STATE OF NORTH CAROLINA

FINANCIAL STATEMENT REVIEW REPORT OF

WILKES COMMUNITY COLLEGE

WILKESBORO, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2002

OFFICE OF THE STATE AUDITOR

RALPH CAMPBELL, JR.

STATE AUDITOR

FINANCIAL STATEMENT REVIEW REPORT OF

WILKES COMMUNITY COLLEGE

WILKESBORO, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2002

STATE OF NORTH CAROLINA
Office of the State Auditor

Ralph Campbell, Jr.
State Auditor

2 S. Salisbury Street
20601 Mail Service Center
Raleigh, NC 27699-0601
Telephone: (919) 807-7500
Fax: (919) 807-7647
Internet http://www.osa.state.nc.us

REVIEWER'S TRANSMITTAL

The Honorable Michael F. Easley, Governor
The General Assembly of North Carolina
Board of Trustees, Wilkes Community College

This report presents the results of our financial statement review of Wilkes Community College, a component unit of the State of North Carolina, for the year ended June 30, 2002. Our review was made by authority of Article 5A of Chapter 147 of the General Statutes.

The accounts and operations of the College are an integral part of the State's reporting entity represented in the State's *Comprehensive Annual Financial Report* (CAFR) and the State's *Single Audit Report*. In those reports, the State Auditor expresses an opinion on the State's financial statements. In the *Single Audit Report,* the State Auditor also presents the audit results on the State's internal controls and on the State's compliance with laws, regulations, contracts, and grants applicable to the State's financial statements and to its federal financial assistance programs.

As part of the work necessary for the CAFR and the *Single Audit Report*, the accounts and operations of the College were subjected to review procedures as we considered necessary. In addition, we performed review procedures that we considered necessary for us to report on the accompanying financial statements that relate solely to Wilkes Community College. The review procedures were conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States.

The purpose of this report is to present the results of our review of the accompanying financial statements that relate solely to Wilkes Community College. Our reporting objectives and review results are:

1. **Objective** - To disclose any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

   Results - We are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. These matters are more fully described in the Independent Accountant's Review Report on the financial statements.

2. **Objective –** To present significant deficiencies, if any, in internal control over financial reporting which could adversely affect the College's ability to record, process, summarize, and report financial data in the financial statements and present instances of noncompliance, if any, with laws, regulations, contracts, or grants that came to our attention during our review of the financial statements.

   Results - Our review disclosed no material weaknesses in internal control over financial reporting and no instances of noncompliance which require disclosure herein under *Government Auditing Standards*.

North Carolina General Statutes require the State Auditor to make reports available to the public. Copies of review reports issued by the Office of the State Auditor may be obtained through one of the options listed in the back of this report.

Ralph Campbell, Jr.

Ralph Campbell, Jr.
State Auditor

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2 S. Salisbury Street
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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Trustees
Wilkes Community College
Wilkesboro, North Carolina

We have reviewed the accompanying Statement of Net Assets of Wilkes Community College, a component unit of the State of North Carolina, as of June 30, 2002, and the related Statement of Revenues, Expenses, and Changes in Net Assets, and Statement of Cash Flows for the year then ended, in accordance with *Statements on Standards for Accounting and Review Services,* issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the College's management.

A review consists principally of inquiries of College personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with auditing standards generally accepted in the United States of America, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis (MD&A) on pages 3 to 7 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. Such information has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and we are not aware of any material modifications that should be made thereto.

Our review was conducted for the purpose of expressing limited assurance that there are no material modifications that should be made to the basic financial statements in order for them to be in conformity with generally accepted accounting principles. Schedule 1 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and we are not aware of any material modifications that should be made thereto.

Ralph Campbell, Jr.

Ralph Campbell, Jr.
State Auditor

May 22, 2003

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MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of Wilkes Community College's Financial Statements presents Management's Discussion and Analysis of the College's financial activity during the fiscal year ended June 30, 2002. Since Management's Discussion and Analysis is designed to focus on current activities, resulting change and currently known facts, please read it in conjunction with the College's basic financial statements and related notes. Responsibility for the completeness and fairness of this information rests with the College.

Using This Annual Report

This annual report consists of financial statements, prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as amended by GASB Statement No. 35, *Basic Financial Statements - and Management's Discussion and Analysis - for Public Colleges and Universities*. These financial statements differ significantly, in both the form and the accounting principles utilized, from prior financial statements. The financial statements presented in prior years focused on the accountability of fund groups, while these statements focus on the financial condition of the College, the results of operations, and cash flows of the College as a whole. The College's basic financial statements are designed to emulate corporate presentation models whereby all College activities are consolidated into one total. They are prepared under the modified accrual basis of accounting, whereby revenues and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged. In summary, the new reporting format is intended to condense and simplify the user's analysis of costs of various College services to students and the public. The three statements are featured below with brief descriptions of each financial focus.

The Statement of Net Assets includes all assets and liabilities. The College's net assets (the difference between assets and liabilities) are one indicator of the College's financial health. Over time, increases or decreases in net assets are one indicator of the improvement or erosion of the College's financial health when considered with non-financial facts such as enrollment levels and the condition of the facilities.

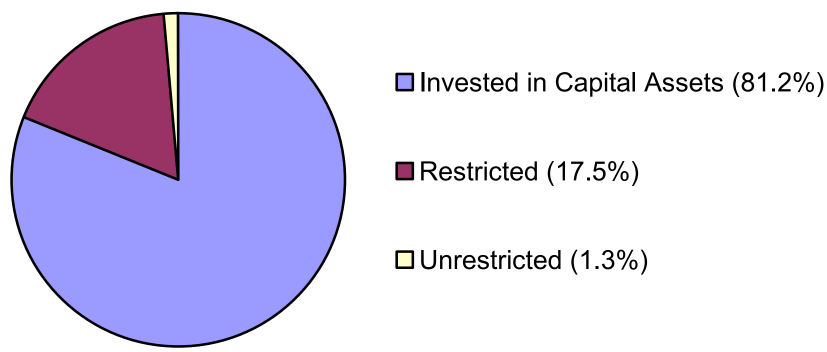
The Statement of Revenues, Expenses, and Changes in Net Assets presents the revenues earned and the expenses incurred during the year. Activities are reported as either operating or nonoperating. The financial reporting model classifies State appropriations and gifts as nonoperating revenues. The College's dependency on State aid and gifts results in an operating deficit. The utilization of long-lived assets, referred to as capital assets, is reflected in the financial statements as depreciation, which amortizes the cost of assets over its expected useful life.

