01 - Operations
(In Whole Numbers)

|  | May 2019 Actual | May 2019 Budget | May 2019 <br> Variance | May 2018 Actual | $\begin{aligned} & \text { FY 19-20 } \\ & \text { YTD Actual } \end{aligned}$ | FY 19-20 <br> YTD Budget | FY 19-20 YTD Variance | FY 18-19 <br> YTD Actual |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| REVENUE |  |  |  |  |  |  |  |  |
| ADMINISTRATION | 1,833 | 2,668 | (835) | 18,281 | 3,156 | 5,353 | $(2,197)$ | 20,683 |
| MEMBERS SERVICES | 68,888 | 79,040 | $(10,152)$ | 69,514 | 144,568 | 155,045 | $(10,477)$ | 157,152 |
| COMMUNICATIONS | 101 | 0 | 101 | 15 | 101 | 0 | 101 | 15 |
| DEVELOPMENT | 5,918 | 4,040 | 1,878 | 635 | 11,106 | 11,780 | (674) | 6,216 |
| PUBLISHING SERVICES | 20,057 | 22,025 | $(1,968)$ | 19,436 | 22,718 | 23,780 | $(1,062)$ | 21,043 |
| INFORMATION SERVICES | 1,374 | 915 | 459 | 892 | 3,528 | 1,850 | 1,678 | 1,806 |
| MUSEUM | 9,747 | 11,720 | $(1,973)$ | 11,250 | 17,812 | 20,260 | $(2,448)$ | 17,882 |
| EDUCATION | 3,047 | 7,905 | $(4,858)$ | 8,646 | 15,569 | 14,710 | 859 | 15,228 |
| LIBRARY SERVICES | 4,794 | 4,440 | 354 | 8,070 | 8,737 | 8,880 | (143) | 10,634 |
| MUSEUM STORE | 1,528 | 3,177 | $(1,649)$ | 1,763 | 2,499 | 4,897 | $(2,398)$ | 3,530 |
| TRAVELING WORKSHOPS | 0 | 0 | 0 | 0 | 2,550 | 0 | 2,550 | 0 |
| REAL ESTATE HOLDING | 0 | 650 | (650) | 550 | 1,240 | 1,300 | (60) | 1,100 |
| Total REVENUE | 117,287 | 136,580 | $(19,293)$ | 139,052 | 233,584 | 247,855 | $(14,271)$ | 255,289 |
| EXPENSES |  |  |  |  |  |  |  |  |
| ADMINISTRATION | 27,956 | 26,032 | 1,924 | 37,162 | 54,365 | 53,784 | 581 | 61,281 |
| MEMBERS SERVICES | 16,943 | 14,665 | 2,278 | 14,752 | 32,154 | 29,770 | 2,384 | 29,896 |
| COMMUNICATIONS | 6,007 | 6,393 | (386) | 6,639 | 11,249 | 12,061 | (812) | 12,256 |
| DEVELOPMENT | 4,170 | 7,563 | $(3,393)$ | 7,378 | 10,832 | 15,620 | $(4,788)$ | 13,269 |
| PUBLISHING SERVICES | 38,021 | 44,265 | $(6,244)$ | 41,411 | 51,393 | 60,535 | $(9,142)$ | 55,377 |
| INFORMATION SERVICES | 12,550 | 10,710 | 1,840 | 11,065 | 25,425 | 21,215 | 4,210 | 21,277 |
| FACILITIES | 24,452 | 16,383 | 8,069 | 14,601 | 38,217 | 31,716 | 6,501 | 28,153 |
| MUSEUM | 9,587 | 10,958 | $(1,371)$ | 14,616 | 26,287 | 22,809 | 3,478 | 29,339 |
| EDUCATION | 5,859 | 8,999 | $(3,140)$ | 7,215 | 15,645 | 17,573 | $(1,928)$ | 13,490 |
| LIBRARY SERVICES | 10,567 | 8,611 | 1,956 | 8,687 | 18,645 | 18,702 | (57) | 17,952 |
| MUSEUM STORE | 6,841 | 3,733 | 3,108 | 4,249 | 11,084 | 7,228 | 3,856 | 7,758 |
| BOARD/COMMITTEES | 0 | 800 | (800) | 241 | 0 | 800 | (800) | 241 |
| TRAVELING WORKSHOPS | 0 | 0 | 0 | 46 | 0 | 0 | 0 | 46 |
| REAL ESTATE HOLDING | 203 | 200 | 3 | 123 | 399 | 385 | 14 | 295 |
| Total EXPENSES | 163,156 | 159,312 | 3,844 | 168,185 | 295,695 | 292,198 | 3,497 | 290,630 |
| NET REVENUE OVER/UNDER EXPENSES | $(45,869)$ | (22,732) | $(23,137)$ | $(29,133)$ | $(62,111)$ | $(44,343)$ | $(17,768)$ | $(35,341)$ |
| LESS: OPERATING PLEDGES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PLUS: OPERATING PLEDGE PAYMENTS | 20,500 | 0 | 0 | 18,500 | 20,500 | 0 | 0 | 18,500 |
| NET WITH PLEDGE PAYMENT | $(25,369)$ | $(22,732)$ | $(23,137)$ | $(10,633)$ | $(41,611)$ | $(44,343)$ | $(17,768)$ | $(16,841)$ |

