

National Treasurer's Report

Submitted to the Annual General Meeting, held 2nd December 2022

Summary

- This report covers the dates: January 2021 to December 2022.
- Predicted expenses for 2023: \$997.60.
- The current position of the Business Transaction Account (Accessible by National Executive) (Branch No. 162 000, Account No. 1643 6980): \$1,140.51.
- Transactions on the Business Transaction Account **A** are itemised, beginning on Page 3.
- The current position of the Business Transaction Account **B** (Accessible to Treasurer- QLD Branch) (Account ending #2799) : \$8,000 (to be updated)
- Memberships: 2021 – 15 paid members; 2022 – 18 paid members (including institutional members).
- Remittances owing to the Chapters: \$542.50. These were distributed by the Treasurer - QLD Branch from the Business Transaction Account **B** on December 6, 2022.
- The 2022 Biennial Conference incurred minimal expenses.
- Ruth McConchie and Romany Manuell made several unsuccessful attempts to have the Business Transaction Account **A** transferred from the previous office bearers over the course of 2021 and 2022. For future reference, we will attach the statement from the Commonwealth Bank in relation to the transfer of unincorporated organisation financial accounts at the end of this report. Business Transaction Account **A** was finally transferred to Ruth and Romany on November 9, 2022. Business Transaction Account **B** was not transferred to the National Executive and remains accessible to the Treasurer- QLD Branch.

Income, expenditures and prediction of expenses for 2023:

- Income includes:
 - Memberships.
- Expenditure includes the following:

Item	Cost	Date	Notes
Google Workspace including email account and Google Drive	\$201.60	Annual, expires Nov 24, 2023	Romany Manuell paid on personal credit card and was reimbursed from Business Transaction Account 062-000 1643 6980 on 16/11/2022

Domain registration	\$27.00 plus applicable taxes	Annual, expires Feb 2, 2023	Cost for 2021 and 2022 donated by Arlis/ANZ member
Squarespace website (Advanced plan)	\$624 plus applicable taxes	Annual, expires Feb 17, 2023	Cost for 2021 and 2022 donated by Arlis/ANZ member
Vimeo Pro	N/A	N/A	Account cancelled
Eventbrite	N/A	N/A	Free for free events
Soundcloud Pro	\$145	Annual, expires Feb 22, 2023	Paid from Business Transaction Account 062-000 1643 6980 on 24/02/2022
Predicted expenditure for 2023	\$997.60		

National Financial position on 2nd December 2022

- Reimbursements to chapters 2021 and 2022 have not yet been made.
- The following table uses current account balances to forecast the financial position of the Society. This is included to prepare for the hand-over of the National Executive.

Business Transaction Account A 062-000 1643 6980	\$1,140.51
--	------------

Transactions on account between January 2021 and December 2022

Transaction details	Debit	Credit	Balance
January 2021			
21/01/21 Stripe - QAGOMA institutional membership		+68.47	\$450.67
February 2021			
05/02/21 Squarespace	-27.00		\$423.67
24/02/2021 Soundcloud	-145		\$278.67
March 2021			
01/03/2021 Transfer To Ashley Pharmacy CommBank App Thompson 681882	-49.00		\$229.67
02/03/2021 Transfer To Rachel Henry CommBank App podiatry	-80.00		\$149.67
31/03/2021 Transfer from NetBank Reimbursement		+80.00	\$229.67
31/03/2021 Transfer from NetBank Reimbursement		+49.00	\$278.67
April 2021			
13/04/2021 Transfer from NetBank top up		+\$1000	\$1,278.67
May 2021 June 2021			
30/06/2021 Stripe - ACT Member		+34.09	\$1,312.76
July 2021			
02/07/2021 Stripe - QLD Member - ACT Member		+68.18	\$1,380.94
05/07/2021 Stripe - QLD Member		+68.18	\$1,449.12

- Vic Member			
08/07/2021 Stripe - Sydney University Institutional Membership		+68.18	\$1,517.59
12/07/2021 Stripe - Auckland Art Gallery - International Member		+101.35	\$1,618.94
13/07/2021 Stripe - Vic Member - QLD Member		+68.18	\$1,687.12
16/07/2021 Stripe - Vic Member - NSW Member		+68.18	\$1,755.30
August 2021			
11/08/2021 - NSW Member		+34.09	\$1,789.39
September 2021 October 2021			
28/10/2021 Stripe - Auckland Art Gallery		+67.67	\$1,857.06
November			
3/11/2021 Stripe - NSW Member		+34.09	\$1,891.15
December 2021 January 2022			
20/01/2022 Transfer To BJ and AN Wesener CommBank App Dr reimbursement	-120		\$1,771.15
February 2022			
24/02/2022 Soundcloud	-145		\$1,626.15
March 2022 April 2022			
13/04/2022 Stripe - QLD Member		+34.09	\$1,660.24
22/04/2022 Stripe		+102.56	\$1,762.80

