## Order No. 09-02 Pacific Northwest Ballet Association Exhibit A

### STATE OF WASHINGTON OFFICE OF THE INSURANCE COMMISSIONER



# FINANCIAL EXAMINATION of the Charitable Gift Annuity Business

of

Pacific Northwest Ballet Association Seattle, Washington

**DECEMBER 31, 2006** 

#### **SALUTATION**

Seattle, Washington January 6, 2009

The Honorable Mike Kreidler, Commissioner Washington State Office of the Insurance Commissioner (OIC) Insurance Building-Capitol Campus 302 Sid Snyder Avenue SW, Suite 200 Olympia, WA 98504

#### Dear Commissioner Kreidler:

In accordance with your instructions and in compliance with the statutory requirements of Chapter 48.38 RCW, Charitable Gift Annuity Business, an examination was made of the corporate affairs and financial records pertaining to the charitable gift annuity (CGA) business of

Pacific Northwest Ballet Association

of

Seattle, Washington

hereinafter referred to as "PNWBA" at its office at 301 Mercer Street, Seattle, Washington 98109. This report of examination is respectfully submitted showing the condition of the CGA business of PNWBA as of December 31, 2006.

#### **CHIEF EXAMINER'S AFFIDAVIT**

I hereby certify I have read the attached Report of the Financial Examination of the CGA business of Pacific Northwest Ballet Association, Seattle, Washington. This report shows the financial condition of the CGA business and related corporate matters of Pacific Northwest Ballet Association as of December 31, 2006.

Patrick H. McNaughton

Chief Examiner

Date

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#### **SCOPE OF THE EXAMINATION**

This examination covers the period January 1, 2002 through December 31, 2006. The scope of our examination focused only on the transactions and operations of the CGA business. PNWBA's records, along with various aspects of its operating procedures and financial reports, were reviewed and tested during the course of this examination as necessary to substantiate CGA reporting. The results of the examination are commented upon in the various sections of this report. In addition, PNWBA's certified public accountant's (CPA's) reports were reviewed and utilized, where possible, to facilitate efficiency in the examination.

The examination was conducted in accordance with the statutory requirements contained in the Revised Code of Washington (RCW) and the guidelines recommended by the National Association of Insurance Commissioners (NAIC) Financial Condition Examiners Handbook (FCEH). The examination was conducted at the Seattle office of PNWBA by examiners from the state of Washington.

#### **INSTRUCTIONS**

The examiners reviewed PNWBA's CGA Annual Reports as part of the statutory examination. This review was performed to determine if PNWBA completed the Annual Reports in accordance with the Annual Report Instructions published by the OIC and to verify that the organization's accounts and records were prepared and maintained in accordance with Chapter 48.38 RCW.

The following summarizes the exceptions noted while performing this review:

#### 1. CGA Reserves

Pursuant to RCW 48.38.020(3)(c) an organization is required to increase its actuarially calculated separate reserve fund by a surplus of 10%. PNWBA did not increase the separate reserve fund by 10%. As a result, the reported CGA reserves were understated on December 31, 2006 by \$21,526. No examination adjustment was required due to immateriality.

PNWBA is instructed to increase the separate reserve fund calculated by the actuary by a surplus of 10% pursuant to RCW 48.38.020(3)(c).

#### **COMMENTS AND RECOMMENDATIONS**

There were no comments and recommendations made in this examination report.

#### **ORGANIZATION PROFILE**

**History:** PNWBA was founded in 1972 as Pacific NW Dance Association. PNWBA stages several major ballets each year, operates a ballet school, and actively promotes public interest in the art of ballet.

**Territory and Plan of Operation:** On March 30, 1992, OIC granted PNWBA Certificate of Exemption Number 40 to conduct a CGA business in the state of Washington.

**Total Net Assets:** PNWBA's total net assets as of December 31, 2006 were \$11,226,526 consisting of \$10,028,545 unrestricted net assets and \$1,197,981 temporarily restricted net assets. The minimum unrestricted net asset requirement pursuant to RCW 48.38.010(6) was satisfied as of December 31, 2006.

