



Monthly Financial Report

Nevada State Board of Cosmetology
Mar 2019

Financial Summary

Net Cash Flow

Net Cash Flow \$37,357

This month showed a positive net cash flow. An upward progression for net cash shows profit after meeting all other financial obligations.

Revenue vs Budget

Revenue \$200,677 (This month budget \$225,050)

Expected revenue was less than budgeted due to decreased income from late fee penalties (\$12,110) and a decreased number of initial/renewal license payments (\$8,508).

Expenses vs Budget

Expenses \$224,962 (This month budget \$223,317)

Operating expenses were \$1,733 more than expected due to an increase in examination related expenses.

TOTAL REVENUE

\$200,677

▼ -7.7% from last month



LICENSE ISSUANCE/RENEWAL

\$126,992

▲ 0.7% from last month



ACCOUNTS RECEIVABLE DAYS

15 days

▲ 7% from last month



CASH ON HAND

\$1,700,876

▲ 2.2% from last month



EQUITY CHANGE

-0.74%

▼ -0.71% from last month



EXAMINATION FEES

\$32,320

▲ 17.5% from last month



Financial Statements

BALANCE SHEET

Mar 2019

ASSETS

Cash & Equivalents

| | |
|---------------------------------|-----------|
| Cash On Hand - Las Vegas | \$200 |
| Cash On Hand - Reno | \$200 |
| Morgan Stanley Investments-CD's | \$576,922 |
| Morgan Stanley Money Fd | \$622,752 |
| Wells Fargo Checking 476 | \$135,166 |
| Wells Fargo Merchant 468 | \$365,637 |

Total Cash & Equivalents **\$1,700,876**

Accounts Receivable

| | |
|---------------------------------|------------|
| Accounts Receivable | \$111,980 |
| Allowance for Doubtful Accounts | (\$16,767) |

Total Accounts Receivable **\$95,213**

Other Current Assets

| | |
|--------------------------|----------|
| Prepaid Expenses | \$15,212 |
| Prepaid Rent - Las Vegas | \$9,234 |

Total Other Current Assets **\$24,447**

Total Current Assets **\$1,820,535**

Fixed Assets

| | |
|--------------------------|---------------|
| Accumulated Depreciation | (\$1,182,604) |
| Computers & Software | \$1,267,207 |
| Equipment | \$113,641 |
| Furniture & Fixtures | \$254,739 |
| Leasehold Improvements | \$55,372 |

Total Fixed Assets **\$508,355**

Investments or Other Non-Current Assets

| | |
|------------------|---------|
| Accrued Interest | \$6,103 |
|------------------|---------|

Total Non-Current Assets **\$514,458**

Total Assets **\$2,334,993**

LIABILITIES

Accounts Payable

| | |
|------------------------------|----------|
| Accounts Payable | \$43,378 |
| Wells Fargo Credit Card 2723 | \$8,495 |

Total Accounts Payable **\$51,873**

Other Current Liabilities

| | |
|-----------------------|----------|
| Accrued Sick Pay | \$79,212 |
| Accrued Vacation Pay | \$86,802 |
| Capital Lease Payable | \$2,841 |
| Deferred Rent | \$16,840 |

Deferred Revenue

| | |
|-----------------------------|-------------|
| Deferred Revenue | \$2,373,254 |
| HSA Employee Payable | \$75 |
| Net OPEB Liability | \$822,074 |
| Net Pension Liability | \$2,153,613 |
| OPEB Inflow of Resources | \$51,167 |
| OPEB Outflow of Resources | (\$23,890) |
| Pension Inflow of Resources | \$217,718 |

Mar 2019

| | |
|--|----------------------|
| Pension Outflow of Resources | (\$484,433) |
| State General Fund Fines Payabl | \$18,500 |
| Total Other Current Liabilities | \$5,313,772 |
| Total Current Liabilities | \$5,365,645 |
| Other Non-Current Liabilities | |
| Capital Lease Payable- LT | \$18,377 |
| Total Non-Current Liabilities | \$18,377 |
| Total Liabilities | \$5,384,022 |
| EQUITY | |
| Retained Earnings | |
| Retained Earnings | (\$2,827,314) |
| Current Earnings | |
| Net Income | (\$221,714) |
| Total Equity | (\$3,049,028) |
| Total Liabilities & Equity | \$2,334,993 |

