

TO: ALA Executive Board

DATE: April 5, 2016

RE: Director of Financial Reporting and Compliance Report

ACTION REQUESTED/INFORMATION REPORT:

Information only

CONTACT PERSON:

L. Denise Moritz, Director of Financial Reporting and Compliance, 312-280-5834

BACKGROUND:

This report highlights the following:

- Form 5500 filings for calendar year 2015
- 403(b) audit for calendar year 2015
- Form 990, Form 990-T and other filings for fiscal year 2015
- Filings for the Margaret Alexander Edwards Trust
- U.S. Census Bureau filings
- Annual report filing

Report of the Director of Financial Reporting and Compliance

Form 5500 filings for the calendar year ended December 31, 2015

- △ ALA is in the information-gathering stage for the retirement plan Form 5500 and Form 8955-SSA. The requested information will be submitted to Deloitte Tax LLP for preparation of the Form 5500 which will then be reviewed, signed and submitted to the Department of Labor and the Internal Revenue Service by ALA.
- △ Form 5500 preparation for ALA's Employee Benefits Plans is in the planning stage and will be filed with the Department of Labor upon completion.

403(b) audit preparation for the calendar year ended December 31, 2015

Planning is underway for the audit for the year ended December 31, 2015. The engagement letter has been signed and audit fieldwork is planned for May 31 - June 2, 2016.

Form 990, Form 990-T and other filings for the fiscal year ended August 31, 2015

- △ ALA's Form 990, Form 990-T and other filings
 - Federal Form 990 and federal Form 990-T is currently being prepared. Prior to filing the Form 990 with the Internal Revenue Service, the form will be distributed to the Executive Board.
 - The following state forms are currently being prepared:
 - Form IL-990-T (Illinois)
 - Form AG990-IL (Illinois)
 - Form PC (Massachusetts)
 - Form NP-20 (Indiana)
 - Form IT-20NP (Indiana)
- △ Extensions have been filed for the above forms.
- △ ALA-APA's federal Form 990-EZ has been prepared and was filed with the Internal Revenue Service on January 13, 2016.

Filings for the Margaret Alexander Edwards Trust

- △ Federal Form 990-PF is currently in process and will be filed with the Internal Revenue Service upon completion.
- △ State Form AG990-IL is currently in process.

U.S. Census Bureau Reports

- △ The 2015 Report of Organization has been prepared and was submitted to the U.S. Department of Commerce on March 22, 2016.
- △ The following reports are being prepared and will be submitted to the U.S. Department of Commerce on or before April 18, 2016 and April 27, 2016, respectively.
 - 2015 Annual Service Report
 - 2015 Annual Capital Expenditures Survey

Annual report filing

The annual report for ALA was filed with the Illinois Secretary of State on March 31, 2016.