**Growth:** The growth of PNWBA for the past five years is reflected in the following schedules. All information was compiled from PNWBA's unaudited financial statements.

#### Schedule 1 – Statement of Financial Position

				Total Net Assets Allocated Into:			
Calendar Year	Assets	Liabilities	Net Assets	Unrestricted	Temporarily Restricted	Permanently Restricted	
2006	\$12,476,803	\$1,250,277	\$11,226,526	\$10,028,545	\$1,197,981	\$0	
2005	11,878,539	2,518,545	9,359,994	9,359,994	0	0	
2004	11,707,663	2,082,644	9,625,019	9,625,019	0	0	
2003	14,553,074	3,260,534	11,292,540	11,292,540	0	0	
2002	14,888,258	3,736,217	11,152,041	7,458,536	3,693,505	0	

#### Schedule 2 – Statement of Activities and Changes in Net Assets

	2006	2005	2004	2003	2002
Total Revenue, oper. & nonoperating	\$21,103,842	\$17,290,831	\$20,054,489	\$14,386,196	\$ 10,439,930
Total Expenses, oper. & nonoperating	(19,237,308)	(17,966,532)	(19,313,880)	(9,269,985)	(8,599,074)
Net Income (loss)	\$1,866,534	(\$675,701)	\$740,609	\$5,116,211	\$1,840,856
Number of Gift Annuity Contracts	9	8	8	6	7

Schedule 2 – Statement of Activities and Changes in Net Assets were compiled from the Annual Reports submitted to OIC. The above schedule does not include information on changes in net assets because PNWBA was unable to produce such reports for calendar years ending December 31, 2005, 2004, 2003, and 2002. PNWBA's reporting period is fiscal year ending June 30.

#### **AFFILIATED ORGANIZATIONS**

Pacific Northwest Ballet Foundation (PNWBF) is affiliated with PNWBA. PNWBF was formed to conduct and support activities exclusively for the benefit of PNWBA.

#### **MANAGEMENT AND CONTROL**

**Management:** According to the Bylaws, the affairs of PNWBA are managed by the governing Board of Trustees (BOT). Trustees are selected for their interest and ability to carry out the purposes of PNWBA.

The BOT as of December 31, 2006:

W. Daniel Heidt Alida Oles Danielle Ackerley Peter Horowitz Heidi Orr Kay Baxter John Iverson Laura Peterson Hallock Beals Linda Beasley-Warren Jacquelyn Jaech Anne Phelps Gail James James Raisbeck Carl Behnke Pamela Johnson Richard Redman Peter Boal Glenn Kawasaki Kim Richter Susan Brotman D. David Brown Travis Keller Barbara Ries April Kieburtz Michael Righi Diane Burgess Robert Cremin Betty Kreager Paula Rose Afshan Lakha Esther Rotella Susan Duffy James Leslie Jane Stonecipher Joan Fitzmaurice Stephen Fuhs Madelyn Lindsay Wayne Thurman Robin Gainey Robert Lipp Bonnie Towne Caroline Goedhart Rian MacLeod Bertrand Valdman Lawrence Graham Arthur Mazzola David Vaskevitch Deidra Wager Jane McConnell William Grinstein Richard Weisman Susan Grinstein David Michaud Joshua Windsor Aya Hamilton Susie Nificy Jan Harper Johnson Joe Norman, Jr. Evelyn Zabo Cathi Hatch Susan Okamota

The officers as of December 31, 2006:

Peter Horowitz, Chairman

Aya Hamilton, President

Bertrand Valdman, Treasurer

Carl Behnke, Secretary

W. Daniel Heidt, Assistant Secretary

Cathi Hatch, Immediate Past Chairman

Hallock Beals, Assistant Treasurer

Tax Status: PNWBA is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.

**Conflict of Interest:** BOT members are required to submit a conflict of interest questionnaire annually. PNWBA's policy statement indicates that should an actual or potential conflict-of-interest arise, it will be reviewed and voted upon by the BOT. No exceptions were noted.