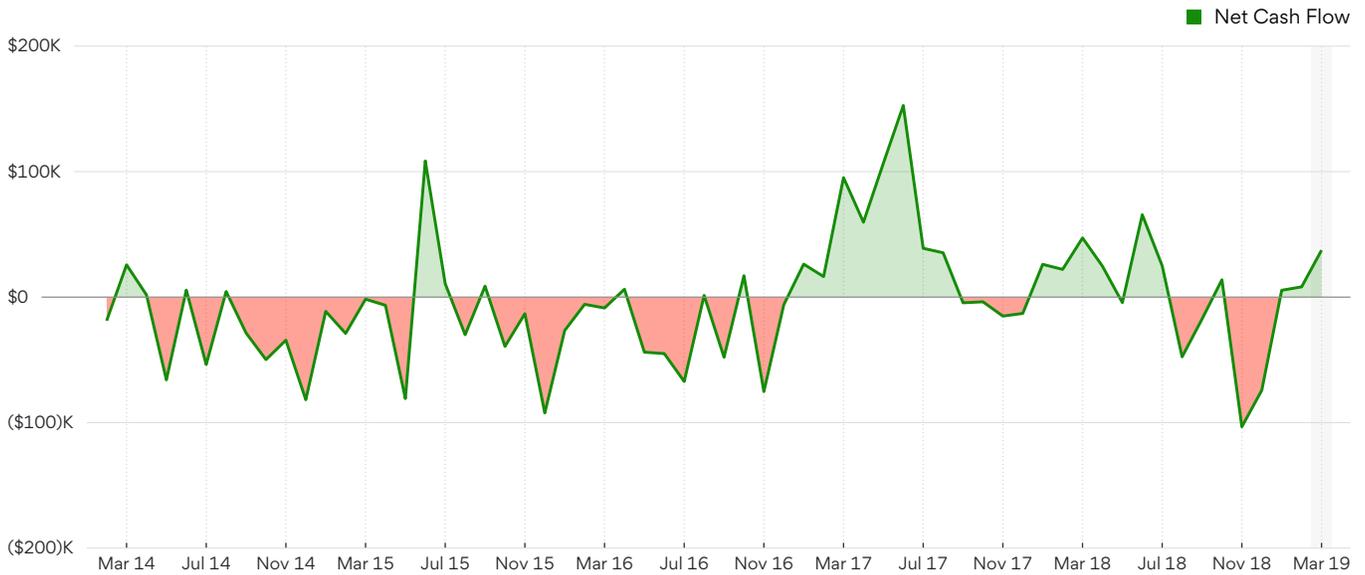
| PROFIT & LOSS | Mar 2019 | Budget | Variance | YTD (actual) | YTD (budget) | YTD actual vs YTD budget |
|----------------------------------|------------------|------------------|-------------------|---------------------|---------------------|-------------------------------------|
| Revenue | | | | | | |
| Application Fees | | | | | | |
| Application Requests | \$3,450 | \$6,000 | (\$2,550) | \$30,576 | \$54,000 | (\$23,424) |
| Certification Requests | \$700 | \$650 | \$50 | \$5,220 | \$5,850 | (\$630) |
| Enrollments | \$1,790 | \$3,300 | (\$1,510) | \$17,335 | \$29,700 | (\$12,365) |
| Law Books | \$620 | \$3,400 | (\$2,780) | \$13,420 | \$30,400 | (\$16,980) |
| Total Application Fees | \$6,560 | \$13,350 | (\$6,790) | \$66,551 | \$119,950 | (\$53,399) |
| Board Fine Income | | | | | | |
| Citation Fines | \$6,700 | \$10,000 | (\$3,300) | \$137,400 | \$94,000 | \$43,400 |
| Examination Fees | | | | | | |
| Exams | \$32,320 | \$26,000 | \$6,320 | \$291,620 | \$228,000 | \$63,620 |
| Inspection Fees | | | | | | |
| Initial Salon Inspections | \$1,040 | \$700 | \$340 | \$6,895 | \$5,050 | \$1,845 |
| Licenses & Fees | | | | | | |
| Duplicates | \$1,675 | \$2,000 | (\$325) | \$14,925 | \$18,000 | (\$3,075) |
| Late Fees | \$25,390 | \$37,500 | (\$12,110) | \$213,480 | \$337,500 | (\$124,020) |
| License Issuance/Renewal | \$126,992 | \$135,500 | (\$8,508) | \$1,124,346 | \$1,219,500 | (\$95,154) |
| Total Licenses & Fees | \$154,057 | \$175,000 | (\$20,943) | \$1,352,751 | \$1,575,000 | (\$222,249) |
| Total Revenue | \$200,677 | \$225,050 | (\$24,373) | \$1,855,217 | \$2,022,000 | (\$166,783) |
| Expenses | | | | | | |
| Operating Expenses | | | | | | |
| Bad Debt Expense | (\$1,707) | \$2,500 | (\$4,207) | \$7,175 | \$22,500 | (\$15,325) |
| Computer Software/Equipment | \$2,865 | \$2,666 | \$199 | \$29,485 | \$23,994 | \$5,491 |
| Cont Srv - A-Audit | \$0 | \$1,100 | (\$1,100) | \$15,495 | \$9,700 | \$5,795 |
| Cont Srv - Exams | \$23,023 | \$9,167 | \$13,856 | \$220,682 | \$82,503 | \$138,179 |
