

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS

**Financial Statements for the
Year Ended May 31, 2015 and
Independent Auditors' Report**

Shelton L. Hawley, C.P.A., P.A.

Certified Public Accounting Firm

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS

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BOARD MEMBERS (2015)

David R. Kirlin, DPM, President

Ronald A. Maskarinec, DPM, Vice President

William J. O'Neill, DPM, Secretary-Treasurer

Tanzy B. Wallace, Public Member

BOARD ADMINISTRATOR

Penney De Pas, MA, CAE, Executive Secretary

LEGAL COUNSEL

Boxley, Bolton, Garber & Haywood, LLP

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS

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NORTH CAROLINA BOARD OF PODIATRY EXAMINERS

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Board's financial report represents Management's analysis of the Board's financial performance during the year ended May 31, 2015. Please read it in conjunction with the financial statements which follow this section.

Financial Highlights

During 2015, the net position of the Board increased by \$3,031, or 1.0% due primarily to annually recurring revenues in excess of expenses.

During 2015, the operating revenues of the Board increased by \$7,185, or 8.2%, due primarily to an increase in exam fee income.

During 2015, the non-operating revenues of the Board increased by \$314, or 26.9%, due primarily to valuation adjustments to certificates of deposit in the secondary market.

During 2015, the operating expenses of the Board increased by \$13,198, or 16.4%, due primarily to an increase in insurance expense and legal fees.

Overview of the Financial Statements

This financial report consists of two sections: Management's Discussion and Analysis and the Financial Statements. The Board has no other supplementary information required by Governmental Accounting Standards Board (GASB) Statement No. 34. The Financial Statements also include notes to the financial statements that provide detail of the information included in the financial statements.

Basic Financial Statements

The financial statements of the Board report information about the Board using accounting methods similar to those used by private sector companies. These statements offer short and long-term financial information about the activities of the Board.

The Statement of Net Position presents the current and long-term portions of assets and liabilities separately.

The Statement of Revenues, Expenses, and Changes in Net Position presents information on how the Board's assets changed as a result of its operations.

The Statement of Cash Flows presents information on how the Board's cash changed as a result of its financial activities.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Condensed Financial Information

The following presents condensed financial information on the operations of the Board:

	Current Year as of and for the year ended May 31, 2015	Current Year as of and for the year ended May 31, 2014
Current assets	\$ 179,132	\$ 96,504
Other assets	150,645	234,924
Total assets	<u>\$ 329,777</u>	<u>\$ 331,428</u>
Current liabilities	\$ 35,756	\$ 40,438
Total liabilities	<u>\$ 35,756</u>	<u>\$ 40,438</u>
Unrestricted	\$ 294,021	\$ 290,990
Total net position	<u>\$ 294,021</u>	<u>\$ 290,990</u>
Operating revenues	\$ 95,158	\$ 87,973
Operating expenses	(93,608)	(80,410)
Operating income	1,550	7,563
Non-operating revenues	1,481	1,167
Change in net position	<u>\$ 3,031</u>	<u>\$ 8,730</u>

Events Affecting Future Operations

The Board has indicated it has no significant events affecting future operations which are reportable pursuant to GASB 34.

Contacting the Board's Management

This financial report is designed to provide a general overview of the Board's finances and to demonstrate the Board's accountability for the money it receives. If you have any questions about this report or need additional information, contact: North Carolina Board of Podiatry Examiners, 1500 Sunday Drive, Suite 102, Raleigh, NC 27607.

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INDEPENDENT AUDITORS' REPORT

Members of the Board
North Carolina Board of Podiatry Examiners
Raleigh, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements and the related notes to the financial statements as listed in the table of contents of the North Carolina Board of Podiatry Examiners (the "Board"), an independent state agency which is a nonmajor enterprise fund of the primary government of the State of North Carolina, as of May 31, 2015.

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 the 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 the audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, 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 auditors consider internal control relevant to the entity's preparation of 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.

