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Form **990**

SCANNED

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No 1545-0047

2013

Open to Public Inspection

Department of the Treasury Internal Revenue Service ▶ Do not enter Social Security numbers on this form as it may be made public.

▶ Information about Form 990 and its instructions is at www.irs.gov/form990. For the 2013 calendar year, or tax year beginning January 1 2013, and ending December 31 . 20 13 D Employer identification number Check if applicable C Name of organization Health Resourcrs LifeCare Center Address change Doing Business As Health Resources 41-1461232 Number and street (or P O box if mail is not delivered to street address) Room/suite E Telephone number Name change Initial return 126 East Lincoln Ave 218-736-6050 City or town, state or province, country, and ZIP or foreign postal code Terminated Amended return Fergus Falls, MN 56537 G Gross receipts \$ Application pending F Name and address of principal officer Trisha Grove H(a) is this a group return for subordinates? Yes V No 126 East Lincoln Ave. Fergus Falls, MN 56537 If "No," attach a list (see instructions)) ◀ (insert no) ☐ 4947(a)(1) or Tax-exempt status **√** 501(c)(3) 501(c) (Website: ▶ H(c) Group exemption number ▶ Form of organization 🗸 Corporation 🔲 Trust Association ☐ Other ▶ L Year of formation M State of legal domicile MN Part i Summary Briefly describe the organization's mission or most significant activities: Counseling Men & Women in crisis pregnancy situations and teaching prevention of SDI infections. 2 Check this box ▶☐ if the organization discontinued its operations or disposed of more than 25% of its net assets. 3 Number of voting members of the governing body (Part VI, line 1a) 3 Number of independent voting members of the governing body (Part VI, line 1b) 4 Total number of individuals employed in calendar year 2013 (Part V, line 2a) 5 6 25 7a Total unrelated business revenue from Part VIII, column (C), line 12 7a 0 Net unrelated business taxable income from Form 990-T, line 34 7b 0 **Current Year** 8 Contributions and grants (Part VIII, line 1h) . 160,632.08 9 Program service revenue (Part VIII, line 2g) 10 Investment income (Part VIII, column (A), lines 3, 4, and 7d) 61.66 11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) . . . 25,795.82 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12) 12 186,489,56 13 Grants and similar amounts paid (Part IX, column (A), lines 1-3) 14 Benefits paid to or for members (Part IX, column (A), line 4) 15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 83,302.01 16a Professional fundraising fees (Part IX, column (A), line 11e) . . . 18,777.40 Total fundraising expenses (Part IX, column (D), line 25) ▶ b 17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 52,351.97 18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 2 154,431.38 Revenue less expenses. Subtract line 18 from line 12 19 32,058.18 Beginning of Current Year **End of Year** 20 Total assets (Part X, line 16) 239,989.61 21 Total liabilities (Part X, line 26) . 22 Net assets or fund balances. Subtract line 21 from line 20 239,989.61 Signature Block

			ined this return, including accompanying schedules and statements, and to the best of my knowledge	and belief, it
true, correct, and comple	ete I	Declaration of preparer (o	other than officer) is based on all information of which preparer (as any knowledge	
		· · · · · · · · · · · · · · · · · · ·		_
	_			

Sign Here	Signature of officer Signature of officer Type or print name and title	prese , theasurer		Date 4-12-2014
Paid Preparer	Print/Type preparer's name	Preparer's signature	Date	Check if self-employed

For Paperwork Reduction Act Notice, see the separate instructions.

Cat No 11282Y

Form **990** (2013)

Part		nt of Program Service		ıs Part III	
1		the organization's mission		is Fait III	브
	-	•		ning prevention of SDI infections.	
					
2	Did the organiz	ration undertake any sign	ificant program services during th	e year which were not listed on the	—
-					0
	If "Yes," descri	be these new services on	Schedule O.		•
3				in how it conducts, any program	
				· · · · · · · · · □Yes ☑N	0
	•	be these changes on Sch		f As Above Laurenhauer	
4				of its three largest program services, as measured eport the amount of grants and allocations to othe	
			for each program service reported		,, 0,
4a	(Code:) (Expenses \$	including grants of \$) (Revenue \$)	
		•			
4b	(Code:) (Expenses \$	including grants of \$) (Revenue \$)	
				•••••••••••••••••••••••••••••••••••••••	
4c	(Code:) (Expenses \$	including grants of \$) (Revenue \$	—
		/ \			
			·		
		•			
4d	Other program	services (Describe in Scl	hedule O)		
74	(Expenses \$	including		enue\$)	
4e		service expenses ▶	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		

