



## **TREASURER'S REPORT**

**November 6, 2012**

**Prepared for the Board of Directors  
of the  
Raptor Research Foundation  
by  
Angela Matz, Treasurer**

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## RRF Treasurer's Statement: Income, Expenses and Budgets, FY10-12 and FY13 Proposed Budget

| <b>Income</b>                       | Budget<br>2010  | 2010            | Budget<br>2011  | 2011             | Budget<br>2012  | 2012 YTD <sup>1</sup> | Budget<br>2013  | Notes |
|-------------------------------------|-----------------|-----------------|-----------------|------------------|-----------------|-----------------------|-----------------|-------|
| Memberships <sup>2</sup>            | 41,000          | \$49,893        | \$41,000        | \$44,825         | \$41,000        | \$25,968              | \$41,000        |       |
| Conference Receipts                 | \$2,000         | \$2,225         | \$4,000         | \$11,857         | \$6,000         | \$8,646               | \$2,500         |       |
| JRR Charges to Authors <sup>3</sup> | \$32,000        | \$26,976        | \$32,000        | \$29,613         | \$27,000        | \$13,854              | \$27,000        |       |
| Advertising in JRR                  | \$1,000         | \$1,000         | \$1,000         | \$1,225          | \$1,000         | \$750                 | \$1,000         |       |
| Other Publications <sup>4</sup>     | \$500           | 818.50          | \$500           | \$930            | \$800           | \$278                 | \$500           |       |
| Major Royalties <sup>5</sup>        | \$2,000         | \$10,246        | \$10,000        | \$13,584         | \$12,000        | \$15,934              | \$15,000        |       |
| Contributions                       | \$200           | \$154           | \$100           | \$560            | \$200           | \$64                  | \$200           |       |
| Bank Account Interest               | \$500           | \$433           | \$500           | \$343            | \$400           | \$268                 | \$400           |       |
| Other Income <sup>6</sup>           | \$700           | \$701           | \$500           | \$714            | \$600           | \$76                  | \$500           |       |
| Endowment Gifts                     | \$0             | \$227           | \$0             | \$325            | \$0             | \$5                   | \$0             |       |
| Endowment Adjustment <sup>7</sup>   | \$3,200         | \$0             | \$6,000         | \$0              | \$4,000         | \$0                   | \$5,900         |       |
| <b>Total Income</b>                 | <b>\$83,100</b> | <b>\$92,674</b> | <b>\$95,600</b> | <b>\$103,975</b> | <b>\$93,000</b> | <b>\$65,844</b>       | <b>\$94,000</b> |       |

**Percent of budgeted for current FY**

71%

<sup>1</sup> As of 30 September 2012

<sup>2</sup> From OSNA records; includes membership fees, journal subscriptions, and journal postage

<sup>3</sup> JRR charges to authors minus waived charges

<sup>4</sup> Back issues sold through Allen Press and OSNA; direct sales of Research Reports; royalties and direct sales of Powerlines '96

<sup>5</sup> BioOne, Techniques Manual, Jemima Parry-Jones Falconry films and books sold in the U.S.

<sup>6</sup> Mailing list rental income, cost recoveries from previous issues of JRR, merchandise, settlements

<sup>7</sup> "Debt" owed by the Endowment to RRF's Operating Funds for awards and grants; cumulative if previous year actual = \$0.

| <b>Expenses</b>                             | Budget<br>2010 | 2010     | Budget<br>2011 | 2011     | Budget<br>2012 | 2012 YTD | Budget<br>2013 | Notes   |
|---|----------------|----------|----------------|----------|----------------|----------|----------------|---|
| Membership Fees <sup>8</sup>                | \$500          | \$500    | \$900          | \$878    | \$900          | \$614    | \$850          |   |
| Conference Management Fee                   | \$0            | \$0      | \$0            | \$0      | \$0            | \$0      | \$0            |   |
| Other Conference Expenses                   | \$1,500        | \$1,500  | \$1,500        | \$10,000 | \$1,500        | \$1,500  | \$1,500        | FY11: NAOC Vancouver 2012<br>FY12: Bariloche 2013 |
| Publications <sup>9</sup>                   | \$36,000       | \$37,118 | \$40,000       | \$38,034 | \$38,000       | \$31,218 | \$38,000       |   |
| Other publications                          | \$600          | \$0      | \$0            | \$0      | \$430          | \$0      |                |   |
| Editor's Fund <sup>10</sup>                 | \$20,250       | \$20,543 | \$22,250       | \$21,430 | \$28,250       | \$17,719 | \$28,250       |   |
| OSNA Service Fees                           | \$7,920        | \$7,292  | \$7,920        | \$7,322  | \$7,920        | \$7,353  | \$7,500        |   |
| Presidents Fund                             | \$0            | \$0      | \$0            | \$0      | \$0            | \$0      | \$0            |   |
| Directors' Fund                             | \$0            | \$0      | \$0            | \$0      | \$0            | \$0      | \$0            |   |
| Editor's and Officers' Travel <sup>11</sup> | \$0            | \$1,500  | \$2,000        | \$1,500  | \$2,000        | \$2,000  | \$4,000        |   |
| Postage & Delivery                          | \$4,000        | \$1,708  | \$100          | \$319    | \$400          | \$117    | \$300          | FY09 and FY10 = distribution of back issues       |
| Office Supply/copies                        | \$200          | \$0      | \$200          | \$33     | \$200          |          | \$200          |   |
| Telephone and Web Hosting                   | \$150          | \$35     | \$8,000        | \$6,615  | \$200          | \$26     | \$200          |   |
| Accounting and Legal                        | \$1,000        | \$849    | \$1,200        | \$29     | \$1,200        | \$780    | \$1,200        |   |
| Bank Service Charges <sup>12</sup>          | \$200          | \$191    | \$150          | \$137    | \$200          | \$88     | \$200          |   |
| Credit Card                                 | \$2,000        | \$2,844  | \$2,700        | \$2,197  | \$2,800        | \$1,049  | \$2,800        |   |