- QAGOMA Institutional Membership - QLD Member			
26/04/2022 Stripe - QLD Member		+34.09	\$1,796.89
May 2022			
06/05/2022 Stripe - Vic Member		+34.09	\$1,830.98
10/05/2022 Stripe - Vic Member		+34.09	\$1,865.07
June			
23/06/2022 Stripe - ACT Member		+34.09	\$1,899.16
July			
01/07/2022 Stripe - NSW Member		+34.09	\$1,933.25
04/07/2022 Stripe - QLD Member		+34.09	\$1,967.34
05/07/2022 Stripe - QLD Member		+34.09	\$2,001.43
08/07/2022 Stripe - Sydney University institutional membership		+68.47	\$2,069.90
28/07/2022 Stripe - Vic Member		+34.09	\$2,103.99
August			
03/08/2022 Stripe - NSW Member		+34.09	\$2,138.08
September 2022 October 2022			
04/10/2022 Stripe - SA Member		+34.09	\$2,172.17
28/10/2022 Stripe - Auckland Art Gallery		+67.67	\$2,239.84
November 2022			
16/11/2022 Transfer to other Bank NetBank Google Workspace	-201.60		\$2,038.24

18/11/2022 Stripe - Vic Member		+34.09	\$2,072.33
22/11/2022 Stripe - Vic Member		+34.09	\$2,106.42
28/11/2022 Stripe - QLD Member		+34.09	\$2,140.51
December 2022			
01/12/2022 Transfer re speaker fees	-500.00		\$2,140.51
01/12/2022 Transfer re speaker fees	-500.00		\$1,140.51

Memberships

- Memberships now run for 12 months from date of purchase.
- The Treasurer sends an invitation to renew 2-3 weeks in advance of the membership anniversary.
- Membership summary:

2021

Chapter affiliation	Number of paid members
ACT	2
NSW	3
QLD	3
NZ	0
VIC	3
WA	0
SA	0
International	1
Institutions	QAGOMA, Sydney University, Auckland Art Gallery
TOTAL	15

2022

Chapter affiliation	Number of paid members
ACT	1
NSW	2
QLD	6
NZ	0
VIC	5
WA	0
SA	1
International	0
Institutions	QAGOMA, Sydney University, Auckland Art Gallery

TOTAL	18
-------	----

Distribution of remittance to the individual Chapters

According to the Constitution Part 9 section e, 50% of membership fees shall revert to the Chapters based on their membership.

These remittances were distributed by Ellen Thompson, QLD Chapter Treasurer on December 6, 2022.

2021

Chapter affiliation	Number of paid members	Remittance due
ACT	2	\$35
NSW	3	\$52.50
QLD	3	\$52.50
NZ	0	0.00
VIC	3	\$52.50
WA	0	0.00
SA	0	0.00
International	1	0.00
Institutions	QAGOMA, Sydney University, Auckland Art Gallery	N/A
TOTAL	15	\$192.50

2022

Chapter affiliation	Number of paid members	Remittance due
ACT	1	\$17.50
NSW	2	\$35
QLD	6	\$105
NZ	0	0.00
VIC	5	\$175
WA	0	0.00
SA	1	\$17.50
International	0	0.00
Institutions	QAGOMA, Sydney University, Auckland Art Gallery	N/A
TOTAL	18	\$350.00

2022 Biennial Conference

The 2022 Biennial Conference was inexpensive to run but required a lot of unpaid labour by the

National Executive and in-kind support from the University of Melbourne. The only cost for the conference was the engagement of two artists as guest speakers. The artists were paid at the NAVA rate for artist talks (\$457) plus \$43 for incidentals.

Due to the on-going global pandemic, the limited finances in the National Executive Business Transaction Account A, the marked decrease in professional development resources in libraries and the high cost of living, the National Executive decided to run the conference at no cost to participants. This resulted in the 2022 Biennial Conference running at a loss of \$1,000. We believe this online model increases the accessibility, safety and sustainability of the conference.

Notes regarding the transfer of accounts at Commonwealth Bank

As mentioned in the summary of this Treasurer's Report, Ruth McConchie and Romany Manuell made several unsuccessful attempts to have the Business Transaction Account **A** transferred from the previous office bearers over the course of 2021 and 2022. For future reference, the minutes of any future meeting must use the following wording:

"As discussed, the authority on our Commonwealth Bank accounts ending in #6980 and #2799 will be changing, [Party 1 and Party 2] to be removed and replaced by [Party 3 and Party 4]. The method of operation will be two to sign."

In addition, these minutes must be signed by the Chair of the National Executive in "wet ink". That means, it is insufficient to produce a document, scan it, and email it. The Commonwealth Bank must see the original signature, rather than a scan.

Business Transaction Account **B** has not been transferred to the National Executive but remains accessible to the Treasurer- QLD Branch. As the National Executive will shortly be transferred to NSW or QLD this will be transferred directly to the incoming National Executive.