The Statement of Cash Flows presents information related to cash inflows and outflows summarized by operating, noncapital financing, capital financing, and related investing activities, helps measure the ability to meet financial obligations as they mature. The direct method is used to present the Cash Flow Statement.

Financial Highlights

As of June 30, 2002, the College's net assets have decreased to $18.9 million from $25.6 million at June 30, 2001. This decrease is due primarily to the implementation of Governmental Accounting Standards Board (GASB) Statements No. 34 and 35 restating net assets as of June 30, 2001 for accumulated depreciation. Total net assets as of June 30, 2002 consists of investment in capital assets, net of related debt (81.2%), restricted (17.5%) and unrestricted (1.3%). The following is a graphical illustration of net assets.

Analysis of Net Assets



Current assets increased due to increased cash resulting from funds advanced at year-end by the Wilkes Community College Endowment Corporation to fund selected College salaries for 2002-2003. However, net capital assets decreased as a result of capturing accumulated depreciation in compliance with GASB Statements No. 34 and 35.

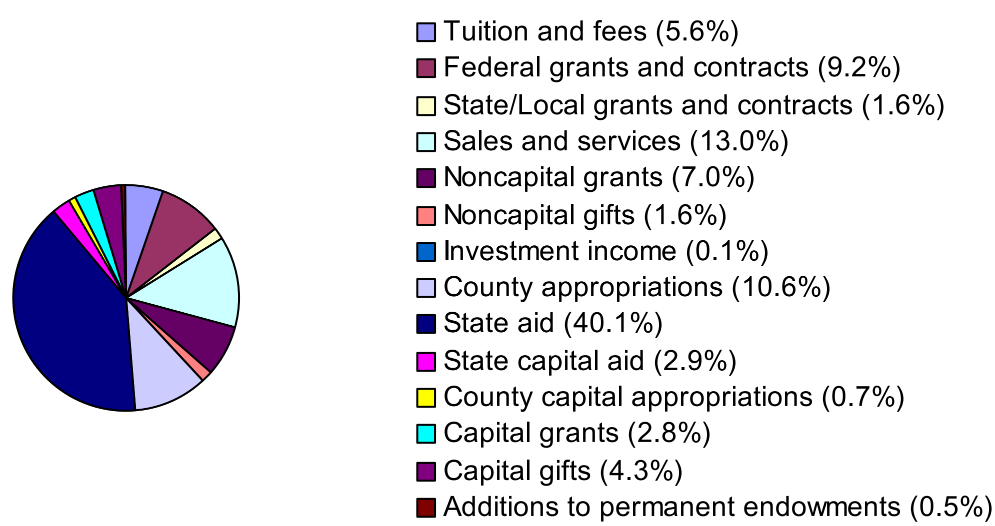
As of June 30, 2002, the College had recorded $23.6 million in capital assets, less $7.6 million in accumulated depreciation, leaving $16.0 million in net capital assets. Library books that had been previously capitalized were expensed at June 30, 2002.

Long-term liabilities consisted of the long-term portion of compensated absences and capital lease obligations associated with energy conservation upgrades. Current liabilities increased due to additional deferred revenue associated with the year-end transfer from Wilkes Community College Endowment Corporation as noted above.

Operating revenues at June 30, 2002 included an increase in the Federal Pell grant program. The decline in student tuition and fees is due to new reporting requirements of eliminating tuition waivers for non-employees previously recorded as tuition revenues. Sales and services revenues increased due to higher bookstore sales associated with increased enrollment. There were also increased revenues from higher usage of the John A. Walker Community Center and from the Child Development Center as a result of a fee increase.

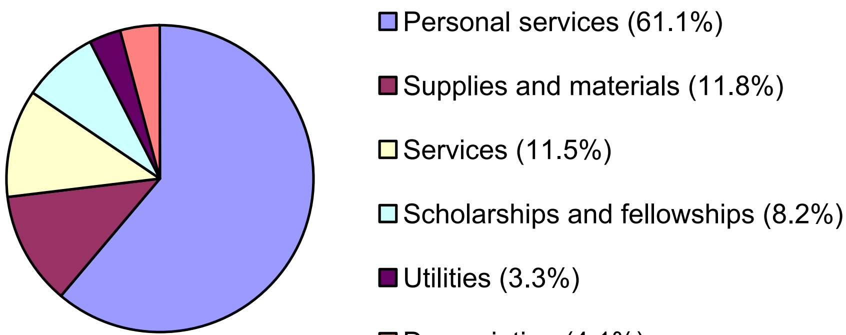
Unemployment rates have increased over the past two fiscal years in Wilkes, Ashe, and Alleghany counties, attributing to increased College enrollments. Tuition and fees revenues are net of scholarship allowances in compliance with the implementation of GASB Statements No. 34 and 35 and increased from $27.50 to $31.00 per credit hour for in-State students and from $169.75 to $173.25 for out-of-State students. The following is a graphical illustration of revenues by source.

Revenue by Source



Operating expenses at June 30, 2002 increased over the same period in fiscal year 2001. This increase was caused primarily by increases in personnel costs, an increase in scholarships, and recording depreciation. These increases were due to an increase in enrollment and higher faculty/staff salaries. Recording depreciation was a result of implementing GASB Statements No. 34 and 35. The following is a graphical illustration of operating expenses.

Operating Expenses



Total operating expenses at June 30, 2002 was $19,635,516.

Factors Impacting Future Periods

The College faces two significant challenges – continuing enrollment growth and the State's economic crisis. Enrollment growth of approximately 20% in the 2001-2002 fiscal year has stressed the capacity of the College, both in its physical facilities and its faculty and staff.

Plans are underway to add additional parking as well as additional classroom space. The Alleghany Center will move to a new facility, located within the new Blue Ridge Business Development Center, in the spring of 2003. The new facility will double the available space in Alleghany County. Plans are also being developed to expand the Ashe Center to add additional classroom and lab space. The Ashe addition is scheduled for completion in June 2004. For the Wilkes Campus, a science and technology center is being planned. This facility will house computer labs and updated science labs, and is expected to be completed in late fall 2005.

