### BOARD OF REGENTS EASTERN MICHIGAN UNIVERSITY

**SECTION:** 

DATE:

February 21, 2012

### RECOMMENDATION

### WEMU-FM FINANCIAL STATEMENTS AS OF JUNE 30, 2011

### **ACTION REQUESTED**

It is recommended that the Board of Regents receive and place on file the WEMU-FM Financial Report and Statements as of June 30, 2011.

### STAFF SUMMARY

WEMU-FM, Eastern Michigan University's public radio station, is required as a condition of participation in the program to file an annual audited statement of financial operations. Plante & Moran, PLLC prepares this audit annually as part of its financial audit contract with the University.

The financial report, statements and opinion are attached. Plante & Moran has indicated that, in their opinion, the financial statements present fairly the financial position of the station as well as the changes in financial position and cash flows for the fiscal years 2010 and 2011. In their review of internal controls, Plante Moran did not identify any material weaknesses, but did identify a significant deficiency related to an error in the accrual for sick leave. The error was unique to these WEMU statements and has been corrected. The University's June 30, 2011 Financial Statements did not contain the error.

### FISCAL IMPLICATIONS

None.

### ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer 2/21/12Date

Financial Report
with Additional Information
June 30, 2011

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### Independent Auditors' Report

To the Board of Regents
Eastern Michigan University WEMU-FM

We have audited the accompanying basic financial statements of Eastern Michigan University WEMU-FM (the "Station") as of and for the years ended June 30, 2011 and 2010 as listed in the table of contents. These financial statements are the responsibility of the Station's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Station as of June 30, 2011 and 2010 and the changes in financial position and cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis presented on pages 2 through 7 is not a required part of the basic financial statements but is supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Plante & Moran, PLLC

January 4, 2012



### Management's Discussion and Analysis (Unaudited)

This section of Eastern Michigan University WEMU-FM's (the "Station") annual financial report presents management's discussion and analysis of the financial performance of the Station during the fiscal years ended June 30, 2011, 2010, and 2009. This discussion should be read in conjunction with the accompanying financial statements and footnotes. The financial statements, footnotes, and this discussion are the responsibility of the Station's management.

### **Using the Annual Financial Report**

This annual report consists of financial statements prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 35, Basic Financial Statements - and Management's Discussion and Analysis - for Public Colleges and Universities.

The financial statements prescribed by GASB Statement No. 35 (the statement of net assets, the statement of revenue, expenses, and changes in net assets, and the statement of cash flows) present financial information in a form similar to that used by corporations. They are prepared under the accrual basis of accounting, whereby revenue and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged.

The statement of net assets includes all assets and liabilities. Over time, increases or decreases in net assets (the difference between assets and liabilities) are one indicator of the improvement or erosion of the Station's financial health when considered with nonfinancial facts such as the condition of facilities.

The statement of revenue, expenses, and changes in net assets presents the revenue earned and expenses incurred during the year. Activities are reported as either operating or nonoperating. A public radio station's dependency upon gifts could result in operating deficits because the financial reporting model classifies gifts as nonoperating revenue. The utilization of capital assets is reflected in the financial statements as depreciation, which amortizes the cost of an asset over its expected useful life.

The statement of cash flows presents information related to cash inflows and outflows, summarized by operating, noncapital financing, capital financing, and related investing activities, and helps measure the ability to meet financial obligations as they mature.

### Management's Discussion and Analysis (Unaudited) (Continued)

### **Noteworthy Financial Activity**

Significant components of the Station's financial condition include the following:

- The Station's total assets as of June 30, 2011 increased versus the prior year by approximately \$9,000 primarily due to increased support from the University general appropriations. Over \$161,000 is invested in capital assets as of June 30, 2011. The Station's total assets as of June 30, 2010 increased versus the prior year by approximately \$68,000 primarily due to increased contributions and increased support from the Corporation for Public Broadcasting.
- Net assets as of June 30, 2009 were restated by (\$107,625) and unearned revenue liabilities were increased by \$107,625 to reflect rental income that will be recognized between 2010 and 2016 based on a 10-year agreement with Washtenaw County.
- In 2011, operating revenue decreased by approximately \$2,000 primarily due to decreased broadcasting tower rental income. In 2010, operating revenue increased by approximately \$19,000 primarily due to increased support from the Corporation for Public Broadcasting.
- In 2011, nonoperating revenue increased by approximately \$90,000 primarily due to increased general appropriations (\$121,000), increased contributions (\$4,000), and decreased administrative support (\$35,000). In 2010, nonoperating revenue decreased by approximately \$3,000 primarily due to increased contributions (\$22,000) and decreased administrative support (\$25,000).
- In 2011, operating expenses increased by approximately \$115,000 primarily due to increases in programming and production expenses. In 2010, operating expenses decreased by approximately \$42,000 primarily due to planned decreases in programming and production expenses.

