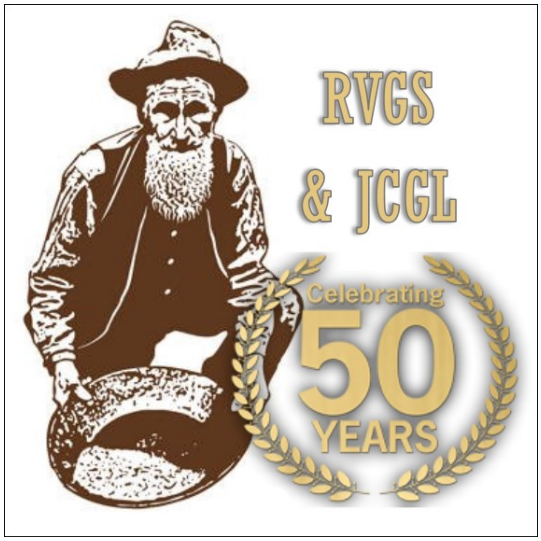
Management Report

Rogue Valley Genealogical Society, Inc.
For the period ended October 31, 2020



Prepared by
Treasurer and Semplice LLC

Prepared on
November 7, 2020

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Treasurer's Notes

Treasurer's Report

- Due to the coronavirus the Library was closed for the entire month of October.

Statement of Activity

October 2020

	Total
INCOME	
4000 GENERAL INCOME	
4100 Grants Income	5,723.00
4309 Dues	1,635.00
4310 Direct Support	
4310-1 Annual FundDrive	1,820.00
Total 4310 Direct Support	**1,820.00**
Total 4000 GENERAL INCOME	**9,178.00**
4400 PROGRAMS	
4421 Copy	9.00
4435 Services	
4435-1 Research	15.00
4435-2 Online Research	100.00
Total 4435-1 Research	**115.00**
Total 4435 Services	**115.00**
4441 Sale Items	9.19
4471 Education Programs	
4471-1 Classes & Workshops	500.00
4471-3 Seminars	1,010.00
Total 4471 Education Programs	**1,510.00**
4472 Other Funds Received	
4472-1 Book sales	3.00
4472-7 Online Book Sales	227.50
4472-8 Shipping Fee Collected	43.89
4472-9 Shipping Cost	-39.27
Total 4472-8 Shipping Fee Collected	**4.62**
Total 4472-7 Online Book Sales	**232.12**
Total 4472 Other Funds Received	**235.12**
Total 4400 PROGRAMS	**1,878.31**
4940 In Kind Contributions	150.55
Total Income	**11,206.86**
GROSS PROFIT	**11,206.86**
EXPENSES	
6600 GENERAL EXPENSE	
6610 Utilities	425.47
6611 Facility Maintenance	20.98
6612 Insurance	249.33
6613 Janitorial service	325.00
6614 Copier Rent	143.72
6619 Storage Unit Rental	140.00
6625 Postage-General	22.00
6645 Printing	28.13

	Total
6657 Marketing	
6659 Website & Hosting	164.99
Total 6657 Marketing	**164.99**
6680 Legal & Professional Fees	
6681 Accounting & Taxes	425.00
Total 6680 Legal & Professional Fees	**425.00**
6690 Admin & Board Expense	125.00
6691 Bank Charges	4.00
6692 PayPal Fees	86.45
6693 Online Sales Fees	71.41
Total 6690 Admin & Board Expense	**286.86**
Total 6600 GENERAL EXPENSE	**2,231.48**
7700 PROGRAM EXPENSE	
7701 Collection Development	209.41
7717 Technology Support	33.00
Total 7700 PROGRAM EXPENSE	**242.41**
7940 In Kind Expenditures	150.55
Total Expenses	**2,624.44**
NET OPERATING INCOME	**8,582.42**
OTHER INCOME	
9391 Interest	2.73
Total Other Income	**2.73**
NET OTHER INCOME	**2.73**
NET INCOME	**$8,585.15**

