



Financial Statements  
December 31, 2023 and 2022

# Dubuque County Historical Society

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Financial Statements

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## Independent Auditor's Report

The Board of Directors  
Dubuque County Historical Society  
Dubuque, Iowa

### Report on the Audit of the Financial Statements

#### ***Opinion***

We have audited the financial statements of Dubuque County Historical Society (Organization), which comprise the statements of financial position as of December 31, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of December 31, 2023 and 2022, 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.

#### ***Basis for Opinion***

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management 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; and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date that the financial statements are available to be issued.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated May 23, 2024, on our consideration of the Organization'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 solely 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 the effectiveness of the Organization's 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 Organization's internal control over financial reporting and compliance.

The image shows a handwritten signature in cursive script that reads "Eide Sully LLP".

Dubuque, Iowa  
May 23, 2024

Dubuque County Historical Society  
Statements of Financial Position  
December 31, 2023 and 2022

	2023	2022
<b>Assets</b>		
Cash and cash equivalents	\$ 538,632	\$ 1,907,829
Accounts receivable, net allowance for credit losses	78,438	81,330
Grants receivable	236,302	216,434
Promises to give, net	982,860	1,126,428
Operating investments	325,759	295,453
Inventory	384,559	346,253
Prepaid expenses and other assets	64,512	157,498
Collections - Note 1	-	-
Property, equipment and exhibits, net	29,557,369	30,571,254
Board-designated endowment investments	2,491,344	2,259,575
Endowment investments	3,698,078	3,354,046
	\$ 38,357,853	\$ 40,316,100
<b>Liabilities and Net Assets</b>		
Accounts payable	\$ 164,697	\$ 256,862
Accrued expenses and other liabilities	391,264	405,459
Deferred revenue	896,480	809,984
Line of credit	1,136,988	1,833,775
Notes payable	614,711	614,711
	3,204,140	3,920,791
<b>Net Assets</b>		
Without donor restrictions		
Undesignated	27,655,673	29,292,050
Designated by the Board for operating reserve	325,759	295,453
Designated by the Board for endowment	2,491,344	2,259,575
	30,472,776	31,847,078
With donor restrictions		
Perpetual in nature	3,789,543	3,736,494
Purpose restrictions	-	67,757
Time-restricted for future periods	982,860	1,126,428
Underwater endowments	(91,466)	(382,448)
	4,680,937	4,548,231
	35,153,713	36,395,309
	\$ 38,357,853	\$ 40,316,100

Dubuque County Historical Society

Statement of Activities

Year Ended December 31, 2023

	2023		
	Without Donor Restrictions	With Donor Restrictions	Total
Revenue, Support, and Gains			
Program service fees			
Museum operations			
Admissions	\$ 2,379,438	\$ -	\$ 2,379,438
Gift shop sales	939,605	-	939,605
Membership dues	448,289	-	448,289
Food and beverage sales	297,403	-	297,403
Tours and historic dining	420,376	-	420,376
Education - admissions	159,438	-	159,438
Net investment return	405,876	514,100	919,976
Federal and state contracts and grants	814,976	-	814,976
Contributions	952,418	325,340	1,277,758
Donated facilities and materials	360,544	-	360,544
Gross special events revenue	48,142	-	48,142
RAW Conference	191,347	-	191,347
Other income	141,836	-	141,836
Net assets released from restrictions	706,734	(706,734)	-
Total revenue, support, and gains	<u>8,266,422</u>	<u>132,706</u>	<u>8,399,128</u>
Expenses			
Program services expense			
Museum operations	6,163,971	-	6,163,971
Collections	1,353,708	-	1,353,708
Education	1,063,456	-	1,063,456
Total program services expenses	<u>8,581,135</u>	<u>-</u>	<u>8,581,135</u>
Supporting services expense			
Management and general	795,572	-	795,572
Fundraising and development	264,017	-	264,017
Total supporting services expenses	<u>1,059,589</u>	<u>-</u>	<u>1,059,589</u>
Total expenses	<u>9,640,724</u>	<u>-</u>	<u>9,640,724</u>
Change in Net Assets	(1,374,302)	132,706	(1,241,596)
Net Assets, Beginning of Year	<u>31,847,078</u>	<u>4,548,231</u>	<u>36,395,309</u>
Net Assets, End of Year	<u>\$ 30,472,776</u>	<u>\$ 4,680,937</u>	<u>\$ 35,153,713</u>

Dubuque County Historical Society

Statement of Activities

Year Ended December 31, 2022

	2022		
	Without Donor Restrictions	With Donor Restrictions	Total
Revenue, Support, and Gains			
Program service fees			
Museum operations			
Admissions	\$ 2,068,041	\$ -	\$ 2,068,041
Gift shop sales	886,869	-	886,869
Membership dues	393,959	-	393,959
Food and beverage sales	224,765	-	224,765
Tours and historic dining	326,868	-	326,868
Education - admissions	198,328	-	198,328
Net investment return	(543,653)	(708,913)	(1,252,566)
Federal and state contracts and grants	1,033,156	-	1,033,156
Contributions	997,152	497,770	1,494,922
Donated facilities and materials	269,730	-	269,730
Gross special events revenue	40,496	-	40,496
Other income	299,416	-	299,416
Net assets released from restrictions	700,154	(700,154)	-
Total revenue, support, and gains	<u>6,895,281</u>	<u>(911,297)</u>	<u>5,983,984</u>
Expenses			
Program services expense			
Museum operations	5,732,450	-	5,732,450
Collections	1,143,934	-	1,143,934
Education	747,564	-	747,564
Total program services expenses	<u>7,623,948</u>	<u>-</u>	<u>7,623,948</u>
Supporting services expense			
Management and general	681,559	-	681,559
Fundraising and development	310,295	-	310,295
Total supporting services expenses	<u>991,854</u>	<u>-</u>	<u>991,854</u>
Total expenses	<u>8,615,802</u>	<u>-</u>	<u>8,615,802</u>
Change in Net Assets	(1,720,521)	(911,297)	(2,631,818)
Net Assets, Beginning of Year	<u>33,567,599</u>	<u>5,459,528</u>	<u>39,027,127</u>
Net Assets, End of Year	<u>\$ 31,847,078</u>	<u>\$ 4,548,231</u>	<u>\$ 36,395,309</u>