The strain on faculty and staff is related to the State's economic crisis. In the last two fiscal years, the General Assembly was unable to pass a budget until well into the fiscal year. As a result, the College started its academic year unsure about what funding would be available. This uncertainty made the hiring of additional faculty and staff to support the increased enrollment very risky. Instead of taking the risk, the administration elected to absorb the growth with existing faculty and staff by increasing class sizes, assigning faculty additional teaching loads, asking qualified staff to teach, and increasing staff workload. These measures allowed the College to serve the increased number of students without a significant increase in costs. However, they have also taxed the faculty and staff. Also, since the administration believes much of the growth is temporary, fixed personnel costs were avoided.

The administration and various committees are assessing the College's performance toward identified goals and ways to achieve greater efficiencies and reduce expenditures in an effort to assist in meeting future challenges.

In summary, this annual report is designed to provide our community, students, donors, and creditors with a general overview of the College's finances and to demonstrate the College's accountability for the funding it receives through grants, donations, and tuition revenues.

Wilkes Community College
Statement of Net Assets
June 30, 2002 — ***Exhibit A***

ASSETS		
Current Assets:		
Cash and Cash Equivalents	$	622,745.40
Restricted Cash and Cash Equivalents		108,172.37
Short-Term Investments		132,467.41
Restricted Short-Term Investments		258,506.02
Receivables, Net (Note 4)		519,466.43
Inventories		264,801.74
Prepaid Items		54,750.00
Total Current Assets		1,960,909.37
Noncurrent Assets:		
Restricted Cash and Cash Equivalents		506,813.37
Restricted Due from Primary Government		276,069.16
Endowment Investments		2,115,245.66
Capital Assets, Net (Note 5)		16,027,412.65
Total Noncurrent Assets		18,925,540.84
Total Assets		20,886,450.21
LIABILITIES		
Current Liabilities:		
Accounts Payable and Accrued Liabilities (Note 6)		270,900.41
Deferred Revenue		278,845.00
Funds Held for Others		11,132.65
Long-Term Liabilities - Current Portion (Note 7)		118,796.99
Total Current Liabilities		679,675.05
Noncurrent Liabilities:		
Funds Held for Others		132,383.90
Long-Term Liabilities (Note 7)		1,153,739.47
Total Noncurrent Liabilities		1,286,123.37
Total Liabilities		1,965,798.42
NET ASSETS		
Invested in Capital Assets, Net of Related Debt		15,361,553.28
Restricted for:		
Nonexpendable:		
Scholarships and Fellowships		1,119,682.22
Other		1,356,023.56
Expendable:		
Scholarships and Fellowships		499,675.80
Capital Projects		274,976.69
Other		59,027.16
Unrestricted		249,713.08
Total Net Assets	$	18,920,651.79

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

See Independent Accountant's Review Report

Wilkes Community College
Statement of Revenues, Expenses, and Changes in Net Assets
For the Fiscal Year Ended June 30, 2002

Exhibit B

REVENUES		
Operating Revenues:		
Student Tuition and Fees, Net (Note 9)	$	1,171,103.68
Federal Grants and Contracts		1,923,397.25
State and Local Grants and Contracts		333,783.09
Sales and Services, Net		2,702,785.18
Total Operating Revenues		6,131,069.20
EXPENSES		
Operating Expenses:		
Personal Services		11,995,848.05
Supplies and Materials		2,326,222.13
Services		2,256,529.62
Scholarships and Fellowships		1,610,085.85
Utilities		639,534.80
Depreciation		807,295.63
Total Operating Expenses		19,635,516.08
Operating Loss		(13,504,446.88)
NONOPERATING REVENUES (EXPENSES)		
State Aid		8,356,999.47
County Appropriations		2,217,185.76
Noncapital Grants		1,459,016.12
Noncapital Gifts, Net		329,175.77
Investment Income, Net		18,841.84
Interest and Fees on Capital Asset-Related Debt		(27,121.01)
Other Nonoperating Expenses		(17,744.34)
Net Nonoperating Revenues		12,336,353.61
Loss Before Other Revenues, Expenses, Gains, and Losses		(1,168,093.27)
State Capital Aid		609,673.42
County Capital Appropriations		137,094.49
Capital Grants		577,555.44
Capital Gifts, Net		905,166.04
Additions to Permanent Endowments		94,025.68
Increase in Net Assets		1,155,421.80
NET ASSETS		
Net Assets, July 1, 2001 as Restated (Note 17)		17,765,229.99
Net Assets, June 30, 2002	$	18,920,651.79

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

See Independent Accountant's Review Report

Wilkes Community College
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2002 ***Exhibit C***

CASH FLOWS FROM OPERATING ACTIVITIES		
Received from Customers	$	6,021,200.56
Payments to Employees and Fringe Benefits		(12,000,929.22)
Payments to Vendors and Suppliers		(5,290,823.11)
Payments for Scholarships and Fellowships		(1,625,331.27)
Other Payments		(42,335.89)
Net Cash Used by Operating Activities		(12,938,218.93)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
State Aid Received		8,356,999.47
County Appropriations		2,217,185.76
Noncapital Grants Received		1,459,016.12
Noncapital Gifts and Endowments Received		729,373.04
Net Cash Provided by Noncapital Financing Activities		12,762,574.39
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
State Capital Aid Received		406,360.27
County Capital Appropriations		137,094.49
Capital Grants Received		722,206.44
Proceeds from Sale of Capital Assets		3,334.05
Acquisition and Construction of Capital Assets		(612,434.34)
Principal Paid on Capital Debt and Leases		(81,609.97)
Interest Paid on Capital Debt and Leases		(27,121.01)
Net Cash Provided by Capital and Related Financing Activities		547,829.93
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from Sales and Maturities of Investments		526,087.69
Interest on Investments		(95,452.54)
Purchase of Investments and Related Fees		(338,894.31)
Net Cash Provided by Investing Activities		91,740.84
Net Increase in Cash and Cash Equivalents		463,926.23
Cash and Cash Equivalents, July 1, 2001		773,804.91
Cash and Cash Equivalents, June 30, 2002	$	1,237,731.14

Wilkes Community College
Statement of Cash Flows — *Exhibit C*
For the Fiscal Year Ended June 30, 2002 — *Page 2*