Statement of Financial Position

As of October 31, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 Cash In Drawer	100.00
1020 Banner Bank Checking	14,778.23
1040 Designated Funds Savings	3,539.03
1050 BB MM Reserves	30,745.29
1200 Amazon Marketplace Account	165.78
Total Bank Accounts	**49,328.33**
Accounts Receivable	
1100 Accounts Receivable (A/R)	80.00
Total Accounts Receivable	**80.00**
Other Current Assets	
1960 Oregon Community Foundation	65,549.01
Unintentional Funds Usage	7.19
Total Other Current Assets	**65,556.20**
Total Current Assets	**114,964.53**
Fixed Assets	
1800 Furnishings & Equipment	22,779.99
1810 Building and Lot	446,190.39
1820 Accumulated Depreciation	-95,840.00
1830 Building Improvements	25,902.81
1880 Website Development	11,500.00
Total Fixed Assets	**410,533.19**
TOTAL ASSETS	**$525,497.72**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2204 Barbara CC 1897/8672	861.56
2206 Anne CC 2003	28.91
2207 Sharon CC 1047	204.84
2208 Skeeter CC 6237/7952	66.00
Total Credit Cards	**1,161.31**
Total Current Liabilities	**1,161.31**
Total Liabilities	**1,161.31**
Equity	
32000 Retained Earnings	503,812.60
3500 DESIGNATED FUNDS	
3541 Memorial Fund	2,687.64
3545 Scholarships	1,175.00

	Total
3545-1 High School Scholarship	1,000.00
Total 3545 Scholarships	**2,175.00**
Total 3500 DESIGNATED FUNDS	**4,862.64**
Net Income	15,661.17
Total Equity	**524,336.41**
TOTAL LIABILITIES AND EQUITY	**$525,497.72**

Budget vs. Actuals 2020

January - December 2020

	Total			
	Actual	Budget	over Budget	% of Budget
INCOME				
4000 GENERAL INCOME				
4100 Grants Income	12,223.00	5,000.00	7,223.00	244.46 %
4308 Guest Passes		50.00	-50.00	
4309 Dues	14,580.00	22,000.00	-7,420.00	66.27 %
4310 Direct Support	1,845.00	1,000.00	845.00	184.50 %
4310-1 Annual FundDrive	17,115.00	17,000.00	115.00	100.68 %
4310-7 Scholarship Fund		1,500.00	-1,500.00	
Total 4310 Direct Support	**18,960.00**	**19,500.00**	**-540.00**	**97.23 %**
4350 Volunteer Event Income		100.00	-100.00	
Total 4000 GENERAL INCOME	**45,763.00**	**46,650.00**	**-887.00**	**98.10 %**
4400 PROGRAMS				
4411 Day Use	80.00	750.00	-670.00	10.67 %
4421 Copy	280.25	1,500.00	-1,219.75	18.68 %
4435 Services				
4435-1 Research	240.00	500.00	-260.00	48.00 %
4435-2 Online Research	1,045.55	2,500.00	-1,454.45	41.82 %
Total 4435-1 Research	**1,285.55**	**3,000.00**	**-1,714.45**	**42.85 %**
4435-3 Mentoring		100.00	-100.00	
4435-4 Photo Restoration	15.00	200.00	-185.00	7.50 %
4435-5 Scanning	22.50		22.50	
Total 4435 Services	**1,323.05**	**3,300.00**	**-1,976.95**	**40.09 %**
4441 Sale Items	142.69	500.00	-357.31	28.54 %
4465 Quilt Project				
4465-2 Quilt Project Raffle	98.00	250.00	-152.00	39.20 %
4465-3 Quilt Documentation		300.00	-300.00	
Total 4465 Quilt Project	**98.00**	**550.00**	**-452.00**	**17.82 %**
4471 Education Programs				
4471-1 Classes & Workshops	2,445.00	2,000.00	445.00	122.25 %
4471-3 Seminars	2,450.00	5,225.00	-2,775.00	46.89 %
Total 4471 Education Programs	**4,895.00**	**7,225.00**	**-2,330.00**	**67.75 %**
4472 Other Funds Received				
4472-1 Book sales	195.05	750.00	-554.95	26.01 %
4472-7 Online Book Sales	1,527.47	4,000.00	-2,472.53	38.19 %
4472-8 Shipping Fee Collected	331.17	600.00	-268.83	55.20 %
4472-9 Shipping Cost	-271.15	-400.00	128.85	67.79 %
Total 4472-8 Shipping Fee Collected	**60.02**	**200.00**	**-139.98**	**30.01 %**
Total 4472-7 Online Book Sales	**1,587.49**	**4,200.00**	**-2,612.51**	**37.80 %**
Total 4472 Other Funds Received	**1,782.54**	**4,950.00**	**-3,167.46**	**36.01 %**
Total 4400 PROGRAMS	**8,601.53**	**18,775.00**	**-10,173.47**	**45.81 %**
48000 Restricted Funds Released	4,000.00		4,000.00	

