

Edgar Filing: FULLER H B CO - Form 11-K

FULLER H B CO  
Form 11-K  
July 01, 2002

FORM 11-K  
FOR ANNUAL REPORTS OF EMPLOYEE STOCK PURCHASE, SAVINGS  
AND SIMILAR PLANS PURSUANT TO SECTION 15(d) OF THE  
SECURITIES EXCHANGE ACT OF 1934

(Mark One)

ANNUAL REPORT PURSUANT TO SECTION 15(d) OF THE SECURITIES EXCHANGE  
ACT OF 1934  
For the fiscal year ended December 31, 2001

OR

TRANSITION REPORT PURSUANT TO SECTION 15(d) OF THE SECURITIES EXCHANGE  
ACT OF 1934  
For the transition period from \_\_\_\_\_ to \_\_\_\_\_

Commission file number 001-09225

EFTEC Savings Plan

H.B. FULLER COMPANY  
1200 Willow Lake Boulevard, P.O. Box 64683  
St. Paul, Minnesota 55164-0683

EFTEC Savings Plan  
Index to Financial Statements and Supplemental Schedules  
-----

	Page(s)
Report of Independent Accountants	F-2
Financial Statements:	
Statement of Net Assets Available for Benefits at December 31, 2001 and 2000	F-3
Statement of Changes in Net Assets Available for Benefits for the Year Ended December 31, 2001	F-4
Notes to Financial Statements	F-5 - F-9
Supplemental Schedules:	
Schedule of Assets (Held at End of Year) at December 31, 2001	F-10
Schedule of Reportable Transactions for the Year Ended December 31, 2001	F-11

Edgar Filing: FULLER H B CO - Form 11-K

Report of Independent Accountants

To the Participants and Administrator of the EFTEC Savings Plan:

In our opinion, the accompanying statement of net assets available for benefits and the related statement of changes in net assets available for benefits present fairly, in all material respects, the net assets available for benefits of the EFTEC Savings Plan (the Plan) at December 31, 2001 and 2000, and the changes in net assets available for benefits for the year ended December 31, 2001 in conformity with accounting principles generally accepted in the United States of America. These financial statements are the responsibility of the Plan's management; our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits of these statements in accordance with auditing standards generally accepted in the United States of America, which require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

Our audits were performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplemental schedules of the EFTEC Savings Plan, as listed in the accompanying index on page F-1, are presented for the purpose of additional analysis and are not a required part of the basic financial statements, but are supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974. These supplemental schedules are the responsibility of the Plan's management. The supplemental schedules have been subjected to the auditing procedures applied in the audits of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

/s/ PricewaterhouseCoopers LLP  
-----

PricewaterhouseCoopers LLP  
Minneapolis, Minnesota

June 17, 2002

F-2

EFTEC Savings Plan  
Statement of Net Assets Available for Benefits  
At December 31, 2001 and 2000  
-----

	ASSETS	2001	2000
Investments, at fair value		\$ 9,626,447	\$ 8,910,182

Edgar Filing: FULLER H B CO - Form 11-K

Receivables:		
Participant contributions receivable	16,190	17,145
Employer contributions receivable	7,915	8,376
Other receivables	13,197	
Accrued income	914	552
	-----	-----
Total assets	9,664,663	8,936,255
LIABILITIES		
Other liabilities		23,646
	-----	-----
Net assets available for benefits	\$ 9,664,663	\$ 8,912,609
	=====	=====

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

F-3

EFTEC Savings Plan  
Statement of Changes in Net Assets Available for Benefits  
Year Ended December 31, 2001

	2001
-----	
Additions:	
Investments:	
Interest	\$ 7,971
Dividends	89,115
Net appreciation in market value of investments	592,024
Other income	33,922
	-----
Total investment income/(loss)	723,032
Participant contributions	481,932
Employer contributions	235,821
	-----
Total additions	1,440,785
	-----
Deductions:	
Participant distributions and withdrawals	685,302
Administrative expense	3,429
	-----
Total deductions	688,731
	-----
Net increase	752,054

Edgar Filing: FULLER H B CO - Form 11-K

Net assets available for benefits:

Beginning of year	8,912,609
	-----
End of year	\$9,664,663
	=====

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

F-4

EFTEC Savings Plan  
Notes to Financial Statements

---

1. Description of the Plan

The following brief description of the EFTEC Savings Plan (the Plan) is provided for general information purposes only. Participants should refer to the Plan document for more complete information regarding the Plan's definitions, benefits, eligibility and other matters.