Dubuque County Historical Society  
Statement of Functional Expenses  
Year Ended December 31, 2023

	Program Services				Supporting Services		
	Museum Operations	Collections	Education	Total	Management and General	Fundraising and Development	Total
Salaries and wages	\$ 1,337,646	\$ 529,913	\$ 667,357	\$ 2,534,916	\$ 450,252	\$ 215,959	\$ 3,201,127
Employee benefits	135,287	53,594	67,495	256,376	45,538	21,842	323,756
Payroll taxes	116,570	46,180	58,157	220,907	39,237	18,820	278,964
Food, beverage and gift shop	837,090	-	-	837,090	-	-	837,090
Professional fees	83,734	214,231	15,505	313,470	46,637	7,396	367,503
Collections and archives	-	135,694	-	135,694	-	-	135,694
Events	105,527	-	-	105,527	-	-	105,527
Exhibits and other projects	21,867	-	254,942	276,809	-	-	276,809
Advertising	274,747	-	-	274,747	-	-	274,747
Maintenance	171,851	-	-	171,851	-	-	171,851
Donated facilities and materials	360,544	-	-	360,544	-	-	360,544
Utilities	316,003	239,495	-	555,498	-	-	555,498
Office and other expenses	398,404	-	-	398,404	40,352	-	438,756
Miscellaneous	222,438	11,334	-	233,772	9,707	-	243,479
Interest	-	-	-	-	163,849	-	163,849
Depreciation	1,782,263	123,267	-	1,905,530	-	-	1,905,530
<b>Total expenses</b>	<b>\$ 6,163,971</b>	<b>\$ 1,353,708</b>	<b>\$ 1,063,456</b>	<b>\$ 8,581,135</b>	<b>\$ 795,572</b>	<b>\$ 264,017</b>	<b>\$ 9,640,724</b>

Dubuque County Historical Society  
Statement of Functional Expenses  
Year Ended December 31, 2022

	Program Services				Supporting Services		
	Museum Operations	Collections	Education	Total	Management and General	Fundraising and Development	Total
Salaries and wages	\$ 1,164,593	\$549,051	\$547,600	\$ 2,261,244	\$419,846	\$222,408	\$ 2,903,498
Employee benefits	113,306	53,419	53,278	220,003	40,848	21,639	282,490
Payroll taxes	109,106	51,438	51,302	211,846	39,334	20,837	272,017
Food, beverage and gift shop	717,973	-	-	717,973	-	-	717,973
Professional fees	94,513	12,195	30,044	136,752	46,411	45,411	228,574
Collections and archives	-	99,533	-	99,533	-	-	99,533
Events	117,342	-	-	117,342	-	-	117,342
Exhibits and other projects	17,548	-	65,340	82,888	-	-	82,888
Advertising	191,660	-	-	191,660	-	-	191,660
Maintenance	143,788	-	-	143,788	-	-	143,788
Donated facilities and materials	269,730	-	-	269,730	-	-	269,730
Utilities	360,239	242,159	-	602,398	-	-	602,398
Office and other expenses	352,359	-	-	352,359	51,284	-	403,643
Miscellaneous	149,179	12,872	-	162,051	14,759	-	176,810
Interest	-	-	-	-	69,077	-	69,077
Depreciation	1,931,114	123,267	-	2,054,381	-	-	2,054,381
<b>Total expenses</b>	<b>\$ 5,732,450</b>	<b>\$ 1,143,934</b>	<b>\$ 747,564</b>	<b>\$ 7,623,948</b>	<b>\$ 681,559</b>	<b>\$ 310,295</b>	<b>\$ 8,615,802</b>

# Dubuque County Historical Society

## Statements of Cash Flows

Years Ended December 31, 2023 and 2022

	2023	2022
Operating Activities		
Change in net assets	\$ (1,241,596)	\$ (2,631,818)
Adjustments to reconcile change in net assets to net cash from (used for) operating activities		
Depreciation	1,905,530	2,054,381
Realized and unrealized (gain) loss on operating investments	(38,635)	69,435
Endowment net investment loss (return)	(860,441)	1,192,228
Changes in operating assets and liabilities		
Accounts and grants receivable	(16,976)	(80,514)
Promises to give, net	143,568	270,141
Inventory	(38,306)	(51,794)
Prepaid expenses and other assets	92,986	(127,773)
Accounts payable	(92,165)	146,254
Accrued expenses and other liabilities	(14,195)	23,510
Deferred revenue	86,496	(189,203)
Net Cash from (used for) Operating Activities	(73,734)	674,847
Investing Activities		
Withdrawal from endowment	170,069	-
Proceeds from sales of operating investments	149,550	625,692
Purchases of investments	(26,652)	(603,837)
Purchases of property, equipment and exhibits	(891,643)	(1,077,995)
Net Cash (used for) Investing Activities	(598,676)	(1,056,140)
Financing Activities		
Net borrowings (repayments) on line of credit	(696,787)	775,815
Principal payments on note	-	(11,666)
Net Cash from (used for) Financing Activities	(696,787)	764,149
Net Change in Cash and Cash Equivalents	(1,369,197)	382,856
Cash and Cash Equivalents, Beginning of Year	1,907,829	1,524,973
Cash and Cash Equivalents, End of Year	\$ 538,632	\$ 1,907,829
Supplemental Disclosure of Cash Flow Information		
Cash paid during the year for interest	\$ 163,849	\$ 69,077

