

Management Report

Rogue Valley Genealogical Society
For the period ended March, 31 2024



Prepared by
Treasurer and Capstone CPA

Prepared on
April 5, 2024

Table of Contents

Treasurer's Notes.....3

Statement of Activity4

Statement of Financial Position6

Budget vs Actuals:Budget vs Actuals 20248

Treasurer's Notes

Noteworthy Income

- On Line Research was higher at (\$90
 - Noteworthy Expense
 - Accounting Fees were up with the new higher charges. (\$1031.15)
 - Printing was higher at (\$535.89)
 - Total Income \$2,429.20
 - Total Expense \$3,024.97
 - Net Operating Income \$-175.92
 - Net Income \$-159.60
-
- 3520 Capital Improvements \$3,000
 - 3541 Connie Miller Memorial Fund \$3,531.60
 - 3545 Scholarship \$15,000
 - Hybrid Project \$0
 - OR Digital Newspaper Proj \$0

Statement of Activity

March 2024

	Mar 2024	Feb 2024 (PP)	Total
INCOME			
4000 GENERAL INCOME			
4309 Dues	2,250.00		2,000.00
4310 Direct Support			
4310-1 Annual Fund Drive	179.20		130.20
Total 4310 Direct Support	179.20		130.20
Total 4000 GENERAL INCOME	2,429.20		2,130.20
4400 PROGRAMS			
4411 Day Use	20.00		5.00
4421 Copy	30.85		36.70
4435 Services			
4435-1 Research			
4435-2 Online Research	90.00		50.00
Total 4435-1 Research	90.00		50.00
Total 4435 Services	90.00		50.00
4441 Sale Items	22.00		31.00
4465 Quilt Project			50.00
4465-3 Quilt Documentation	10.00		
Total 4465 Quilt Project	10.00		50.00
4471 Education Programs			
4471-1 Classes & Workshops	210.00		510.00
Total 4471 Education Programs	210.00		510.00
4472 Other Funds Received			0.00
4472-1 Book sales	37.00		69.00
Total 4472 Other Funds Received	37.00		69.00
Total 4400 PROGRAMS	419.85		751.70
Total Income	2,849.05		2,881.90
GROSS PROFIT	2,849.05		2,881.90
EXPENSES			
6600 GENERAL EXPENSE			
6610 Utilities	825.92		836.93
6611 Facility Maintenance	75.00		75.00
6612 Insurance	316.17		425.43
6613 Janitorial service	325.00		325.00
6614 Copier Rent	126.25		126.25
6625 Postage-General	19.56		
6645 Printing	535.89		62.18
6657 Marketing			50.00

		Total
	Mar 2024	Feb 2024 (PP)
6680 Legal & Professional Fees		
6681 Accounting & Taxes	1,031.15	375.00
Total 6680 Legal & Professional Fees	1,031.15	375.00
6690 Admin & Board Expense		
6692 PayPal Fees	38.17	49.95
Total 6690 Admin & Board Expense	38.17	49.95
Total 6600 GENERAL EXPENSE	3,293.11	2,325.74
7700 PROGRAM EXPENSE		
7701 Collection Development	43.00	
7702 Records Development	16.00	145.00
7716 Web Subscriptions		23.17
7717 Technology Support	48.00	128.72
7731 Library Supplies	54.86	
7771 Education Programs		
7771-1 Classes & Workshops Expense	-450.00	720.00
Total 7771 Education Programs	-450.00	720.00
7790 Technology Equipment		836.99
7799 Refunds	20.00	
Total 7700 PROGRAM EXPENSE	-268.14	1,853.88
Total Expenses	3,024.97	4,179.62
NET OPERATING INCOME	-175.92	-1,297.72
OTHER INCOME		
9391 Interest	13.32	12.46
9940 Rewards Income	3.00	2.00
Total Other Income	16.32	14.46
NET OTHER INCOME	16.32	14.46
NET INCOME	\$ -159.60	\$ -1,283.26

