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Form **990-EZ**

Department of the Treasury
Internal Revenue Service

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form.
▶ *The organization may have to use a copy of this return to satisfy state reporting requirements.*

OMB No 1545-1150

2009

Open to Public Inspection

A For the **2009** calendar year, or tax year beginning **JUL 1, 2009** and ending **JUN 30, 2010**

<p>B Check if applicable:</p> <p><input type="checkbox"/> Address change</p> <p><input type="checkbox"/> Name change</p> <p><input checked="" type="checkbox"/> Initial return</p> <p><input type="checkbox"/> Terminated</p> <p><input type="checkbox"/> Amended return</p> <p><input type="checkbox"/> Application pending</p>	<p>Please use IRS label or print or type See Specific Instructions</p>	<p>C Name of organization Manchester Women's Club</p> <p>Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 1325 Union Street</p> <p>City or town, state or country, and ZIP + 4 Manchester, NH 03104</p>	<p>D Employer identification number 80-0469315</p> <p>E Telephone number (603) 472-8409</p> <p>F Group Exemption Number ▶</p>
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• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting method: Cash Accrual
Other (specify) ▶

I Website: ▶ <http://manchesterwomensclub.com>

J Tax-exempt status (check only one) — 501(c)(7) ◀ (insert no.) 4947(a)(1) or 527

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ or 990-PF)

K Check if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ **31,100.**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)

	1 Contributions, gifts, grants, and similar amounts received		2,642.	
	2 Program service revenue including government fees and contracts			
	3 Membership dues and assessments		3,775.	
	4 Investment income		84.	
Revenue	5a Gross amount from sale of assets other than inventory	5a		
	b Less: cost or other basis and sales expenses	5b		
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)		5c	
	6 Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here <input checked="" type="checkbox"/>			
	a Gross revenue (not including \$ _____ of contributions reported on line 1)	6a	24,599.	
	b Less: direct expenses other than fundraising expenses	6b	21,672.	
	c Net income or (loss) from special events and activities (Subtract line 6b from line 6a)		6c	
	7a Gross sales of inventory, less returns and allowances	7a		
	b Less: cost of goods sold	7b		
	c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)		7c	
	8 Other revenue (describe ▶ _____)	8		
	9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8	9	9,428.	
Expenses	10 Grants and similar amounts paid (attach schedule)	10	11,150.	
	11 Benefits paid to or for members	11		
	12 Salaries, other compensation, and employee benefits	12	300.	
	13 Professional fees and other payments to independent contractors	13	650.	
	14 Occupancy, rent, utilities, and maintenance	14		
	15 Printing, publications, postage, and shipping	15	86.	
	16 Other expenses (describe ▶ _____)	16	415.	
	17 Total expenses. Add lines 10 through 16	17	12,601.	
		18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18	<3,173.>
	Net Assets	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	53,739.
20 Other changes in net assets or fund balances (attach explanation)		20		
21 Net assets or fund balances at end of year. Combine lines 18 through 20		21	50,566.	

Part II Balance Sheets. If total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ.

		(A) Beginning of year		(B) End of year	
	22 Cash, savings, and investments	53,739.		50,566.	
	23 Land and buildings				
	24 Other assets (describe ▶ _____)				
	25 Total assets	53,739.		50,566.	
	26 Total liabilities (describe ▶ _____)	0.		0.	
	27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	53,739.		50,566.	

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Part III Statement of Program Service Accomplishments (See the instructions for Part III.)

Expenses

What is the organization's primary exempt purpose? See Statement 4

(Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts, optional for others)

Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title

28 To provide for the social and educational welfare of its members and to make distributions to charitable or educational organizations and students.

(Grants \$ 11,150.) If this amount includes foreign grants, check here

28a

29

(Grants \$) If this amount includes foreign grants, check here

29a

30

(Grants \$) If this amount includes foreign grants, check here

30a

31 Other program services (attach schedule)

(Grants \$) If this amount includes foreign grants, check here

31a

32 Total program service expenses (add lines 28a through 31a)

32

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated (See the instructions for Part IV.)