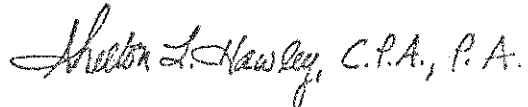
Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the North Carolina Board of Podiatry Examiners as of May 31, 2015, and the results of its operations, changes in financial position, and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

INDEPENDENT AUDITORS' REPORT (CONCLUDED)

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the supplementary information because the limited procedures do not provide sufficient evidence to express an opinion or provide any assurance thereon.



Shelton L. Hawley, C.P.A., P.A.

Angier, North Carolina

July 14, 2015

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
STATEMENT OF NET POSITION
AS OF MAY 31, 2015

	<u>May 31, 2015</u>
	<u>Proprietary- Enterprise Fund</u>
ASSETS	
Current assets:	
Cash and cash equivalents (Note 2)	\$ 172,703
Prepaid expenses	4,929
Civil penalty receivable	<u>1,500</u>
Total current assets	179,132
Other assets:	
Investments (Note 2)	\$ 150,294
Accrued interest receivable (on investments)	<u>351</u>
Total current assets	150,645
TOTAL ASSETS	<u><u>\$ 329,777</u></u>
LIABILITIES AND NET POSITION	
Current liabilities:	
Accounts payable	\$ 3,648
Unearned revenue (Note 3)	<u>32,108</u>
Total current liabilities	35,756
TOTAL LIABILITIES	<u><u>35,756</u></u>
NET POSITION (NOTE 4)	
Unrestricted net position	<u>294,021</u>
TOTAL NET POSITION	<u><u>294,021</u></u>
TOTAL LIABILITIES AND NET POSITION	<u><u>\$ 329,777</u></u>

See notes to financial statements.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED MAY 31, 2015

		2015
		Proprietary- Enterprise Fund
OPERATING REVENUES:		
Individual renewal fees	\$	72,900
New individual licenses		1,233
Corporate license renewals		5,410
New corporate licenses		308
Mailing list income		2,100
Late fee income		1,810
Exam fee income		9,800
Civil penalty income		1,500
Other income		97
Total operating revenues	\$	95,158
OPERATING EXPENSES:		
Contracted management services - administrative fees (Note 5)	\$	46,432
Board per diem expense (including meals and transportation)		7,844
Ethics training		1,716
Legal and accounting fees		12,106
Information technology expense		3,562
Telephone expense		676
Copying expense		1,237
Printing expense		774
Mailing/postage expense		1,466
Office supplies expense		589
Insurance expense		5,729
Staff travel expense		990
Exam expense (including exam supplies, food supplies and rental space)		8,723
Bank charges (including merchant fees)		1,153
Website and graphics expense		393
Miscellaneous expense		218
Total operating expenses	\$	93,608
Operating income	\$	1,550

See notes to financial statements.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED MAY 31, 2015

	<u>2015</u>
	<u>Proprietary- Enterprise Fund</u>
NON-OPERATING REVENUES (EXPENSES):	
Interest (and investment) income	\$ 1,481
Total non-operating revenues	1,481
Change in net position	\$ 3,031
Net position - beginning of year	290,990
Net position - end of year	<u>\$ 294,021</u>

See notes to financial statements.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
STATEMENT OF CASH FLOWS
YEAR ENDED MAY 31, 2015

	<u>2015</u>
	<u>Proprietary- Enterprise Fund</u>
Cash flows from operating activities:	
Cash received from fees and other revenues	\$ 87,781
Cash payments for operating expenses	(93,875)
Net cash provided by operating activities	\$ (6,094)
Cash flows from investing activities:	
Transfers (to) from investments	\$ 84,630
Interest earned from investments	1,499
Net cash provided by investing activities	\$ 86,129
Net increase in cash	\$ 80,035
Cash - beginning of year	92,668
Cash - end of year	\$ 172,703
Reconciliation of operating income	
to net cash provided by operating activities:	
Operating income	\$ 1,550
Adjustments to reconcile operating income	
to net cash provided by operating activities:	
Changes in assets and liabilities:	
Prepaid expenses	\$ (1,462)
Accounts receivable	(1,500)
Accounts payable	1,195
Unearned revenue	(5,877)
Total adjustments	\$ (7,644)
Net cash provided by operating activities	\$ (6,094)