### Management's Discussion and Analysis (Unaudited) (Continued)

### **Condensed Statement of Net Assets**

(in thousands)

			Ju	ne 30		
	2	1011	2	2010	2	.009
Assets						
Current assets	\$	732	\$	707	\$	607
Noncurrent assets		161	<u> </u>	177		209
Total assets	<u>\$</u>	893	\$	884	\$	816
Liabilities						
Current liabilities	\$	15	\$	15	\$	15
Noncurrent liabilities		207		271		303
Total liabilities		222		286		318
Net Assets						
Invested in capital assets - Net of						
related debt		161		177		209
Restricted expendable		18		62		46
Unrestricted	-	429		359		243
Total net assets		671		598		498
Total liabilities and net assets	\$	893	\$	884	\$	816

### Management's Discussion and Analysis (Unaudited) (Continued)

### Condensed Statement of Revenue, Expenses, and Changes in Net Assets (in thousands)

	Y	ear Ended June	30
	2011	2010	2009
Operating Revenue			
Grants from Corporation for Public Broadcasting	\$ 189	\$ 184	\$ 16 <del>4</del>
Rental income	51	57	59
Total operating revenue	240	241	223
Operating Expenses			
Program services:	1.054	1 100	1.044
Programming and production	1,256	•	1,244
Broadcasting	191	180	190
Program information	248	235	231
Support services:			
Fundraising	166		151
Management	305	289	278
Total operating expenses	2,166	2,051	2,094
Operating Loss	(1,926	) (1,810)	(1,871)
Nonoperating Revenue			
General appropriations from the University	834		713
Administrative support from the University	569	605	631
Contributions	596	592	569
Total nonoperating revenue	1,999	1,910	1,913
Changes in Net Assets	73	100	42
Net Assets - Beginning of year	598	498	456
Net Assets - End of year	\$ 670	\$ 598	<u>\$ 498</u>

### Management's Discussion and Analysis (Unaudited) (Continued)

### **Condensed Statement of Cash Flows**

(in thousands)

		Y€	ar E	nded June 3	30	
		2011		2010		2009
					(re	estated)
Cash (Used In) Provided By						
Operating activities	\$	(1,926)	\$	(1,794)	\$	(1,732)
Noncapital financing activities		1,999		1,910		1,913
Net Increase in Cash		73		116		181
Cash - Beginning of year		513		397	<u> </u>	216
Cash - End of year	<u>\$</u>	586	<u>\$</u>	513	\$	397

### Looking Ahead

Fiscal year 2011 was a time of profound change at the Station.

The Station's longtime executive director retired in December 2010. The general manager assumed the position of interim executive director on January 1, 2011.

Eastern Michigan University was presented with significant budget challenges due to proposed budget cuts from the State of Michigan. Departments were warned that cuts and layoffs were possible across all divisions and departments.

The Station reviewed its budget and budget projections. In an effort to be proactive and address the need for cuts, the department crafted a strategic plan that reduced its allotment from the EMU General Fund by 50 percent over a three-year period: \$50,000 in FY2012, \$100,000 in FY2013, and \$100,000 in FY2014. In addition, the department eliminated the position of executive director, reducing the General Fund by another \$82,000. The general manager is now the department head.

The challenge of replacing the funds cut from the General Fund is being addressed through the creation and implementation of the Station's first major giving program with assistance from CPB's Leadership in Philanthropy program. The Station has also revised its individual giving strategies to be more in line with AQH listener numbers and has increased its goals for corporate support, based on the increase in FY2011 (\$12,000 increase from FY2010).

### Management's Discussion and Analysis (Unaudited) (Continued)

### Looking Ahead (Continued)

The Station has transferred its website hosting and maintenance to NPR Digital Services at a savings of \$1,600/year. This provides excellent back-up and support for the Station's .50 FTE web technician, and its streamlined design and ease of use gives the Station the ability to interact with listeners regarding news stories, music playlists, music reviews, and other features. The Station's social media use has also grown as an outreach tool; soon live social media updates will be visible on the Station's webpage.