Table with 5 columns: (a) Name and address, (b) Title and average hours per week devoted to position, (c) Compensation (if not paid, enter -0-), (d) Contributions to employee benefit plans & deferred compensation, (e) Expense account and other allowances. Includes entries for Jacqueline Szopa, Mary Lizzie, Marilyn Cashin, Ellen Benson, Phyllis Piecuch, Pauline Poulos, Helen McCormack, Joanne Rivard, and Maureen McGarrigle.

Part V Other Information (Note the statement requirements in the instructions for Part V)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		X
34	Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes		X
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T.		
35a	a Did the organization have unrelated business gross income of \$1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?		X
35b	b If "Yes," has it filed a tax return on Form 990-T for this year?	N/A	
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Sch. N		X
37a	a Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0.		
37b	b Did the organization file Form 1120-POL for this year?		X
38a	a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the period covered by this return?		X
38b	b If "Yes," complete Schedule L, Part II and enter the total amount involved ▶ 38b N/A		
39	Section 501(c)(7) organizations. Enter:		
39a	a Initiation fees and capital contributions included on line 9 ▶ 39a 0.		
39b	b Gross receipts, included on line 9, for public use of club facilities ▶ 39b 0.		
40a	a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ <u>N/A</u> ; section 4912 ▶ <u>N/A</u> ; section 4955 ▶ <u>N/A</u>		
40b	b Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or is it aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	N/A	
40c	c Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ <u>N/A</u>		
40d	d Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ <u>N/A</u>		
40e	e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X
41	List the states with which a copy of this return is filed. ▶ <u>NH</u>		
42a	The organization's books are in care of ▶ <u>Gloria MacVane</u> Telephone no. ▶ <u>(603) 472-8409</u> Located at ▶ <u>1325 Union Street, Manchester, NH</u> ZIP + 4 ▶ <u>03104</u>		
42b	b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
42c	If "Yes," enter the name of the foreign country: ▶ _____ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		X
43	c At any time during the calendar year, did the organization maintain an office outside of the U.S.? If "Yes," enter the name of the foreign country: ▶ _____		
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 N/A		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ		X

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46-49b and complete the tables for lines 50 and 51

- | | | Yes | No |
|---|-----|-----|----|
| 46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I | 46 | | |
| 47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II | 47 | | |
| 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E | 48 | | |
| 49a Did the organization make any transfers to an exempt non-charitable related organization? | 49a | | |
| b If "Yes," was the related organization a section 527 organization? | 49b | | |
- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
N/A				

- f Total number of other employees paid over \$100,000 ▶ _____
- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
N/A		

- d Total number of other independent contractors each receiving over \$100,000 ▶ _____

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.	
	Signature of officer: <i>Gloria MacLane</i>	Date: <i>4-25-11</i>
	Type or print name and title: <i>Gloria MacLane - Finance Chair</i>	
Paid Preparer's Use Only	Preparer's signature: <i>John P. Allen CPA</i>	Date: <i>4/7/2011</i>
	Firm's name (or yours if self-employed), address, and ZIP + 4: SULLIVAN BILLE, P.C. 600 CLARK ROAD TEWKSBURY, MA 01876	Check if self-employed: <input type="checkbox"/>
		Preparer's identifying number (See instr.): 000099910 EIN no.: 04-3296210 Phone no.: 978-970-2900

May the IRS discuss this return with the preparer shown above? See instructions ▶ Yes No

SCHEDULE G
(Form 990 or 990-EZ)

Supplemental Information Regarding
Fundraising or Gaming Activities

OMB No 1545-0047

2009

Open To Public
Inspection

▶ **Complete if the organization answered "Yes" to Form 990, Part IV, lines 17, 18, or 19,
or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.**
▶ **Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.**

Department of the Treasury
Internal Revenue Service

Name of the organization **Manchester Women's Club** Employer identification number **80-0469315**

Part I Fundraising Activities. Complete if the organization answered "Yes" to Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- a Mail solicitations
- b Internet and email solicitations
- c Phone solicitations
- d In-person solicitations
- e Solicitation of non-government grants
- f Solicitation of government grants
- g Special fundraising events

2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? Yes No

b If "Yes," list the ten highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

(i) Name of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col (i)	(vi) Amount paid to (or retained by) organization
		Yes	No			
Total				▶		

3 List all states in which the organization is registered or licensed to solicit funds or has been notified it is exempt from registration or licensing.