General

EFTEC (the Employer) is a joint venture owned 70% by H.B. Fuller Company and 30% by EMS Chemie. The Plan is a defined contribution plan established February 13, 1997 and became effective April 1, 1997. The Plan merged assets from separate plans formerly sponsored by H.B. Fuller Company and EMS-TOGO Corporation. Former plans included the H.B. Fuller Company Thrift Plan, the H.B. Fuller Profit Share Plus Plan and the EMS-TOGO Corporation, a subsidiary of EMS Chemie, 401(k) Investment Plan. The Plan receives pre-tax contributions from participant payroll deductions with discretionary Employer matching and discretionary Employer profit sharing contributions.

The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974, as amended (ERISA).

Trustee

The trustee for the Plan is Wells Fargo Minnesota, N.A. (the Trustee).

Eligibility and Contributions

All regular full-time United States EFTEC employees, excluding members of collective bargaining units whose contracts do not provide for participation, are eligible to make contributions to the Plan after six months of employment. Regular part-time employees are eligible to participate after twelve months.

The Employer matches 100% of an employee's pre-tax contribution, up to 4% of the employee's compensation in the form of H.B. Fuller Company Common Stock. To participate, an employee must agree to make contributions equal to 1% of pre-tax compensation up to a maximum of 12% of pre-tax compensation for highly compensated participants and 15% for non-highly compensated participants, each subject to a statutory annual maximum of \$10,500 for 2001.

A participant's contribution, and the allowable employer match, may be invested in any combination of the following participant directed

## Edgar Filing: FULLER H B CO - Form 11-K

investment funds or an H.B. Fuller Company Common Stock fund (which is non-participant directed). Participant directed investment funds include the Wells Fargo Stable Return Fund, PIMCO Total Return Bond Fund, Wells Fargo Index Equity Fund (S&P 500), Wells Fargo Small Company Growth Equity Fund, Wells Fargo Balanced Investment Fund, Janus Twenty Fund and Janus Overseas Fund. A participant's investment option for past and future contributions can be changed daily.

A participant's voluntary contribution percentage amount can be changed or suspended at anytime. Employer contributions to the Plan cease during the suspension period.

### Participant Accounts

Each participant's account is credited with (a) the participant's contribution, (b) the Employer's contribution, and (c) an allocation of the Plan's investment income. Allocations of the Plan's investment income are based on account balances, as defined in the Plan document. (Any income realized from short-term investments will be allocated in a uniform and equitable manner among the investment funds in which such contributions are invested.)

F-5

EFTEC Savings Plan  
Notes to Financial Statements

---

### Payment of Benefits

On termination of service due to death, disability or retirement, a participant may elect to receive either a lump-sum amount equal to the value of the participant's vested interest in his or her account or installments as defined in the Plan agreement. For termination of service due to other reasons, a participant may receive value in the vested interest in his or her account as a lump-sum distribution. The investment in the H.B. Fuller Company Common Stock may be withdrawn in the form of shares of stock at the option of Plan participants.

### Vesting

Participants are immediately vested in their contributions plus actual earnings thereon. Vesting in the Company's matching contribution portion of their accounts plus actual earnings thereon is based on years of eligible service. A participant is 100 percent vested after five years of credited service to the Employer, or upon age 65, disability or death.

### Participant Loans

Participants may borrow from their fund accounts a minimum of \$1,000 up to a maximum of \$50,000 or 50 percent of their account balance, whichever is less. The loans are secured by the balance in the participant's account and bear interest at rates equal to the current Wells Fargo prime rate at the time of the loan (4.75% at December 31, 2001). The rate will remain fixed over the term of the loan, usually 5-15 years. Participant loans are collateralized by a borrower's vested account balance and are repaid through payroll deductions. Participant loans at December 31, 2001 had interest rates ranging from 6.50% to 9.50% and mature at various dates through 2015.

### Forfeitures

Participants who terminate employment with the Employer forfeit the non-vested portion of the Employer's contribution to the participants'

## Edgar Filing: FULLER H B CO - Form 11-K

accounts. Amounts forfeited are used to reduce future Employer contributions. Forfeitures for the year ended December 31, 2001 were \$14,021.

### Plan Termination

Although it has no intention to do so, the Employer may, at any time, by action of its Board of Directors, terminate the Plan or discontinue contributions. Upon termination or discontinuance of contributions, all participants' accounts will become fully vested.

## 2. Summary of Significant Accounting Policies

### Basis of Accounting

The accompanying financial statements are presented on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

### Investment Valuation

The fair values of the Plan's investments in H.B. Fuller Company Common Stock are based on published quotations. The fair values of investments in securities of unaffiliated issuers are based on fair values supplied by the Trustee. Realized gains or losses reflect all differences between sales proceeds and historical cost of units sold, determined on an average cost basis. Securities transactions are recorded on the trade date.

### Interest and Dividends

Interest income is recorded as earned on an accrual basis and dividend income is recorded on the ex-dividend date.