Part I	Checklist of Required Schedules			, -3
			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes,"			
	complete Schedule A	1_		✓
2	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	2		1
3	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	3		✓
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>	4		1
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	5		1
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	6		1
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7		1
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	8		1
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	9		1
10	Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	10		1
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.	Ì		
а	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	11a		1
b	Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b		1
С	Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c		1
d	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	11d	1	
е	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	_	1
f		11f		1
12 a	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	12a		1
b	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	12b		1
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	13		1
14 a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		1
b				
	fundraising, business, investment, and program service activities outside the United States, or aggregate	1	-	
	foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	14b	1	1
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV	15		1
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	16		1
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)	17		1
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	18		1
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III	19		1
20 a	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	208	+	17
_	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20k		17

Part	V Checklist of Required Schedules (continued)			
•			Yes	No
21	Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II	21		1
22	Did the organization report more than \$5,000 of grants or other assistance to individuals in the United States on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III	22		1
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	23		1
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a	24a		1
	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24b 24c		√
d 25a	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I	24d 25a		1
b	Is the organization 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	25b		1
26	Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If so, complete Schedule L, Part II	26		1
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III	27		1
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):	*	4 1	
a b	A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV	28a 28b		✓
С	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV	28c		1
29 30	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M	30		1
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I	31		1
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II	32		1
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	33		1
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	34		1
35a b	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		√
36	controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable	35b	\vdash	\ \ \ \
37	related organization? If "Yes," complete Schedule R, Part V, line 2	36		+
. -	and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI	37		1
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	38		1

Part					age :
	Check if Schedule O contains a response or note to any line in this Part V				Г
	state to daily into in die 1 d	· · · · · ·	- 	Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a	3.5	w	
	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b		6	(27) (27)
С	Did the organization comply with backup withholding rules for reportable payments treportable gaming (gambling) winnings to prize winners?	to vendors and	1c	۲) سد	<u>√</u>
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax		*2 vi		, <u>(1888)</u>
	Statements, filed for the calendar year ending with or within the year covered by this return	2a -	7		
b	If at least one is reported on line 2a, did the organization file all required federal employment to		2b	✓	
_	Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see inst		200	L.) coaje
	Did the organization have unrelated business gross income of \$1,000 or more during the year		3a		✓
	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in So		3b		✓
4a	At any time during the calendar year, did the organization have an interest in, or a signature cover, a financial account in a foreign country (such as a bank account, securities account, account)?		4a		1
b	If "Yes," enter the name of the foreign country: ▶				Фқ. **
	See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Finance	ial Accounts.			100
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax		5a		✓
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelte	r transaction?	5b		✓
	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?		5c		✓
6a	Does the organization have annual gross receipts that are normally greater than \$100,0				١,
b	organization solicit any contributions that were not tax deductible as charitable contributions' If "Yes," did the organization include with every solicitation an express statement that such		6a		/
_	gifts were not tax deductible?		6b		
7	Organizations that may receive deductible contributions under section 170(c).				7/62
а	Did the organization receive a payment in excess of \$75 made partly as a contribution and and services provided to the payor?		7a		✓
b c	If "Yes," did the organization notify the donor of the value of the goods or services provided? Did the organization sell, exchange, or otherwise dispose of tangible personal property frequired to file Form 8282?		7b 7c		1
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d		Sid	ľď.
е	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal be	penefit contract?	7e		✓
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit		7f		✓
9	If the organization received a contribution of qualified intellectual property, did the organization file Form		7g		<u> </u>
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file		7h	Six.	—
8	Sponsoring organizations maintaining donor advised funds and section 509(a organizations. Did the supporting organization, or a donor advised fund maintained by a section below the supporting organization.		20.2		
9	organization, have excess business holdings at any time during the year?		8	· - 32	232
a	Did the organization make any taxable distributions under section 4966?		00		
b	Did the organization make a distribution to a donor, donor advisor, or related person?		9a 9b		\ <u>\</u>
10	Section 501(c)(7) organizations. Enter:		5385	ž Žilovije.	
а	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities .	10b		200	
11	Section 501(c)(12) organizations. Enter:			· 斯 · 市	ļ, , ,
а	Gross income from members or shareholders	11a		W 187	1.467
b	Gross income from other sources (Do not net amounts due or paid to other sources				
	against amounts due or received from them.)	11b	5 7 7 x	i Milai	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu		12a		1
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	_41	7	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		Ψ.	0.25	
а	Is the organization licensed to issue qualified health plans in more than one state?		13a	l	I √

