

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE**

**Financial Statements**

**For the Year Ended August 31, 2019**

# CHARLES O. PAUL

## CERTIFIED PUBLIC ACCOUNTANT

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### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
American Association of Community Theatre

We have audited the accompanying financial statements of American Association of Community Theatre (the Association), which comprise the statement of financial position as of August 31, 2019, and the related statements of activities and cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

#### **Management's Responsibility for the Financial Statements**

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

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of American Association of Community Theatre as of August 31, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Report on Summarized Comparative Information**

We have previously audited the American Association of Community Theatre's 2018 financial statements, and our report dated January 9, 2019, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended August 31, 2018, is consistent, in all material respects, with the audited financial statements from which it has been derived.



CHARLES O. PAUL, CPA  
North Richland Hills, Texas  
July 9, 2020

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
STATEMENTS OF FINANCIAL POSITION  
AUGUST 31, 2019  
WITH COMPARATIVE SUMMARIZED INFORMATION AT  
AUGUST 31, 2018**

	<u>2019</u>	<u>2018</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 663,125	\$ 626,066
Certificates of deposit	94,503	94,503
Pledges receivable	22,392	33,312
Accounts receivable	12,644	8,072
Inventory	524	1,479
Prepaid expense	3,587	21,065
<b>TOTAL CURRENT ASSETS</b>	<u>796,775</u>	<u>784,497</u>
 <b>PROPERTY AND EQUIPMENT, NET</b>	 4,258	 2,990
 <b>OTHER ASSETS</b>		
Website, net of accumulated amortization of \$34,897	5,958	16,172
Security deposit	400	400
 <b>RESTRICTED ASSETS</b>		
Restricted cash	85,924	63,541
Restricted long-term investments	374,135	389,826
	<u>460,059</u>	<u>453,367</u>
 <b>TOTAL ASSETS</b>	 <u>\$ 1,267,450</u>	 <u>\$ 1,257,426</u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 68,201	\$ 65,489
Deferred revenue	301,442	297,807
<b>TOTAL CURRENT LIABILITIES</b>	<u>369,643</u>	<u>363,296</u>
 <b>NET ASSETS</b>		
Without donor restrictions	415,356	407,451
With donor restrictions	482,451	486,679
<b>TOTAL NET ASSETS</b>	<u>897,807</u>	<u>894,130</u>
 <b>TOTAL LIABILITIES AND NET ASSETS</b>	 <u>\$ 1,267,450</u>	 <u>\$ 1,257,426</u>

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

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
STATEMENTS OF ACTIVITIES  
YEAR ENDED AUGUST 31, 2019**

	Without Donor <u>Restrictions</u>	With Donor <u>Restrictions</u>	<u>Total</u>
<b>SUPPORT AND REVENUE</b>			
Memberships	\$ 294,765	\$ -	\$ 294,765
Advertising - Spotlight	80,697	-	80,697
Corporate partners	25,258	-	25,258
Contributions and support	17,514	61,910	79,424
Education	29,255	-	29,255
ASCAP	48,669	-	48,669
Mailing list rental	7,503	-	7,503
Interest and dividends	1,039	4,619	5,658
Festival income	136,733	24,400	161,133
Other	5,443	-	5,443
Publications	1,274	-	1,274
Net realized and unrealized gains and losses on investments	-	(2,362)	(2,362)
Net assets released from restrictions	92,795	(92,795)	-
Total support and revenue	<u>740,945</u>	<u>(4,228)</u>	<u>736,717</u>
<b>EXPENSES</b>			
Program services	554,734	-	554,734
General and administrative	178,306	-	178,306
	<u>733,040</u>	<u>-</u>	<u>733,040</u>
<b>CHANGE IN NET ASSETS</b>	7,905	(4,228)	3,677
<b>NET ASSETS - Beginning of Year</b>	<u>407,451</u>	<u>486,679</u>	<u>894,130</u>
<b>NET ASSETS - End of Year</b>	<u>\$ 415,356</u>	<u>\$ 482,451</u>	<u>\$ 897,807</u>

The notes to financial statements are an integral part of this statement.