### Net Appreciation (Depreciation) in the Fair Value of Mutual Funds

The Plan presents in the Statement of Changes in Net Assets Available for Benefits, the net appreciation (depreciation) in the fair value of mutual funds, which consists of the realized gains or losses and the unrealized appreciation (depreciation) on those mutual funds.

F-6

## EFTEC Savings Plan Notes to Financial Statements

---

### Contributions

Participant before-tax and after-tax savings contributions are recorded in the period the employer makes the payroll deductions. Employer matching contributions are recorded based on participant contributions.

### Concentration of Market Risk

At December 31, 2001 and 2000, approximately 37% of the Plan's net assets were invested in the common stock of H.B. Fuller Company. The underlying value of the H.B. Fuller Stock Fund is entirely dependent upon the performance of H.B. Fuller Company and the market's evaluation of such performance. It is at least reasonably possible that changes in the fair value of H.B. Fuller Company common stock in the near term could materially affect participants' account balances and the amounts reported in the Statement of Assets Available for Net Benefits and the Statement of Changes in Net Assets Available for Benefits.

### Distributions to Participants

Distributions to participants are recorded when the distribution is made.

## Edgar Filing: FULLER H B CO - Form 11-K

### Plan Expenses

The Company pays a portion of the administrative expenses of the Plan and a portion is paid by Plan participants within the Plan. Certain asset management and administrative fees of the Plan are charged against the Plan's investment income.

### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amount of assets, liabilities and changes therein, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of investment earnings and expenses during the reporting period. Actual results could differ from those estimates.

### Risks and Uncertainties

The Plan provides for various investment options in any combination of stocks, bonds and other investment securities. Investment securities are exposed to various risks, such as interest rate, market and credit. Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in the value of investment securities, it is at least reasonably possible that changes in risks in the near term would materially affect participants' account balances and the amounts reported in the Statement of Net Assets Available for Benefits and the Statement of Changes in Net Assets Available for Benefits.

### Payment of Benefits

Benefits are recorded when paid.

F-7

### EFTEC Savings Plan Notes to Financial Statements

---

#### 3. Investments

The following represents the Plan's investments at fair value:

	December 31	
	2001	2000
H.B. Fuller Company Common Stock, 122,312 and 136,304 shares, respectively **	\$3,518,916*	\$2,688,808*
Wells Fargo Stable Return Fund, 31,516 and 26,828 shares, respectively	1,015,844*	811,657*
Wells Fargo Index Equity Fund, 53,537 and 54,013 shares, respectively	2,457,887*	2,849,210*
Wells Fargo Growth Balanced Investment Fund, 40,705 and 35,248 shares, respectively	1,155,606*	1,084,235*
Small Company Growth Fund,		

Edgar Filing: FULLER H B CO - Form 11-K

17,227 and 17,363 shares, respectively	444,649*	445,366*
Janus Twenty Fund, 10,284 and 8,378 shares, respectively	395,523	459,092*
H.B. Fuller Company Common Stock Investment Fund **	116,762	60,276
PIMCO Total Return Bond Fund	96,717	8,129
Janus Overseas Fund	193,404	262,400
Participant loans receivable **	231,139	241,009
	-----	-----
	\$9,626,447	\$8,910,182
	=====	=====

\* Represents 5% or more of the Plan's net assets at the beginning of the Plan year.

\*\* Non-participant directed investment, see Note 4.

During 2001, the Plan's investments (including gains and losses on investments bought and sold, as well as held during the year) appreciated in value by \$592,024 as follows:

Wells Fargo and Janus Mutual Funds	\$ (642,996)
H.B. Fuller Company Common Stock and Common Stock Investment Fund	1,175,380
Wells Fargo Stable Return Fund	57,074
PIMCO Total Return Bond Fund	2,566
	-----
	\$ 592,024
	=====

F-8

EFTEC Savings Plan  
Notes to Financial Statements

4. Non-participant Directed Investments

Information about the net assets and the significant components of the changes in net assets relating to the non-participant directed investments is as follows:

	December 31	
	2001	2000
	-----	-----
Net assets:		
H.B. Fuller Company Common Stock	\$3,518,916	\$2,688,808
H.B. Fuller Company Common Stock Investment Fund	116,762	60,276
Participant loans receivable	231,139	241,009

Edgar Filing: FULLER H B CO - Form 11-K

Accrued income	884	444
	-----	-----
	\$3,867,701	\$2,990,537
	=====	=====

	Year Ended December 31, 2001
	-----
Changes in net assets:	
Contributions	\$ 131,388
Interest	4,562
Dividends	56,000
Other income	21,774
Net appreciation of investments	1,175,380
Participant distributions and withdrawals	(310,733)
Net transfers to participant directed investments	(199,833)
Administrative expenses	(1,374)
	-----
	\$ 877,164
	=====

5. Tax Status

The Internal Revenue Service has determined and informed the Employer by a letter dated January 19, 1999 that the Plan is designed in accordance with applicable sections of the Internal Revenue Code (IRC). The Plan has been amended since 1995; however, the Plan's administrator believes the Plan is designed and is currently being operated in compliance with the applicable requirements of the IRC. Therefore, no provision for income taxes has been included in the Plan's financial statements.

