

Management Report

The Heraldry & Genealogy Society of Canberra Inc
For the period ended 30 June 2019

Prepared on
28 July 2019

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Profit and Loss

July 2018 - June 2019

	Total
INCOME	
40000 INCOME	
41000 MEMBERSHIP	
41100 Membership Subscriptions	43,610.08
41200 Joining Fee	1,563.48
Total 41000 MEMBERSHIP	45,173.56
42000 BOOKSHOP	
42100 BOOKSHOP SALES	
42120 Society Publications	4,719.48
42140 Non-Society Publications	312.73
42160 Society Promotional Items	1,058.23
42180 Postage on Sales	305.15
Total 42100 BOOKSHOP SALES	6,395.59
42200 Bargain Box	834.00
Total 42000 BOOKSHOP	7,229.59
43000 SOCIETY SERVICES	
43100 GRO CERTIFICATES	
43120 GRO Certificate Sales	842.00
43140 GRO Certificate Sale Refund	41.00
43160 Foreign Transaction Fee Refund	0.73
Total 43100 GRO CERTIFICATES	883.73
43200 EDUCATIONAL ACTIVITIES	
43220 Education Courses	16,175.03
43240 Outreach Activities	1,468.18
43280 Writing Competition	354.51
Total 43200 EDUCATIONAL ACTIVITIES	17,997.72
43300 LIBRARY	
43320 Library Readers Ticket	172.72
43340 Printing/Photocopying Library	346.07
Total 43300 LIBRARY	518.79
43400 OTHER SERVICES	
43420 Hire of Education Room	3,762.95
43440 Research Fees	381.81
Total 43400 OTHER SERVICES	4,144.76
Total 43000 SOCIETY SERVICES	23,545.00
44000 THE ANCESTRAL SEARCHER	
44200 TAS Journal Sales	65.44
Total 44000 THE ANCESTRAL SEARCHER	65.44
45000 GRANTS AND DONATIONS	
45100 Library Fund Donations	2,576.05
45400 Donations Other	194.08
45500 Special Interest Groups	712.77
Total 45000 GRANTS AND DONATIONS	3,482.90
46000 BANK INTEREST	
46100 Bank Account Interest	220.66

	Total
46200 Gift Fund Account Interest	18.82
46300 Term Deposit Interest	1,486.49
Total 46000 BANK INTEREST	1,725.97
47000 OTHER INCOME	
47200 Copyright and Publishing Fees	10.39
47300 Misc income	0.19
47500 Bank Fees Refund	82.65
Total 47000 OTHER INCOME	93.23
Total 40000 INCOME	81,315.69
Total Income	81,315.69

COST OF SALES

50000 COST OF SALES	
51000 BOOKSHOP COST OF SALES	
51100 Society Publications	
51110 Opening Stocks (SP)	8,848.62
51120 Purchases (SP)	2,379.28
51140 Less EOFY Adjustments (SP)	-554.72
51150 Less Closing Stocks (SP)	-8,289.84
Total 51100 Society Publications	2,383.34
51200 Non-Society Publications	
51210 Opening Stocks (NSP)	943.59
51240 Less EOFY Adjustments (NSP)	-2.00
51250 Less Closing Stocks (NSP)	-729.18
Total 51200 Non-Society Publications	212.41
51300 Society Promotional Items	
51310 Opening Stocks (SPI)	305.00
51320 Purchases (SPI)	1,395.38
51340 Less EOFY Adjustments (SPI)	-912.44
51350 Less Closing Stocks (SPI)	-269.50
Total 51300 Society Promotional Items	518.44
51400 Postage on Sales	291.93
Total 51000 BOOKSHOP COST OF SALES	3,406.12
Total 50000 COST OF SALES	3,406.12
Total Cost of Sales	3,406.12

GROSS PROFIT **77,909.57**

EXPENSES

60000 EXPENSES	
61000 ADMINISTRATIVE	
61100 Accounting Fees	318.18
61200 Auditing Fees	1,200.00
61300 Bad Debts & Adjustments	218.72
61400 BANKING	
61410 Bank Charges	27.27
61420 Banking Merchant Fees	662.57
61430 Paypal Fees	492.78
Total 61400 BANKING	1,182.62
61500 Depreciation	7,860.00