The Station put its infrastructure upgrades and furniture replacement plans on hold due to the current fiscal conditions. However, it is still a goal to cosmetically upgrade the Station's facilities, especially as the major donor program takes shape. A professional environment is important when cultivating major gifts.

The Station recognizes the need to become more self-sufficient and self-sustaining and is working to that end. However, there is a risk in assigning the Station to the same category as auxiliary services such as catering and parking, which are able to charge fees for their services and have exclusive rights to the EMU campus. While the Station can and will work toward greater self-sufficiency, it is important to note that its support is largely voluntary/philanthropic and not commercial.

The Station also remains committed to serve the University's mission of public service through programming, community support, and free public service announcements to nonprofits.

### **Statement of Net Assets**

		June	e 30	
		2011		2010
Assets Current assets:				
Cash	\$	586,603	\$	512,952
Accounts receivable from the University	_	144,939	· 	193,793
Total current assets		731,542		706,745
Noncurrent assets - Property and equipment - Net (Note 3)		161,689		177,443
Total assets	<u>\$</u>	893,231	<u>\$</u>	884,188
Liabilities				
Current liabilities - Deferred revenue Noncurrent liabilities:	\$	15,375	\$	15,375
Compensated absences		144,939		193,793
Deferred revenue		61,500		76,875
Total noncurrent liabilities		206,439		270,668
Total liabilities		221,814		286,043
Net Assets				
Invested in capital assets - Net of related debt		161,689		177,443
Restricted - Expendable		80,870		61,657
Unrestricted		428,858		359,045
Total net assets		671,417		598,145
Total liabilities and net assets	\$	893,231	<u>\$</u>	884,188

### Statement of Revenue, Expenses, and Changes in Net Assets

	Year E	nded June 30
	2011	2010
On any three December		
Operating Revenue Grants from Corporation for Public Broadcasting	\$ 188,44	18 \$ 184,597
Rental income	φ 100,11 51,21	
Rental income		7
Total operating revenue	239,66	241,719
Operating Expenses		
Program services:		
Programming and production	1,256,41	
Broadcasting	190,63	•
Program information	2 <del>4</del> 8,24	13 235,401
Support services:		
Fundraising	165,50	· ·
Management	305,44	10 289,228
Total operating expenses	2,166,23	2,051,261
Operating Loss	(1,926,57	72) (1,809,542)
Nonoperating Revenue		
General appropriations from the University	833,55	58 712,804
Administrative support from the University	569,88	39 604,612
Contributions	596,39	592,496
Total nonoperating revenue	1,999,84	1,909,912
Changes in Net Assets	73,27	72 100,370
Net Assets - Beginning of year	598,14	497,775
Net Assets - End of year	<b>\$ 671,</b> 41	598,145

### **Statement of Cash Flows**

		Year Ende	ed Ju	une 30
		2011	-	2010
Cash Flows from Operating Activities				
Cash received from Corporation for Public Broadcasting	\$	188,448	\$	184,597
Cash received from tower leases		51,219		57,122
Cash paid for programming services		(1,698,345)		(1,596,211)
Cash paid for management and fundraising	_	(467,515)		(439,143)
Net cash used in operating activities		(1,926,193)		(1,793,635)
Cash Flows from Noncapital Financing Activities				
Cash received from University appropriations		833,558		712,804
Cash received from administrative support		569,889		604,612
Contributions received	_	596,397	_	592,496
Net cash provided by noncapital				
financing activities	_	1,999,844		1,909,912
Net Increase in Cash		73,651		116,277
Cash - Beginning of year	_	512,952		396,675
Cash - End of year	<u>\$</u>	586,603	<u>\$</u>	512,952
Reconciliation of Operating Loss to Net Cash from Operating Activities				
Operating loss	\$	(1,926,572)	\$	(1,809,542)
Adjustments to reconcile operating loss to net cash from operating activities:				
Depreciation expense		15,754		31,282
Changes in assets and liabilities:		•		
Accounts receivable - Net		(48,854)		(16,567)
Accrued compensated absences		48,854		16,567
Deferred revenue		(15,375)		(15,375)
Total changes in assets and liabilities		(15,375)		(15,375)
Net cash used in operating activities	<u>\$</u>	(1,926,193)	\$	(1,793,635)

### Notes to Financial Statements June 30, 2011 and 2010

### Note I - Organization

Eastern Michigan University WEMU-FM (the "Station" or WEMU-FM) is a public telecommunications radio station licensed to Eastern Michigan University (the "University"). WEMU-FM serves the Washtenaw County radio market, with a mission to participate in the educational and public service purposes of the University by providing programming which addresses the needs and the interests of the Station's coverage area.