## **Note 1 - Principal Activity and Significant Accounting Policies**

### **Organization**

Dubuque County Historical Society d/b/a National Mississippi River Museum & Aquarium and National Rivers Hall of Fame (the Organization) owns and/or operates the National Mississippi River Museum & Aquarium, the National Rivers Hall of Fame, RiverWorks Discovery, and the Mathias Ham Historical Site in Dubuque County, Iowa. The mission of the Dubuque County Historical Society is to inspire stewardship by creating educational experiences where history and rivers come alive. The Organization fulfills its mission by focusing efforts in these primary service areas:

Museum Operations – The Organization utilizes exhibits and animals to depict the regional history and culture for visitors.

Collections – Various collections and artifacts are preserved to interpret the rich history of the region, Mississippi, and rivers of America.

Education – The Organization strives to educate engaged citizens on the history and culture of the region and rivers of America.

The Organization operates in the tri-state area of northeastern Iowa, southwest Wisconsin, and northwest Illinois. Due to this, the Organization's operations are dependent on this region's economic condition.

### **Cash and Cash Equivalents**

All cash and highly liquid financial instruments with original maturities of three months or less, which are neither held for nor restricted by donors for long-term purposes, are considered to be cash and cash equivalents. Cash and highly liquid financial instruments restricted to building projects, endowments that are perpetual in nature, or other long-term purposes are excluded from this definition.

### **Receivables and Allowance for Credit Losses**

Accounts receivable consist primarily of noninterest-bearing amounts due from customers for events. The Organization historically has not had uncollectible accounts due to the nature of receivables relating to events held at the Organization. Management believes that the historical loss information it has compiled is a reasonable base on which to determine expected credit losses for accounts receivable held at December 31, 2023 because the composition of the accounts receivable at those dates are consistent with that used in developing the historical credit-loss percentages. Accounts receivable are written off when deemed uncollectable. At December 31, 2023 and 2022, there was no allowance.

Receivables from contracts with customers are reported as accounts receivable in the accompanying statements of financial position. Accounts receivable as of January 1, 2022 was \$36,645. Contract liabilities are reported as deferred revenue in the accompanying statements of financial position. Deferred revenue from contracts with customers and from grants as of January 1, 2022 was \$999,187.

Grants receivable consist of amounts due from granting agencies for expenses the Organization has already incurred but has not yet been reimbursed for.

### **Promises to Give**

The Organization records unconditional promises to give that are expected to be collected within one year at net realizable value. Unconditional promises to give expected to be collected in future years are initially recorded at fair value using present value techniques incorporating risk-adjusted discount rates (3% for 2023 and 2022) designed to reflect the assumptions market participants would use in pricing the asset. In subsequent years, amortization of the discounts is included in contribution revenue in the statements of activities. Allowance for uncollectible promises to give is determined based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Promises to give are written off when deemed uncollectible. At December 31, 2023 and 2022, the allowance was \$21,321 and \$24,309.

### **Collections**

The Organization's collections, which were acquired through purchases and contributions, are not recognized as assets in the statements of financial position. Purchases of collection items are recorded as decreases in net assets without donor restrictions in the year in which the items are acquired, or as decreases in net assets with donor restrictions if the assets used to purchase the items are restricted by donors. The Organization's collections are made up of artifacts of historical significance, art objects, and similar assets held for educational, research, and curatorial purposes. Each of the items is cataloged, preserved, and cared for, and activities verifying their existence and assessing their condition are performed continuously. The collections are subject to a policy that requires proceeds from their sales to be used for the acquisition of new collection items, the direct care of existing collections, or both. The Organization defines direct care expenditures as costs incurred to enhance the life, usefulness and quality of the collection. Proceeds from deaccessions or insurance recoveries are reflected as increases in the appropriate net asset classes. In 2023, the deaccessioning review process successfully removed 1,535 objects from the permanent collection through disposal or donation to other organizations. An additional 785 objects were approved for deaccession by the end of 2023 but remained onsite as of December 31, 2023.

### **Inventory**

Inventory is comprised of program-related merchandise held for sale in the gift shop and concession stand and is stated at the lower of cost or net realizable value determined by the first-in first-out method. No allowance for inventory obsolescence has been recorded.

**Property, Equipment, and Exhibits**

Property, equipment and exhibits additions over \$5,000 are recorded at cost, or if donated, at fair value on the date of donation. Depreciation and amortization are computed using the straight-line method over the estimated useful lives of the assets ranging from three to forty years, or in the case of capitalized leased assets or leasehold improvements, the lesser of the useful life of the asset or the lease term. When assets are sold or otherwise disposed of, the cost and related depreciation or amortization are removed from the accounts, and any resulting gain or loss is included in the statements of activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed currently.

The carrying values of property, equipment and exhibits are reviewed for impairment whenever events or circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. When considered impaired, an impairment loss is recognized to the extent carrying value exceeds the fair value of the asset. There were no indicators of asset impairment during the years ended December 31, 2023 and 2022.