#### **ORGANIZATION RECORDS**

The BOT meets at least six times a year to discuss any business which is pertinent to PNWBA. BOT meeting minutes document the approval of PNWBA's transactions and events. No exceptions were noted.

#### STATEMENT OF ACTUARIAL OPINION

A consulting actuary with Milliman, Inc., reviewed the adequacy of the annuity reserves and issued a Statement of Actuarial Opinion (SAO) which stated that he is a member of the American Academy of Actuaries and meets its qualification standards. The SAO indicated that PNWBA's annuity contract reserves as computed under RCW 48.38.020(3)(a) and (b) should be \$215,263.

#### **ANNUITY ASSETS CUSTODIAL FUNCTION**

The separate reserve fund assets were held legally and physically segregated from the other assets of PNWBA as required by RCW 48.38.020(2). The market value of the annuity investments as of December 31, 2006 was \$255,001. The annuity investments consisted of cash, bonds, and equity funds, and were properly reported in the financial statements at market value.

#### **SUBSEQUENT EVENTS**

There were no material events which impacted PNWBA's CGA operations between the examination date and the last day of our field work.

#### ACCOUNTING RECORDS AND PROCEDURES

The records and source documentation supported the data and amounts presented in the annual reports and financial statements.

#### FINANCIAL STATEMENTS

The following financial information summarizes the financial statements of PNWBA as of December 31, 2006.

#### STATEMENT OF FINANCIAL POSITION

	Balance per Annual Report	Examination Adjustments	Balance Per Examination
<u>ASSETS</u>			
Cash and cash equivalents	\$1,417,952	\$0	\$1,417,952
Investments	1,040,378		\$1,040,378
CGA Investments	255,001		255,001
Other assets	9,763,472		9,763,472
Total Assets	\$12,476,803		\$12,476,803
LIABILITIES			
Accounts Payable & Accrued Expenses	\$701,137	\$0	\$701,137
CGA reserves	211,108		211,108
Other liabilities	338,032		338,032
Total Liabilities	1,250,277	0	1,250,277
NET ASSETS			
Unrestricted	10,028,545		10,028,545
Temporarily restricted	1,197,981		1,197,981
Permanently restricted	0		0
Total Net Assets	11,226,526	0	11,226,526
Total Liabilities and Net Assets	\$12,476,803	<u>\$0</u>	\$12,476,803

#### STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

	Balance Per Annual Report	Examination Adjustments	Balance Per Examination
Total revenues	\$21,103,840	\$0	\$21,103,840
Total expenses	(19,237,308)		(19,237,308)
Increase (decrease) in net assets	1,866,532	0	1,866,532
Net assets at beginning of year	9,359,994		9,359,994
Net assets at end of year	\$11,226,526	\$0	\$11,226,526

#### **ACKNOWLEDGMENT**

Acknowledgment is hereby made of the cooperation extended to the examiners by the officers and employees of PNWBA during the course of this examination.

In addition to the undersigned, Michael V. Jordan, CPA, CFE, MHP, Assistant Chief Examiner; Susan Campbell, CPA, CFE, FLMI, Life and Disability Field Supervising Examiner; and Richard Bologna, Financial Examiner from the Washington State Office of the Insurance Commissioner, participated in the examination and the preparation of this report.

Respectfully submitted,

Orlando R. Gabriel, AFE

Examiner-in-Charge State of Washington

#### **AFFIDAVIT**

STATE OF WASHINGTON	}
	} s:
COUNTY OF KING	}

Orlando R. Gabriel, being duly sworn, deposes and says that the foregoing report subscribed by him is true to the best of his knowledge and belief.

He attests that the examination of PNWBA's CGA business was performed in a manner consistent with the standards and procedures required or prescribed by the Washington State Office of the Insurance Commissioner and the National Association of Insurance Commissioners (NAIC).

Orlando R. Gabriel, AFE Examiner-in-Charge State of Washington

Subscribed and sworn to before me on this 6<sup>th</sup> day of January, 2009.

Notary Public in and for the

State of Washington, Residing at Seattle.