<sup>8</sup> \$500/year to the Ornithological Council; additional \$350/year (est FY13) for "Ornithology Exchange" Website.

<sup>9</sup> Allen Press, printing JRR and reprints

<sup>10</sup> Editor's compensation, reimbursement for postage and supplies, proofreading, Spanish translations

<sup>11</sup> All three officers and the JRR Editor will not have institutional support for travel to Bariloche.

<sup>12</sup> Account service charges

| <b>Expenses</b>                                   | Budget<br>2010  | 2010            | Budget<br>2011  | 2011            | Budget<br>2012  | 2012 YTD        | Budget<br>2013  | Notes |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------|
| Charges <sup>13</sup>                             |                 |                 |                 |                 |                 |                 |                 |       |
| Election Costs                                    | \$880           | \$500           | \$700           | \$500           | \$600           | \$500           | \$600           |       |
| Other Misc.<br>Costs <sup>14</sup>                | \$2,200         | \$2,307         | \$1,800         | \$2,641         | \$2,200         | \$1,158         | \$2,200         |       |
| D & O Insurance                                   | \$1,300         | \$1,068         | \$1,080         | \$1,030         | \$1,100         | \$1,030         | \$1,100         |       |
| Awards and<br>Grants                              | \$3,500         | \$4,024         | \$5,100         | \$4,164         | \$5,100         | \$4,580         | \$5,100         |       |
| Endowment<br>Allocation                           | \$900           | \$1,127         | \$0             | \$120           | \$0             | \$3,005         | \$0             |       |
| <b>Total Expenses</b>                             | <b>\$83,100</b> | <b>\$83,105</b> | <b>\$95,600</b> | <b>\$96,950</b> | <b>\$93,000</b> | <b>\$72,739</b> | <b>\$94,000</b> |       |
| <b>Percent of<br/>budgeted for<br/>current FY</b> |                 |                 |                 |                 |                 | <b>78%</b>      |                 |       |
| <b>Overall Gain or<br/>Loss</b>                   | <b>\$0</b>      | <b>\$9,569</b>  | <b>\$0</b>      | <b>\$7,026</b>  | <b>\$0</b>      | <b>-\$6,895</b> | <b>\$0</b>      |       |

<sup>13</sup> From Merchant's Bank (for JRR costs paid by authors) and from OSNA (for membership dues/journal subscriptions).

<sup>14</sup> Primarily, Back Issue Management by Allen Press

## INCOME

**MEMBERSHIP:** Although declining over the years (Table 1), our membership dollars track with those of other societies managed by OSNA. More information can be found in the Membership Committee's Report.

Table 1. RRF membership receipts since 1997, as reported to the RRF treasurer by OSNA, percent of previous year, and percent difference from the all-year average. 1997 was the first full year of membership management by OSNA.

| Year              | Membership Receipts | Percent of Previous Year | % Difference from all-year average (\$38,843) |
|-------------------|---------------------|--------------------------|---|
| 1997              | \$41,545            |                          | 7%  |
| 1998 <sup>A</sup> | \$31,229            | 75%                      | -20%  |
| 1999              | \$40,251            | 129%                     | 4%  |
| 2000              | \$54,101            | 134%                     | 39%   |
| 2001              | \$40,216            | 74%                      | 4%  |
| 2002              | \$29,338            | 73%                      | -24%  |
| 2003              | \$45,430            | 155%                     | 17%   |
| 2004 <sup>B</sup> | \$22,282            | 49%                      | -43%  |
| 2005              | \$52,597            | 236%                     | 35%   |
| 2006              | \$43,766            | 83%                      | 13%   |
| 2007              | \$33,371            | 76%                      | -14%  |
| 2008              | \$36,332            | 109%                     | -6%   |
| 2009              | \$34,497            | 95%                      | -11%  |
| 2010              | \$42,398            | 123%                     | 8%  |
| 2011              | \$38,752            | 91%                      | 2%  |
| 2012 to date      | \$21,098            | 54%                      |   |

<sup>A</sup> New OSNA director and series of changes at Allen Press.