Note. See the instructions for additional information the organization must report on Schedule O. Enter the amount of reserves the organization is required to maintain by the states in which

If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O

Did the organization receive any payments for indoor tanning services during the tax year? .

the organization is licensed to issue qualified health plans

c Enter the amount of reserves on hand

14a

14b

13b

13c

Part \	Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. S. Check if Schedule O contains a response or note to any line in this Part VI	ee ınstr	uctio	ns.
Section	on A. Governing Body and Management			
		\ \	es	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.			
ь 2	Enter the number of voting members included in line 1a, above, who are independent . Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		✓
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3		√ _
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		√
5	Did the organization become aware during the year of a significant diversion of the organization's assets? .	5		✓
6	Did the organization have members or stockholders?	6		✓
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a		✓
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b		✓
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
а	The governing body?	8a		-
9 9	Each committee with authority to act on behalf of the governing body?	8b	}	✓
	the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9		✓_
Secti	on B. Policies (This Section B requests information about policies not required by the Internal Reven		 -	
40-	Did the auropation have local shooters bronches or officiates?		Yes	No
10a b	Did the organization have local chapters, branches, or affiliates?	10a		✓
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	-	
b	Describe in Schedule O the process, if any, used by the organization to review this Form 990.	1 (5.33)	33-1	•
12a	Did the organization have a written conflict of interest policy? <i>If "No," go to line 13 </i>		1	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	-	<u>, </u>	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done		/	
13	Did the organization have a written whistleblower policy?	13		√
14 15	Did the organization have a written document retention and destruction policy?	14		✓
а	The organization's CEO, Executive Director, or top management official	15a	i.m.m.i.h	√
b	Other officers or key employees of the organization	15b		√
16a	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions). Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement) 11 24	
b	with a taxable entity during the year?	16a		✓
	participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		· · · · · · · · · · · · · · · · · · ·
	ion C. Disclosure			
17 18	List the states with which a copy of this Form 990 is required to be filed ► Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Sectio available for public inspection. Indicate how you made these available. Check all that apply.	n 501(d)(3)s	only)
	☐ Own website ☐ Another's website ☐ Upon request ☐ Other (explain in Schedule O)			
19	Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of infinancial statements available to the public during the tax year.	terest p	olicy	, and
20	State the name, physical address, and telephone number of the person who possesses the books and records	of the		
	organization: ► LaWayne Rogness - 925 Clearview Ct Fergus Falls, MN 56537 - 218-770-7968			

Form 990 (2013)	Form	990	(2013)
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Page 7

Part VII	Compensation of Officers, Directors,	Trustees,	Key Employees,	Highest	Compensated I	Employees,	and
	Independent Contractors						

-								
Check if Schedule O contains a response or note to any line in this Part V								_
Lineck it Schedille Li contains a response of note to any line in this Part V	11							
officers in defice die of defitations a response of flote to arry lifte in tries I art v	••							

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - · List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