				Total
	Actual	Budget	over Budget	% of Budget
4940 In Kind Contributions	297.62	250.00	47.62	119.05 %
Total Income	**58,662.15**	**65,675.00**	**-7,012.85**	**89.32 %**
GROSS PROFIT	**58,662.15**	**65,675.00**	**-7,012.85**	**89.32 %**
EXPENSES				
6600 GENERAL EXPENSE				
6610 Utilities	6,227.63	6,750.00	-522.37	92.26 %
6611 Facility Maintenance	3,467.59	2,000.00	1,467.59	173.38 %
6611-1 Labor	1,200.00		1,200.00	
Total 6611 Facility Maintenance	**4,667.59**	**2,000.00**	**2,667.59**	**233.38 %**
6612 Insurance	2,987.86	2,750.00	237.86	108.65 %
6613 Janitorial service	3,250.00	4,500.00	-1,250.00	72.22 %
6614 Copier Rent	1,580.92	1,800.00	-219.08	87.83 %
6619 Storage Unit Rental	1,540.00	1,680.00	-140.00	91.67 %
6625 Postage-General	758.95	700.00	58.95	108.42 %
6631 Research Costs		25.00	-25.00	
6645 Printing	1,004.96	2,000.00	-995.04	50.25 %
6650 Volunteer Recognition Expense		150.00	-150.00	
6654 Small Tools & Equipment		500.00	-500.00	
6655 Hospitality	77.61	200.00	-122.39	38.81 %
6657 Marketing	749.01	6,000.00	-5,250.99	12.48 %
6658 Printing & Reproduction		200.00	-200.00	
6659 Website & Hosting	962.96	1,000.00	-37.04	96.30 %
6660 Marketing Subscriptions	180.00	600.00	-420.00	30.00 %
Total 6657 Marketing	**1,891.97**	**7,800.00**	**-5,908.03**	**24.26 %**
6680 Legal & Professional Fees				
6681 Accounting & Taxes	6,027.00	6,000.00	27.00	100.45 %
Total 6680 Legal & Professional Fees	**6,027.00**	**6,000.00**	**27.00**	**100.45 %**
6690 Admin & Board Expense	882.93	1,000.00	-117.07	88.29 %
6691 Bank Charges	69.65	50.00	19.65	139.30 %
6692 PayPal Fees	319.69	300.00	19.69	106.56 %
6693 Online Sales Fees	502.68	1,000.00	-497.32	50.27 %
Total 6690 Admin & Board Expense	**1,774.95**	**2,350.00**	**-575.05**	**75.53 %**
6694 Donor Recognition	30.00	50.00	-20.00	60.00 %
Total 6600 GENERAL EXPENSE	**31,819.44**	**39,255.00**	**-7,435.56**	**81.06 %**
7700 PROGRAM EXPENSE				
7701 Collection Development	290.34	500.00	-209.66	58.07 %
7702 Records Development	202.48	300.00	-97.52	67.49 %
7703 Collection Preservation & Bindi	251.73	500.00	-248.27	50.35 %
7716 Web Subscriptions	2,865.00	5,750.00	-2,885.00	49.83 %
7717 Technology Support	952.95	1,500.00	-547.05	63.53 %
7721 Equipment Maintenance		300.00	-300.00	
7731 Library Supplies	399.52	600.00	-200.48	66.59 %
7731-1 Ink Cartridges		1,000.00	-1,000.00	

