>\$ 144,652</u>

Depreciation expense for years ended September 30, 2017 and 2016 was \$23,185 and \$22,789, respectively.

Webster County Senior Citizens, Inc.
NOTES TO FINANCIAL STATEMENTS
For the Years Ended September 30, 2017 and 2016

Note 4. Long-Term Liabilities

Details of the Organization's long-term indebtedness are as follows:

United Bank Inc. – On August 7, 2013, the Organization financed the purchase of a 2011 Jeep Liberty. The principal amount of \$10,944 is paid in monthly installments of \$203.08 over a 60-month term at 4.25% per annum. The balance on this account as of September 30, 2017 and 2016 was \$0 and \$4,029, respectively.

Note 5. Support Concentration

Webster County Senior Citizens, Inc. receives about 48% of its total support from various grants from federal and state government. Additionally, the Organization receives approximately 31% of its support from the West Virginia Department of Health and Human Services for providing services under the Medicaid Waiver and Community Care programs. Any significant reduction in the level of support from these sources could have a material effect on the Organization's programs and activities.

Note 6. Donated Services

The organization has a number of volunteers who have donated time and services in carrying out its programs and activities. These donated services are not reflected in the financial statements since they do not meet the criteria for recognition as contributed services as defined by FASB ASC 958-605, *Not-for-Profit Entities: Recognition Principles*.

Note 7. Prior Period Adjustment

The Organization's original building located at 142 Forest Park, Webster Springs, WV was not on the books. The building was purchased on August 23, 1993 at a cost of \$78,000. A prior period adjustment was made to record the building purchase and subsequent depreciation as follows:

	Debit	Credit
Building	\$ 78,000	
Accumulated Depreciation		\$ 45,529
Net asset		32,471

Net prior period adjustment was \$32,471.

Webster County Senior Citizens, Inc.
STATEMENT OF ACTIVITIES BY PROGRAM
For the Year Ended September 30, 2017

	III-B/ Asst Trans	III-C	III-E	Waiver/ COC/CM	LIFE	LH/ FAIR	Other Programs	Total Programs
Revenue & Support								
Federal & Nutrition Revenue	\$ 27,384	\$ 154,389	\$ 5,557	\$ -	\$ -	\$ -	\$ 18,818	\$ 206,148
State Revenue (2016-17)						119,000		119,000
State Revenue (2017-18)						40,080		40,080
LIFE Revenue (2016-17)	16,765				143,224			159,989
LIFE Revenue (2017-18)					40,724			40,724
Program Service Fees				466,213			58,605	524,818
Project Income	3,089	23,698			1,439	12,207	353	40,786
Contributions							1,620	1,620
Fundraising							1,804	1,804
Other Income	4,830	10,605	1,852	1,017		3,564	3,063	24,931
Total Revenue & Support	52,068	188,692	7,409	467,230	185,387	174,851	84,263	1,159,900
Expenses								
Payroll & Benefits	28,823	105,855	4,234	603,372	103,867	113,601	29,316	989,068
Communications & Utilities	3,563	10,031		23	7,309			20,926
Food & Disposables		65,280						65,280
Transportation		7,756						7,756
Equipment & Repairs	3,697	5,993		3,736	1,914		17,069	32,409
Office & Supplies		42		7,566	2,279			9,887
Travel & Training	9,525			2,986	3,614			16,125
Depreciation							23,185	23,185
Professional Fees				3,814	19,712			23,526
Advertising				80				80
Insurance				10,575	7,587			18,162
Rent	4,830	10,605	1,852					17,287
Other Expenses		100		3,103			575	3,778
Total Expenses	50,438	205,662	6,086	635,255	146,282	113,601	70,145	1,227,469
Change in Net Assets	\$ 1,630	\$ (16,970)	\$ 1,323	\$ (168,025)	\$ 39,105	\$ 61,250	\$ 14,118	\$ (67,569)

The notes are an integral part of these financial statements.

Webster County Senior Citizens, Inc.
STATEMENT OF ACTIVITIES BY PROGRAM
For the Year Ended September 30, 2016