RECONCILIATION OF OPERATING LOSS TO NEW CASH USED BY OPERATING ACTIVITIES		
Operating Loss	$	(13,504,446.88)
Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities:		
Depreciation Expense		807,295.63
Miscellaneous Nonoperating Income		(2,409.47)
Changes in Assets and Liabilities:		
Receivables, Net		(190,684.44)
Inventories		(16,247.80)
Prepaid Items		(54,750.00)
Accounts Payable and Accrued Liabilities		(18,749.24)
Deferred Revenue		4,360.00
Funds Held for Others		21,283.96
Compensated Absences		16,129.31
Net Cash Used by Operating Activities	$	(12,938,218.93)
NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES		
Assets Acquired through Assumption of a Liability	$	720,348.33
Assets Acquired through a Gift		905,166.04
Change in Fair Value of Investments		(17,807.46)
Increase in Receivables Related to Nonoperating Income		203,313.15

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

See Independent Accountant's Review Report

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity - The concept underlying the definition of the financial reporting entity is that elected officials are accountable to their constituents for their actions. As required by accounting principles generally accepted in the United States of America, the financial reporting entity includes both the primary government and all of its component units. An organization other than a primary government serves as a nucleus for a reporting entity when it issues separate financial statements. Wilkes Community College is a component unit of the State of North Carolina and an integral part of the State's *Comprehensive Annual Financial Report*.

The accompanying financial statements present all funds for which the College's Board of Trustees is financially accountable. Related foundations and similar non-profit corporations for which the College is not financially accountable are not part of the accompanying financial statements. These entities are not included because they are separately incorporated and there are neither common directors nor other evidence of common control.

B. Basis of Presentation - The accompanying financial statements are presented in accordance with accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB).

Pursuant to the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as amended by GASB Statement No. 35, *Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities,* effective for the College's year ended June 30, 2002, the full scope of the College's activities is considered to be a single business-type activity (BTA) and accordingly, is reported within a single column in the basic financial statements.

C. Basis of Accounting - The financial statements of the College have been prepared using the economic resource measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

In accordance with GASB Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting,* the College does not apply Financial Accounting Standards Board (FASB) pronouncements issued after November 30, 1989, for proprietary activities, unless the GASB amends its pronouncements to specifically adopt FASB pronouncements issued after that date.

D. **Cash and Cash Equivalents** – This classification appears on the Statement of Net Assets and the Statement of Cash Flows and includes undeposited receipts, petty cash, cash on deposit with private bank accounts, money market accounts, and overnight repurchase agreements.

E. **Investments** - This classification includes mutual funds. Investments are accounted for at fair value, as determined by quoted market prices, or an amount determined by management if quoted market prices are not available. The net increase (decrease) in the fair value of investments is recognized as a component of investment income.

F. **Receivables** – Receivables consist of tuition and fees charges to students and charges for auxiliary enterprises' sales and services. Receivables also include amounts due from the federal government, State and local governments, and private sources in connection with reimbursement of allowable expenditures made pursuant to contracts and grants. Receivables are recorded at book value with no provision for doubtful accounts considered necessary.

G. **Inventories** – Inventories, consisting of expendable supplies and merchandise for resale, are stated at cost using the last invoice costs or the first-in, first-out method.

H. **Capital Assets** – Capital assets are stated at cost at date of acquisition or fair value at date of donation in the case of gifts. The College capitalizes assets that have a value or cost in excess of $5,000 at the date of acquisition and an expected useful life of one or more years. Library books are expensed.

Depreciation is computed using the straight-line method over the estimated useful lives of the assets, generally 15 to 75 years for general infrastructure, 10 to 50 years for buildings, and 3 to 15 years for equipment.

The art collection is capitalized at fair value at the date of donation. This collection is depreciated over the life of the collection using the straight-line method. The estimated useful life for the collection is 15 years.

I. **Restricted Assets** – Restricted assets represent assets whose use is restricted by external parties or by law through constitutional provisions or enabling legislation.

J. **Noncurrent Long-Term Liabilities –** Noncurrent long-term liabilities include capital lease obligations and compensated absences that will not be paid within the next fiscal year.

K. **Compensated Absences** - The College's policy is to record the cost of vacation leave when earned. The policy provides for a maximum accumulation of unused vacation leave of 30 days which can be carried forward each July 1st or for which an employee can be paid upon termination of employment. Also, any accumulated vacation leave in excess of 30 days at year-end is converted to sick leave.

When classifying compensated absences into current and noncurrent, leave is considered taken using a last-in, first-out method.

L. **Net Assets –** The College's net assets are classified as follows:

Invested in Capital Assets, Net of Related Debt – This represents the College's total investment in capital assets, net of outstanding debt obligations related to those capital assets.

Restricted Net Assets – Nonexpendable – Nonexpendable restricted net assets include endowments and similar type assets whose use is limited by donors or other outside sources, and, as a condition of the gift, the principal is to be maintained in perpetuity.

Restricted Net Assets – Expendable – Expendable restricted net assets include resources for which the College is legally or contractually obligated to spend in accordance with restrictions imposed by external parties.

Unrestricted Net Assets – Unrestricted net assets include resources derived from student tuition and fees, sales and services, unrestricted gifts, and interest income.

Restricted and unrestricted resources are tracked using a fund accounting system and are spent in accordance with established fund authorities. Fund authorities provide rules for the fund activity and are separately established for restricted and unrestricted activities. When both restricted and unrestricted funds are available for expenditure, the decision for funding is transactional based within the departmental management system in place at the College.

M. **Scholarship Discounts –** Student tuition and fees revenues and certain other revenues from College charges are reported net of scholarship discounts in the accompanying Statement of Revenues, Expenses, and Changes in Net Assets. The scholarship discount is the difference between the actual charge for goods and services provided by the College and the amount that is paid by students or by third parties on the students' behalf. Student financial assistance grants, such as Pell grants, and other federal, State, or nongovernmental programs, are recorded as either operating or nonoperating revenues in the accompanying Statement of Revenues, Expenses, and Changes in Net Assets. To the extent that revenues from these programs are used to satisfy tuition, fees, and other charges, the College has recorded a scholarship discount.

