

**FRIENDS OF THE PUBLIC GARDEN
TREASURER'S REPORT FOR BOARD OF DIRECTORS MEETING
JUNE 6, 2018**

2017 Audit

The audit process went very well and resulted in two minor adjusting entries. In early May, the Audit Committee met with our auditor, Bacall & Conniff, P.C., and reviewed the audited financials, Form 990 (federal tax return) and Form PC (state tax return). The Committee voted to accept the documents and to recommend to the Board that Bacall & Conniff be hired as the auditors of the Friends for 2018. The tax forms were filed prior to the May 15 deadline and the invoice from Bacall & Conniff came in at \$17,600, compared to \$17,400 for the 2016 audit.

January through April 2018 Statement of Operations (attached)

Income: Total Operating Income came in \$417,000 (46%) above budget for the first four months of the year. The Friends received unrestricted gifts of \$250,000 from the Harold Whitworth Pierce Charitable Trust plus \$50,000 from Peter Brooke. We also received an unrestricted \$50,000 bequest from Anne Brooke's estate. Both New and Renewal Memberships are ahead of budget while Sponsorships for Benches and Trees continue the strong pace of the last few years. The Green & White Gala was another resounding success raising \$45,000 more than budget at April 30. In Public Programs, Mass Humanities did not fund Making History this year and although Duckling Day revenue was under budget at April 30, the event brought in \$8,000 more than budget by the end of May. On the Brewer Fountain Plaza, we signed contracts with three different trucks, which will match the revenue of the five trucks from 2017.

Expenses: Total Operating Expenses came in \$58,700 (8%) under budget. Parks Care spending was \$67,700 (24%) under budget at April 30 primarily due to the following three items:

- 1) Delay in Brewer Fountain Lighting Design due to concerns with recommended lighting fixture;
- 2) Pruning behind schedule in the Garden due to additional work done in December 2017; and
- 3) Tool Shed Feasibility Study will not be done this year due to lack of capacity at both the City level and at the Friends.

In Public Programs, Duckling Day, the new Video for the Green & White Gala and Young Friends all tracked to budget. Communications and Outreach & Education are below budget, though we expect them to come close to budget by year-end. Brewer Plaza Activities are ahead of budget primarily due to the Brewer 150 Celebration on June 14. In Development, the Green & White tracked to budget at April 30 but will come in about \$8,000 under budget in total expenses. In Administration, while Overhead is slightly under budget, Personnel is 9% over budget primarily because the salary increase and bonus for Liz were unbudgeted.

Surplus: We budgeted a Net Surplus of \$53,400 for 2018. At April 30, we expected a surplus of \$151,800, as spending always lags fundraising during this period. Primarily due to the additional income received during the first four months of this year, our surplus at April 30 was \$475,700 above the projection.

Investments

As of April 30, our invested funds totaled \$20.7 million. On December 31, 2017, the figure was \$20.8 million. Our year-to-date return at April 30 was -0.2%, compared to -0.7% for the benchmark.

5/31/2018

FRIENDS OF THE PUBLIC GARDEN
Statement of Operations
Budget vs. Actual

January - April 2018

| OPERATING INCOME | <u>Budget</u> | <u>Actual</u> | <u>Variance</u> | |
|--|------------------|--------------------|------------------|--------------|
| Support | | | | |
| Membership: | | | | |
| New | \$10,000 | \$15,600 | \$5,600 | 56% |
| Renewals | <u>\$69,000</u> | <u>\$70,249</u> | <u>\$1,249</u> | <u>2%</u> |
| Total Membership | \$79,000 | \$85,849 | \$6,849 | 9% |
| Other Contributions: | | | | |
| Designated | \$75,000 | \$97,226 | \$22,226 | 30% |
| Undesignated | <u>\$6,000</u> | <u>\$310,876</u> | <u>\$304,876</u> | <u>5081%</u> |
| Total Other Contributions | \$81,000 | \$408,102 | \$327,102 | 404% |
| Bequests | \$0 | \$50,000 | \$50,000 | 100% |
| Development Events: | | | | |
| Green & White Gala | \$480,000 | \$525,400 | \$45,400 | 9% |
| Young Friends | <u>\$1,000</u> | <u>\$1,125</u> | <u>\$125</u> | <u>13%</u> |
| Total Development Events | \$481,000 | \$526,525 | \$45,525 | 9% |
| Public Programs: | | | | |
| Making History on the Common | <u>\$10,000</u> | <u>\$1,500</u> | <u>-\$8,500</u> | <u>-85%</u> |
| Total Public Programs | \$10,000 | \$1,500 | -\$8,500 | -85% |
| Total Support | \$651,000 | \$1,071,976 | \$420,976 | 65% |
| Revenue | | | | |
| Brewer Plaza Vendors | \$9,000 | \$7,850 | -\$1,150 | -13% |
| Duckling Day | \$8,000 | \$4,970 | -\$3,030 | -38% |
| Product Sales | <u>\$200</u> | <u>\$405</u> | <u>\$205</u> | <u>103%</u> |
| Total Revenue | \$17,200 | \$13,225 | -\$3,975 | -23% |
| Investment Return Designated for Current Operations | \$228,667 | \$228,667 | \$0 | 0% |
| TOTAL OPERATING INCOME | \$896,867 | \$1,313,868 | \$417,001 | 46% |