**Beneficial Interest in Assets Held by Community Foundation**

The Organization established an endowment fund that is perpetual in nature (the Fund) under the Community Foundation of Greater Dubuque's (CFGD) program and named itself beneficiary. The Organization granted variance power to CFGD which allows CFGD to modify any condition or restriction on its distributions for any specified charitable purpose or to any specified organization if, in the sole judgment of CFGD's Board of Directors, such restriction or condition becomes unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community. The Fund is held and invested by CFGD for the benefit of the Organization and is reported at fair value in the statements of financial position (included with investments), with trust distributions and changes in fair value recognized as net investment return in the statements of activities.

The CFGD also holds funds that are contributed by individual donors for the benefit of the Organization. It should be noted, however, that the CFGD has variance power, which allows the CFGD to modify the donor's stipulations under certain circumstances as they monitor the changing needs of the community. These funds are not recorded as an asset on the financial statements of the Organization. These funds that are held by the CFGD and are permanently endowed for the support of the Organization were \$1,887,108 and \$1,738,602 at December 31, 2023 and 2022.

**Investments**

Investment purchases are recorded at cost, or if donated, at fair value on the date of donation. Thereafter, investments are reported at their fair values in the statements of financial position. Net investment return/(loss) is reported in the statements of activities and consists of interest and dividend income, realized and unrealized capital gains and losses, less external investment expenses.

**Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The governing board has designated, from net assets without donor restrictions, net assets for an operating reserve and a board-designated endowment.

*Net Assets With Donor Restrictions* – Net assets subject to donor (or certain grantor) restrictions. Some restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor or grantor. Other restrictions are perpetual in nature, where the donor or grantor stipulates that resources be maintained in perpetuity. The Organization reports contributions restricted by donors or grantors as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

**Revenue and Revenue Recognition**

The Organization recognizes revenue from ticket sales at the time of admission. Membership dues collected, which are nonrefundable, are recognized as revenue ratably over the period to which the dues relate. Dues collected in advance are recorded as deferred revenue until they are earned. Gift shop sales, and food and beverage sales are recognized at the time of purchase. Tours and historic dining revenue is recognized when the services are provided. The Organization records special events revenue equal to the fair value of direct benefits to donors, and contribution income for the excess received when the event takes place.

The Organization recognizes contributions when cash, securities or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give – that is, those with a measurable performance or other barrier and a right or return – are not recognized until the conditions on which they depend have been met.

A portion of the Organization's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the statements of financial position.

**Donated Services and In-Kind Contributions**

Volunteers contribute significant amounts of time to the Organization's program services, administration, and fundraising and development activities; however, the financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by generally accepted accounting principles. Donated materials and facilities are recorded at fair value at the date of donation (Note 11).

### **Advertising Costs**

Advertising costs are expensed as incurred and approximated \$275,000 and \$192,000 during the years ended December 31, 2023 and 2022.

### **Functional Allocation of Expenses**

The costs of program and supporting services activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include utilities and depreciation, which are allocated based on estimated use.

### **Income Taxes**

The Organization has been recognized by the Internal Revenue Service (IRS) as exempt from federal income taxes under Section 501(a) of the Internal Revenue Code as organizations described in Section 501(c)(3), qualifies for the charitable contribution deduction under Section 170(b)(1)(A)(vi), and has been determined not to be a private foundation under Section 509(a)(1). The Organization is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, the Organization is subject to income tax on net income that is derived from business activities that are unrelated to its exempt purposes. Dubuque County Historical Society files an Exempt Organization Business Income Tax Return (Form 990-T) with the IRS to report its unrelated business taxable income.

The Organization believes that it has appropriate support for any tax positions taken affecting its annual filing requirements, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization would recognize future accrued interest and penalties related to unrecognized tax benefits and liabilities in income tax expense if such interest and penalties are incurred.

### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and those differences could be material.



**Financial Instruments and Credit Risk**

Deposit concentration risk is managed by placing cash in financial institutions believed by the Organization to be creditworthy. At times, amounts on deposit may exceed insured limits. Insured accounts are guaranteed by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per depositor, per insured bank, for each account ownership category. As of December 31, 2023 and 2022, the Organization had \$302,427 and \$1,744,161 in excess of FDIC insured limits. To date, no losses have been experienced in any of these accounts. Credit risk associated with accounts receivable, grants receivable, and promises to give are limited due to high historical collection rates and because substantial portions of the outstanding amounts are due from Board members, governmental agencies, and foundations supportive of the Organization's mission. Investments are made by diversified investment managers whose performance is monitored by the Organization. Although the fair values of investments are subject to fluctuation on a year-to-year basis, the Organization and the investment committee believe that the investment policies and guidelines are prudent for the long-term welfare of the organizations.

**Reclassifications**

Certain reclassifications of amounts previously reported have been made to the accompanying consolidated financial statements to maintain consistency between periods presented. The reclassifications had no impact on previously reported net assets.

**Adoption of New Accounting Standard**

As of January 1, 2023, the Organization adopted Accounting Standards Update (ASU) No. 2016-13, Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments (ASU 2016-13), which replaces the incurred loss methodology with an expected loss methodology that is referred to as the current expected credit loss (CECL) methodology. The CECL model is applicable to the measurement of credit losses on financial assets measured at amortized cost, including trade and loan receivables, and held to maturity debt securities. CECL requires entities to measure all expected credit losses for financial assets held at the reporting date based on historical experience, current conditions, and reasonable and supportable forecasts. The update also requires that credit losses on available-for-sale debt securities be presented as an allowance rather than a write-down of the security. This standard provides financial statement users with more decision-useful information about the expected losses on financial instruments.

The Organization adopted ASU 2016-13 using the modified retrospective review method for all financial assets measured at amortized cost. Results for reporting periods beginning after January 1, 2023, are presented under Topic 326 while prior period amounts continue to be reported in accordance with previously applicable GAAP. The adoption of the new standard did not materially impact the Organization's Statements of Activities or Statements of Cash Flows. See "Receivables and Credit Policies" section of Note 1 for further disclosure on the Organization's accounts receivable.