				Total
	Actual	Budget	over Budget	% of Budget
7731-2 Copy Paper	98.53	500.00	-401.47	19.71 %
Total 7731 Library Supplies	**498.05**	**2,100.00**	**-1,601.95**	**23.72 %**
7741 Resale Items	28.34	225.00	-196.66	12.60 %
7750 Scholarships Awarded	1,500.00		1,500.00	
7750-1 High School Awards	1,000.00	1,500.00	-500.00	66.67 %
7750-2 Financial Assistance Award		300.00	-300.00	
Total 7750 Scholarships Awarded	**2,500.00**	**1,800.00**	**700.00**	**138.89 %**
7771 Education Programs		100.00	-100.00	
7771-1 Classes & Workshops Expense		500.00	-500.00	
7771-4 Seminars	327.98	2,700.00	-2,372.02	12.15 %
Total 7771 Education Programs	**327.98**	**3,300.00**	**-2,972.02**	**9.94 %**
7790 Technology Equipment	426.93	4,000.00	-3,573.07	10.67 %
7799 Refunds	1,065.00		1,065.00	
Total 7700 PROGRAM EXPENSE	**9,408.80**	**20,275.00**	**-10,866.20**	**46.41 %**
7940 In Kind Expenditures	297.62	250.00	47.62	119.05 %
Total Expenses	**41,525.86**	**59,780.00**	**-18,254.14**	**69.46 %**
NET OPERATING INCOME	**17,136.29**	**5,895.00**	**11,241.29**	**290.69 %**
OTHER INCOME				
9391 Interest	35.83	50.00	-14.17	71.66 %
9930 Endowment Fund Income				
9931 Endowment Donations	770.00	1,000.00	-230.00	77.00 %
9931-1 Life Memberships	1,500.00	1,000.00	500.00	150.00 %
Total 9931 Endowment Donations	**2,270.00**	**2,000.00**	**270.00**	**113.50 %**
9932 End. Interest & Dividends	169.87	150.00	19.87	113.25 %
9933 Realized Gain/Loss on Investnts	25.30	500.00	-474.70	5.06 %
9934 Unrealized Gain/Loss on Investm	-4,451.35	100.00	-4,551.35	-4,451.35 %
Total 9930 Endowment Fund Income	**-1,986.18**	**2,750.00**	**-4,736.18**	**-72.22 %**
9940 Rewards Income	206.14	200.00	6.14	103.07 %
Total Other Income	**-1,744.21**	**3,000.00**	**-4,744.21**	**-58.14 %**
OTHER EXPENSES				
9951 Endowment Fund Exp				
9952 Investment Management Expense	137.17	150.00	-12.83	91.45 %
9953 OCF Fees	162.66	150.00	12.66	108.44 %
Total 9951 Endowment Fund Exp	**299.83**	**300.00**	**-0.17**	**99.94 %**
9960 Depreciation		5,000.00	-5,000.00	
Total Other Expenses	**299.83**	**5,300.00**	**-5,000.17**	**5.66 %**
NET OTHER INCOME	**-2,044.04**	**-2,300.00**	**255.96**	**88.87 %**
NET INCOME	**$15,092.25**	**$3,595.00**	**$11,497.25**	**419.81 %**