WEMU-FM is owned and operated by the University and does not have separate legal status or existence. The financial position, support, revenue, and expenditures of WEMU-FM are included in the University's financial statements.

### Note 2 - Basis of Presentation and Significant Accounting Policies

Basis of Presentation - The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB). The GASB established standards for external financial reporting for public colleges and universities and requires that financial statements be presented on a consolidated basis to focus on the University as a whole, with resources classified for accounting and reporting purposes into three net asset categories according to externally imposed restrictions.

The three net asset categories are as follows:

- Invested in Capital Assets Net of Related Debt Includes capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction, or improvement of those assets.
- Restricted Expendable Includes net assets whose whole use is subject to
  externally imposed stipulations that can be fulfilled by actions of the University
  pursuant to those stipulations or that expire by the passage of time.
- Unrestricted Includes net assets not subject to externally imposed stipulations. Unrestricted net assets may be designated for specific purposes by action of the Board of Regents or may otherwise be limited by contractual agreements with outside parties. Substantially all unrestricted net assets are designated for capital projects and other initiatives.

**Cash** - Cash is held in Eastern Michigan University funds. The amount reflected in the accompanying balance sheet represents the net amounts due to the Station from the University's pooled cash system.

### Notes to Financial Statements June 30, 2011 and 2010

### Note 2 - Basis of Presentation and Significant Accounting Policies (Continued)

**Property and Equipment** - Property and equipment are recorded at cost or, if acquired by gift, at the fair value as of the date of donation. Depreciation is computed on the straight-line method over the estimated service lives (5 to 15 years) of the respective assets. Expenditures for repairs and maintenance are charged to expense as incurred.

Compensated Absences - Compensated absences include sick leave, annual leave, and compensatory time accrued by Station employees per University policy and paid by the University. It is the University's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. There is a liability for unpaid accumulated sick leave since the University does have a policy to pay half of any amounts accumulated when eligible employees retire from the University. All vacation pay is accrued when incurred. A receivable from the University and a liability is reported for these amounts as of year end.

**Deferred Revenue** - WEMU-FM receives advance payments of rent related to a tower lease agreement. These payments are reported as deferred revenue and recognized when earned.

General Appropriations from the University - General appropriations from the University consist of certain payroll and other direct expenses paid by the University on behalf of WEMU-FM. Because the University pays for WEMU-FM's compensated absences, a receivable from the University has been established in the statement of net assets in the amount of accrued compensated absences.

Indirect Administrative Support - A portion of the University's general overhead costs relates to and benefits WEMU-FM. Such items include administration, utilities, maintenance, repairs, and other institutional support expenditures of the University. These services were provided without cost and have been allocated to WEMU-FM. The fair value of these services is reported as revenue (administrative support from the University) and expenditures in the accompanying statement of revenue, expenses, and changes in net assets.

**Contributions and Grants** - Unrestricted gifts are recognized as revenue when received.

WEMU-FM receives an annual community service grant from the Corporation for Public Broadcasting. These funds may be used at the discretion of WEMU-FM and are reported as restricted grant revenue in the accompanying financial statements.

### Notes to Financial Statements June 30, 2011 and 2010

### Note 2 - Basis of Presentation and Significant Accounting Policies (Continued)

Allocation of Expenditures - Expenditures are reported by their functional classification. Accordingly, certain expenditures for facility operations, institutional support, interest, and depreciation have been allocated to functional classifications based on the time devoted to these activities.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of sources and application of net assets during the reporting period. Actual results could differ from those estimates.

### Note 3 - Property and Equipment

Property and equipment at June 30, 2011 and 2010 consist of the following:

	2010	Additions	Retirement	2011
Land	\$ 100,000	\$ -	\$ -	\$ 100,000
Transmitter and tower	306,121	7,281	-	313,402
Studio and technical equipment	101,407	-	-	101,407
Furniture, fixture, and equipment	270,953			270,953
Subtotal	778,481	7,281	-	785,762
Less accumulated depreciation	(601,038)	(23,035)		(624,073)
Net property and equipment	<u>\$ 177,443</u>	<u>\$ (15,754</u> )	<u>\$ -</u>	\$ 161,689
	2009	Additions	Retirement	2010
Land	\$ 100,000	\$ -	\$ -	\$ 100,000
Transmitter and tower	306,121		_	306,121
Studio and technical equipment	101,407			101,407
Furniture, fixture, and equipment	270,953			270,953
Subtotal	778,481	-	<u>.</u>	778,481
Less accumulated depreciation	(569,756)	(31,282)	•	(601,038)
Net property and equipment	\$ 208,725	<u>\$ (31,282)</u>	\$ -	\$ 177,443