	1	- 			(() ()	<u> </u>				, 0, 1, 0, 1, 0
(A)	(B)				ition			(D)	(E)	(F)
Name and Title	Average					than o		Reportable	Reportable	Estimated
	hours per					or/trust		compensation	compensation from	amount of
	week (list any hours for	유코	Ins	Q	<u>۵</u>	막뜻	Fo	from the	related organizations	other compensation
	related	livid	렱	Officer	y en	ghes iploy	Former	organization	(W-2/1099-MISC)	from the
	organizations below dotted		on:		Key employee	è co	`	(W-2/1099-MISC)		organization and related
	line)	rust	2		yee	a de		1	1	organizations
		8	Institutional trustee			Highest compensated employee				
		-		_	<u> </u>	8_				
(1) Wendell Wahlin		}					İ			
Board Chaiman		1	ļ	✓				0	0	0
(2) Tim Rogness										
Board Vice-Chairman				✓				0	0	o
(3) Marilyn Swedberg										
Board Secretary				✓				0	0	0
(4) LaWayne Rogness										
Board Treasurer				✓				0	0	0
(5) Wesley Borowski]								
Board Member		<u> </u>		✓				0	0	0
(6) Christine Uggerud	<u> </u>									
Board Member		<u> </u>		✓			<u> </u>	0	0	0
(7) Eric Rassusen	<u> </u>]								
Board Member	<u> </u>	ļ	<u> </u>	✓	Ļ		<u> </u>	0	<u> </u>	0
(8) Missi Issac]								
Board Member		<u> </u>	<u> </u>	✓	<u> </u>	ļ	<u> </u>	<u> </u>		
(9) Erin Tysver										
Former Executive Director		ļ	<u> </u>	_		ļ	✓			
(10) Trisha Grove					١.					
Executive Director	<u> </u>		1	.	✓	<u> </u>	<u> </u>	<u> </u>		
(11) Courtney Larsen					١.	1				
PR Director		<u> </u>	ļ	ļ		<u> </u>	_	<u> </u>	<u> </u>	
(12) Mary Ellen Tungseth	<u> </u>				١.	l				
Nurse Manager		ļ	<u> </u>	ļ	✓		↓_			
(13) Brenda Sue Ronnivik					١.					
TFL Manager		 	_	<u> </u>	✓	<u> </u>	\vdash	ļ	 	
(14) Amy Walkup	- -	.			١.					
Office Manager				<u>L</u> .	√	<u> </u>		1	<u> </u>	

Part	VII Section A. Officers, Directors, Trust	ees, Key E	mploy	/ees			ighes	t C	ompensated E	mployees (conti	nued)
	(A) Name and title	(B) Average hours per week (list any	box, ı	ot ch unles	s pe	tion more	than o	an ee)	(D) Reportable compensation from	(E) Reportable compensation from related	(F) Estimated amount of other
		hours for related organizations below dotted line)		Institutional trustee	Officer	Key employee	Highest compensated employee	Former	the organization (W-2/1099-MISC)	organizations (W-2/1099-MISC)	compensation from the organization and related organizations
(15)			-				_ <u>a</u>			-	-
(16)											
(17)			-				-				
(18)											
(19)			-			-			 -		
(20)			-								
(21)											
(22)							_				
(23)			-	\vdash							
(24)											
(25)				_	-		-	-			
1b c	Sub-total	VII, Sectio		· ·			<u> </u>	> > >			
2	Total number of individuals (including bu reportable compensation from the organ	t not limite						e) w	vho received m	nore than \$100,0	000 of
3	Did the organization list any former o employee on line 1a? <i>If "Yes," complete</i>	fficer, direc									
4	For any individual listed on line 1a, is the organization and related organizations individual	e sum of re greater th	porta an \$	ble 150	cor ,000	npe D? /	nsatio	on a	and other com	pensation from	the 2
5	Did any person listed on line 1a receive of for services rendered to the organization										
Section	on B. Independent Contractors										
1	Complete this table for your five highest compensation from the organization. Re year.	•									
	(A) Name and business ad	dress							(B) Description of	services	(C) Compensation
								-			
				_				\vdash			
2	Total number of independent contract	ors (includ	ing b	ut r	not	lımi	ited t	o t	hose listed at	pove) who	

Form **990** (2013)