See notes to financial statements.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED MAY 31, 2015

Note 1 - Nature of Activities and Significant Accounting Policies

Description of Organization

The North Carolina Board of Podiatry Examiners (the "Board") is an independent state agency. It is an occupational licensing board and is authorized by Chapter 90 of the North Carolina General Statutes. The Board is composed of four members who are appointed by the Governor of the State of North Carolina. It is a nonmajor enterprise fund of the primary government of the State of North Carolina and is reported as such in the State's Comprehensive Annual Financial Report (CAFR).

The Board is established to maintain minimum standards for services provided by podiatrists.

The Board's operations are financed with self-generated revenues from fees charged to examinees and licensees.

Basis of Presentation

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting principles and reporting standards.

All activities of the Board are accounted for within a single proprietary (enterprise) fund. Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Reporting Entity

The concept underlying the definition of the financial reporting entity is that elected officials are accountable to their constituents for their actions. As required by accounting principles generally accepted in the United States of America (GAAP), the financial reporting entity includes both the primary government and all of its component units. An organization other than a primary government serves as a nucleus for a reporting entity when it issues separate financial statements. The accompanying financial statements present all funds and activities for which the Board is responsible.

For financial reporting purposes, the Board is a nonmajor enterprise fund of the primary government of the State of North Carolina and is reported as such in the State's Comprehensive Annual Financial Report (CAFR). These financial statements for the Board are separate and apart from those of the State of North Carolina and do not present the financial position of the State nor changes in the State's financial position and cash flows.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED MAY 31, 2015

Note 1 - Nature of Activities and Significant Accounting Policies (Continued)

Basis of Accounting

In accordance with *Statement of Governmental Accounting Standards 34*, the Board herewith presents a Statement of Net Position; a Statement of Revenues, Expenses, and Changes in Net Position; and a Statement of Cash Flows. These statements reflect entity-wide operations of the Board. The Board has no fiduciary funds or component units.

The Statement of Revenues, Expenses, and Changes in Net Position demonstrate the degree to which the direct expenses of the Board are offset by license fees.

The financial statements report all activities of the North Carolina Board of Podiatry Examiners using the economic resource measurement focus and the full accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recognized when incurred, if measurable, regardless of the timing of cash flows.

Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the Board. Operating revenues consist primarily of license fees. Operating expenses are all expense transactions incurred other than those related to capital and noncapital financing or investing activities as defined by GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*. Non-operating revenues and expenses consist of those revenues and expenses that are related to investing, capital, and non-capital financing activities; and are classified as non-operating in the financial statements.

Cash and Cash Equivalents

This classification includes undeposited receipts, petty cash, checking accounts and time deposits (excluding certain certificates of deposit) held by the Board.

Investments

The Board is authorized to invest idle funds in accordance with North Carolina General Statutes. This classification consists of certain certificates of deposits held by the Board for investment. Investments generally are reported at fair market value. Certificates of deposit are reported at cost (which is the same as fair value) if purchased in the primary certificate of deposit market, and at fair value if purchased in the secondary certificate of deposit market (as determined by quoted market prices). The net increase (decrease) in the fair value of investments for certificates of deposit is recognized as a component of investment interest income.

Fair Value of Financial Instruments

The carrying amounts of the Board's financial instruments approximate their fair value.

Prepaid Expenses

This classification includes prepaid insurance

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED MAY 31, 2015

Note 1 - Nature of Activities and Significant Accounting Policies (Continued)

Income Taxes

The Board is a non-major enterprise fund of the primary government of the State of North Carolina and is exempt from federal and state income taxes.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 2 - Deposits and Investments

Deposits in Banks

All of the Board's deposits which are uninsured are uncollateralized [unless collateralized pursuant to NC Administrative Code (20 NCAC 7)] by the financial institution holding said deposits. For deposits, custodial credit risk is the risk that in the event of the failure of the depository (or counterparty), the Board will not be able to recover the value of its deposits that are in the possession of the outside party. The Board does not have policies regarding custodial credit risk for deposits.

