## MONTGOMERY COMMUNITY TELEVISION, INC.

JUNE 30, 2008

### MONTGOMERY COMMUNITY TELEVISION, INC.

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# Stoy, Malone & Company, P.C. Certified Public Accountants

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### Independent Auditors' Report

To the Board of Directors of Montgomery Community Television, Inc.

We have audited the accompanying statements of financial position of Montgomery Community Television, Inc. as of June 30, 2008 and 2007, and the related statements of activities and cash flows for the years then ended. These financial statements are the responsibility of Montgomery Community Television, Inc.'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 audit 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 financial statements referred to above present fairly, in all material respects, the financial position of Montgomery Community Television, Inc. as of June 30, 2008 and 2007, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Our audits were conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The schedule of functional expenses is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Baltimore, Maryland November 4, 2008

Stoy. Malone & Congany O.C.

# MONTGOMERY COMMUNITY TELEVISION, INC. STATEMENTS OF FINANCIAL POSITION

ASSETS	June 200		June 30, 2007
Cash and cash equivalents Certificates of deposit Accrued interest receivable Accounts receivable County contracts Other Prepaid expenses Property and equipment, net Deposits Total assets	20 12 4 3	4,498 6,333 8,038 3,120 1,241 2,842 8,805	\$ 505,714 200,000 5,479 94,676 14,604 10,343 37,191 28,805 896,812
LIABILITIES AND NET AS	SETS		
LIABILITIES  Accounts payable  Accrued compensation  Deferred rent  Total liabilities	21: 9	8,886 \$ 3,475 6,090 _ 8,451	68,145 156,874 108,758 333,777
NET ASSETS - UNRESTRICTED  Total liabilities and net assets	<u> </u>	0,743 9,194 <b>\$</b>	563,035 896,812

# MONTGOMERY COMMUNITY TELEVISION, INC. STATEMENTS OF ACTIVITIES

	Year Ended June 30, 2008	Year Ended June 30, 2007
REVENUE		
County contracts	\$ 3,034,747	\$ 2,750,220
Production	7,635	18,968
Interest	34,761	45,505
Contributions	5,093	1,996
Other	29,025	34,454
Total revenue	3,111,261	2,851,143
EXPENSES		
Program services	2,342,408	2,223,630
Administration	<u>581,145</u>	726,293
Total expenses	2,923,553	2,949,923
CHANGE IN UNRESTRICTED NET ASSETS	187,708	(98,780)
NET ASSETS - UNRESTRICTED		
Beginning of year	563,035	<u>661,815</u>
End of year	\$ 750,743	\$ 563,035
-		

# MONTGOMERY COMMUNITY TELEVISION STATEMENTS OF CASH FLOWS

	-	ear Ended June 30, 2008	ear Ended June 30, 2007
OPERATING ACTIVITIES			
Change in unrestricted net assets	\$	187,708	\$ (98,780)
Adjustments to reconcile change in unrestricted net assets			
to net cash provided by (used in) operating activities			
Bad debt expense		10,342	17,844
Depreciation and amortization		13,091	35,306
Decrease in deferred rent		(12,668)	(3,454)
Changes in operating assets and liabilities			
Accrued interest receivable		(854)	(2,616)
Accounts receivable		(32,220)	1,509
Prepaid expenses		(30,898)	707
Accounts payable		20,741	7,674
Accrued compensation		56,601	 (228,032)
Net cash provided by (used in) operating activities		211,843	 (269,842)
INVESTING ACTIVITIES			
Purchases of property and equipment		(8,742)	(15,965)
Redemption of certificates of deposit		200,000	200,000
Investments in certificates of deposit		(204,498)	 (200,000)
Net cash used in investing activities		(13,240)	 (15,965)
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		198,603	(285,807)
CASH AND CASH EQUIVALENTS			
Beginning of year		505,714	 791,521
End of year	\$	704,317	\$ 505,71 <u>4</u>

# MONTGOMERY COMMUNITY TELEVISION, INC. NOTES TO FINANCIAL STATEMENTS

#### NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Montgomery Community Television, Inc. ("MCT") was formed in 1984 as a nonprofit organization. The principal function of MCT is to facilitate public access programming over the cable television system in Montgomery County, Maryland. A summary of significant accounting policies is as follows:

#### Cash and Cash Equivalents

The Company considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. In the ordinary course of business, MCT may have funds on deposit with banks in excess of FDIC insured limits.