### Notes to Financial Statements June 30, 2011 and 2010

### **Note 4 - Retirement Benefits**

The University has a Teachers Insurance and Annuities Association - College Retirement Equities Fund (TIAA-CREF) defined contribution retirement plan, which covers certain employees of WEMU-FM. The University contributes a specified percentage of employee wages, as defined by the appropriate labor contract. For the years ended June 30, 2011, 2010, and 2009, WEMU-FM contributed approximately \$52,000, \$47,000, and \$51,000, respectively to the TIAA-CREF plan. The University has no liability beyond its own contributions under the TIAA-CREF plan.

The University also participates in the Michigan Public School Employees' Retirement System (MPSERS), a cost-sharing multiemployer noncontributory defined benefit retirement plan, which covers certain employees of WEMU-FM. The cost of the MPSERS plan allocated to WEMU-FM, all of which was contributed, totaled approximately \$42,000, \$32,000, and \$31,000 for the years ended June 30, 2011, 2010, and 2009, respectively. The costs of the MPSERS plan include contributions based on member payroll to fund normal pension costs, contributions to fund a portion of the plan's unfunded actuarial accrued liability, and contributions for retiree health insurance at a fixed dollar amount determined annually by MPSERS.

### **Additional Information**



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### Independent Auditor's Report on Additional Information

To the Board of Regents
Eastern Michigan University WEMU-FM

We have audited the financial statements of Eastern Michigan University WEMU-FM as of and for the years ended June 30, 2011 and 2010. Our audits were made for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying schedule of net assets by fund and schedule of revenue, expenses, and changes in net assets by fund are presented for purposes of additional analysis of the financial statements rather than to present the financial position, results of operations, and cash flows of the individual funds and are not a required part of the basic financial statements. The schedule of net assets by fund and schedule of revenue, expenses, and changes in net assets by fund have been subjected to the procedures applied in the audits of the financial statements and, in our opinion, are fairly stated in all material respects in relation to the financial statements taken as a whole.

Plante & Moran, PLLC

January 4, 2012



### Schedule of Net Assets by Fund

# Schedule of Revenue, Expenses, and Changes in Net Assets by Fund

		Year	Year Ended June 30, 201	. 2011		Yea	Year Ended June 30, 2010	2010	
		Operatir	Operating Funds	1		Operat	Operating Funds		
	Unres	Unrestricted	Property Fund		Total	Unrestricted	Property Fund		Total
Operating Revenue Grants from Corporation for Public Broadcasting	₩	188,448	ι <del>ω</del>	₩.	88.448	(restated)	· ·	¥	184 597
Rental income		51,219		,	51,219			,	57,122
Total operating revenue	.,	239,667	1		239,667	241,719	•		241,719
Operating Expenses Program services:									
Programming and production	<u>:</u>	,247,281	9,137		1,256,418	1,171,588	18,143	-	,189,731
Broadcasting		189,468	1,169	_	190,637	177,864	2,321		180,185
Program information Support services:		246,220	2,023	••	248,243	231,384	4,017		235,401
Fundraising		164,297	1,204		165,501	154,326	2.390		156.716
Management	(')	303,219	2,221		305,440	284,817	4,411		289,228
Total operating expenses	2,1	2,150,485	15,754	1	2,166,239	2,019,979	31,282	2	2,051,261
Operating Loss	(1,9	(1,910,818)	(15,754)	_	(1,926,572)	(1,778,260)	(31,282)	Ü	(1,809,542)
Nonoperating Revenue		, ,			( 1 1 0	i			
General appropriations from the University Administrative support from the University	D IV	833,558	1 1		833,558	712,804	I		712,804
Contributions		596,397	1		596,397	592,496	1		592,496
Net nonoperating revenue	1,9	1,999,844	1		1,999,844	1,909,912	5		,909,912
Changes in Net Assets		89,026	(15,754)		73,272	131,652	(31,282)		100,370
Net Assets - Beginning of year	4	420,702	177,443		598,145	289,050	208,725		497,775
Net Assets - End of year	\$ 2(	509,728	\$ 161,689	\$	671,417	\$ 420,702	\$ 177,443	\$	598,145