Dord	Part VIII Statement of Revenue					
Part	VIII			D. (1700)		
57 T. 2 + 100 T	3.00	Check if Schedule O contains a response or note to			· · · · · ·	<u> </u> . <u></u>
			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
, Grants mounts	1a b c	Federated campaigns 1a Membership dues 1b Fundraising events 1c				
Contributions, Gifts, Grants and Other Similar Amounts	d e f	Related organizations 1d Government grants (contributions) All other contributions, gifts, grants,				
Contributions, and Other Sim	g	and similar amounts not included above 1f 117,600.96 Noncash contributions included in lines 1a-1f. \$				
ည်း	h	Total. Add lines 1a–1f	174,371.44			
e		Business Code			1.5	
Program Service Revenue	2a b		and the second s		and the second s	
ž	°.					
လွ	d					
떏	e					
Ď	f	All other program service revenue .				
ڇ	g	Total. Add lines 2a–2f	·	74.80		
	3	Investment income (including dividends, interest, and other similar amounts)	88.01			
	4	Income from investment of tax-exempt bond proceeds ▶				
	5	Royalties				
	6a b	(i) Real (ii) Personal Gross rents . Less rental expenses				
	1		1			
	С	Rental income or (loss)				
	d	Net rental income or (loss) ▶				
	7a	Gross amount from sales of assets other than inventory				
	p	Less. cost or other basis and sales expenses . Gain or (loss)				
	ا ا				<u> </u>	
une	d 8a	Net gain or (loss)				
Other Revenue		of contributions reported on line 1c). See Part IV, line 18				
훜	Ь	Less: direct expenses b	1			
Ó	1	Net income or (loss) from fundraising events .	40.440.04			
	9a	Gross income from gaming activities. See Part IV, line 19	16,443.01			
	Ь	Less: direct expenses b	1977373			
	c	Net income or (loss) from gaming activities				
	_	Gross sales of inventory, less returns and allowances a				
	Ь	Less: cost of goods sold b	141			
	C	Net income or (loss) from sales of inventory		, m	44	
		Miscellaneous Revenue Business Code			W. Albania	
	44-	Daditiod Vote		23 5 5 5 A A A A A A A A A A A A A A A A	1220/16 JE 2 7	
	11a		 	 		
	b		 	 	 	
	C					
	d	All other revenue				
	e	Total. Add lines 11a–11d			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	12	Total revenue. See instructions.	190 902 46			

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).							
	Check if Schedule O contains a respons	se or note to any lir	ne in this Part IX .				
	include amounts reported on lines 6b, 7b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses		
1	Grants and other assistance to governments and organizations in the United States. See Part IV, line 21						
2	Grants and other assistance to individuals in the United States. See Part IV, line 22						
3	Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16						
4 5	Benefits paid to or for members Compensation of current officers, directors, trustees, and key employees						
6	Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)						
7 8	Other salaries and wages	58,419.49		58,419.49			
9	Other employee benefits						
10	Payroll taxes	6,048.39		6,048.39			
11	Fees for services (non-employees):						
а	Management						
b	Legal						
C.	Accounting						
d	Lobbying		. * * *				
e	Professional fundraising services See Part IV, line 17						
f g	Investment management fees Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)		:				
12	Advertising and promotion	5,019.12	5,019.12				
13	Office expenses	15,872.97	15872.97	<u> </u>			
14	Information technology						
15	Royalties						
16	Occupancy	21,000.00	21,000.00				
17	Travel						
18	Payments of travel or entertainment expenses for any federal, state, or local public officials						
19	Conferences, conventions, and meetings .	<u> </u>	ļ <u></u>				
20	Interest			_			
21	Payments to affiliates			 	 		
22	Depreciation, depletion, and amortization .				 		
23	Insurance	A SECTION TO SEC. OF	Raiden Calabora	Yakanan endekar			
24	Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If		77 3				
	line 24e amount exceeds 10% of line 25, column						
	(A) amount, list line 24e expenses on Schedule O.)		1 5 S				
а	Volunteer Expense	2,096.61	2,096.61	, 883, ⁷³ ,, ⁷⁸⁸ ,,			
b	Grant Expenses	7,825.83			<u> </u>		
c	Board & Membership Expense	1,545.00					
d	Educational Materials	4,183.26					
е	All other expenses	32,627.86					
25_	Total functional expenses. Add lines 1 through 24e	153,638.53					
26	Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here If following SOP 98-2 (ASC 958-720)						
		1	I	L	1		