N. **Revenue and Expense Recognition –** The College presents its revenues and expenses as operating or nonoperating based on recognition definitions from GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*. Operating activities are those activities that are necessary and essential to the mission of the College. Operating revenues include all charges to customers and grants received for student financial assistance. Grants received for student financial assistance are considered operating revenues because they provide resources for student charges, and such programs are necessary and essential to the mission of the College. Revenues from nonexchange transactions and State appropriations that represent subsidies or gifts to the College, as well as investment income, are considered nonoperating since these are either capital or noncapital financing or investing activities. Operating expenses are all expense transactions incurred other than those related to capital or noncapital financing or investing activities. Revenues received for capital financing activities, as well as related expenses, are considered neither operating nor nonoperating activities and are presented after nonoperating activities on the accompanying Statement of Revenues, Expenses, and Changes in Net Assets.

O. **Internal Sales Activities –** Certain institutional auxiliary operations provide goods and services to College departments, as well as to its customers. These institutional auxiliary operations include activities such as the bookstore, the child development center, John A. Walker Community Center functions, hospitality services, and the food court café. In addition, the College has other miscellaneous sales and service units that operated either on a reimbursement or charge basis. All internal sales activities to College departments from auxiliary operations and sales and service units have been eliminated in the accompanying financial statements. These eliminations are recorded by removing the revenue and expense in the auxiliary operations and sales and service units and, if significant, allocating any residual balances to those departments receiving the goods and services during the year.

P. County Appropriations - County appropriations are provided to the College primarily to fund its plant operation and maintenance function and to fund construction projects, motor vehicles purchases, and maintenance of equipment. Unexpended county current appropriation and county capital appropriation do not revert and are available for future use by the College.

NOTE 2 - DEPOSITS AND INVESTMENTS

A. Deposits - All funds of the College are deposited in board-designated official depositories and are required to be collateralized in accordance with General Statute 115D-58.7. Official depositories may be established with any bank or savings and loan association whose principal office is located in North Carolina or with the State Treasurer's Cash and Investment Pool. Also, the College may establish time deposit accounts, money market accounts, and certificates of deposit. At year-end, cash on hand was $3,144.00. The carrying amount of cash on deposit was $1,234,587.14 and the bank balance was $256,347.18. All of the cash was on deposit with private financial institutions.

The North Carolina Administrative Code (20 NCAC 7) requires all depositories to collateralize public deposits in excess of federal depository insurance coverage by using one of two methods, dedicated or pooled. Under the dedicated method, a separate escrow account is established by each depository in the name of each local governmental unit and the responsibility of monitoring collateralization rests with the local unit. Under the pooling method, each depository establishes an escrow account in the name of the State Treasurer to secure all of its public deposits. This method shifts the monitoring responsibility from the local unit to the State Treasurer.

The financial statements and disclosures for the State Treasurer's Cash and Investment Pool are included in the State of North Carolina's *Comprehensive Annual Financial Report.* An electronic version of this report is available by accessing the North Carolina Office of the State Controller's Internet home page http://www.osc.state.nc.us/ and clicking on "Financial Reports", or by calling the State Controller's Financial Reporting Section at (919) 981-5454.

Of the cash on deposit with private financial institutions at June 30, 2002, $174,653.91 of the bank balance was covered by federal depository insurance, and $81,693.27 was covered by collateral held by an authorized escrow agent in the name of the State Treasurer (pooling method).

B. **Investments** – The College is authorized to invest idle funds as provided by General Statute 115D-58.6. In accordance with this statute, the College and the Board of Trustees manage investments to ensure they can be converted into cash when needed.

Generally, funds belonging to the College may be invested in the form of investments pursuant to General Statute 159-30(c), as follows: obligations of or fully guaranteed by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; prime quality commercial paper bearing specified ratings and banker's acceptances; The North Carolina Capital Management Trust, an SEC registered mutual fund; repurchase agreements; and evidences of ownership of, or fractional undivided interests in, future interest and principal payments on either direct obligations of or fully guaranteed by the United States government, which are held by a specified bank or trust company or any state in the capacity.

Except as specified by the donor, endowment funds belonging to the College may be invested pursuant to General Statute 147-69.2. This statute authorizes investments for special funds held by the State Treasurer and includes the following investments: obligations of or fully guaranteed by the United States; obligations of certain federal agencies; repurchase agreements; obligations of the State of North Carolina; certificates of deposit of specified institutions; prime quality commercial paper; specified bills of exchange; asset-backed securities, corporate bonds and notes with specified ratings; general obligations of other states; general obligations of North Carolina local governments; certain venture capital limited partnerships; and the obligations or securities of the North Carolina Enterprise Corporation.

The College's investments are categorized to give an indication of the level of risk assumed by the College. The credit risk categories are concerned with custodial credit risk, which is the risk that a government will not be able to recover the value of investment or collateral securities that are in possession of an outside party if the counterparty to the investment transaction fails. Category 1 includes investments that are insured or registered or for which the securities are held by the College or its agent in the College's name. Category 2 includes uninsured and unregistered investments for which the securities are held by a counterparty's trust department or agent in the College's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by a counterparty's trust department or agent, but not in the College's name.

The College's investments at June 30, 2002 were all pooled in mutual funds and amounted to $2,506,219.09.

NOTE 3 - ENDOWMENT INVESTMENTS

Investments of the College's endowment funds are pooled, unless required to be separately invested by the donor. If a donor has not provided specific instructions, State law permits the Board of Trustees to authorize for expenditure the net appreciation, realized and unrealized, of the investments of the endowment funds. The endowment funds of the College have the realized and unrealized gains journalized to the appropriate restricted fund account. The donor(s) have specified designated amounts of principal to keep in perpetuity with no expenditure being incurred from the principal amount.