At May 31, 2015, the Board's deposits in banks had a carrying amount of \$322,997 and a bank balance of \$323,014, which was covered by federal depository insurance. Certificates of deposit in the amount of \$150,294 are considered time deposits for this disclosure and are classified as investments on the Statement of Net Position.

Investments

At May 31, 2015, the Board had the following investments and maturities.

Investment Type	Fair Value	12 Months or Less	Over 12 Months
Certificate of Deposit	\$ 50,059	\$	\$ 50,059
Certificate of Deposit	50,096		50,096
Certificate of Deposit	50,139		50,139
Total	<u>\$ 150,294</u>	<u>\$ 0</u>	<u>\$ 150,294</u>

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED MAY 31, 2015

Note 2 - Deposits and Investments (Continued)

Risk Disclosures

Interest rate risk - As a means of limiting its exposure to fair value losses arising from interest rate variances, the Board limits its investments, if any, to certificates of deposits with maturities of no more than 24 months.

Credit risk - Investments of the Board are subject to the statutory requirements of North Carolina General Statutes, however the Board's present policy for managing credit risk is to limit its investments to certificates of deposits.

Custodial credit risk - For deposits and investments, custodial credit risk is the risk that in the event of the failure of the depository (or counterparty), the Board will not be able to recover the value of its deposits and investments that are in the possession of the outside party. The Board does not have formal policies regarding custodial credit risk for deposits and investments. Federal depository insurance is discussed in the preceding section.

Reconciliation of Deposits and Investments

A reconciliation of deposits and investments for the Board to the basic financial statements at May 31, 2015 is as follows:

		May 31, 2015
Carrying Amount of Bank Deposits	\$	172,703
Certificates of Deposits		150,294
Total Deposits and Investments	\$	322,997
Current:		
Cash and Cash Equivalents	\$	172,703
Noncurrent:		
Investments		150,294
Total Deposits and Investments	\$	322,997

Note 3 - Unearned Revenue

The Board's fees are assessed and collected for fiscal periods which do not correspond with the Board's financial accounting period. License fees received in the latter part of the fiscal year are deferred and recognized as revenue over the periods to which they relate.

NORTH CAROLINA BOARD OF PODIATRY EXAMINERS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED MAY 31, 2015

Note 4 - Net Position

Net investment in capital assets - This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any loan proceeds that are attributable to the acquisition, construction, or improvement of those capital assets. The Board had no capital assets at May 31, 2015.

Restricted net position - This component of net position consists of net position which the Board is legally or contractually obligated to spend in accordance with restrictions imposed by external parties. The Board had no restricted net position at May 31, 2015.

Unrestricted net position - This component of net position consists of net position that does not meet the definition of *restricted or net investment in capital assets*.

Note 5 - Contracted Management Services

The Board does not have any employees. The Board contracts with a management consultant service to provide services for the Board. The contract includes all services related to the process of licensure application and renewal and various other clerical duties. The Board also reimburses the management service for telephone, printing, copying, postage and miscellaneous office supplies and expenses. Payments to the management service totaled \$54,526 during the fiscal year ended May 31, 2015.

Note 6 - Risk Management

The Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These exposures to loss are handled by participation in state-administered risk programs and self retention of certain risks. Additionally, the Board protects itself from exposure to loss through the purchase of commercial insurance coverage.

Note 7 - Contingencies

The Board is involved in occasional disciplinary hearings throughout the year which arise in the ordinary course of its operations. In the opinion of management of the Board, the results of such actions during the year under audit do not materially affect the Board's operations, changes in financial position, or cash flows for the year herein ended.

Note 8 - Subsequent Events

Subsequent events have been evaluated through July 14, 2015, the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required.

This audit required 40 hours at a cost of \$4,595.