5/31/2018

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January - April 2018

| OPERATING EXPENSES | <u>Budget</u> | <u>Actual</u> | <u>Variance</u> | |
|------------------------------|------------------|------------------|------------------|-------------|
| Parks | | | | |
| Parks Care: | | | | |
| The Common | | | | |
| Tree, Soil & Turf Care | \$60,000 | \$71,286 | \$11,286 | 19% |
| Sculpture | \$75,000 | \$45,216 | -\$29,784 | -40% |
| Other | \$3,000 | \$2,727 | -\$273 | -9% |
| | <u>\$138,000</u> | <u>\$119,229</u> | <u>-\$18,771</u> | <u>-14%</u> |
| Total Common | | | | |
| The Garden | | | | |
| Tree, Soil & Turf Care | \$50,000 | \$19,949 | -\$30,051 | -60% |
| Sculpture | \$7,000 | \$6,956 | -\$44 | -1% |
| Other | \$20,000 | \$9,129 | -\$10,871 | -54% |
| | <u>\$77,000</u> | <u>\$36,034</u> | <u>-\$40,966</u> | <u>-53%</u> |
| Total Garden | | | | |
| The Mall | | | | |
| Tree, Soil & Turf Care | \$50,000 | \$42,706 | -\$7,294 | -15% |
| Sculpture | \$15,000 | \$14,900 | -\$100 | -1% |
| Other | \$2,000 | \$1,445 | -\$555 | -28% |
| | <u>\$67,000</u> | <u>\$59,051</u> | <u>-\$7,949</u> | <u>-12%</u> |
| Total Mall | | | | |
| Total Parks Care | \$282,000 | \$214,314 | -\$67,686 | -24% |
| Public Programs: | | | | |
| Brewer Plaza Activities | \$11,563 | \$13,929 | \$2,367 | 20% |
| Communications | \$13,433 | \$7,115 | -\$6,318 | -47% |
| Duckling Day | \$8,000 | \$7,690 | -\$310 | -4% |
| Making History on the Common | \$1,000 | \$540 | -\$460 | -46% |
| Outreach & Education | \$3,333 | \$2,017 | -\$1,316 | -39% |
| Video | \$15,000 | \$15,200 | \$200 | 1% |
| Young Friends | \$2,000 | \$1,955 | -\$45 | -2% |
| | <u>\$54,329</u> | <u>\$48,446</u> | <u>-\$5,883</u> | <u>-11%</u> |
| Total Public Programs | | | | |
| Administration: | | | | |
| Personnel | \$101,195 | \$110,115 | \$8,920 | 9% |
| Overhead | \$36,095 | \$33,838 | -\$2,257 | -6% |
| | <u>\$137,290</u> | <u>\$143,953</u> | <u>\$6,663</u> | <u>5%</u> |
| Total Administration | | | | |
| Total Parks | \$473,619 | \$406,713 | -\$66,906 | -14% |

5/31/2018

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Budget vs. Actual

January - April 2018

| | <u>Budget</u> | <u>Actual</u> | <u>Variance</u> | |
|--|------------------|------------------|------------------|-------------|
| Development | | | | |
| Events: | | | | |
| Green & White Gala | \$90,000 | \$89,342 | -\$658 | -1% |
| Other | \$2,000 | \$1,800 | -\$200 | -10% |
| Total Events | \$92,000 | \$91,142 | -\$858 | -1% |
| Operations: | | | | |
| Mailings | \$4,000 | \$4,781 | \$781 | 20% |
| Other | \$4,000 | \$3,925 | -\$75 | -2% |
| Total Operations | \$8,000 | \$8,706 | \$706 | 9% |
| Administration: | | | | |
| Personnel | \$85,335 | \$92,856 | \$7,521 | 9% |
| Overhead | \$30,438 | \$28,534 | -\$1,904 | -6% |
| Total Administration | \$115,773 | \$121,390 | \$5,617 | 5% |
| Total Development | \$215,773 | \$221,238 | \$5,465 | 3% |
| Administration | | | | |
| Personnel | \$41,029 | \$44,645 | \$3,616 | 9% |
| Overhead | \$14,634 | \$13,719 | -\$915 | -6% |
| Total Administration | \$55,663 | \$58,364 | \$2,701 | 5% |
| TOTAL OPERATING EXPENSES | \$745,055 | \$686,315 | -\$58,740 | -8% |
| TOTAL OPERATING SURPLUS (DEFICIT) | \$151,812 | \$627,553 | \$475,741 | 313% |