| Cont Srv -C-Atty General | \$1,900 | \$2,500 | (\$600) | \$8,255 | \$22,500 | (\$14,245) |
| Depreciation Expense | \$12,684 | \$10,750 | \$1,934 | \$114,405 | \$96,750 | \$17,655 |
| DoIT PC/LAN | \$3,840 | \$142 | \$3,698 | \$10,305 | \$1,275 | \$9,030 |
| DoIT Telephone & Data Wire | \$995 | \$1,167 | (\$172) | \$19,265 | \$10,503 | \$8,762 |
| Dues/Registration | \$595 | \$0 | \$595 | \$2,623 | \$1,500 | \$1,123 |
| Educational Training & Seminars | \$0 | \$1,416 | (\$1,416) | \$3,908 | \$12,744 | (\$8,836) |
| Electricity Expense | \$372 | \$0 | \$372 | \$3,878 | \$0 | \$3,878 |
| Equipment Repair & Rental | \$904 | \$1,500 | (\$596) | \$10,056 | \$13,500 | (\$3,444) |
| Insurance Expense | \$0 | \$0 | \$0 | \$36 | \$1,500 | (\$1,464) |
| Interest Expense | \$1,041 | \$950 | \$91 | \$9,527 | \$8,150 | \$1,377 |
| Janitorial Expense | \$494 | \$0 | \$494 | \$4,446 | \$0 | \$4,446 |
| Marketing/Public Education | \$1,730 | \$0 | \$1,730 | \$1,730 | \$0 | \$1,730 |
| Non-State Owned Building | \$13,164 | \$12,509 | \$655 | \$121,233 | \$112,672 | \$8,561 |
| Office Expense | \$1,833 | \$3,000 | (\$1,167) | \$20,316 | \$27,000 | (\$6,684) |
| Postage and Delivery | \$86 | \$1,117 | (\$1,031) | \$5,195 | \$10,053 | (\$4,858) |
| Printing and Reproduction | \$389 | \$1,000 | (\$611) | \$10,169 | \$9,000 | \$1,169 |
| Professional Fees | \$2,625 | \$3,525 | (\$900) | \$30,325 | \$33,845 | (\$3,520) |
| Sewer Expense | \$50 | \$0 | \$50 | \$149 | \$0 | \$149 |
| Stripe Fees | \$7,108 | \$3,228 | \$3,880 | \$54,471 | \$29,052 | \$25,419 |
| Telephone | \$2,291 | \$1,775 | \$516 | \$18,650 | \$15,975 | \$2,675 |
| Uniforms | \$0 | \$0 | \$0 | \$3,911 | \$1,675 | \$2,236 |
| Bank Checking Service Fee | \$147 | \$0 | \$147 | \$2,514 | \$0 | \$2,514 |
| Bank Merchant Service Fee | \$105 | \$105 | \$0 | \$943 | \$945 | (\$2) |
| Total Operating Expenses | \$76,534 | \$60,117 | \$16,417 | \$729,147 | \$547,336 | \$181,811 |
| Total Salaries | | | | | | |
| Board Salaries | \$375 | \$150 | \$225 | \$6,905 | \$8,700 | (\$1,795) |