6. Related Party and Party-in-Interest Transactions

Plan investments include H.B. Fuller Company common stock which represents invested amounts in shares of stock of the parent company of EFTEC. H.B. Fuller Company is the holding company of the Plan sponsor and, therefore, these transactions qualify as party-in-interest. Purchases and sales of H.B. Fuller Company common stock for the year ended December 31, 2001, amounted to \$306,193 and \$327,123, respectively.

The Plan also invests in various funds managed by Wells Fargo Bank Minnesota, N.A. Wells Fargo Bank Minnesota, N.A. is the trustee as defined by the Plan and, therefore, the related transactions qualify as party-in-interest. The Trustee is authorized to invest in securities under its management and control on behalf of the Plan. For the year ended December 31, 2001, the Trustee made purchases and sales of such securities amounting to \$1,744,573 and \$2,223,954, respectively.

F-9

EFTEC Savings Plan  
Schedule of Assets (Held at End of Year)  
At December 31, 2001

-----

Edgar Filing: FULLER H B CO - Form 11-K

(a)	(b) Identity of Issuer, Borrower or Similar Party	(c) Description	Units/ Shares	(d) Cost**
*	Wells Fargo Minnesota, N.A.	H.B. Fuller Company Common Stock	122,312	\$3,095,652
*	Wells Fargo Minnesota, N.A.	H.B. Fuller Company Common Stock Investment Fund		116,762
*	Wells Fargo Minnesota, N.A.	Stable Return Fund Pooled, Common & Collective	31,516	
*	Wells Fargo Minnesota, N.A.	Index Equity Fund Common Stock	53,537	
*	Wells Fargo Minnesota, N.A.	Growth Balanced Investment Fund Mutual Fund - Balanced	40,705	
*	Wells Fargo Minnesota, N.A.	Small Company Growth Fund Common Stock	17,228	
*	Wells Fargo Minnesota, N.A.	PIMCO Total Return Bond Fund Corporate Bonds	9,246	
*	Wells Fargo Minnesota, N.A.	Janus Twenty Fund Common Stock	10,284	
*	Wells Fargo Minnesota, N.A.	Janus Overseas Fund Common Stock	9,527	
*	Participant Loans	Loan Fund Private Debt Obligation Wells Fargo prime interest rate 5-15 year terms		231,139
		Total investments at end of plan year		

\* Note: The above data is based upon information which has been certified as complete and accurate by Wells Fargo Minnesota, N.A.

\*\* Amounts are not required in accordance with American Institute of Certified Public Accountants (AICPA) Statement of Position No. 99-3, Accounting for and Reporting of Certain Defined Contribution Plan Investments and Other Disclosure Matters.

F-10

EFTEC Savings Plan  
Schedule of Reportable Transactions\*  
Year Ended December 31, 2001

---

Edgar Filing: FULLER H B CO - Form 11-K

5% of series of transactions by security issue:

Security Issue	Number of		Total Dollar Amount	
	Purchases	Sales	Purchases	Sales
H.B. Fuller Company Common Stock Fund, Investment Fund	92	43	\$666,249	\$609,765

\* Transactions or series of transactions in excess of 5% of the current value of the Plan's assets at December 31, 2001, as defined in Section 2520.103-6 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

Note: The above data is based upon information which has been certified as complete and accurate by Wells Fargo Minnesota, N.A.

Parties in Interest: Wells Fargo Minnesota, N.A. - Trustee; H.B. Fuller Company - Administrator.

F-11

EFTEC SAVINGS PLAN

EXHIBITS

The following documents are filed as exhibits to this Report:

Exhibit No.	Document
(23)	Consent of Independent Accountants

SIGNATURES

Pursuant to the requirements of the Securities Exchange Act of 1934, the trustees (or other persons who administer the employee benefit plan) have duly caused this annual report to be signed on its behalf by the undersigned hereunto duly authorized.

EFTEC SAVINGS PLAN

DATE June 28, 2002

By: /s/ Todd Mestad  
-----  
(Plan Administrator)

EXHIBIT INDEX

Exhibit No.	Document	Method of Filing
-------------	----------	------------------

Edgar Filing: FULLER H B CO - Form 11-K

-----  
-----  
(23)

Consent of Independent Accountants

-----  
Filed herewith electronically