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE**  
**STATEMENTS OF ACTIVITIES**  
**YEAR ENDED AUGUST 31, 2018**

	Without Donor <u>Restrictions</u>	With Donor <u>Restrictions</u>	<u>Total</u>
<b>SUPPORT AND REVENUE</b>			
Memberships	\$ 291,293	\$ -	\$ 291,293
Advertising - Spotlight	109,118	-	109,118
Corporate partners	75,122	-	75,122
Contributions and support	12,749	49,315	62,064
Education	23,240	-	23,240
ASCAP	44,573	-	44,573
Mailing list rental	8,463	-	8,463
Interest and dividends	1,484	8,323	9,807
Festival income	5,516	1,173	6,689
Other	2,277	-	2,277
Publications	819	-	819
Net realized and unrealized gains and losses on investments	-	37,288	37,288
Net assets released from restrictions	29,191	(29,191)	-
Total support and revenue	<u>603,845</u>	<u>66,908</u>	<u>670,753</u>
<b>EXPENSES</b>			
Program services	348,822	-	348,822
General and administrative	168,418	-	168,418
	<u>517,240</u>	<u>-</u>	<u>517,240</u>
<b>CHANGE IN NET ASSETS</b>	86,605	66,908	153,513
<b>NET ASSETS - Beginning of Year</b>	<u>320,846</u>	<u>419,771</u>	<u>740,617</u>
<b>NET ASSETS - End of Year</b>	<u>\$ 407,451</u>	<u>\$ 486,679</u>	<u>\$ 894,130</u>

The notes to financial statements are an integral part of this statement.

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
STATEMENTS OF CASH FLOWS  
YEAR ENDED AUGUST 31, 2019  
WITH COMPARATIVE SUMMARIZED INFORMATION FOR THE  
YEAR ENDED AUGUST 31, 2018**

	<u>2019</u>	<u>2018</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ 3,677	\$ 153,513
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation	1,453	633
Amortization	10,214	10,214
Net realized and unrealized (gains) and losses on investments	2,362	(37,288)
Change in operating assets and liabilities		
Pledges receivable	10,920	(3,236)
Accounts receivable	(4,572)	8,675
Prepaid expenses	17,478	(11,171)
Inventory	955	431
Accounts payable	2,712	(17,784)
Deferred revenue	3,635	12,538
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>48,834</u>	<u>116,525</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Equipment purchase	(2,721)	-
Purchase of certificate of deposit	-	(122)
Sale (Purchase) of investments	13,329	(4,979)
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>	<u>10,608</u>	<u>(5,101)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Change in cash restricted to endowment	(22,383)	(21,404)
<b>NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES</b>	<u>(22,383)</u>	<u>(21,404)</u>
<b>NET INCREASE (DECREASE) IN CASH &amp; CASH EQUIVALENTS</b>	37,059	90,020
<b>CASH &amp; CASH EQUIVALENTS - Beginning of year</b>	<u>626,066</u>	<u>536,046</u>
<b>CASH &amp; CASH EQUIVALENTS - End of year</b>	<u>\$ 663,125</u>	<u>\$ 626,066</u>
<b>SUPPLEMENTAL CASH FLOW SCHEDULE:</b>		
Interest received	\$ 1,039	\$ 1,755