NOTE 4 - RECEIVABLES

Receivables at June 30, 2002 were as follows:

	Amount
Current Receivables:	
Students	$ 154,321.38
Accounts	31,735.62
Intergovernmental	199,754.97
Investment Earnings	25,406.02
Other	108,248.44
Total Current Receivables	$ 519,466.43

NOTE 5 - CAPITAL ASSETS

A summary of changes in the capital assets is presented as follows:

	Balance July 1, 2001	Adjustments	Increases	Decreases	Balance June 30, 2002
Capital Assets, Non-Depreciable:					
Land	$ 800,909.58	$ 0.00	$ 0.00	$ 0.00	$ 800,909.58
Construction in Progress	58,945.18	(58,945.18)			0.00
Total Capital Assets, Non-Depreciable	859,854.76	(58,945.18)			800,909.58
Capital Assets, Depreciable:					
Buildings	16,944,937.22	58,945.18	1,072,638.16		18,076,520.56
Machinery and Equipment	2,232,981.48		978,198.30	(120,420.86)	3,090,758.92
Art, Literature, and Artifacts	45,500.00				45,500.00
General Infrastructure	1,456,134.74		154,731.40		1,610,866.14
Total Capital Assets, Depreciable	20,679,553.44	58,945.18	2,205,567.86	(120,420.86)	22,823,645.62
Less Accumulated Depreciation:					
Buildings	4,881,015.11		523,026.11		5,404,041.22
Machinery and Equipment	1,168,301.98		185,757.42	(101,751.93)	1,252,307.47
Art, Literature, and Artifacts	7,583.33		3,033.33		10,616.66
General Infrastructure	834,698.43		95,478.77		930,177.20
Total Accumulated Depreciation	6,891,598.85		807,295.63	(101,751.93)	7,597,142.55
Total Capital Assets, Depreciable, Net	13,787,954.59	58,945.18	1,398,272.23	(18,668.93)	15,226,503.07
Capital Assets, Net	$ 14,647,809.35	$ 0.00	$ 1,398,272.23	$ (18,668.93)	$ 16,027,412.65

NOTE 6 - ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities at June 30, 2002 were as follows:

	Amount
Accounts Payable	$ 137,052.86
Accrued Payroll	65,226.70
Contract Retainage	27,121.01
Intergovernmental Payables	41,499.84
Total Accounts Payable and Accrued Liabilities	$ 270,900.41

NOTE 7 - LONG-TERM LIABILITIES

A summary of changes in the long-term liabilities is presented as follows:

	Balance July 1, 2001	Additions	Reductions	Balance June 30, 2002	Current Portion
Capital Leases Payable	$ 0.00	$ 720,348.33	$ 81,609.97	$ 638,738.36	$ 42,327.56
Compensated Absences	617,668.79	622,758.31	606,629.00	633,798.10	76,469.43
Total Long-Term Liabilities	$ 617,668.79	$ 1,343,106.64	$ 688,238.97	$ 1,272,536.46	$ 118,796.99

Additional information regarding capital lease obligations is included in Note 8.

NOTE 8 - LEASE OBLIGATIONS

A. Capital Lease Obligations - Capital lease obligations relating to climate control and energy conservation equipment are recorded at the present value of the minimum lease payments. Future minimum lease payments under capital lease obligations consist of the following at June 30, 2002:

Fiscal Year	Amount
2003	$ 81,609.97
2004	81,609.97
2005	81,609.97
2006	81,609.97
2007	81,609.97
2008-2013	489,659.83
Total Minimum Lease Payments	$ 897,709.68
Amount Representing Interest (6.15% Rate of Interest)	258,971.32
Present Value of Future Lease Payments	$ 638,738.36

Leased assets amounted to $705,941.37 at June 30, 2002.

B. Operating Lease Obligations - Future minimum lease payments under non-cancelable operating leases consist of the following at June 30, 2002:

Fiscal Year	Amount
2003	$ 118,437.96
2004	78,033.96
2005	48,396.15
2006	38,516.88
2007	35,307.14
Total Minimum Lease Payments	$ 318,692.09

Rental expense for all operating leases during the year was $146,081.88.

NOTE 9 - REVENUES

A summary of eliminations and allowances by revenue classification is presented as follows:

	Gross Revenues	Less Scholarship Discounts	Net Revenues
Operating Revenues:			
Student Tuition and Fees	$ 1,808,958.53	$ 637,854.85	$ 1,171,103.68

NOTE 10 - OPERATING EXPENSES BY FUNCTION

The College's operating expenses by functional classification are presented as follows:

	Salaries and Benefits	Supplies and Materials	Services	Scholarships and Fellowships	Utilities	Depreciation	Total
Instruction	$ 6,893,223.49	$ 730,137.26	$ 894,030.33	$ 16,141.50	$ 7,176.42	$ 0.00	$ 8,540,709.00
Public Service	20,095.78	10,869.63	22,612.84				53,578.25
Academic Support	891,311.14	88,742.56	34,641.10				1,014,694.80
Student Services	710,796.95	39,754.35	131,172.77	(622,854.35)			258,869.72
Institutional Support	1,624,294.18	152,175.25	619,005.39		16,734.18		2,412,209.00
Operations and Maintenance of Plant	885,401.99	223,438.64	185,038.52		613,150.31		1,907,029.46
Student Financial Aid			8,078.46	2,216,798.70			2,224,877.16
Auxiliary Enterprises	970,724.52	1,081,104.44	361,950.21		2,473.89		2,416,253.06
Depreciation						807,295.63	807,295.63
Total Operating Expenses	$ 11,995,848.05	$ 2,326,222.13	$ 2,256,529.62	$ 1,610,085.85	$ 639,534.80	$ 807,295.63	$ 19,635,516.08

NOTE 11 - PENSION PLANS

A. Retirement Plans - Each permanent full-time employee, as a condition of employment, is a member of the Teachers' and State Employees' Retirement System. The Teachers' and State Employees' Retirement System (System) is a multiple-employer cost sharing defined benefit pension plan administered by the North Carolina State Treasurer.

After five years of creditable service, members of the Teachers' and State Employees' Retirement System qualify for a vested deferred benefit. Employees who retire on or after age 65 and complete 5 years of membership service (age 55 and 5 years of creditable service for law enforcement officers), reach age 60 with 25 years of membership service, or complete 30 years of creditable service receive a retirement allowance of 1.81% of an average final compensation (based on the 4 consecutive years that produce the highest average) multiplied by the number of years of creditable service. Employees may retire with reduced benefits if they reach age 50 with 20 years of creditable service or reach age 60 with 5 years of creditable service (age 50 with 15 years creditable service for law enforcement officers).

