

Management Report

The Heraldry & Genealogy Society of Canberra Inc
For the period ended 30 June 2020



Prepared on
23 November 2020

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Profit and Loss

July 2019 - June 2020

	Total
INCOME	
40000 INCOME	
41000 MEMBERSHIP	
41100 Membership Subscriptions	46,593.69
41200 Joining Fee	1,236.24
Total 41000 MEMBERSHIP	47,829.93
42000 BOOKSHOP	
42100 BOOKSHOP SALES	
42120 Society Publications	7,638.56
42140 Non-Society Publications	136.38
42160 Society Promotional Items	59.11
42180 Postage on Sales	858.50
Total 42100 BOOKSHOP SALES	8,692.55
42200 Bargain Box	352.05
Total 42000 BOOKSHOP	9,044.60
43000 SOCIETY SERVICES	
43100 GRO CERTIFICATES	
43120 GRO Certificate Sales	568.00
Total 43100 GRO CERTIFICATES	568.00
43200 EDUCATIONAL ACTIVITIES	
43220 Education Courses	6,256.61
43240 Outreach Activities	954.54
43280 Writing Competition	1,905.38
Total 43200 EDUCATIONAL ACTIVITIES	9,116.53
43300 LIBRARY	
43320 Library Readers Ticket	27.23
43340 Printing/Photocopying Library	161.68
Total 43300 LIBRARY	188.91
43400 OTHER SERVICES	
43420 Hire of Education Room	1,850.00
43440 Research Fees	45.45
Total 43400 OTHER SERVICES	1,895.45
Total 43000 SOCIETY SERVICES	11,768.89
44000 THE ANCESTRAL SEARCHER	
44100 TAS Advertising Income	57.00
44200 TAS Journal Sales	126.39
Total 44000 THE ANCESTRAL SEARCHER	183.39
45000 DONATIONS	
45100 Library Gift Fund Donations	8,709.00
45400 Donations Other	61.32
45500 Special Interest Groups	331.89
Total 45000 DONATIONS	9,102.21
46000 BANK INTEREST	
46100 Bank Account Interest	428.12
46200 Gift Fund Account Interest	11.62

	Total
46300 Term Deposit Interest	1,525.79
Total 46000 BANK INTEREST	1,965.53
47000 GRANTS	
47200 Grants – Other	9,566.91
Total 47000 GRANTS	9,566.91
48000 OTHER INCOME	
48300 Misc income	9.08
Total 48000 OTHER INCOME	9.08
Total 40000 INCOME	89,470.54
Total Income	89,470.54
COST OF SALES	
50000 COST OF SALES	0.00
51000 BOOKSHOP COST OF SALES	
51100 Society Publications	
51110 Opening Stocks (SP)	8,289.84
51120 Purchases (SP)	7,030.00
51140 Less EOFY Adjustments (SP)	-802.06
51150 Less Closing Stocks (SP)	-10,609.73
Total 51100 Society Publications	3,908.05
51200 Non-Society Publications	
51210 Opening Stocks (NSP)	729.18
51220 Purchases (NSP)	120.73
51250 Less Closing Stocks (NSP)	-740.87
Total 51200 Non-Society Publications	109.04
51300 Society Promotional Items	
51310 Opening Stocks (SPI)	269.49
51350 Less Closing Stocks (SPI)	-264.49
Total 51300 Society Promotional Items	5.00
51400 Postage on Sales	874.96
Total 51000 BOOKSHOP COST OF SALES	4,897.05
Total 50000 COST OF SALES	4,897.05
Total Cost of Sales	4,897.05
GROSS PROFIT	84,573.49
EXPENSES	
60000 EXPENSES	
61000 ADMINISTRATIVE	
61100 Accounting Fees	390.87
61200 Auditing Fees	1,500.00
61300 Bad Debts & Adjustments	0.50
61400 BANKING	
61410 Bank Charges	26.11
61420 Banking Merchant Fees	487.50
61430 Paypal Fees	334.13
61440 Library Gift Fund Fee	0.72
Total 61400 BANKING	848.46
61500 Depreciation	7,173.36
61540 Impairment - Inventory	802.06