O2-Temp Funds
(In Whole Numbers)

|  | May 2019 <br> Actual | May 2019 <br> Budget |  | May 2019 <br> Variance | May 2018 <br> Actual | FY 19-20 <br> YTD Actual | $\begin{aligned} & \text { FY 19-20 } \\ & \text { YTD Budget } \end{aligned}$ | $\begin{gathered} \text { FY 19-20 } \\ \text { YTD Variance } \end{gathered}$ | FY 18-19 <br> YTD Actual |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| REVENUE |  |  |  |  |  |  |  |  |  |
| ADMINISTRATION | 58 |  | 0 | 58 | 71 | 118 | 0 | 118 | 158 |
| DEVELOPMENT | 0 |  | 0 | 0 | 4,950 | 0 | 0 | 0 | 6,190 |
| PUBLISHING SERVICES | 0 |  | 0 | 0 | 242 | 0 | 0 | 0 | 242 |
| FACILITIES | 0 |  | 0 | 0 | 0 | 0 | 0 | 0 | 5,176 |
| MUSEUM | 31 |  | 0 | 31 | 85 | 62 | 0 | 62 | 121 |
| EDUCATION | 0 |  | 0 | 0 | 0 | (31) | 0 | (31) | 0 |
| LIBRARY SERVICES | 235 |  | 0 | 235 | 371 | 1,318 | 0 | 1,318 | 1,294 |
| BOARD/COMMITTEES | 34 |  | 0 | 34 | 508 | 67 | 0 | 67 | 517 |
| Total REVENUE | 358 |  | 0 | 358 | 6,227 | 1,534 | 0 | 1,534 | 13,698 |
| EXPENSES |  |  |  |  |  |  |  |  |  |
| ADMINISTRATION | 0 |  | 0 | 0 | 2,507 | 73 | 0 | 73 | 4,501 |
| DEVELOPMENT | 0 |  | 0 | 0 | 863 | 330 | 0 | 330 | 1,051 |
| PUBLISHING SERVICES | 12 |  | 0 | 12 | 663 | 876 | 0 | 876 | 663 |
| INFORMATION SERVICES | 0 |  | 0 | 0 | 360 | 0 | 0 | 0 | 360 |
| FACILITIES | 0 |  | 0 | 0 | 0 | 0 | 0 | 0 | 1,862 |
| MUSEUM | 875 |  | 0 | 875 | 2,873 | 1,366 | 0 | 1,366 | 3,675 |
| EDUCATION | 0 |  | 0 | 0 | 0 | 0 | 0 | 0 | 585 |
| LIBRARY SERVICES | 641 |  | 0 | 641 | 1,032 | 769 | 0 | 769 | 1,874 |
| BOARD/COMMITTEES | 0 |  | 0 | 0 | 0 | 45 | 0 | 45 | 14 |
| Total EXPENSES | 1,528 |  | 0 | 1,528 | 8,298 | 3,459 | 0 | 3,459 | 14,585 |
| NET REVENUE OVER/UNDER EXPENSES | $(1,170)$ |  | 0 | $(1,170)$ | $(2,071)$ | $(1,925)$ | 0 | $(1,925)$ | (887) |