Statement of Financial Position

As of March 31, 2024

	As of Mar 31, 2024	As of Feb 29, 2024 (PP)	Total
ASSETS			
Current Assets			
Bank Accounts			
1010 Cash In Drawer	100.00		100.00
1020 Banner Bank Checking	32,424.84		34,071.05
1030 PayPal Account	769.24		1,102.11
1040 Designated Funds Savings	22,032.69		22,032.32
1050 BB MM Reserves	50,969.72		50,956.77
Total Bank Accounts	106,296.49		108,262.25
Other Current Assets			
12000 Undeposited Funds	300.00		160.00
1960 Oregon Community Foundation	109,115.28		109,115.28
Total Other Current Assets	109,415.28		109,275.28
Total Current Assets	215,711.77		217,537.53
Fixed Assets			
1800 Furnishings & Equipment	22,779.99		22,779.99
1810 Building and Lot	320,601.00		320,601.00
1820 Accumulated Depreciation	-139,368.00		-139,368.00
1830 Building Improvements	151,492.20		151,492.20
1880 Website Development	11,500.00		11,500.00
Total Fixed Assets	367,005.19		367,005.19
TOTAL ASSETS	\$582,716.96		\$584,542.72
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
2200 Kim Thurman CC 3230	1,451.89		2,387.81
2206 Anne CC 2003	43.00		54.95
2207 Sharon CC 1047	50.37		271.86
2210 Richard Miles CC 6542	1,076.86		1,428.77
2211 Laurie Gallo CC 4676	717.98		862.87
Total Credit Cards	3,340.10		5,006.26
Total Current Liabilities	3,340.10		5,006.26
Total Liabilities	3,340.10		5,006.26
Equity			
32000 Retained Earnings	543,817.44		543,817.44
3500 DESIGNATED FUNDS	0.00		0.00
3520 Capital Improvements	3,000.00		3,000.00

	As of Mar 31, 2024	As of Feb 29, 2024 (PP)	Total
3541 Memorial Fund	3,951.60		3,951.60
3545 Scholarships	15,000.00		15,000.00
Total 3500 DESIGNATED FUNDS	21,951.60		21,951.60
Net Income	13,607.82		13,767.42
Total Equity	579,376.86		579,536.46
TOTAL LIABILITIES AND EQUITY	\$582,716.96		\$584,542.72

Budget vs Actuals: Budget vs Actuals 2024

January - December 2024

	Actual	Budget	over Budget	Total % of Budget
INCOME				
4000 GENERAL INCOME				
4100 Grants Income	5,000.00	7,000.00	-2,000.00	71.43 %
4308 Guest Passes		50.00	-50.00	
4309 Dues	7,330.00	27,000.00	-19,670.00	27.15 %
4310 Direct Support	14.00	150.00	-136.00	9.33 %
4310-1 Annual Fund Drive	761.09	20,000.00	-19,238.91	3.81 %
4310-2 Memorial Funds	60.00		60.00	
Total 4310 Direct Support	835.09	20,150.00	-19,314.91	4.14 %
4350 Volunteer Event Income		100.00	-100.00	
Total 4000 GENERAL INCOME	13,165.09	54,300.00	-41,134.91	24.25 %
4400 PROGRAMS				
4411 Day Use	30.00	350.00	-320.00	8.57 %
4421 Copy	119.70	600.00	-480.30	19.95 %
4435 Services				
4435-1 Research		1,000.00	-1,000.00	
4435-2 Online Research	190.00	1,000.00	-810.00	19.00 %
Total 4435-1 Research	190.00	2,000.00	-1,810.00	9.50 %
4435-4 Photo Restoration		100.00	-100.00	
4435-5 Scanning		100.00	-100.00	
Total 4435 Services	190.00	2,200.00	-2,010.00	8.64 %
4441 Sale Items	86.00	250.00	-164.00	34.40 %
4465 Quilt Project	50.00		50.00	
4465-2 Quilt Project Raffle	1.00	200.00	-199.00	0.50 %
4465-3 Quilt Documentation	10.00	150.00	-140.00	6.67 %
Total 4465 Quilt Project	61.00	350.00	-289.00	17.43 %
4471 Education Programs				
4471-1 Classes & Workshops	1,290.00	6,380.00	-5,090.00	20.22 %
4471-3 Seminars		1,350.00	-1,350.00	
Total 4471 Education Programs	1,290.00	7,730.00	-6,440.00	16.69 %
4472 Other Funds Received	0.00		0.00	
4472-1 Book sales	144.00	1,000.00	-856.00	14.40 %
4472-7 Online Book Sales		325.00	-325.00	
4472-8 Shipping Fee Collected		112.00	-112.00	
4472-9 Shipping Cost		-100.00	100.00	
Total 4472-8 Shipping Fee Collected		12.00	-12.00	
Total 4472-7 Online Book Sales		337.00	-337.00	