| | Mar 2019 | Budget | Variance | YTD (actual) | YTD (budget) | YTD actual vs YTD budget |
|---|-------------------|------------------|-------------------|--------------------|--------------------|-----------------------------|
| Group Insurance | \$11,114 | \$13,000 | (\$1,886) | \$113,324 | \$121,000 | (\$7,676) |
| Industrial Ins/Workers Comp. | \$889 | \$1,400 | (\$511) | \$5,724 | \$10,800 | (\$5,076) |
| Longevity | \$0 | \$0 | \$0 | \$1,500 | \$1,325 | \$175 |
| Medicare Employer | \$1,340 | \$1,667 | (\$327) | \$13,736 | \$15,003 | (\$1,267) |
| Overtime | \$0 | \$0 | \$0 | \$7,763 | \$0 | \$7,763 |
| Overtime Straight Time | \$0 | \$0 | \$0 | \$939 | \$0 | \$939 |
| Payroll Expenses | \$321 | \$359 | (\$38) | \$3,402 | \$3,231 | \$171 |
| Raters | \$0 | \$0 | \$0 | \$6,225 | \$1,200 | \$5,025 |
| Retired Employees' Group Insura | \$1,990 | \$2,134 | (\$144) | \$19,694 | \$19,206 | \$488 |
| Retirement | \$13,587 | \$15,850 | (\$2,263) | \$127,646 | \$142,450 | (\$14,804) |
| Salaries | \$104,906 | \$120,085 | (\$15,179) | \$967,294 | \$1,080,765 | (\$113,471) |
| Social Security Employer | \$632 | \$716 | (\$84) | \$5,365 | \$6,444 | (\$1,079) |
| Temp Help - | \$9,338 | \$3,500 | \$5,838 | \$32,400 | \$19,500 | \$12,900 |
| Unemployment- Reimb. Charges | \$0 | \$0 | \$0 | \$3,422 | \$0 | \$3,422 |
| Total Total Salaries | \$144,492 | \$158,861 | (\$14,369) | \$1,315,339 | \$1,429,624 | (\$114,285) |
| Travel - In State | | | | | | |
| Air Fare | \$812 | \$0 | \$812 | \$5,148 | \$7,500 | (\$2,352) |
| Car Rental | \$0 | \$250 | (\$250) | \$1,452 | \$2,250 | (\$798) |
| Gas | \$0 | \$20 | (\$20) | \$157 | \$60 | \$97 |
| Hotel | \$518 | \$0 | \$518 | \$6,488 | \$7,500 | (\$1,012) |
| Meals & Entertainment | \$0 | \$75 | (\$75) | \$557 | \$575 | (\$18) |
| Mileage | \$2,222 | \$3,334 | (\$1,112) | \$25,369 | \$30,006 | (\$4,637) |
| Parking | \$0 | \$35 | (\$35) | \$209 | \$345 | (\$136) |
| Per Diem | \$0 | \$275 | (\$275) | \$2,532 | \$2,700 | (\$168) |
| Taxi - In State | \$48 | \$0 | \$48 | \$510 | \$225 | \$285 |
| Total Travel - In State | \$3,600 | \$3,989 | (\$389) | \$42,423 | \$51,161 | (\$8,738) |
| Travel - Out of State | | | | | | |
| Air Fare | \$336 | \$0 | \$336 | \$2,390 | \$3,500 | (\$1,110) |
| Car Rental | \$0 | \$250 | (\$250) | \$118 | \$750 | (\$632) |
| Gas | \$0 | \$0 | \$0 | \$6 | \$0 | \$6 |
| Hotel | \$0 | \$0 | \$0 | \$7,147 | \$3,500 | \$3,647 |
| Meals & Entertainment | \$0 | \$75 | (\$75) | \$0 | \$75 | (\$75) |
| Per Diem | \$0 | \$0 | \$0 | \$1,918 | \$1,000 | \$918 |
| Taxi - out of state | \$0 | \$25 | (\$25) | \$235 | \$75 | \$160 |
| Total Travel - Out of State | \$336 | \$350 | (\$14) | \$11,815 | \$8,900 | \$2,915 |
| Total Expenses | \$224,962 | \$223,317 | \$1,645 | \$2,098,724 | \$2,037,021 | \$61,703 |
| Operating Profit | (\$24,286) | \$1,733 | (\$26,018) | (\$243,506) | (\$15,021) | (\$228,485) |
| Other Income | | | | | | |
| Interest Income | \$1,840 | \$1,000 | \$840 | \$20,185 | \$9,000 | \$11,185 |
| Unrealized Gain(Loss) on Invest | (\$60) | \$0 | (\$60) | \$1,608 | \$0 | \$1,608 |
| Earnings Before Interest & Tax | (\$22,506) | \$2,733 | (\$25,239) | (\$221,714) | (\$6,021) | (\$215,693) |
| Net Income | (\$22,506) | \$2,733 | (\$25,239) | (\$221,714) | (\$6,021) | (\$215,693) |