**Subsequent Events**

Subsequent events have been evaluated through May 23, 2024, the date the financial statements were available to be issued.

**Note 2 - Liquidity and Availability**

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>2023</u>	<u>2022</u>
Cash and cash equivalents	\$ 538,632	\$ 1,907,829
Accounts receivable	78,438	81,330
Grants receivable	236,302	216,434
Promises to give	538,268	487,568
Operating investments	325,759	295,453
Endowment spending-rate distributions and appropriations	<u>299,621</u>	<u>298,921</u>
Financial assets available to meet general expenditures within one year	<u>\$ 2,017,020</u>	<u>\$ 3,287,535</u>

Endowment funds consist of donor-restricted endowments and funds designated by the board as endowments. Income from donor-restricted endowments is available for general use. Donor-restricted endowment funds are not available for general expenditure.

The board-designated endowment annual target spending rate is five percent. Although the Organization does not intend to spend from this board-designated endowment (other than amounts appropriated for general expenditure as part of the Board’s annual budget approval and appropriation), these amounts could be made available if necessary.

As part of a liquidity management plan, cash in excess of daily requirements is invested in money market and short-term investments. The Board designates a portion of investments as operating reserve to approximate five percent of the trailing five-year average of the total investment portfolio.

**Note 3 - Fair Value Measurements and Disclosures**

The Organization has determined the fair value of certain assets and liabilities in accordance with generally accepted accounting principles, which provides a framework for measuring fair value.

Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. Valuation techniques should maximize the use of observable inputs and minimize the use of unobservable inputs. A fair value hierarchy has been established, which prioritizes the valuation inputs into three broad levels.

Level 1 inputs consist of quoted prices (unadjusted) in active markets for identical assets or liabilities that can be accessed at the reporting date. Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for the related asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or the liability and market-corroborated inputs. Level 3 inputs are unobservable inputs related to the asset or liability. In these situations, inputs are developed using the best information in the circumstances.

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to our assessment of the quality, risk, or liquidity profile of the asset or liability.

A significant portion of investments are classified within Level 1 because they are comprised of mutual funds with readily determinable fair values based on daily redemption values. The fair value of beneficial interest in net assets held by community foundation is based on the fair value of fund investments reported by the community foundation. This is considered a Level 3 measurement.

Dubuque County Historical Society

Notes to Financial Statements

December 31, 2023 and 2022

The following table presents assets measured at fair value on a recurring basis, except those measured at cost, at December 31, 2023:

	Total	Fair Value Measurements at Report Date Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<u>December 31, 2023</u>				
Operating investments				
Money market (at cost)	\$ 11,716	\$ -	\$ -	\$ -
Fixed income mutual fund	60,309	60,309	-	-
Equity mutual fund	253,006	253,006	-	-
Beneficial interest in net assets held by community foundation	728	-	-	728
	<u>\$ 325,759</u>	<u>\$ 313,315</u>	<u>\$ -</u>	<u>\$ 728</u>
Board-designated endowment investments				
Money market (at cost)	\$ 89,600	\$ -	\$ -	\$ -
Fixed income mutual fund	461,234	461,234	-	-
Equity mutual fund	1,934,943	1,934,943	-	-
Beneficial interest in net assets held by community foundation	5,567	-	-	5,567
	<u>\$ 2,491,344</u>	<u>\$ 2,396,177</u>	<u>\$ -</u>	<u>\$ 5,567</u>
Endowment investments				
Money market (at cost)	\$ 133,000	\$ -	\$ -	\$ -
Fixed income mutual fund	684,642	684,642	-	-
Equity mutual fund	2,872,172	2,872,172	-	-
Beneficial interest in net assets held by community foundation	8,264	-	-	8,264
	<u>\$ 3,698,078</u>	<u>\$ 3,556,814</u>	<u>\$ -</u>	<u>\$ 8,264</u>

Dubuque County Historical Society

Notes to Financial Statements

December 31, 2023 and 2022

The following table presents assets measured at fair value on a recurring basis, except those measured at cost, at December 31, 2022:

	Total	Fair Value Measurements at Report Date Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<u>December 31, 2022</u>				
Operating investments				
Money market (at cost)	\$ 10,728	\$ -	\$ -	\$ -
Fixed income mutual fund	57,968	57,968	-	-
Equity mutual fund	187,762	187,762	-	-
Stocks	38,320	38,320	-	-
Beneficial interest in net assets held by community foundation	675	-	-	675
	<u>\$ 295,453</u>	<u>\$ 284,050</u>	<u>\$ -</u>	<u>\$ 675</u>
Board-designated endowment investments				
Money market (at cost)	\$ 82,042	\$ -	\$ -	\$ -
Fixed income mutual fund	443,326	443,326	-	-
Equity mutual fund	1,435,977	1,435,977	-	-
Stocks	293,065	293,065	-	-
Beneficial interest in net assets held by community foundation	5,165	-	-	5,165
	<u>\$ 2,259,575</u>	<u>\$ 2,172,368</u>	<u>\$ -</u>	<u>\$ 5,165</u>
Endowment investments				
Money market (at cost)	\$ 121,781	\$ -	\$ -	\$ -
Fixed income mutual fund	658,061	658,061	-	-
Equity mutual fund	2,131,520	2,131,520	-	-
Stocks	435,017	435,017	-	-
Beneficial interest in net assets held by community foundation	7,667	-	-	7,667
	<u>\$ 3,354,046</u>	<u>\$ 3,224,598</u>	<u>\$ -</u>	<u>\$ 7,667</u>