				Total
	Actual	Budget	over Budget	% of Budget
Total 4472 Other Funds Received	144.00	1,337.00	-1,193.00	10.77 %
Total 4400 PROGRAMS	1,920.70	12,817.00	-10,896.30	14.99 %
4940 In Kind Contributions	19.99	125.00	-105.01	15.99 %
Total Income	15,105.78	67,242.00	-52,136.22	22.46 %
GROSS PROFIT	15,105.78	67,242.00	-52,136.22	22.46 %
EXPENSES				
6600 GENERAL EXPENSE				
6610 Utilities	2,572.23	9,875.00	-7,302.77	26.05 %
6611 Facility Maintenance	232.99	3,400.00	-3,167.01	6.85 %
6612 Insurance	1,057.77	4,585.00	-3,527.23	23.07 %
6613 Janitorial service	1,300.00	3,900.00	-2,600.00	33.33 %
6614 Copier Rent	378.75	1,515.00	-1,136.25	25.00 %
6625 Postage-General	216.81	850.00	-633.19	25.51 %
6645 Printing	691.63	1,600.00	-908.37	43.23 %
6650 Volunteer Recognition Expense		1,000.00	-1,000.00	
6654 Small Tools & Equipment		200.00	-200.00	
6655 Hospitality		250.00	-250.00	
6657 Marketing	50.00	750.00	-700.00	6.67 %
6658 Printing & Reproduction		400.00	-400.00	
6659 Website & Hosting	150.00	3,000.00	-2,850.00	5.00 %
6660 Marketing Subscriptions	200.00	600.00	-400.00	33.33 %
Total 6657 Marketing	400.00	4,750.00	-4,350.00	8.42 %
6680 Legal & Professional Fees				
6681 Accounting & Taxes	1,781.15	6,000.00	-4,218.85	29.69 %
Total 6680 Legal & Professional Fees	1,781.15	6,000.00	-4,218.85	29.69 %
6690 Admin & Board Expense		750.00	-750.00	
6691 Bank Charges		100.00	-100.00	
6692 PayPal Fees	163.76	750.00	-586.24	21.83 %
6693 Online Sales Fees		100.00	-100.00	
Total 6690 Admin & Board Expense	163.76	1,700.00	-1,536.24	9.63 %
6694 Donor Recognition		80.00	-80.00	
Total 6600 GENERAL EXPENSE	8,795.09	39,705.00	-30,909.91	22.15 %
7700 PROGRAM EXPENSE				
7701 Collection Development	97.95	1,000.00	-902.05	9.80 %
7702 Records Development	177.00	500.00	-323.00	35.40 %
7703 Collection Preservation & Bind		500.00	-500.00	
7716 Web Subscriptions	183.07	9,935.00	-9,751.93	1.84 %
7717 Technology Support	422.72	4,000.00	-3,577.28	10.57 %
7731 Library Supplies	120.82	600.00	-479.18	20.14 %
7731-1 Ink Cartridges	110.00	500.00	-390.00	22.00 %

				Total
	Actual	Budget	over Budget	% of Budget
7731-2 Copy Paper	119.88	400.00	-280.12	29.97 %
Total 7731 Library Supplies	350.70	1,500.00	-1,149.30	23.38 %
7741 Resale Items	19.99	120.00	-100.01	16.66 %
7750 Scholarships Awarded				
7750-1 High School Awards		2,000.00	-2,000.00	
7750-2 Financial Assistance Award		300.00	-300.00	
Total 7750 Scholarships Awarded		2,300.00	-2,300.00	
7771 Education Programs				
7771-1 Classes & Workshops Expense	270.00	1,650.00	-1,380.00	16.36 %
7771-4 Seminars		750.00	-750.00	
Total 7771 Education Programs	270.00	2,400.00	-2,130.00	11.25 %
7790 Technology Equipment	1,031.96	5,000.00	-3,968.04	20.64 %
7799 Refunds	20.00		20.00	
Total 7700 PROGRAM EXPENSE	2,573.39	27,255.00	-24,681.61	9.44 %
7940 In Kind Expenditures		250.00	-250.00	
Total Expenses	11,368.48	67,210.00	-55,841.52	16.91 %
NET OPERATING INCOME	3,737.30	32.00	3,705.30	11,679.06 %
OTHER INCOME				
9391 Interest	39.10	100.00	-60.90	39.10 %
9930 Endowment Fund Income				
9931 Endowment Donations		1,000.00	-1,000.00	
9931-1 Life Memberships	500.00	1,000.00	-500.00	50.00 %
Total 9931 Endowment Donations	500.00	2,000.00	-1,500.00	25.00 %
9932 End. Interest & Dividends		150.00	-150.00	
9933 Realized Gain/Loss on Investnts		500.00	-500.00	
9934 Unrealized Gain/Loss on Investm	8,977.21	100.00	8,877.21	8,977.21 %
Total 9930 Endowment Fund Income	9,477.21	2,750.00	6,727.21	344.63 %
9940 Rewards Income	29.21	1,000.00	-970.79	2.92 %
Total Other Income	9,545.52	3,850.00	5,695.52	247.94 %
OTHER EXPENSES				
9951 Endowment Fund Exp				
9952 Investment Management Expense		200.00	-200.00	
9953 OCF Fees		500.00	-500.00	
Total 9951 Endowment Fund Exp		700.00	-700.00	
9960 Depreciation		10,500.00	-10,500.00	
Total Other Expenses	0.00	11,200.00	-11,200.00	0.00%
NET OTHER INCOME	9,545.52	-7,350.00	16,895.52	-129.87 %
NET INCOME	\$13,282.82	\$ -7,318.00	\$20,600.82	-181.51 %

