Financial Report for RhetCanada 2019 AGM

John Moffatt served his final term as Secretary-Treasurer; he wishes to thank Tania Smith for her guidance and support in preparing these documents over the last few years. Andrew McGillivray will assume the role at the 2019 AGM for a term of two years. Tania continued to deposit cheques from EBSCO and other sources.

**Revenues 2018-2019**

* With $955.63 in revenues and $1815.39 in expenses, RhetCanada saw a net loss of $859.76 in 2018-19. This loss reflects rising conference expenses and a lack of access to conference funds that were available in other years. Rising costs mean that we can no longer anticipate generating more funds in registration fees than we spend on services at our conference. **In light of increasing conference costs, it is recommended that RhetCanada consider a rise of at least $5 per person in both membership and conference registration fees.**
* CSSR continues to collect EBSCO royalties for *Rhetor* journal online access through their databases. Our actual EBSCO revenue, while up somewhat from 2018 ($685.63 from $635.81 is fairly consistent. We also have one stale-dated cheque from this period that needs replacing; when cashed, it will contribute to a net gain in EBSCO revenue of more than $200 over previous years.

**Expenses 2018-2019**

* Our web hosting contract with iPage expired in Sept 2018. Tania has overseen the transition of our website to HostGator. Our new rhetcanada.org website hosting package with HostGator cost $382.37 including basic security and backup services. This move saved us more than $300 compared to renewing with BlueHost. The new rhetcanada.org domain is included in this package for free for 1 year, but will cost $15US per year starting August 2019. See notes 9 and 11 to the *Financial Statement* below.
* The largest single expense was $727.47 in Congress fees, including AV, Catering, and other expenses. We also awarded a cash prize for the first time for the best student paper delivered at the conference. Our banking fees continued @ $4.95/month.
* CFHSS membership dues for 2019 were again $500 (the minimum membership fee). The total reflects an estimate of 36 members (25 regular/$12.09 each and 11 student/$9.70 each).

**Paid Memberships**

* The membership revenue reported reflects memberships paid by cash or cheque at the 2018 conference. Tania has requested the transfer of $2133.66 from our PayPal account; that sum should appear in our TD account early in June.

RhetCanada Financial Statement -- 1 YEAR (2018-2019)

**May 31 2017 to May 31 2018 Credit Debit Balance Notes**

**Opening Balance 6,242.35 1**

**Memberships 270.00 2**

**EBSCO Royalties 685.63 3**

**CFHSS 2018 membership 500.00 4**

**Congress Fees from 2018 Conference 727.47 5**

**Other 2018 Conference Expenses 223.57 6**

**Student Prize 300.00 7**

**Bank Fees 64.35 8**

**Web Hosting 9**

**Other Expenses 10**

**Totals: 955.63 1815.39 5,392.49 11**

***Notes:***

***1. Balance as of May 31, 2018.***

***2. Includes actual deposited revenues by cash/cheque since 31/05/2018 ($270). Tania has requested a transfer of $2133.66 from our PayPal account, including membership dues paid since 2015, including $618.26 for this year. Memberships paid by the end of the 2019 conference will appear in next year’s report.***

**3. *EBSCO: $166.12 US/$211.24 CDN (July 27, 2018) + 171.62 US/$220.43 CDN (Nov 19, 2018) + $192.83 US/$253.96 CDN (May 31, 2019). July-Sept royalty cheque for $166.42 US stale-dated; will be replaced and deposited in 2019-2020.***

***4. We were billed the minimum membership rate of $500; cheque sent January/2019.***

***5. Paid August 2018.***

***6. Tania was reimbursed for these expenses in June 2018.***

***7. Cheque for award was issued July 2018.***

***8. @ $4.95 x 13 months (1 month from 2018 was not accounted for in last year’s report; fee for current month not yet debited).***

***9. $286.84US/ $328.37CDN for the cost of website hosting and domain costs; $119.40US/$161.01/CDN for the graphic design program for new Social Media home pages & logo design. The domain will need to be renewed next year (2019-08-01). The hosting package is for 3 years; it expires or renews in 2021-08-01.***

***10. n/a***

***11. The balance of $5392.49 is from the May 31 2019 TD Bank statement. Note that this official figure is $0.10 lower than the figure yielded by adding credits to the original balance and then subtracting debits.***

***That detail aside, the total reflects actual debits and credits recorded in the bank statements. Revenues anticipated within coming weeks will include $2133.66 in PayPal funds, roughly $211.00 when the EBSCO cheque is replaced, and between $200 and $300 in membership payments by cheque or cash at the conference. These revenues will be offset in the same time period by expenses of $3360.71 in Congress conference fees (AV, Catering, etc.), $406.24 in cost associated with the website, and $300 for the student prize.***

***Existing balance:***

 ***$5392.49***

***Anticipated Revenue:***

 ***2133.66 (PayPal transfer)***

 ***211.00 EBSCO revenue (estimated)***

 ***$300 Membership paid by cash and cheque (estimated)***

***Total Anticipated Revenue:***

 ***2644.66***

***Anticipated Expenses:***

 ***3360.71 Conference Fees (will be offset by registration revenues)***

 ***489.38 Website Fees***

 ***300.00 Student Prize***

***Total Anticipated Expenses:***

 ***4,150.09***

***Anticipated Balance (5,392.64 + 2644.66 – 4150.09)***

 ***$3887.21 (depending on revenue)***