Dubuque County Historical Society

Notes to Financial Statements

December 31, 2023 and 2022

Below is a reconciliation of the beginning and ending balance of assets measured at fair value on a recurring basis using significant unobservable inputs (Level 3) for the years ended December 31, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Beneficial Interest in Net Assets Held by Community Foundation:		
Beginning Balance	\$ 13,507	\$ 16,630
Net investment return	1,752	(2,423)
Distributions	<u>(700)</u>	<u>(700)</u>
Ending Balance	<u>\$ 14,559</u>	<u>\$ 13,507</u>

**Note 4 - Promises to Give**

Unconditional promises to give are estimated to be collected as follows at December 31, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Within one year	\$ 559,589	\$ 511,877
In one to five years	<u>506,478</u>	<u>703,557</u>
	1,066,067	1,215,434
Less discount to net present value at 3%	(61,886)	(64,697)
Less allowance for uncollectable promises to give	<u>(21,321)</u>	<u>(24,309)</u>
	<u>\$ 982,860</u>	<u>\$ 1,126,428</u>

At December 31, 2023, 6 donors accounted for 33% of total contributions and 3 donors account for 41% of promises to give. At December 31, 2022, 8 donors accounted for 36% of total contributions, and 3 donors account for 57% of promises to give.

**Note 5 - Property, Equipment and Exhibits**

Property, equipment and exhibits consists of the following:

	<u>2023</u>	<u>2022</u>
Land and non-depreciable land improvements	\$ 3,211,147	\$ 3,211,147
Land improvements	2,270,139	2,270,139
Buildings and improvements	32,977,410	32,725,104
Equipment	1,105,623	859,492
Exhibits	22,362,481	21,145,618
Construction in progress	<u>326,385</u>	<u>1,188,494</u>
	62,253,185	61,399,994
Less accumulated depreciation	<u>(32,695,816)</u>	<u>(30,828,740)</u>
	<u>\$ 29,557,369</u>	<u>\$ 30,571,254</u>

Construction in progress at December 31, 2023 consists of costs related to new exhibits and building renovations. The projects have estimated completion dates of May 2024 – June 2026 and are being funded through the Capital Campaign and grant funds.

**Note 6 - Notes Payable**

Notes payable consists of the following at December 31, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Note payable, due in monthly installments of \$641 beginning December 7, 2022, plus interest at 2.75% to June 7, 2050, secured by assets of the Organization	\$ 150,000	\$ 150,000
3.25% note payable, principal and any accumulated interest due on February 12, 2026, secured by unconditional donor funds	<u>464,711</u>	<u>464,711</u>
	<u>\$ 614,711</u>	<u>\$ 614,711</u>

Future maturities of notes payable are as follows:

<u>Years Ending December 31,</u>	
2024	\$ -
2025	259
2026	468,331
2027	3,720
2028	3,824
Thereafter	<u>138,577</u>
	<u>\$ 614,711</u>

**Note 7 - Line of Credit**

The Organization has a \$3,500,000 revolving line of credit with a bank, secured by property. Accrued interest and principal are due at maturity (September 30, 2024). Borrowings under the line incur interest at the Wall Street Journal prime rate less 0.5%, not to be less than 3.25% (8.00% at December 31, 2023 and 7.00% at December 31, 2022). The agreement requires the Organization to comply with certain financial and non-financial covenants.

**Note 8 - Endowments**

The Organization’s endowment (the Endowment) consists of approximately 10 individual funds established by donors to provide annual funding for general operations. The Endowment also includes certain net assets without donor restrictions that have been designated for endowment by the Board of Directors.

The Board of Directors has interpreted the Iowa Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the date of the donor-restricted endowment funds, unless there are explicit donor stipulations to the contrary. At December 31, 2023 and 2022, there were no such donor stipulations. As a result of this interpretation, the Organization retains in perpetuity (a) the original value of initial and subsequent gift amounts (including promises to give net of discount and allowance for doubtful accounts) donated to the Endowment and (b) any accumulations to the Endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added. Donor-restricted amounts not retained in perpetuity are subject to appropriation for expenditure in a manner consistent with the standard of prudence prescribed by UPMIFA. The following factors are considered in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purposes of the organization and the donor-restricted endowment fund
- General economic conditions
- The possible effect of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the organization
- The investment policies of the organization



Dubuque County Historical Society

Notes to Financial Statements

December 31, 2023 and 2022

As of December 31, 2023, endowment net asset composition by type of fund is as follows:

	Without Donor Restriction	With Donor Restrictions	Total
<u>December 31, 2023</u>			
Board-Designated Endowment Funds	\$ 2,491,344	\$ -	\$ 2,491,344
Donor-Restricted Endowment Funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity by donor	-	3,789,543	3,789,543
Accumulated investment losses	-	(91,466)	(91,466)
	\$ 2,491,344	\$ 3,698,077	\$ 6,189,421

As of December 31, 2022, endowment net asset composition by type of fund is as follows:

	Without Donor Restriction	With Donor Restrictions	Total
<u>December 31, 2022</u>			
Board-Designated Endowment Funds	\$ 2,259,575	\$ -	\$ 2,259,575
Donor-Restricted Endowment Funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity by donor	-	3,736,494	3,736,494
Accumulated investment losses	-	(382,448)	(382,448)
	\$ 2,259,575	\$ 3,354,046	\$ 5,613,621

From time to time, certain donor-restricted endowment funds may have fair values less than the amount required to be maintained by donors or by law (underwater endowments). The Organization has interpreted UPMIFA to permit spending from underwater endowments in accordance with prudent measures required under law. At December 31, 2023, funds with original gift values of \$3,789,543, fair values of \$3,698,077, and deficiencies of \$91,466 were reported in net assets with donor restrictions. These deficiencies, which the Organization believes are temporary, resulted from unfavorable market fluctuations in the past year. The Board determined that continued appropriation during fiscal year ended December 31, 2022 was not prudent and no appropriation was made. At December 31, 2022, there were underwater endowments of \$382,448.