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

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED AUGUST 31, 2019**

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Total</u>
Salaries and wages	\$ 160,037	\$ 70,158	\$ 230,195
Payroll taxes	12,363	5,050	17,413
Employee benefits	-	27,685	27,685
	<u>172,400</u>	<u>102,893</u>	<u>275,293</u>
Total personnel costs			
Printing	38,300	519	38,819
Postage	11,073	6,889	17,962
Regional representative	3,469	-	3,469
Marketing and promotion	6,904	-	6,904
Contract labor	37,294	-	37,294
Materials and supplies	-	10,829	10,829
Travel	13,884	5,671	19,555
Telephone and conference calls	-	1,398	1,398
Insurance	-	2,934	2,934
Accounting	-	6,628	6,628
Dues	409	-	409
Office rent	-	12,445	12,445
Merchant service fees	-	7,259	7,259
Internet	-	1,325	1,325
Miscellaneous	-	10,534	10,534
Software	-	1,693	1,693
Advocacy	2,012	-	2,012
Meetings	-	4,173	4,173
Website	34,009	-	34,009
Website amortization	10,214	-	10,214
Awards	2,370	-	2,370
AACT Fest	11,103	-	11,103
Cost of books sold	955	-	955
Education	23,484	-	23,484
Festival	98,653	-	98,653
New play fest	3,381	-	3,381
JK Ayre distributions	52,000	-	52,000
Endowment distributions	32,820	-	32,820
Endowment management fee	-	1,663	1,663
	<u>554,734</u>	<u>176,853</u>	<u>731,587</u>
Depreciation	-	1,453	1,453
	<u>\$ 554,734</u>	<u>\$ 178,306</u>	<u>\$ 733,040</u>

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

**AMERICAN ASSOCIATION OF COMMUNITY THEATRE**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED AUGUST 31, 2018**

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Total</u>
Salaries and wages	\$ 163,793	\$ 66,183	\$ 229,976
Payroll taxes	14,061	5,681	19,742
Employee benefits	-	37,185	37,185
	<u>177,854</u>	<u>109,049</u>	<u>286,903</u>
Total personnel costs			
Printing	33,455	1,948	35,403
Postage	7,048	3,040	10,088
Regional representative	701	-	701
International	1,500	-	1,500
Marketing and promotion	5,283	-	5,283
Contract labor	35,945	-	35,945
Materials and supplies	-	11,802	11,802
Travel	9,453	3,766	13,219
Telephone and conference calls	-	1,005	1,005
Insurance	-	2,689	2,689
Accounting	-	6,553	6,553
Dues	464	-	464
Office rent	-	11,368	11,368
Merchant service fees	-	7,421	7,421
Internet	-	952	952
Miscellaneous	55	1,037	1,092
Software	-	792	792
Advocacy	2,230	-	2,230
Meetings	1,258	3,085	4,343
Website	25,464	-	25,464
Website amortization	10,214	-	10,214
Awards	1,096	-	1,096
AACT Fest	2,242	-	2,242
Cost of books sold	432	-	432
Education	9,024	-	9,024
Festival	2,807	-	2,807
New play fest	2,297	-	2,297
JK Ayre Distributions	20,000	-	20,000
Endowment management fee	-	3,278	3,278
	<u>348,822</u>	<u>168,418</u>	<u>517,240</u>
Depreciation	-	991	991
	<u>\$ 503,465</u>	<u>\$ 183,465</u>	<u>\$ 686,930</u>
Depreciation			

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

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE A — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization**

The American Association of Community Theatre (the "Association") was incorporated in 1986 in the State of Illinois under the General Not For Profit Act for the purpose of fostering and encouraging the development of excellence in community theatre throughout the United States.

**Basis of Presentation**

In accordance with FASB Accounting Standards Codification Section 958, the Association is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions.

*Net assets without donor restrictions* are free of donor-imposed restrictions; all revenues, expenses, gains and losses that are not changes in temporarily or permanently restricted net assets are reported in this category.

*Net assets with donor restrictions* include gifts with donor-imposed restrictions that permit the donee organization to use up or expend as specified and is satisfied either by the passage of time or by actions of the Association and includes gifts with donor-imposed restrictions that stipulate that resources be maintained permanently but permit the Association to use up or expend part or all of the income (or other economic benefits) derived from the donated assets.

**New Accounting Pronouncements**

The FASB has issued accounting pronouncements that refine accounting for Not For Profit organizations and require the capitalization of long-term leases. It is the opinion of management that the pronouncement will have an immaterial impact upon the presentation of the financial statements of the Association.

**Subsequent Events**

As required by FASB Accounting Standards Codification Section 855, the Association values subsequent events for disclosure through the date that the financials are made available for issue. The date that the financial statements were made available for issue was July 9, 2020. As of that date, no significant subsequent events were known to exist that would materially affect the financial statements.