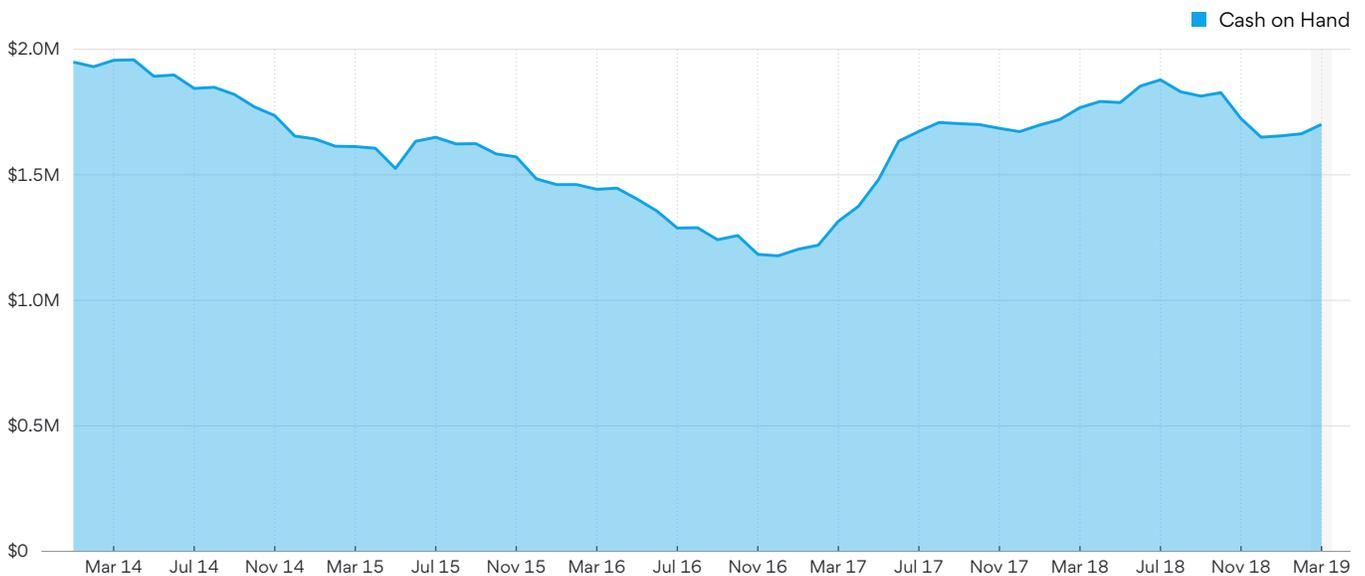
Cash Flow Analysis

| | Mar 2019 | Feb 2019 | Jan 2019 | Dec 2018 |
|---------------|-------------|-------------|-------------|-------------|
| Net Cash Flow | \$37,357 | \$8,189 | \$5,464 | (\$74,224) |
| Cash on Hand | \$1,700,876 | \$1,663,519 | \$1,655,330 | \$1,649,866 |

Cash Flow Trend



Cash Position



Key Performance Indicators

| | RESULT | TARGET | TREND | |
|----------------------------|-----------------|-------------|-------|--------------------|
| A PROFITABILITY | MAR 2019 | | | vs MAR 2018 |
| Total Revenue | \$200,677 | \$225,050 | ✗ | ▲ 4.4% |
| License Issuance/Renewal | \$126,992 | \$135,500 | ✗ | ▲ 7.8% |
| Examination Fees | \$32,320 | \$26,000 | ✓ | ▲ 2.8% |
| B ACTIVITY | | | | |
| Accounts Receivable Days * | 15 days | 40 days | ✓ | ▲ 7 days |
| C CASH FLOW | | | | |
| Cash on Hand | \$1,700,876 | \$1,200,000 | ✓ | ▼ -3.8% |
| D GROWTH | | | | |
| Equity Change | -0.74% | 0.25% | ✗ | ▲ 1.43% |

* For this metric, a result below target is favourable

Top 5 Revenue Categories (Monthly)

| | |
|-----------------|-----------|
| RENLIC/LIC | \$126,992 |
| EXAMS | \$32,320 |
| PENALTIES | \$25,390 |
| FINES/CITATIONS | \$6,700 |
| AREQ | \$3,450 |

Top 5 Expense Categories (Monthly)

| | |
|----------------------|-----------|
| Salaries | \$104,906 |
| Cont Srv - Exams | \$23,023 |
| Retirement | \$13,587 |
| Depreciation Expense | \$12,684 |
| Group Insurance | \$11,114 |