### Investment and Spending Policies

The Organization's endowment assets are commingled with its other investments. Under its investment policy, as approved by the board of directors, the assets are invested in a manner that will help to ensure that the assets are managed in the best interest of the Organization and at the most economical cost. The primary goal of the Organization's investment assets is to achieve long-term real rate-of-return growth. The Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). A significant portion of the funds are invested to seek growth of principal over time.

According to the investment policy, the total expected return of the investment portfolio should exceed comparable benchmarks by, at a minimum, 0.25% over rolling three-to-five-year periods. Actual returns in any given year may vary from this amount. The Organization can assume an above-average degree of fluctuation in the return to maintain the purchasing power of the investments. Specifically relating to endowments, the investment policy states that principal in permanently restricted endowment funds shall not be invaded for any reason other than to satisfy the requirements of applicable law, which would otherwise deprive the Organization of its tax-exempt and/or public charity status. The principal in board-designated endowment funds can be utilized for short-term cash needs with approval of the Board.

An endowment spending-rate formula is used to determine the maximum amount to spend from the Endowment, including those endowments deemed to be underwater, each year. The rate, determined and adjusted from time to time by the Board of Directors, is applied to the total year-end value averaging over the trailing 20 quarters. During 2023 and 2022, the spending rate maximum was 5.0 percent. In establishing this policy, the Board of Directors considered the long-term expected return on the Endowment and set the rate with the objective of maintaining the purchasing power of the Endowment over time.

Changes in endowment net assets for the years ended December 31, 2023 are as follows:

	Without Donor Restriction	With Donor Restrictions	Total
Endowment Net Assets, Beginning of Year	\$ 2,259,575	\$ 3,354,046	\$ 5,613,621
Investment Return, Net	346,341	514,100	860,441
Contributions	20,000	-	20,000
Appropriation of Endowment Assets Pursuant to Spending-Rate Policy	(114,572)	(170,069)	(284,641)
Other Changes			
Distribution from board-designated endowment	(20,000)	-	(20,000)
Endowment Net Assets, End of Year	<u>\$ 2,491,344</u>	<u>\$ 3,698,077</u>	<u>\$ 6,189,421</u>

Dubuque County Historical Society

Notes to Financial Statements

December 31, 2023 and 2022

Changes in endowment net assets for the years ended December 31, 2022 are as follows:

	Without Donor Restriction	With Donor Restrictions	Total
Endowment Net Assets, Beginning of Year	\$ 2,770,003	\$ 4,062,959	\$ 6,832,962
Investment Return, Net	(483,315)	(708,913)	(1,192,228)
Contributions	597,152	-	597,152
Appropriation of Endowment Assets Pursuant to Spending-Rate Policy	-	-	-
Other Changes			
Distribution from board-designated endowment	(624,265)	-	(624,265)
Endowment Net Assets, End of Year	<u>\$ 2,259,575</u>	<u>\$ 3,354,046</u>	<u>\$ 5,613,621</u>

**Note 9 - Net Assets with Donor Restrictions**

Net assets with donor restrictions are restricted for the following purposes or periods.

	2023	2022
Subject to Expenditure for Specified Purpose		
Education	\$ -	\$ 67,757
Subject to the Passage of Time		
Promises to give that are not restricted by donors, but which are unavailable for expenditure until due	982,860	1,126,428
	<u>982,860</u>	<u>1,194,185</u>
Endowments		
Perpetual in nature, earnings from which are subject to endowment spending policy appropriation		
General use	3,789,543	3,736,494
Underwater endowments	(91,466)	(382,448)
Total endowments	<u>3,698,077</u>	<u>3,354,046</u>
	<u>\$ 4,680,937</u>	<u>\$ 4,548,231</u>

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by the donors as follows:

	<u>2023</u>	<u>2022</u>
Expiration of Time Restrictions	\$ 638,977	\$ 700,154
Satisfaction of Purpose Restrictions		
Education	<u>67,757</u>	<u>-</u>
	<u>\$ 706,734</u>	<u>\$ 700,154</u>

**Note 10 - Employee Benefits**

The Organization sponsors a tax-deferred annuity plan (the Plan) qualified under IRC Section 403(b) covering substantially all full-time employees. The plan provides that after 90 days of employment, employees may voluntarily contribute up to the maximum contribution allowed by the IRS. For any eligible employee working 1,000 hours or more during the calendar year, the Organization will match 50% of the deferral up to a total of 4% of their compensation. During the years ended December 31, 2023 and 2022, the Organization matched employee voluntary contributions resulting in contributions to the plan of \$56,971 and \$55,495.

**Note 11 - Donated Facilities and Materials**

The value of donated facilities and materials received are reported on the statements of activities (Museum Operations) and are as follows:

	<u>2023</u>	<u>2022</u>
Rent	\$ 217,435	\$ 211,102
Auction and raffle items	<u>143,109</u>	<u>58,628</u>
	<u>\$ 360,544</u>	<u>\$ 269,730</u>

Rent represents riverfront property and the Ham House. The Organization has entered into long-term agreements to use these properties for programing in exchange for nominal monetary consideration.

Auction and raffle items are used in fundraising services.

All donated facilities and materials received during the years ended December 31, 2023 and 2022 were unrestricted and are recognized at fair value based on current rates for similar goods or rates of similar properties in the respective areas.