Part X Balance Sheet

		Check if Schedule O contains a response or note to any line in this Pa	<u>rt X .</u>		🔲
			(A) Beginning of year		(B) End of year
	1	Cash—non-interest-bearing	75,148.33	1	109,581.18
	2	Savings and temporary cash investments	84,069.40	2	84,128.27
	3	Pledges and grants receivable, net		3	- 1,120.27
	4	Accounts receivable, net		4	
	5	Loans and other receivables from current and former officers, directors,	(A. 4. MA) S. F.	,	
		trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		,``	
	6			5	
•	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoning organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L			
ets	7			6	
Assets	7	Notes and loans receivable, net		7	
•	8	Inventories for sale or use		8	
	9 10a	Prepaid expenses and deferred charges	2 98 98 :	9	
	IVa	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D			
	b	Less: accumulated depreciation 10b		10c	· · · · · · · · · · · · · · · · · · ·
	11	Investments—publicly traded securities	-	11	
	12	Investments—other securities. See Part IV, line 11		12	
	13	Investments—program-related. See Part IV, line 11	-	13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	80,771.88	15	80,771.88
	16	Total assets. Add lines 1 through 15 (must equal line 34)	239,989.61		274,481.33
	17	Accounts payable and accrued expenses		17	
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D.		21	
S	22	Loans and other payables to current and former officers, directors,			
Liabilities		trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		00	
Ë	23	Secured mortgages and notes payable to unrelated third parties	· —	22	-
	24	Unsecured notes and loans payable to unrelated third parties		23	 ,
	25	Other liabilities (including federal income tax, payables to related third		24	
	29	parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D			
	00			25	
	26	Total liabilities. Add lines 17 through 25		26	
ces		complete lines 27 through 29, and lines 33 and 34.			*
a	27	Unrestricted net assets		27	
Ba	28	Temporarily restricted net assets		28	
פַ	29	Permanently restricted net assets	-	29	
Net Assets or Fund Balances		Organizations that do not follow SFAS 117 (ASC 958), check here ▶ □ and complete lines 30 through 34.			
S	30	Capital stock or trust principal, or current funds	<u>}'**</u>	30	
set	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
As	32	Retained earnings, endowment, accumulated income, or other funds.		32	
let	33	Total net assets or fund balances	220,000,04	\vdash	274 404 22
~	34	Total liabilities and net assets/fund balances	239,989.61		274,481.33
			239,989.61	J4	274,481.33

Page	1	2
raue		~

Part	XI Reconciliation of Net Assets			
	Check if Schedule O contains a response or note to any line in this Part XI			🗆
1	Total revenue (must equal Part VIII, column (A), line 12)	1		190,902.46
2	Total expenses (must equal Part IX, column (A), line 25)	2		153,638.53
3	Revenue less expenses. Subtract line 2 from line 1	3		37,263.93
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4		237,217.40
5	Net unrealized gains (losses) on investments	5		
6	Donated services and use of facilities	6		
7	Investment expenses	7		
8	Prior period adjustments	8		
9	Other changes in net assets or fund balances (explain in Schedule O)	9		
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line			
	33, column (B))	10		274,481.33
Part	XII Financial Statements and Reporting			
	Check if Schedule O contains a response or note to any line in this Part XII	<u> </u>		<u> </u>
				Yes No
1	Accounting method used to prepare the Form 990: Cash Cash Other			
	If the organization changed its method of accounting from a prior year or checked "Other," ex	plain in	, , , ,	3 84
_	Schedule O.		<u> </u>	لإنالات
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?		2a	√
	If "Yes," check a box below to indicate whether the financial statements for the year were comreviewed on a separate basis, consolidated basis, or both:	plied or	100	
	·			
	☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audit		2b	V
	separate basis, consolidated basis, or both:	eu on a		
С	Separate basis Consolidated basis Both consolidated and separate basis If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for consolidated and separate basis	versiaht	<u>\$.382</u>	
C	of the audit, review, or compilation of its financial statements and selection of an independent acco		2c	į
	If the organization changed either its oversight process or selection process during the tax year, e		20	* A :
	Schedule O.	хріскі і і	33.22	
За	As a result of a federal award, was the organization required to undergo an audit or audits as set	forth in	***	**************************************
-	the Single Audit Act and OMB Circular A-133?		3a	1
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not und	ergo the		- * -
_	required audit or audits, explain why in Schedule O and describe any steps taken to undergo such	•	3b	
			Form	990 (2013)

SCHEDULE A (Form 990 or 990-EZ)