**Cash and Cash Equivalents**

For purposes of the statement of cash flows, cash equivalents consist of all highly liquid investments with an original maturity of three months or less when purchased.

**NOTE A — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Restrictions on Revenue and Support**

The Association accounts for contributions in accordance with the requirements of FASB Accounting Standards Codification Section 958. In accordance with those standards, contributions received are considered to be support without donor restrictions, unless explicit donor stipulations specify a use for the funds, and are recognized in the period received. When donors stipulate specific uses for their contributions, they are considered to be support with donor restrictions in the period received. When donors' stipulations are met, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

**Pledges Receivable**

Unconditional promises to give are recorded as pledges receivable and contribution revenue when received. All pledges are recorded at their fair value and due within a range of one to five years at the time of pledge. No allowance for uncollectible pledges has been recorded as all pledges were deemed collectible by management at August 31, 2019.

**Accounts Receivable**

Accounts receivable are stated at an amount management expects to collect from outstanding balances. The Association considers accounts receivable to be fully collectible; accordingly, no allowance has been recorded. If amounts become uncollectible, they will be charged to operations when that determination is made.

**Donated Services**

The Association recognizes the value of contributed services at estimated market value when meeting the criteria as set forth in FASB Accounting Standards Codification Section 958. These criteria include services that create or enhance non-financial assets or require specialized skills and would typically need to be purchased if not provided by donation. A significant amount of volunteer services received by the Association is currently not recognized in these financial statements as these services do not meet the criteria for recognition under FASB Accounting Standards Codification Section 958.

**Inventory**

Inventory consists of publications held for sale and is carried at the lower of cost or market value.

**Deferred Revenue**

Deferred revenue represents annual member dues collected for the next membership year, deferred advertising income and deferred program fees.

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE A — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Long-Term Investments**

Investments are initially recorded at cost for purchased investments and fair value for contributed investments. Investments are presented in the financial statements at fair value. Unrealized and realized gains and losses are included in the statement of activities.

**Property and Equipment**

The Association capitalizes all property and equipment acquired over \$1,000 and that has a useful life over one year. Capitalized property and equipment are recorded at cost, while property contributed is recorded at its fair value on the date of contribution. Expenditures for maintenance and repair which do not extend the life of the applicable assets are charged to expense as incurred. Assets are being depreciated over estimated useful lives of three to five years using a straight-line method.

**Use of Estimates**

In preparing the financial statements in conformity with accounting principles generally accepted in the United States of America, management is required to make estimates and assumptions that affect (1) the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements; and (2) revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Income Taxes**

The Association is exempt from Federal income taxes under Section 501(c) 3 of the Internal Revenue Code. Net income from publication advertising is subject to taxation as unrelated business income.

**Functional Allocation of Expenses**

The costs of providing the various programs and supporting services have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Website**

The Association's website is being amortized over its expected life of sixty months.

**Comparative Prior Year Information**

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with U.S generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended August 31, 2018 from which the summarized information was derived.

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE B — FAIR VALUES OF FINANCIAL INSTRUMENTS**

In accordance with FASB Accounting Standards Codification Section 820, the Association classifies its financial assets and liabilities into Level 1, which refers to assets and liabilities with quoted prices in an active market; Level 2, which refers to assets and liabilities not traded on an open market but for which other observable inputs are available; and Level 3, which refers to assets and liabilities not traded in active markets which require significant unobservable inputs to value. Currently, all of the Association's financial assets and liabilities are classified as Level 1.

Fair value for cash, cash equivalents, and accounts receivable approximate carrying value due to the short maturities of the instruments.

**NOTE C -- ENDOWMENT**

Effective June 1994, the Community Theatre Foundation was dissolved and the remaining net assets were contributed to the Association as an Endowment. The related net assets are temporarily restricted for the purpose of the Endowment, which is to provide mission support, to assist theatres advancing to the national festival with related expenses and to assist theatres producing in the new works play festival.