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 on Form 990-EZ, line 6a. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events (add col (a) through col (c))
		Luncheons (event type)	Panera Fundraiser (event type)	None (total number)	
Revenue	1	Gross receipts	21,089.	950.	22,039.
	2	Less: Charitable contributions	0.		
	3	Gross income (line 1 minus line 2)	21,089.	950.	22,039.
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs	17,147.		17,147.
	7	Food and beverages	233.		233.
	8	Entertainment	900.		900.
	9	Other direct expenses	1,412.	100.	1,512.
	10	Direct expense summary: Add lines 4 through 9 in column (d)			(19,792.)
	11	Net income summary: Combine line 3, column (d), and line 10			2,247.

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col (a) through col (c))
		1	Gross revenue		
Direct Expenses	2	Cash prizes		980.	980.
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
	6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input checked="" type="checkbox"/> No
7	Direct expense summary: Add lines 2 through 5 in column (d)				(980.)
8	Net gaming income summary: Combine line 1, column (d), and line 7				1,580.

9	Enter the state(s) in which the organization operates gaming activities <u>NH</u>	Yes	No
a	Is the organization licensed to operate gaming activities in each of these states? b If "No," explain.	X	
10a	Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year? b If "Yes," explain.		X
11	Does the organization operate gaming activities with nonmembers?	X	
12	Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming?		X

13 Indicate the percentage of gaming activity operated in

- a The organization's facility
- b An outside facility

13a		%
13b	100.00	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records

Name ▶ Gloria MacVane

Address ▶ 1325 Union Street - Manchester, NH 03104

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue?

15a		X
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- b If "Yes," enter the amount of gaming revenue received by the organization ▶ \$ _____ and the amount of gaming revenue retained by the third party ▶ \$ _____

- c If "Yes," enter name and address of the third party

Name ▶ _____

Address ▶ _____

16 Gaming manager information

Name ▶ Gloria MacVane

Gaming manager compensation ▶ \$ _____
**

Description of services provided ▶ Provides overall supervision and management of the gaming operations, including record keeping, money counting, making bank deposits, awarding prizes and preparing

- Director/officer Employee Independent contractor

17 Mandatory distributions

- a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license?

17a		X
------------	--	----------

- b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ _____

** See General Explanation Attachment for Complete Line 16 Description

Form 990-EZ	Other Expenses	Statement	1
<u>Description</u>		<u>Amount</u>	
	Supplies		318.
	Miscellaneous Expenses		97.
Total to Form 990-EZ, line 16			415.

Form 990-EZ	Cash Grants and Allocations	Statement	2
<u>Class of Activity/Grantee's Name and Address</u>		<u>Grantee's Relationship</u>	<u>Amount</u>
Scholarship		None	1,000.
Scholarship		None	1,000.
Scholarship		None	1,000.
Scholarship		None	700.
Scholarship		None	1,000.
Charitable Donation Friends of Valley Street Cemetary PO Box 1316 Manchester, NH 03105		None	150.

Manchester Women's Club

80-0469315

Scholarship	None	500.
Charitable Donation Theatre Knights 9 Notre Dame Avenue Manchester, NH 03102	None	400.
Scholarship	None	300.
Scholarship	None	300.
Scholarship	None	300.
Scholarship	None	300.
Scholarship	None	300.
Scholarship	None	300.
Charitable Donation Alzheimer Society 5 Bedford Farms Drive, Suite 201 Bedford, NH 03110	None	100.
Scholarship	None	1,000.

Manchester Women's Club

80-0469315

Scholarship

None

1,000.

Scholarship

None

1,000.

Scholarship

None

500.

Total Included on Form 990-EZ, Line 10

11,150.

The mission of the organization is to build a better community by preserving, promoting, and advancing the culture, educational opportunities, and social well being of its citizens while fostering a philanthropic spirit in its members.

FORM 990-EZ

Information Regarding Transfers
Associated with Personal Benefit Contracts

Statement 3

- A) Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? [] Yes [X] No
- B) Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . [] Yes [X] No

General Explanation Overflow

General Explanation Attachment

Name of the organization

Manchester Women's Club

Employer identification number

80-0469315

Schedule G, Part III, Line 16, Description of Services Provided:

Provides overall supervision and management
of the gaming operations, including record keeping, money
counting, making bank deposits, awarding prizes and preparing
the necessary tax filings.