Benefit and contribution provisions for the Teachers' and State Employees' Retirement System are established by North Carolina General Statutes 135-5 and 135-8 and may be amended only by the North Carolina General Assembly. Employer and member contribution rates are set each year by the North Carolina General Assembly based on annual actuarial valuations. For the year ended June 30, 2002, these rates were set at 1.97% of covered payroll for employers and 6% of covered payroll for members.

For the year ended June 30, 2002, the College had a total payroll of $10,546,395.59, of which $8,141,118.19 was covered under the Teachers' and State Employees' Retirement System. Total employee and employer contributions for pension benefits for the year were $488,467.48 and $160,380.03, respectively. The College made one hundred percent of its annual required contributions for the years ended June 30, 2002, 2001, and 2000, which were $160,380.03, $422,583.29, and $596,262.80, respectively.

The Teachers' and State Employees' Retirement System's financial information is included in the State of North Carolina's *Comprehensive Annual Financial Report*. An electronic version of this report is available by accessing the North Carolina Office of the State Controller's Internet home page http://www.osc.state.nc.us/ and clicking on "Financial Reports", or by calling the State Controller's Financial Reporting Section at (919) 981-5454.

B. **Deferred Compensation and Supplemental Retirement Income Plans -** IRC Section 457 Plan - The State of North Carolina offers its permanent employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457 through the North Carolina Public Employee Deferred Compensation Plan (the Plan). The Plan permits each participating employee to defer a portion of his or her salary until future years. The deferred compensation is available to employees upon separation from service, death, disability, retirement, or financial hardships if approved by the Board of Trustees of the Plan. The Board, a part of the North Carolina Department of Administration, maintains a separate fund for the exclusive benefit of the participating employees and their beneficiaries, *the North Carolina Public Employee Deferred Compensation Trust Fund*. The Board also contracts with an external third party to perform certain administrative requirements and to manage the trust fund's assets. All costs of administering and funding the Plan are the responsibility of the Plan participants. No costs are incurred by the College. The voluntary contributions by employees amounted to $29,725.30 for the year ended June 30, 2002.

IRC Section 401(k) Plan - All members of the Teachers' and State Employees' Retirement System are eligible to enroll in the Supplemental Retirement Income Plan, a defined contribution plan, created under Internal Revenue Code Section 401(k). All costs of administering the plan are the responsibility of the Plan participants. No costs are incurred by the College. The voluntary contributions by employees amounted to $132,930.00 for the year ended June 30, 2002.

IRC Section 403(b) and 403(b)(7) Plans - Eligible College employees can participate in tax sheltered annuity plans created under Internal Revenue Code Sections 403(b) and 403(b)(7). The employee's eligible contributions, made through salary reduction agreements, are exempt from federal and State income taxes until the annuity is received or the contributions are withdrawn. These plans are exclusively for employees of colleges and certain charitable and other non-profit institutions. All costs of administering and funding these plans are the responsibility of the Plan participants. No costs are incurred by the College. The voluntary contributions by employees amounted to $16,600.00 for the year ended June 30, 2002.

NOTE 12 - OTHER POSTEMPLOYMENT BENEFITS

A. **Health Care for Long-Term Disability Beneficiaries and Retirees** - The College participates in State-administered programs which provide postemployment health insurance to eligible former employees. Eligible former employees include long-term disability beneficiaries of the Disability Income Plan of North Carolina and retirees of the Teachers' and State Employees' Retirement System. These benefits were established by Chapter 135, Article 3, Part 3, of the General Statutes and may be amended only by the North Carolina General Assembly. Funding for the health care benefit for long-term disability beneficiaries and retirees is financed on a pay-as-you-go basis. The College contributed 2.35% of the covered payroll under the Teachers' and State Employees' Retirement System for these health care benefits. For the fiscal year ended June 30, 2002, the College's total contribution to the Plan was $191,316.28. The College assumes no liability for retiree health care benefits provided by the programs other than its required contribution. Additional detailed information about these programs can be located in the State of North Carolina's *Comprehensive Annual Financial Report.*

B. Long-Term Disability - The College participates in the Disability Income Plan of North Carolina (DIPNC). Established by Chapter 135, Article 6, of the General Statutes, DIPNC provides short-term and long-term disability benefits to eligible members of the Teachers' and State Employees' Retirement System. Long-term disability income benefits are advance funded on an actuarially determined basis using the one-year term cost method. The College contributes .52% of covered payroll under the Teachers' and State Employees' Retirement System and the Optional Retirement Program to the DIPNC. For the fiscal year ended June 30, 2002, the College's total contribution to the DIPNC was $42,333.81. The College assumes no liability for long-term disability benefits under the plan other than its contribution. Additional detailed information about the DIPNC is disclosed in the State of North Carolina's *Comprehensive Annual Financial Report*.

NOTE 13 - RISK MANAGEMENT

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These exposures to loss are handled via a combination of methods, including participation in State-administered insurance programs, purchase of commercial insurance, and self-retention of certain risks. There have been no significant reductions in insurance coverage from the previous year and settled claims have not exceeded coverage in any of the past three fiscal years.

Tort claims of up to $500,000 are self-insured under the authority of the State Tort Claims Act. In addition, the State provides excess public officers' and employees' liability insurance up to $11,000,000 via contract with a private insurance company. The premium, based on a composite rate, is paid by the North Carolina Community College System Office directly to the private insurer.

Fire and other property losses are covered by contracts with private insurance companies. There have been no significant reductions in insurance coverage from the previous year and settled claims have not exceeded coverage in any of the past three fiscal years.

State-owned vehicles used for instructional purposes are covered by liability insurance handled by the State Department of Insurance. Liability insurance for other College-owned vehicles is covered by contracts with private insurance companies.

The College is protected for losses from employee dishonesty and computer fraud for employees paid in whole or in part from State funds. The blanket honesty bond is with a private insurance company and is handled by the North

Carolina Department of Insurance with coverage of $5,000,000 per occurrence and a $50,000 deductible. Losses from employee dishonesty for employees paid from county and institutional funds are covered by contracts with private insurance companies.

Employees and retirees are provided health care coverage by the Comprehensive Major Medical Plan (Plan), a component unit of the State. The Plan is funded by employer and employee contributions and is administered by a third-party contractor. Effective for the October 1, 2001 through September 30, 2002 year, the Plan no longer offers health coverage through HMO plans.