<sup>B</sup> 2005 Renewal notices mailed late; 2004 receipts were low and 2005 receipts were high.

**CONFERENCES:** Raptor Research Foundation made a profit of \$8,646 from the 2011 conference in Duluth (Table 2).

Table 2. Seed money, income, and profit or <loss> for RRF conferences since 1998.

| Year | Location                     | Seed Money    | Income         | Profit or <Loss> |
|------|------------------------------|---------------|----------------|------------------|
| 1998 | Ogden, Utah                  | \$10,000      | \$19,296       | \$9,296          |
| 1999 | La Paz, Mexico               |               |                | \$2,631          |
| 2000 | Jonesboro, Arkansas          | \$1,000       | \$1,698        | \$698            |
| 2001 | Winnipeg, Manitoba           | \$1,000       | \$766          | <\$234>          |
| 2002 | NAOC, New Orleans, Louisiana | not requested |                |                  |
| 2003 | Anchorage, Alaska            | \$1,000       | \$6,523        | \$5,523          |
| 2004 | Bakersfield, California      | \$1,000       | \$11,031       | \$10,031         |
| 2005 | Green Bay, Wisconsin         | \$1,500       | \$10,405       | \$8,905          |
| 2006 | NAOC, Veracruz, Mexico       | \$10,250      | \$13,740       | \$3,490          |
| 2007 | Foglesville, Pennsylvania    | \$1,500       | \$1,849        | \$349            |
| 2008 | Missoula, Montana            | not requested | \$4,707        | \$4,707          |
| 2009 | Pitlochry, Scotland          | not requested | \$2,225        | \$2,225          |
| 2010 | Ft. Collins, Colorado        | \$1,500       | \$11,857       | \$10,357         |
| 2011 | Duluth, Minnesota            | \$1,500       | \$10,146       | \$8,646          |
| 2012 | NAOC, Vancouver, BC          | \$10,779      | (est) \$12,500 | (est) \$2,500    |
| 2013 | Bariloche, Argentina         | \$1,500       |                |                  |

**OTHER PUBLICATIONS AND ROYALTIES:** Raptor Research Foundation has a variety of publications other than the Journal for sale, all residing with the Treasurer. Research Reports #6 – Ancestral Kestral, and #9 – Burrowing Owl, continue to be the best sellers. Research Reports and other publications will continue to be sold. As hard copy stocks dwindle, the Treasurer will invest in high-quality .pdfs for the most popular titles.

We have received substantial royalty income from BioOne. We also receive royalties on the Raptor Techniques Manual through the generosity of the publisher, which are routed to the endowment (by vote of the Board, 2008). We also receive royalties from U.S. sales of Jemima Parry-Jones’ falconry books.

**JOURNAL OF RAPTOR RESEARCH:** The Journal of Raptor Research costs to authors include page charges (\$115/page), proof corrections (\$3.50 each), special charges such as major corrections and color photos, and service charges for bank transfers. The Editor-in-Chief negotiates the cost each author must pay for page charges and proof corrections; discounts are reported as “waived charges”. Cost recovery is calculated by journal issue, not by fiscal year; this information is found in the Editor’s Report.

We previously charged for reprints. In 2009, the system was changed to a direct order through Allen Press. This has significantly reduced our bookkeeping time and keeps the reprint costs between the printer and the author, which is appropriate.

**INTEREST FROM BANK ACCOUNTS:** We maintain two cash accounts, a Business Checking

Account and a Treasury Index Fund Account, which has a slightly higher interest rate, with Merchant's Bank (Table 3).

Table 3. Current statistics for RRF accounts at Merchant's Bank.

|                                    | Balance (10/31/12) | Annual Interest Rate (%) | Interest YTD | <Fees YTD> |
|------------------------------------|--------------------|--------------------------|--------------|------------|
| Business Checking                  | \$57,708           | 0.20                     | \$166.66     | \$83.85    |
| Treasury Index Fund (Money Market) | \$59,357           | 0.35                     | \$106.99     | \$0        |

## **EXPENSES**

**JOURNAL OF RAPTOR RESEARCH:** The Journal of Raptor Research is our primary expense. A summary of JRR printing costs is included in the Editor's report. Editorial costs for the Journal include the Editor's compensation, Spanish translation of abstracts, and proofreading. We also reimburse the Editor for shipping, supplies, and travel. Further details can be found in the in the Editor's Report.

