

Treasurer's Report

Submitted to the Annual General Meeting, held 11th November 2020

Summary

This report covers the financial year 2019-2020, plus year to date for the 2020-2021 financial year - given that the conference income and expenditure is the single largest financial activity of the Society.

Income across the National Accounts comprises memberships, conference registrations and payments from the Copyright Agency.

Expenditure includes conference costs, website costs, account fees, reimbursement of memberships to Chapters, transfer fees, stationery and commission to the commerce handling service

Reimbursements to chapters for **2018/19** and **2019/20** were made in October 2020, and are indicated as expenditure in the provisional tables for the information of members. The 2020/21 Treasurer's Report will report formally on these figures at the 2021 AGM.

National Financial position on 7th November 2020

Excludes QLD Chapter balance

The following table uses current account balances and estimated outstanding claims to forecast the post-conference financial position of the Society. This is included to prepare for the hand-over of the National Executive from the Queensland Chapter.

| | |
|--|--------------|
| Arlis Visa 062000 1643 6980 | \$18,245.29 |
| Arlis Working Account 064130 1036 2799 | \$8,205.75 |
| Outstanding conference expenditure | -\$19,998.75 |
| Estimated financial position | \$6452.29 |

Combined Income and Expenditure

Accounts 064130 1036 2799 and 062000 1643 6980

01 July 2019 - 30 June 2020

| | |
|--------|--|
| Income | Copyright Agency \$607 Memberships \$884.86 |
|--------|--|

| | |
|--------------------------|---|
| | Conference Registrations \$307.39 Transfer from \$10,000 |
| Total Income | \$11,799.25 |
| Expenditure | Account Fees \$63.55 Website \$852.60 State Library Queensland deposit \$3117.50 Refund \$6.60 Conference brand image fee \$440 Account Fees \$120 |
| Total Expenditure | \$4600.25 |

01 July 2020 – 07 November 2020 Provisional

| | |
|-------------------------------------|--|
| Income | Memberships \$776.15 Conference Registrations \$10,509.79 Sundry \$0.05 Copyright Agency \$27.12 |
| Transfer from closed account | \$7107.73 |
| Total Income | \$18,420.83 |
| Expenditure | Membership Refunds \$135 Stationery \$29.86 Chapter Reimbursements \$711.50 International transfer fee \$6 Account Fees \$50 |
| Total Expenditure | \$932.36 |

Account Summaries

Arlis/ANZ Visa Debit 2019/20 Financial Year

062000 1643 6980

| | |
|------------------------|--------------------|
| Opening balance | \$1221.03 |
| Income | \$11,192.25 |
| Expenditure | -\$4480.25 |
| Closing balance | \$7943.03 |

Arlis/ANZ Visa Debit 01 July 2020 – 07 November 2020

062000 1643 6980

| | |
|-----------------|-------------|
| Opening balance | \$7943.03 |
| Income | \$11,184.62 |
| Expenditure | -\$882.63 |
| Closing balance | \$18,245.29 |

Arlis/ANZ Savings Account

063145 1036 4463

Account closed and balance of \$7107.73 transferred to 064130 1036 2799 and noted.

Arlis/ANZ Working Account 2019/20 Financial Year

064130 1036 2799

| | |
|-----------------|-----------|
| Opening balance | \$522.53 |
| Income | \$607 |
| Expenditure | -\$120 |
| Closing balance | \$1019.53 |

Arlis/ANZ Working Account 01 July 2020 – 07 November 2020

064130 1036 2799

| | |
|-----------------|-----------|
| Opening balance | \$1019.53 |
| Income | \$7236.22 |
| Expenditure | -\$50 |
| Closing balance | \$8205.75 |

Arlis QLD 2019/20 Financial Year (no activity 01 July 2020 – 07 November 2020)

064001 1043 7812

| | |
|-----------------|-----------|
| Opening balance | \$2634.19 |
| Income | 0 |
| Expenditure | 0 |
| Closing balance | \$2634.19 |

Memberships

Memberships now run for 12 months from date of purchase. The constitution has been amended to reflect this change, an action arising from the 2019 AGM. The wording was endorsed by a Quorum via a special meeting, and the updated constitution uploaded to the Arlis/ANZ website. Refer to the minutes of the 2019 AGM for discussion of the matter.

The Treasurer sends an invitation to renew 2-3 weeks in advance of the membership anniversary.

There are currently 62 financial members, 9 of which are institutions, and 6 are students (12 months complimentary membership is given to students registering for the 2020 conference).

Institutions who are currently financial are:

QAGOMA Research Library; National Gallery of Australia Research Library & Archives; Jerzy Toeplitz Library, Australian Film Television and Radio School; Auckland Art Gallery; National Institute of Dramatic Art; Art Gallery South Australia; Christchurch Art Gallery; New Zealand Drama School and Queensland University of Technology Library.

The conference generated some new memberships, mostly for the Queensland Chapter, who took advantage of the reduced registration rate for members. However, some of those members probably do not have an ongoing interest in Arts Libraries as such, and so may not remain members beyond the 12-month period. Individual memberships are distributed as follows:

ACT – 8
NSW – 7
QLD – 21
NZ – 1
VIC - 11
WA - 2
SA - 2
USA - 1
Asia - 1

11 former members have not renewed, including one institution.

2020 Biennial Conference

Covid-19 proved a considerable challenge for the 2020 Biennial Conference, and a full report will be produced after the event, as part of the hand-over of the National Executive from Queensland.

Cancellation and deferment of the conference were considered, and three scenarios costed: online only, onsite only, synchronous onsite and online.

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The decision was made by the National Executive in consultation with members of the Queensland Chapter to proceed with the conference and to offer a synchronous onsite/online mode. This has enabled many Arlis/ANZ members and presenters to engage with the conference while observing physical distancing procedures and/or while unable to travel interstate and internationally.

To reflect this change of conference style, and to encourage registrations, the registration fees were significantly reduced. However, the dual mode was the costliest of the three scenarios and the conference organising committee acknowledged and accepted that the conference would run at a loss and would be subsidised by existing Arlis/ANZ funds.

At time of writing, the 2020 conference has attracted 67 registrations: 53 fee-paying and 14 complimentary, with 37 attendees and 15 volunteers coming onsite.

- Registration income: \$9,950 (less commerce handling commission)
- Estimated conference expenses: \$23,516.25
- Estimated Loss: \$13,566.25

As at 7 November 2020

| Item | Quote | Paid | Outstanding |
|---------------------|--------------------|-------------------|--------------------|
| Venue + AV Support | \$13,976.25 | \$3,117.50 | \$10,858.75 |
| 2 Workshops | \$1,000.00 | \$0.00 | \$1,000.00 |
| Keynote 1 | \$1,000.00 | \$0.00 | \$1,000.00 |
| Keynote 2 | \$1,000.00 | \$0.00 | \$1,000.00 |
| Fee for brand image | \$400.00 | \$400.00 | \$0.00 |
| Photographer | \$400.00 | \$0.00 | \$400.00 |
| Catering | \$5,740.00 | \$0.00 | \$5,740.00 |
| TOTAL | \$23,516.25 | \$3,517.50 | \$19,998.75 |