**Interpretation of State Law**

The Association's endowment fund includes both donor-restricted endowment funds and funds designated by the Board of Directors to function as endowment funds. As required by accounting principles generally accepted in the United States of America (GAAP), net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Directors of the Association have interpreted the State Prudent Management of Institutional Funds Act (SPMIFA) as requiring preservation of the fair value of the original gift as of the date of the donor-restricted endowment absent explicit donor stipulations to the contrary. As a result of this interpretation, the Association classifies as permanently restricted net assets: (a) the original value of gifts donated to the permanent endowment; (b) the original value of subsequent gifts to the permanent endowment; and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of donor-restricted endowment funds is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Association in a manner consistent with the standard of prudence prescribed by SPMIFA. In accordance with SPMIFA, the Association considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE C – ENDOWMENT (Continued)**

- 1) Duration and preservation of the fund.
- 2) Purposes of the Association and the fund
- 3) General economic conditions
- 4) Possible effect of inflation and deflation
- 5) Expected total return from investment income and appreciation or depreciation of investments
- 6) Other resources of the Association
- 7) Investment policies of the Association

The Association currently has no permanently restricted endowment funds.

**Investment Policy**

Under the Association's investment policy, endowment assets are invested in a manner that is intended to preserve inflation adjusted values and provide annual budgetary support that is both stable and growing.

To satisfy its long-term rate of return objectives, the Association relies on a total return strategy in which investment returns are achieved through both a current yield (investment income such as dividends and interest) and capital appreciation (both realized and unrealized). The Association targets a diversified asset allocation to achieve these goals.

**NOTE D – PROPERTY AND EQUIPMENT**

Property and equipment consist of the following as of August 31, 2019:

	<u>2019</u>
Office and computer equipment	\$17,966
Accumulated depreciation	<u>13,708</u>
	<u>\$ 4,258</u>

**NOTE E – TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets consist of the following at August 31, 2019:

Mission	\$ 81,997
Festival	<u>400,454</u>
Assets accumulated by Endowment as described in Note C:	<u>482,451</u>

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE E – TEMPORARILY RESTRICTED NET ASSETS (Continued)**

Changes in the Temporarily Restricted Net Assets during the year ended August 31, 2019 are as follows:

Balance, August 31, 2018	\$486,679
Contributions	76,360
Investment income	4,619
Endowment event and People’s Choice	9,950
Net appreciation	(2,362)
Distributions	(84,820)
Management fees and expenses	<u>(7,975)</u>
Balance, August 31, 2019	<u>\$482,451</u>

**NOTE F – LONG-TERM INVESTMENTS**

Long-term investments consisted of the following as of August 31, 2019:

EQUITY SECUTITIES	COST	FAIR VALUE
August 31, 2019	\$ 222,034	\$ 374,135

**NOTE G — CONCENTRATION OF CREDIT RISK**

The Association's financial instruments that are exposed to concentration of credit risk consist primarily of cash and cash equivalents. At times, cash and cash equivalents may exceed FDIC limits. At August 31, 2019, there was \$428,702 in uninsured balances.

AACT also maintains cash in a money market fund and holds securities with an investment company which is not insured by the FDIC. At August 31, 2019, these balances totaled \$441,399.

**NOTE H – EMPLOYEE BENEFIT PLAN**

The Association adopted a 401 (k) plan for its employees which became effective in June 2015. The plan covers all full time employees after a three month wait period. The plan provides for a 4% elective deferral from the employees with a 100% matching contribution by the Association. The plan allows for annual discretionary contributions to be made by the Association. Total retirement expense incurred by the Association for the year ended August 31, 2019 was \$6,468.

AMERICAN ASSOCIATION OF COMMUNITY THEATRE  
Notes to Financial Statements

**NOTE I – SUBSEQUENT EVENT**

Subsequent to August 31, 2019, the COVID-19 pandemic has impacted the Association and its membership. This has caused a 53% decline in membership as compared to the prior year. The ultimate economic impact of this event remains to be determined. Management of the Association is confident that the Association will survive this event.