**Note 12 - Related Party Transactions**

During the years ended December 31, 2023 and 2022, construction services totaling \$24,182 and \$5,773, respectively, were purchased from a company owned by a family member of a Board of Director. At December 31, 2023 and 2022, Board members had promises to give balances totaling \$106,509 and \$33,509.



**Independent Auditor’s 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  
Dubuque County Historical Society  
Dubuque, Iowa

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 (*Government Auditing Standards*), the financial statements of Dubuque County Historical Society (Organization), which comprise the Organization’s statement of financial position as of December 31, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated May 23, 2024.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing 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 the Organization’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization’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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a certain deficiency in internal control, described in the accompanying Schedule of Findings and Questioned Costs as item 2023-001, that we consider to be a significant deficiency.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Organization'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 financial statements. 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*.

### **Dubuque County Historical Society's Response to Finding**

*Government Auditing Standards* requires the auditor to perform limited procedures on the Organization's response to the findings identified in our audit and described in the accompanying Schedule of Findings and Questioned Costs. The Organization's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Dubuque, Iowa  
May 23, 2024



**Independent Auditor’s Report on Compliance for the Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

To the Board of Directors  
Dubuque County Historical Society  
Dubuque, Iowa

**Report on Compliance for the Major Federal Program**

***Opinion on the Major Federal Program***

We have audited Dubuque County Historical Society’s (Organization) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the Organization’s major federal program for the year ended December 31, 2023. The Organization’s major federal program is identified in the summary of auditor’s results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the Organization complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2023.

***Basis for Opinion on the Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the Organization’s compliance with the compliance requirements referred to above.



### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Organization's federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control over Compliance**

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

## **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of Dubuque County Historical Society as of and for the year ended December 31, 2023, and have issued our report thereon dated May 23, 2024, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the Uniform Guidance and is 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 auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the financial statements as a whole.



Dubuque, Iowa  
May 23, 2024

Dubuque County Historical Society  
 Schedule of Expenditures of Federal Awards  
 Year Ended December 31, 2023

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<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal Financial Assistance Listing</u>	<u>Pass-through Entity Identifying Number</u>	<u>Expenditures</u>
National Endowment for the Humanities Promotion of the Humanities Challenge Grants	45.130		\$ 750,000
Museums for America	45.301		<u>64,864</u>
Total Federal Financial Assistance			<u>\$ 814,864</u>

**Note 1 - Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal award activity of Dubuque County Historical Society (Organization) under programs of the federal government for the year ended December 31, 2023. The information is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Because the schedule presents only a selected portion of the operations of the Organization it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

**Note 2 - Significant Accounting Policies**

Expenditures reported in the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. No federal financial assistance has been provided to a subrecipient.

**Note 3 - Indirect Cost Rate**

The Organization has elected to use the 10% de minimis cost rate.

**Note 4 - Endowment Funds**

Uniform Guidance states that the cumulative balance of federal awards for endowment funds, which are federally restricted, are considered awards expended in each year in which the funds are restricted. The amount restricted at December 31, 2023 and reported as expenditures in the schedule is \$750,000.

**Section I – Summary of Auditor’s Results**

**FINANCIAL STATEMENTS**

Type of auditor's report issued	Unmodified
Internal control over financial reporting	
Material weaknesses identified	No
Significant deficiencies identified not considered to be material weaknesses	Yes
Noncompliance material to financial statements noted?	No

**FEDERAL AWARDS**

Internal control over major program	
Material weaknesses identified	No
Significant deficiencies identified not considered to be material weaknesses	None reported
Type of auditor's report issued on compliance for major program	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance 2 CFR 200.516(a)	No

**Identification of major programs**

<u>Name of Federal Program</u>	<u>Federal Financial Assistance Listing</u>
Promotion of the Humanities Challenge Grants	45.130
Dollar threshold used to distinguish between type A and type B programs	\$750,000
Auditee qualified as low-risk auditee?	Yes

## Section II – Financial Statement Findings

### 2023-001      **Preparation of Financial Reports and Audit Adjustments** **Significant Deficiency**

*Criteria:* A properly designed system of internal control over financial reporting includes the preparation of an entity's financial statements, schedule of expenditures of federal awards (SEFA), and accompanying notes (financial reports) by internal personnel of the entity. Management is responsible for establishing and maintaining internal control over financial reporting and procedures relating to the fair presentation of the financial reports in accordance with U.S. generally accepted accounting principles (GAAP).

*Condition:* The Organization does not have an internal control system designed to provide for the preparation of the financial reports, including the SEFA, as required by GAAP. As auditors, we were requested to draft the financial reports. Additionally, audit adjustments were proposed during the audit to record revenues and expenses relating to the Organization's 2023 RAW Conference.

*Cause:* The outsourcing of preparation of the annual year-end financial reporting is not unusual in an organization of your size. We realize that obtaining the expertise necessary to prepare the financial reports, including all necessary disclosures, in accordance with GAAP can be considered costly and ineffective.

*Effect:* The effect of this condition is that the year-end financial reporting is prepared by a party outside the entity. The outside party does not have the constant contact with ongoing financial transactions that internal staff have. It is also possible that new standards may not be adopted and applied timely to the interim financial reporting. Furthermore, journal entries were proposed as a result of audit procedures.

*Recommendation:* It is the responsibility of management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost or other considerations. We recommend that management continue reviewing operating procedures in order to obtain the maximum internal control over financial reporting possible under the circumstances to enable staff to draft the financial reports internally.

*Views of Responsible Officials:* Management agrees with the finding.

## Section III – Federal Award Findings and Questioned Costs

There were no findings and questioned costs to report.