The State Board of Community Colleges makes the necessary arrangements to carry out the provisions of the Workers' Compensation Act which are applicable to employees whose wages are paid in whole or in part from State funds. The College purchases workers' compensation insurance for employees whose salaries or wages are paid by the board entirely from county or institutional funds.

Term life insurance of $25,000 to $50,000 is provided to eligible workers. This self-insured death benefit program is administered by the State Treasurer and funded via employer contributions.

Additional details on the State-administered risk management programs are disclosed in the State's *Comprehensive Annual Financial Report*, issued by the Office of the State Controller.

NOTE 14 - COMMUNITY COLLEGE GENERAL OBLIGATION BONDS

The 1999-2000 Session of the General Assembly of North Carolina authorized the issuance of six hundred million dollars of general obligation bonds of the State, as subsequently approved by a vote of qualified voters of the State, to provide funds for capital improvements for the North Carolina Community College System. The funds authorized are to be used solely to construct new buildings and to renovate and modernize existing buildings on the North Carolina Community College System campuses. The bond legislation specifies the amount of bond funding for each College campus as well as the intended amount for new construction and repair and replacement. The legislation further provides that the State Board of Community Colleges shall be responsible for the approval of projects in accordance with provisions of the legislation. The bonds are authorized to be issued over a six-year period beginning in 2001 at a level not to exceed amounts provided in the legislation. Using a cash flow financing approach, The Community College System's Office (CCSO), establishes annual amounts not to exceed for each approved project. The amounts not to exceed are subject to change due to actual cash availability and needs during the year. Subsequent to the bond sales and the availability of bond proceeds, CCSO notifies the Office of State Budget and Management (OSBM) of the amount not to exceed for the total of the approved projects. Within this amount, based on an official request of cash needs from the State Board of Community Colleges, OSBM authorizes allotments. These allotments are then recorded to specific community college allotment accounts by the CCSO. The College records the allotments as revenue on the accompanying financial statements. The College's remaining authorization $4,793,338.00 is contingent on future bond sales and CCSO allotment approval. Because of uncertainty and time restrictions the remaining authorization is not recorded as an asset or revenue on the accompanying financial statements.

NOTE 15 - WILKES COMMUNITY COLLEGE ENDOWMENT CORPORATION

The Wilkes Community College Endowment Corporation is a separately incorporated non-profit foundation associated with the College. This organization serves as the primary fundraising arm of the College through which individuals, corporations, and other organizations support College programs by providing scholarships, fellowships, faculty salary supplements, and unrestricted funds to specific departments and the College's overall academic environment. The College's financial statements do not include the assets, liabilities, net assets, or operational transactions of the Foundation, except for the distributions made and benefits provided by the Foundation. The distributions received and/or benefits provided approximated $1,917,194.55 for the year ended June 30, 2002.

NOTE 16 - ACCOUNTING CHANGES

Effective July 1, 2001, the College implemented GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments,* as amended by GASB Statement No. 35, *Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities.* The financial statement presentation required by these Statements is a single-column enterprise activity rather than the fund-group perspective previously reported. Significant accounting changes in order to comply with the new requirements include adopting depreciation on capital assets, reporting revenues net of discounts and allowances, eliminating interfund activities, classifying activities as operating or nonoperating, classifying assets and liabilities as current or noncurrent, and prorating summer school activities to periods earned.

In addition, the College implemented GASB Statement No. 38, *Certain Financial Statement Note Disclosures.* Changes in existing disclosures include more detailed information on obligations under leases. New disclosures include the major components of receivable and payable balances.

NOTE 17 - NET ASSET RESTATEMENT

As referred to in Note 16, the College implemented GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments,* as amended by GASB Statement No. 35, *Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities*.

July 1, 2001 Fund Equity as previously reported	$	25,575,338.35
Implementation of GASB 34/35		(7,810,108.36)
July 1, 2001 Net Assets as Restated	$	17,765,229.99

Wilkes Community College
Schedule of General Obligation Bond Project Authorizations, Budgets, and Expenditures
For Project-to-Date as of June 30, 2002

Schedule 1

Capital Improvement Projects	Projected Start Date	General Obligation Bonds Authorized	Other Sources	Total Project Budget	Amount Expended	Percent Completed	Expected Completion Date
Projects Approved by the State Board							
Walker Center Renovations	Jun 2001	$ 275,000.00	$ 856,583.00	$ 1,131,583.00	$ 1,131,583.00	100.00%	Oct 2001
General Campus Renovations	May 2001	306,817.00		306,817.00			Jun 2004
Science Lab, ADA, and Administrative Office Renovations	Jun 2001	400,000.00		400,000.00			Jun 2005
Energy Conservation Upgrades	Feb 2001	165,000.00		165,000.00	123,743.15	75.00%	Dec 2004
Greenhouse Renovations	Jul 2001	77,000.00		77,000.00	10,028.36	13.02%	Jun 2005
Sidewalk/Step/Street/Parking Lot Replacement/Paving	Apr 2001	140,000.00		140,000.00	63,722.69	45.52%	Jun 2006
Ashe Center Lab and Classroom Space	Jul 2002	671,077.00	539,471.00	1,210,548.00			Mar 2004
Projects Pending Approval by the State Board							
Technology Center	Sep 2003	2,686,596.00	2,513,404.00	5,200,000.00			
Roof Replacements - Beacon, Hayes and Lovette Halls	Feb 2005	235,000.00		235,000.00			
Roof Replacement - Thompson Hall	Oct 2004	350,000.00		350,000.00			
Alleghany Center Relocation and Renovation	Apr 2002	83,995.00	33,995.00	117,990.00			
Total All Projects		$ 5,390,485.00	$ 3,943,453.00	$ 9,333,938.00	$ 1,329,077.20		

Note: The 1999-2000 Session of the General Assembly of North Carolina authorized the issuance of six hundred million dollars of general obligation bonds of the State, as subsequently approved by a vote of qualified voters of the State, to provide funds for capital improvements for the North Carolina Community College System.
The projects listed on this schedule are those funded or to be funded by bond proceeds from the general obligation bonds authorized by Senate Bill 912.

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In accordance with General Statutes 147-64.5 and 147-64.6(c)(14), copies of this report have been distributed to the public officials listed below. Additional copies are provided to other legislators, state officials, the press, and the general public upon request.

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June 10, 2003

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