	Total
61520 Impairment - Asset	52,776.79
61540 Impairment - Inventory	12,181.91
61600 Library Cash Drawer Over/Under	3.55
61700 Copyright and Publishing Fees	64.47
61800 Equipment exp < threshold	90.00
61900 Library book exp < threshold	897.50
Total 61000 ADMINISTRATIVE	76,793.74
62000 COMPUTER EXPENSES	
62200 Computer repairs and upgrades	736.40
62300 Computer consumables	210.20
62400 Website & Internet Expenses	1,002.44
Total 62000 COMPUTER EXPENSES	1,949.04
63000 INSURANCE	
63100 Insurance - General	3,391.24
63200 Insurance - Volunteers	997.00
Total 63000 INSURANCE	4,388.24
64000 MARKETING	
64100 Advertising and Promotions	96.67
64200 Promotional Material	327.27
64300 Promotional Activities	290.90
Total 64000 MARKETING	714.84
65000 OFFICE EXPENSES	
65100 Cleaning & Pest Control	21.82
65200 Stationery & Consumables	271.03
65300 Postage & Post Box Rental	519.68
65400 Printing & Publication	286.36
65500 Catering - Meetings	253.76
Total 65000 OFFICE EXPENSES	1,352.65
66000 SOCIETY SERVICES	
66100 GRO CERTIFICATES	
66120 GRO Certificates Costs	709.50
66140 Foreign Transaction Fee	19.16
Total 66100 GRO CERTIFICATES	728.66
66200 EDUCATIONAL ACTIVITIES	
66220 EDUCATION COURSES	
66221 Venue Hire	1,236.50
66222 Guest Speaker Expenses	1,127.26
66223 Stationery & Consumables	312.44
66224 Catering	2,574.34
66225 Education Courses Refunds	289.57
Total 66220 EDUCATION COURSES	5,540.11
66230 Outreach Activities	282.50
66250 Writing Competition	190.00
Total 66200 EDUCATIONAL ACTIVITIES	6,012.61
66300 LIBRARY	
66310 Hosting Library Catalogue	330.43
66320 Association Memberships	334.63
66330 Magazine Subscriptions	133.49

	Total
66340 Genealogy Subscriptions	3,539.55
66350 Printing/Photocopying Library	332.08
Total 66300 LIBRARY	4,670.18
66400 OTHER SERVICES	
66420 Special Interest Group Expense	273.63
Total 66400 OTHER SERVICES	273.63
Total 66000 SOCIETY SERVICES	11,685.08
67000 THE ANCESTRAL SEARCHER	
67100 TAS - Postage & Distribution	3,172.34
67300 TAS - Printing Expenses	4,727.20
Total 67000 THE ANCESTRAL SEARCHER	7,899.54
68000 UTILITIES	
68100 Rent Library Facilities	38,267.64
68200 Telephone	756.24
Total 68000 UTILITIES	39,023.88
Total 60000 EXPENSES	143,807.01
Total Expenses	143,807.01
NET EARNINGS	A\$ -65,897.44

Balance Sheet

As of June 30, 2019

	Total
ASSETS	
Current Assets	
11100 BANK ACCOUNTS	
11110 Bendigo 165578816 2 to sign	8,435.19
11120 Bendigo 165578865 debit card	1,183.61
11130 Bendigo 165578873 Gift Fund	6,687.29
11140 ME Bank 944 600 000765255	45,109.30
11150 Paypal	397.54
11160 Westpac #46-5987 Business One	643.18
11170 Westpac #47-4385 Debit Card	454.71
Total 11100 BANK ACCOUNTS	62,910.82
11400 TERM DEPOSITS	
11420 StG Term Deposit #339678216	62,159.64
Total 11400 TERM DEPOSITS	62,159.64
11300 CASH ON HAND	
11340 Floats	250.00
Total 11300 CASH ON HAND	250.00
11800 BOOKSHOP INVENTORY	
11820 Society Publications	8,289.84
11840 Non-Society Publications	729.18
11860 Society Promotional Items	269.50
Total 11800 BOOKSHOP INVENTORY	9,288.52
Total Current Assets	134,608.98
Long-term assets	
13100 LIBRARY ACQUISITIONS	
13110 Books and CDs	221,313.02
13120 Books and CDs (no GST)	85,475.97
13130 Books and CDs - Donated	37,056.00
13140 Library Acquisitions Acc Depn	-327,388.33
Total 13100 LIBRARY ACQUISITIONS	16,456.66
13200 COMPUTER EQUIPMENT	
13210 Computer Equipment at Cost	56,339.29
13220 Computer Equipment Acc Depn	-56,339.29
Total 13200 COMPUTER EQUIPMENT	0.00
13300 EQUIPMENT	
13310 Equipment at Cost	127,048.18
13320 Equipment Acc Depn	-115,841.18
Total 13300 EQUIPMENT	11,207.00
Total long-term assets	27,663.66
Total Assets	A\$162,272.64
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Accounts payable	
21120 Trade Creditors	62.76
Total Accounts payable	62.76

	Total
21400 GST LIABILITIES	
21450 GST Liabilities Payable	-221.24
Total 21400 GST LIABILITIES	-221.24
21500 PREPAYMENTS.	
21520 Member Subscriptions (next FY)	34,624.40
21540 Member Subscriptions (next FY + 1)	5,422.92
21560 Society Events	50.00
Total 21500 PREPAYMENTS.	40,097.32
Total current liabilities	39,938.84
Shareholders' equity:	
Net Income	-65,897.44
Retained Earnings	188,231.24
Total shareholders' equity	122,333.80
Total liabilities and equity	162,272.64