#### Allowance for Doubtful Accounts

Management is of the opinion that all accounts receivable are fully collectible; therefore, no allowance for doubtful accounts is provided.

#### **Property and Equipment**

Expenditures for the acquisition of property and equipment are capitalized at cost. The fair value of donated equipment is similarly capitalized. Expenditures for normal maintenance and repairs are charged to current operations, while expenditures for major replacements are capitalized. Upon the sale or retirement of property and equipment, the cost and accumulated depreciation are removed from the respective accounts and any gain or loss is included in operations for the year.

MCT provides for depreciation of property and equipment on the straight-line method over the estimated useful lives of the related assets, which range from three to five years. Amortization of leasehold improvements is provided over the remaining terms of the leases.

#### **Net Assets**

Unrestricted net assets generally result from revenues generated by MCT in providing services and carrying out its programs. There are no temporarily or permanently restricted net assets.

#### **Donated Services**

Volunteers have donated approximately 10,000 hours to independent producers who submit programming which is cablecast on MCT's channels. The value of these services is estimated to be approximately \$87,600, based on the lowest hourly pay rate. The value of the donated time is not reflected in the financial statements, since the services provided did not require specialized skills and there is no objective basis available to measure the value of the services.

#### Income Taxes

Under Section 501(c)(3) of the Internal Revenue Code MCT is exempt from Federal income tax on all income except unrelated business income as noted under Section 511 of the Internal Revenue Code. Certain production service income is considered unrelated business income. Since related expenses exceed the income, no provision for income taxes has been reported. As of June 30, 2008, MCT had a net operating loss carry forward to future years of approximately \$637,000.

### NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (Cont'd.)

#### 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 revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

#### **NOTE 2 - COUNTY CONTRACTS**

A significant portion of MCT's revenue is provided by Montgomery County (the "County") through two separate contracts, namely, the Master Contract and the Combined Services Contract. The following is a summary description of each contract:

#### **Master Contract**

The Master Contract provides funds to MCT from the County's Cable TV Fund for the main purpose of operating two community access channels. The contract also specifies that MCT is to provide training services and equipment to community members for use in developing locally produced or locally sponsored programming. The Master Contract has been extended to June 30, 2009. The compensation for services provided from July 1, 2008 through June 30, 2009 will be a maximum amount not to exceed \$2,652,000.

#### **Combined Services Contract**

The Combined Services Contract provides funds to MCT to provide certain technical assistance with cable television production to the Executive and Legislative Branch of the County Government in order to create programming on the Montgomery County government access channel. The Combined Services Contract has been extended to June 30, 2009. The compensation for goods and services provided from July 1, 2008 through June 30, 2009 will be a maximum amount not to exceed \$610,400.

The County has the option to terminate these contracts ten days after written notice is provided to MCT.

During the term of the contracts the County also provides equipment for MCT's use. The value of this equipment has not been reflected in the financial statements.

A summary of revenue by contract recognized by MCT is as follows for the years ended June 30:

	2008	2007
Master Contract	\$ 2,534,000	\$ 2,405,000
Combined Services Contract	500,747	345,220
	\$ 3,034,747	\$ 2,750,220

#### **NOTE 3 - PROPERTY AND EQUIPMENT**

Property and equipment consists of the following at June 30:

	2008		2007
Office equipment	\$ 354,963	\$	351,419
Furniture and fixtures	167,019		171,642
Video equipment	1,935,020		1,960,842
Automobiles	83,526		83,526
Leasehold improvements	 710,826		710,826
	3,251,354		3,278,255
Less accumulated depreciation and amortization	 3,218,512	-	3,241,064
	\$ 32,842	\$	37,191

Montgomery County government purchases certain video and other equipment that is essential to the activities related to its contract with MCT. Substantially all video and other equipment MCT uses is provided without charge by the County. The value of this equipment, though substantial, is not determinable since the county currently does not provide MCT with cost information; as such this in-kind contribution has not been reflected in the financial statements.