	III-B/ Asst Trans	III-C	III-E	Waiver/ COC/CM	LIFE	LH/ FAIR	Other Programs	Total Programs
Revenue & Support								
Federal & Nutrition Revenue	\$ 27,384	\$ 147,131	\$ 4,487					\$ 179,002
State Revenue (2015-16)						115,529		115,529
State Revenue (2016-17)						44,409		44,409
LIFE Revenue (2015-16)	16,765				138,134			154,899
LIFE Revenue (2016-17)					45,000			45,000
Program Service Fees				\$ 525,098			71,091	596,189
Project Income	5,238	24,256			2,174	11,409	231	43,308
Contributions							8,065	8,065
Fundraising				120			887	1,007
Other Income	4,830	12,703	1,852	8,796			84	28,265
Total Revenue & Support	54,217	184,090	6,339	534,014	185,308	171,347	80,358	1,215,673
Expenses								
Payroll & Benefits	25,682	103,586	2,997	656,250	117,246	108,871	35,844	1,050,476
Communications & Utilities	3,356	10,882		1,189	5,693			21,120
Food & Disposables		79,635						79,635
Transportation		6,981						6,981
Equipment & Repairs	1,723	4,626		13,065	3,905			23,319
Office & Supplies				7,787	2,333			10,120
Travel & Training	6,874			3,748	691			11,313
Depreciation							22,789	22,789
Professional Fees				12,003	11,516			23,519
Advertising				559				559
Insurance				8,726	8,457			17,183
Rent	4,830	11,473	1,852					18,155
Other Expenses	6,380			3,321	3,197		1,938	14,836
Total Expenses	48,845	217,183	4,849	706,648	153,038	108,871	60,571	1,300,005
Change in Net Assets	\$ 5,372	\$ (33,093)	\$ 1,490	\$(172,634)	\$ 32,270	\$ 62,476	\$ 19,787	\$ (84,332)

The notes are an integral part of these financial statements.

Webster County Senior Citizens, Inc.
SCHEDULE OF EXPENDITURES OF FEDERAL & STATE AWARDS
For the Year Ended September 30, 2017

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures
<i>Pass-Through Programs from Upper Potomac Area Agency on Aging:</i>			
U.S. Department of Health & Human Services:			
Administration for Community Living Special Programs for the Aging Title III Part B Grants for Supportive Services and Senior Centers	93.044	21636-12	\$ 27,384
Administration for Community Living Special Programs for the Aging Title III Part E National Family Caregiver Support	93.052	21636-12	\$ 5,557
Administration for Community Living Special Programs for the Aging Title III Part C Nutrition Services	93.045		\$ 154,389
<i>Total US Department of Health & Human Services</i>			
Federal Emergency Management Agency Small Project Application	97.036		\$ 18,818
<i>Total Expenditures of Federal Awards</i>			
			<u>\$ 206,148</u>
STATE:			
LIFE	7/1/16-6/30/17	2017	\$ 143,224
LIFE	7/1/17-6/30/18	2018	40,724
Lighthouse	7/1/16-6/30/17	2017	83,072
Lighthouse	7/1/17-6/30/18	2018	29,612
FAIR	7/1/16-6/30/17	2017	35,928
FAIR	7/1/17-6/30/18	2018	10,468
LIFE III-B	7/1/16-6/30/17		<u>16,765</u>
<i>Total Expenditures of State Awards</i>			
			<u>\$ 359,793</u>
TOTAL EXPENDITURES OF FEDERAL & STATE AWARDS			<u><u>\$ 565,941</u></u>

The accompanying notes are an integral part of this schedule.

Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements performed in Accordance with Government Auditing Standards

To the Board of Directors of
Webster County Senior Citizens, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Webster County Senior Citizens, Inc (a nonprofit organization), which comprise the comparative statements of financial position as of September 30, 2017 and 2016, the related comparative statements of activities and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated June 14, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Webster County Senior Citizens, Inc's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Webster County Senior Citizens, Inc's internal control. Accordingly, we do not express an opinion on the effectiveness of Webster County Senior Citizens, Inc's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Webster County Senior Citizens, Inc's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing on internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Williams & Bright A.C.

Elkins, West Virginia
June 14, 2018

Williams & Bright, A.C.

CERTIFIED PUBLIC ACCOUNTANTS

MANAGEMENT LETTER

To the Board of Directors
Webster County Senior Citizens, Inc.
Webster Springs, West Virginia

Our audit on the financial statements of Webster County Senior Citizens, Inc., for the years ended September 30, 2017 and 2016, highlighted areas where we would like to make recommendations which would improve the internal control, accounting procedures, and internal financial information of the Organization. Since our audit was not designed to include a complete review of all systems, procedures and controls, the following comments and recommendations should not be considered to be all inclusive of the areas where improvements may be necessary.

Segregations of Duties

During our audit we noted that two people perform most of the accounting and financial duties. As a result, many aspects of internal accounting control which rely upon an adequate segregation of duties are for all practical purposes missing in Webster County Senior Citizens, Inc. We recognize that the Organization is not large enough to make the employment of additional staff for the purpose of segregating duties practicable from a financial standpoint, but we are required, under our professional responsibilities, to describe the situation.

Federal Deposit Insurance Limits

During our audit we noted that Webster County Senior Citizens, Inc.'s deposit accounts regularly exceeded the Federal Deposit Insurance Corporation (FDIC) limit of \$250,000. The Organization should consider ways of insuring all deposit funds, including, but not limited to, opening accounts at multiple banks, using the Certificate of Deposit Account Registry Services (CDARS).

After you have had the opportunity to review these comments and recommendations, we would be pleased to discuss those points that you desire. We would like to thank your staff for their assistance in performing the audit and the Board of Directors for the opportunity to serve Webster County Senior Citizens, Inc.

Williams & Bright A.C.

Elkins, West Virginia
June 14, 2018