	Total
61700 Copyright and Publishing Fees	77.27
61850 Equipment exp > threshold	1,669.48
61900 Library book exp < threshold	421.10
Total 61000 ADMINISTRATIVE	12,883.10
62000 COMPUTER EXPENSES	
62100 Computer Software & Support	115.00
62200 Computer repairs and upgrades	641.76
62300 Computer consumables	22.62
62400 Website & Internet Expenses	685.66
Total 62000 COMPUTER EXPENSES	1,465.04
63000 INSURANCE	
63100 Insurance - General	1,660.00
63200 Insurance - Volunteers	846.60
Total 63000 INSURANCE	2,506.60
64000 MARKETING	
64100 Advertising and Promotions	60.55
64200 Promotional Material	211.13
Total 64000 MARKETING	271.68
65000 OFFICE EXPENSES	
65100 Cleaning & Pest Control	476.48
65200 Stationery & Consumables	177.67
65300 Postage & Post Box Rental	873.34
65400 Printing & Publication	6.65
65500 Catering - Meetings	513.02
65600 Training Activities	199.00
Total 65000 OFFICE EXPENSES	2,246.16
66000 SOCIETY SERVICES	
66100 GRO CERTIFICATES	
66120 GRO Certificates Costs	485.98
66140 Foreign Transaction Fee	13.27
Total 66100 GRO CERTIFICATES	499.25
66200 EDUCATIONAL ACTIVITIES	
66220 EDUCATION COURSES	
66221 Venue Hire	606.50
66222 Guest Speaker Expenses	1,282.70
66224 Catering	456.63
66225 Education Courses Refunds	272.73
Total 66220 EDUCATION COURSES	2,618.56
66250 Writing Competition	1,150.00
Total 66200 EDUCATIONAL ACTIVITIES	3,768.56
66300 LIBRARY	
66310 Hosting Library Catalogue	345.43
66320 Association Memberships	337.85
66330 Magazine Subscriptions	136.56
66340 Genealogy Subscriptions	3,624.95
66350 Printing/Photocopying Library	129.43
Total 66300 LIBRARY	4,574.22

	Total
Total 66000 SOCIETY SERVICES	8,842.03
67000 THE ANCESTRAL SEARCHER	
67100 TAS - Postage & Distribution	1,243.90
67300 TAS - Printing Expenses	2,679.22
Total 67000 THE ANCESTRAL SEARCHER	3,923.12
68000 UTILITIES	
68100 Rent Library Facilities	38,267.64
68200 Telephone	150.71
68300 Zoom	264.74
68500 NBN	894.00
Total 68000 UTILITIES	39,577.09
Total 60000 EXPENSES	71,714.82
Total Expenses	71,714.82
OTHER EXPENSES	
BAS Roundoff Gain or Loss	0.63
Total Other Expenses	0.63
NET EARNINGS	A\$12,858.04

Balance Sheet

As of June 30, 2020

	Total
ASSETS	
Current Assets	
Accounts receivable	
11520 Trade Debtors	726.00
Total Accounts receivable	726.00
11100 BANK ACCOUNTS	
11110 Bendigo 165578816 2 to sign	2,477.07
11120 Bendigo 165578865 debit card	2,008.99
11130 Bendigo 165578873 Gift Fund	11,014.72
11140 ME Bank 944 600 000765255	59,424.42
11150 Paypal	241.32
11160 Westpac #46-5987 Business One	586.21
Total 11100 BANK ACCOUNTS	75,752.73
11400 TERM DEPOSITS	
11440 ME Bank Term Deposit 001641589	64,000.00
Total 11400 TERM DEPOSITS	64,000.00
11300 CASH ON HAND	
11340 Floats	250.00
Total 11300 CASH ON HAND	250.00
11800 BOOKSHOP INVENTORY	
11820 Society Publications	10,609.73
11840 Non-Society Publications	740.87
11860 Society Promotional Items	264.50
Total 11800 BOOKSHOP INVENTORY	11,615.10
Total Current Assets	152,343.83
Long-term assets	
13100 LIBRARY ACQUISITIONS	
13110 Books and CDs	221,479.35
13120 Books and CDs (no GST)	85,729.77
13130 Books and CDs - Donated	37,056.00
13140 Library Acquisitions Acc Depn	-332,415.92
Total 13100 LIBRARY ACQUISITIONS	11,849.20
13200 COMPUTER EQUIPMENT	
13210 Computer Equipment at Cost	58,008.77
13220 Computer Equipment Acc Depn	-58,008.77
Total 13200 COMPUTER EQUIPMENT	0.00
13300 EQUIPMENT	
13310 Equipment at Cost	127,048.18
13320 Equipment Acc Depn	-118,303.58
Total 13300 EQUIPMENT	8,744.60
Total long-term assets	20,593.80
Total Assets	A\$172,937.63

LIABILITIES AND SHAREHOLDER'S EQUITY

Current liabilities:

Accounts payable

	Total
21120 Trade Creditors	346.14
Total Accounts payable	346.14
21400 GST LIABILITIES	
21440 ATO Clearing Account	3.00
21450 GST Liabilities Payable	35.20
Total 21400 GST LIABILITIES	38.20
21500 PREPAYMENTS.	
21520 Member Subscriptions (next FY)	31,855.73
21540 Member Subscriptions (next FY + 1)	5,434.92
21560 Society Events	70.80
Total 21500 PREPAYMENTS.	37,361.45
Total current liabilities	37,745.79
Shareholders' equity:	
Net Income	12,858.04
Retained Earnings	122,333.80
Total shareholders' equity	135,191.84
Total liabilities and equity	172,937.63