Under the terms of the Master Contract, MCT may not use video equipment purchased with County funds after November 14, 1986 as collateral without prior County approval. MCT may not sell or dispose of any of the video equipment purchased after November 14, 1986 without first offering such equipment back to the County. Additionally, all furniture, office equipment, video equipment, vehicles and other similar types of personal property purchased with funds provided by the County under the Master Contract is to become the property of the County upon the termination or expiration of the contract.

#### **NOTE 4 - ACCRUED COMPENSATION**

Accrued compensation consists of the following at June 30:

	2008	2007
Vacation pay	\$ 90,377	\$ 93,159
Salaries	114,320	63,715
Retirement	 8,778	 •
	\$ 213,475	\$ 156,874

#### **NOTE 5 - DEFERRED RENT**

The deferred rent balance at June 30, 2008 and 2007 represents the cumulative difference between the rent expense recorded for the financial statements purposes in accordance with accounting principles generally accepted in the United States ("GAAP") and the rent actually due and paid under the operating lease agreements. GAAP rent expense is recognized on a straight-line basis, calculated by dividing the total minimum rent to be paid during the term of the leases by the lease terms.

# MONTGOMERY COMMUNITY TELEVISION, INC. NOTES TO FINANCIAL STATEMENTS (Cont'd.)

### NOTE 5 - DEFERRED RENT (Cont'd.)

An analysis of deferred rent is as follows for the years ended June 30:

	2008	2007
GAAP rent for the year	\$ 311,940	\$ 311,801
Minimum rent actually due and paid for the year	 (324,608)	 (315,255)
Deferred rent for the year	(12,668)	(3,454)
Deferred rent balance, beginning of year	 108,758	 112,212
Deferred rent balance, end of year	\$ 96,090	\$ 108,758

### NOTE 6 - DEFINED CONTRIBUTION RETIREMENT PLAN

MCT has a defined contribution retirement plan (the "Plan") which covers employees that meet certain age and length of service requirements. Contributions to the Plan equal 10% of each covered employee's annual salary. The contributions vest over a five-year period at 20% per year. Non-vested retirement contributions are credited back to the Plan upon termination of an employee thereby reducing MCT's annual contribution. For the years ended June 30, 2008 and 2007, MCT's expense amounted to \$119,919 and \$65,704, respectively.

#### **NOTE 7 - OPERATING LEASES**

MCT leases office space and equipment under operating leases, which expire between 2011 - 2012. The office space leases also contain a provision for contingent rental payments to cover MCT's proportionate share of operating costs and real estate taxes. The following schedule indicates the composition of total rent expense for the years ended June 30:

	2008		2007
Minimum rent	\$ 311,946 69,263	•	311,801 67,398
Minimum rent Contingent rent	\$ 381,203	\$	379,199

Future minimum rental payments under these leases are as follows as of June 30, 2008:

Year ending June 30,	
2009	\$ 334,098
2010	343,873
2011	353,941
2012	139
	<b>\$</b> 1,032,051



# MONTGOMERY COMMUNITY TELEVISION, INC. SCHEDULE OF FUNCTIONAL EXPENSES Year Ended June 30, 2008

	<del></del>		
		2008	
	Program		
	Services	Administration	Total
Human Resources			
Salaries (full-, part-, overtime)	\$ 1,157,975	\$ 309,620	\$ 1,467,595
Benefits and payroll tax	372,071	107,989	480,060
Nonemployee human resources	34,734	16,527	51,261
Other	8,596	19,816	28,412
	1,573,376	<u>453,952</u>	2,027,328
Equipment & Software			
Depreciation	10,473	2,618	13,091
Equipment and software	5,438	2,281	7,719
	15,911	4,899	20,810
Building & Grounds			
Rent and property tax	308,756	26,054	334,810
Repairs and maintenance	92,349	13,115	105,464
Utilities	67,318	13,005	80,323
Insurance	41,967	<u>5,356</u>	47,323
	510,390	57,530	567,920
Consulting	109,300	37,294	146,594
Promotion			
Advertising and promotion	22,437	-	22,437
Graphics and printing	41,595	1,802	43,397
	64,032	1,802	65,834
Bank Fees & Bad Debt	10,192	7,798	17,990
Other			
Dues and subscriptions	950	8,836	9,786
Supplies	50,511	3,834	54,345
Travel	7,746	5,200	12,946
	59,207	17,870	77,077
	\$ 2,342,408	\$ 581,145	\$ 2,923,553