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

2013

OMB No 1545-0047

Open to Public Inspection

Department of the Treasury Internal Revenue Service

► Attach to Form 990 or Form 990-EZ.
► Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Name of the organization **Employer identification number Health Resources LifeCre Center** 41-1461232 Reason for Public Charity Status (All organizations must complete this part.) See instructions. The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.) A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i). ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E.) A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii). A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state: An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.) A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v). An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.) A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.) An organization that normally receives: (1) more than 331/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 331/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.) An organization organized and operated exclusively to test for public safety. See section 509(a)(4). An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box that describes the type of supporting organization and complete lines 11e through 11h. a 🗌 Type I **b** Type II **c** Type III–Functionally integrated **d** Type III–Non-functionally integrated e Dy checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). If the organization received a written determination from the IRS that it is a Type II, Type III, or Type III supporting Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons? (i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and No Yes 11g(i) (ii) A family member of a person described in (i) above? 11g(ii) (iii) A 35% controlled entity of a person described in (i) or (ii) above? 11g(iii) Provide the following information about the supported organization(s). (iv) is the organization (i) Name of supported (ii) EIN (iii) Type of organization (v) Did you notify (vi) Is the (vii) Amount of monetary the organization in col (i) of your organization (described on lines 1-9 in col (i) listed in your organization in col support above or IRC section governing document? (i) organized in the support? US? (see instructions)) Yes Yes No No Yes Nο (A) Health Resources LifeCare Center 41-1416232 Non-Profit Crisis Cent (B) (C) (D) (E) Total

Part II

Part	Support Schedule for Organiza	ations Descri	ibed in Secti	ions 170(b)(1)(A)(iv) and 1	70(b)(1)(A)(vi	
	(Complete only if you checked the						llify under
	Part III. If the organization fails to	qualify unde	r the tests lis	sted below, p	lease comple	te Part III.)	
	on A. Public Support		 				
	dar year (or fiscal year beginning in)	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) 2013	(f) Total
1	Gifts, grants, contributions, and						
	membership fees received. (Do not						
_	include any "unusual grants.")	122,025	144,481	175,799	128,776	134,132	705,213
2	Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3	The value of services or facilities furnished by a governmental unit to the organization without charge	122,025	144,481	175,799	128,776	134,132	705,213
4	Total. Add lines 1 through 3		,	1.0,.00	120/110		100/2.0
5	The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6	Public support. Subtract line 5 from line 4.					**************************************	
	on B. Total Support	,				r	
	dar year (or fiscal year beginning in)	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) 2013	(f) Total
7	Amounts from line 4	122,025	144,481	175,799	128,776	134,132	705,213
8	Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	ļ					
9	Net income from unrelated business activities, whether or not the business is regularly carried on						
10	Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)	48,886	48,885	i 42,209	56770	57,713	254,463
11 12	Total support. Add lines 7 through 10 Gross receipts from related activities, etc.			11 11 11 11 11 11		12	959,676
13	First five years. If the Form 990 is for toganization, check this box and stop he	he organization	n's first, secor		n, or fifth tax y	ear as a section	
Secti	on C. Computation of Public Suppo			· -	 -		
14	Public support percentage for 2013 (line			11, column (f))		14	100 %
15	Public support percentage from 2012 Sc					15	100 %
16a	331/3% support test—2013. If the organ box and stop here. The organization qua						heck this
b	331/3% support test—2012. If the organ check this box and stop here. The organ					e 15 is 33¹/₃% 	or more, . ► □
17a	10%-facts-and-circumstances test—2 10% or more, and if the organization me Part IV how the organization meets the " organization	eets the "facts- 'facts-and-circ	and-circumsta	ances" test, ch st. The organiz	eck this box a	nd stop here. I	Explain in
b	10%-facts-and-circumstances test—2 15 is 10% or more, and if the organization in Part IV how the organization in	ation meets the meets the	e "facts-and-c s-and-circums	circumstances' stances" test.	' test, check t The organization	his box and st	op here.
40	supported organization						. •
18	Private foundation. If the organization of instructions			•		ck this box and	see . ▶ □

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II.)

If the organization fails to qualify under the tests listed below, please complete Part II.)