03-Endowments
(In Whole Numbers)

| May 2019 | May 2019 | May 2019 | May 2018 | FY 19-20 | FY 19-20 | FY 19-20 | FY 18-19 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Actual | Budget | Variance | Actual | YTD Actual | YTD Budget | YTD Variance | YTD Actual |

REVENUE
DEVELOPMENT
MUSEUM
EDUCATION
LIBRARY SERVICES
Total REVENUE

| 1,075 | 0 | 1,075 | 350 | 1,075 | 0 | 1,075 | 3,150 |
| ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| 100 | 0 | 100 | 1,150 | 100 | 0 | 100 | 1,150 |
| 0 | 0 | 0 | 100 | 0 | 0 | 0 | 100 |
| 0 | 0 | 0 | 600 | 0 | 0 | 0 | 1,200 |
| 1,175 | 0 | 1,175 | 2,200 | 1,175 | 0 | 1,175 | 5,600 |
| 1,175 | 0 | 1,175 | 2,200 | 1,175 | 0 | 1,175 | 5,600 |

Controller's Report for May 2019 Period 2 FY 19-20
Net Liquidity Reserve Chart


Investment Balances


Controller's Report for May 2019 Period 2 FY 19-20
Financial Summary

|  | $* *$ May'19 | $* *$ May'19 | $* *$ May'19 | YTD | YTD | YTD |
| :--- | :---: | :---: | :---: | ---: | ---: | ---: |
|  | Actual | Budget | Variance | Actual | Budget | Variance |
| Operating Revenue | 117,287 | 136,580 | $(19,293)$ | 233,584 | 247,885 | $(14,301)$ |
| Operating Expenses | 163,156 | 159,312 | 3,844 | 295,695 | 292,198 | 3,497 |
| Net Revenue/Expenses | $(45,869)$ | $(22,732)$ | $(23,137)$ | $(62,111)$ | $(44,313)$ | $(17,768)$ |
| Less: Operating Pledge | 0 | 0 | 0 | 0 | 0 | 0 |
| Plus: Pledge Payments | 20,500 | 0 | 0 | 20,500 | 0 | 20,500 |
| Net with Pledge Adjustments | $(25,369)$ | $(22,732)$ | $(23,137)$ | $(41,611)$ | $(44,313)$ | 9,696 |

- Member Services showed a surplus of $\$ 51,945$ for the month of May and a YTD surplus of $\$ 112,415$.
- For the month of May the development department showed a surplus of $\$ 1,749$ and has breakeven thru YTD May.
- The Education Dept. broke even with year to date figures thru May.
- The Museum's Clockwork Festival broke even for its first year.
- The Net Liquidity dropped due to a low cash balance and Symposium and National Convention deposits being less than their respective liabilities thru May totaling (\$32K). Short Term Investments were effected by a ( $\$ 17 \mathrm{~K}$ ) unrealized loss for the month of May which also effected the Net Liquidity.
- For the month of May we had an operating deficit of $(\$ 45,869)$ and a YTD deficit of $(\$ 62,111)$.
- We have been working with our iMIS consultant (John Consulting) for the IMIS Migration to our webbased staff site. We are over budget at this time, but this should even out as the Migration winds down.
- There were equipment repairs done to the hot water pump and valve actuators that control the flow of air thru the building. Also a new Bypass Feeder was installed. These repairs caused our equipment repairs to be over budget for the month. As in the past, our boiler and HVAC system are an issue. These repairs totaled $\$ 10,579$ for the month of May.
- The gift shop wages were over budget due to Abby Krouse's sick pay payout totaling \$3,423.
- May donations were $\$ 12,459$ which includes Chapter donations of $\$ 50$. Endowment donations of $\$ 1,175$ were received during the month.
- Our investments dividends total \$2,836 for May bringing them to a year to date total of \$5,802.
- Investments totaled \$2,792,021.

The auditors have all the work papers and testing documentation and are doing a review of all that was given to them. There may be some residual questions that arise from those documents. They did a thorough job and as they are new to our organization, (like me), they are learning along with me on the operations and layout of the financial statements. I am hoping to have a draft of the financial statements by end of August.

I have also completed the Form 5500 tax form questionnaire that they requested of me for the 401 K retirement plan.
The auditors did put the tax return on extension just in case we would not make the deadline.
My next tasks are getting the June and July financials processed and up to date; cost reduction analysis completed and finishing up the audit.