Section	on A. Public Support	under the tes	its listed belo	w, please col	inpiete i ait ii	.,	
	dar year (or fiscal year beginning in)	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) 2013	(f) Total
1	Gifts, grants, contributions, and membership fees	(4,====		(5) = 5 + 1	(4) = + 1	(0) = 0	
	received. (Do not include any "unusual grants")	173,386	185,815	211,389	168,863	173,495	912,948
2	Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	9,861	6,152	6,489	17,565	17,319	57,386
3	Gross receipts from activities that are not an unrelated trade or business under section 513						
4	Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5	The value of services or facilities furnished by a governmental unit to the organization without charge						
6	Total. Add lines 1 through 5	183,247	191,967	217,878	186,428	190,814	970334
7a	Amounts included on lines 1, 2, and 3		ļ				
	received from disqualified persons .	183,247	191,967	217,878	186,428	190,814	970334
b	Amounts included on lines 2 and 3						
	received from other than disqualified persons that exceed the greater of \$5,000	}				1	
	or 1% of the amount on line 13 for the year						
С	Add lines 7a and 7b	102 047	404.007	247.070	400 400	100.014	070 224
8	Public support (Subtract line 7c from	183,247	191,967	217,878	186,428	190,814	970,334
	line 6.)				24		
Secti	on B. Total Support	100 20 40 1 10 10 1 10 10 10 10 10 10 10 10 10 1		200 - 100 -	• • • • • • • • • • • • • • • • • • • •		
	dar year (or fiscal year beginning in)	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) 2013	(f) Total
9	Amounts from line 6	183,247	191,967	218,878	186,428	190,814	970,334
10a	Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources.	89	175	131	62	88	545
b	Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975		179		- 02	30	343
С	Add lines 10a and 10b	89	175	131	62	88	545
11	Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12	Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
13	Total support. (Add lines 9, 10c, 11, and 12.)	183,336	192,142	218,009	186,490	190,770	970,879
14	First five years. If the Form 990 is for toganization, check this box and stop he	he organization	's first, secon	d, third, fourth	, or fifth tax ye		n 501(c)(3)
Secti	on C. Computation of Public Suppo						
15	Public support percentage for 2013 (line			3, column (f))		15	99.94 %
16	Public support percentage from 2012 Sc	hedule A, Part	III, line 15 .		<u>.</u>	16	99.91 %
Secti	on D. Computation of Investment Ir	ncome Perce	ntage				
17	Investment income percentage for 2013					17	.05 %
18	Investment income percentage from 201					18	.09 %
19a	331/3% support tests—2013. If the orga						
b	17 is not more than 33½%, check this box 33½% support tests—2012. If the organ	ization did not c	heck a box on	line 14 or line	19a, and line 16	is more than 3	31/3%, and
	line 18 is not more than 331/3%, check this	box and stop h	ere. The organ	ization qualifies	as a publicly s	upported organ	ization 🕨 🔲
20	Private foundation. If the organization of	did not check a	box on line 14	, 19a, or 19b, o	check this box	and see instru	ctions 🕨 🗌

	-orm 990 or 990-EZ) 2013	Page 4
Part IV	Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17 Rart III, line 12. Also complete this part for any additional information. (See instructions).	o; and
		-
		
·- 		

SCHEDULE O (Form 990 or 990-EZ)

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

Employer identification number

OMB No 1545-0047

Department of the Treasury Internal Revenue Service Name of the organization

► Attach to Form 990 or 990-EZ. ▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Open to Public Inspection

Health Resources LifeCare Center	41-1461232
Part XII 2C: Oversight of the books remains the same as in past years. The bookeeper of the center is	a volounteer and is on the board of
directors and serves in thw capacity of treasurer. Being a volunteer, the work is done off the campus	of the center in his own personal office.
The office manager and the exectutive director work together in making deposits for the center and the	ey also pay all the centers bills. At the
the end of the month they send a spreadsheet to the treasurer and all transactions are entered into the	books. On the 15th and EOM hours
are forwarded to the treasurer and payroll is paid. The treasurer is then in charge to file all Federal and	d State withholdings required by law
for each month, quarter, and annually. The board of directors meet every odd month and a detailed fir	nancial report is given to each member
present at the meetings. Using this process, there are three different people working with the books a	and the board of directors feel that there
is a very high acountability of records and that the book are accurate.	
Part VI Question 11 The board of directors does not see the Form 990 before it is filed. However onc	e the form is filed, at the next meeting a
copy of the complete return is introduced and gone over and then filed in the records of the center.	
Part VI Question 12C If at any time, items of conflict arise, The individual will re requested to sign a	"conflict of wavier"
Pary VI Question 19 All documents of the center are kept in the office of the Executive Director and a	re under her control. If some one needs
to see or review them, with the right and proper identification she would have the autority to make the	m available to the person wanting to
see them. Financial Records are kept at the home of the treasurer. There again, if some one wants to	see them, with the proper
identification permission would be granted. The financials are kept in the treaurers office so as to be	able to answer questions that vendors
may have to be able to answer quickly and easily.	