**POSTAGE:** We saw a spike in postage for 2009-10 due to consolidating and re-distributing back issues of the Journal of Raptor Research to conservation organizations in developing countries.

**CONFERENCE EXPENSES:** Includes seed money and any losses.

**MEMBERSHIP FEES:** Annual donation of \$500 to the Ornithological Council. In FY10-11, the board approved an extra \$400 per year for the OC's "Strengthening Ornithology" initiative. From FY12 on, \$350 for the "Ornithology Exchange" website.

**PRESIDENT'S AND DIRECTORS' FUNDS:** Once used for mailing Conference Abstract books to International members and plaques and awards, and other presidential activities and for funding directors' travel to conferences and RRF representative travel when requested by the directors, respectively. These have been budgeted at \$0 for many years.

**OFFICERS' and EDITOR'S TRAVEL EXPENSES:** Usually budgeted from \$1-3K. For 2013, the \$4K budget reflects that all three officers and the JRR editor have no institutional support for travel to Bariloche, Argentina for the annual meeting.

**OFFICE SUPPLIES, COPYING, TELEPHONE, WEB HOSTING:** Basic clerical supplies, photocopying, and other incidental expenses; telephone services when necessary, and maintenance of our domain name and website hosting. In 2010, a one-time expense of \$7850 was budgeted for the RRF website redesign.

**ACCOUNTING AND LEGAL:** A CPA does RRF's taxes and corresponds with the IRS on our behalf, and we have legal representation on no-cost retainer.

**CREDIT CARD CHARGES:** It costs 4% of the purchase price to offer Credit Card purchase ability to our members and customers. Many purchases are done by overseas members who have trouble obtaining US currency, and page charges are now paid by credit card from government agencies. The substantial cost recovery makes our minimal costs for this service



worthwhile.

**INSURANCE:** Raptor Research Foundation has a Non-Profit Organization and Management Liability Policy, for which we pay annual premiums of approximately \$1100.

## **RRF MEMORIAL ENDOWMENT FUND**

The RRF Memorial Endowment is used to provide grants and awards, in memory and honor of the following individuals who are significant to the values and history of the Raptor Research Foundation, Inc. These are: Dean Amadon, William Andersen, Leslie Brown, Thomas Cade, James R. Koplín, Fred and Frances Hamerstrom, and Steven Tully.

Table 3. Raptor Research Foundation Memorial Endowment expenses and receipts since 1998.

| Year              | Endowment Expenses | Endowment Donations | Adjustments <sup>A</sup> | Total Value |
|-------------------|--------------------|---------------------|--------------------------|-------------|
| 1998              |                    |                     | \$25,000                 | \$72,976    |
| 1999              |                    |                     |                          | \$110,263   |
| 2000              | (\$2,402)          | \$2,768             |                          |             |
| 2001              | (\$2,108)          | \$97                | (\$4689)                 |             |
| 2002              | (\$3,440)          | \$158               |                          |             |
| 2003              | (\$3,640)          | \$87                |                          |             |
| 2004              | (\$2,400)          | \$0                 | (\$10,703)               |             |
| 2005              | (\$3,359)          | \$70                |                          | \$113,642   |
| 2006              | (\$1,500)          | \$60                |                          | \$112,666   |
| 2007              | (\$1659)           | \$110               | (\$4,729)                | \$126,229   |
| 2008 <sup>B</sup> | (\$1468)           | \$90                |                          | \$86,480    |
| 2009              | (\$1179)           | \$3,180             | \$20,000                 | \$131,280   |
| 2010              | (\$1250)           | \$227               |                          | \$135,768   |
| 2011              | (\$1844)           | \$120               |                          | \$144,850   |
| 2012 (9/31/12)    | (\$1389)           | \$5                 |                          | \$154,922   |

<sup>A</sup> The rule of thumb for endowments is not to draw out more than 5% of the funds annually and we've chosen 4.5% of the three-year rolling average of the fund value near the end of each fiscal year. This practice evens out the peaks and valleys of values. In years when adjustments aren't made, donations and expenses are carried in operating accounts.

<sup>B</sup> No donations or adjustments were made to the endowment from operating funds in 2008 because of the global economic crash.

## **CORPORATE INFORMATION**

Raptor Research Foundation, Inc., is incorporated in Minnesota, and registered to do business in Alaska. RRF is a 501(c)3 organization.

Our address for tax and business purposes is:

Angela Matz, Treasurer  
Raptor Research Foundation  
c/o 101 12<sup>th</sup> Ave., Room 110  
Fairbanks, Alaska 99701

Virginia Farmier of Farthest North Business Services, in Fairbanks, Alaska, is our CPA and James Dewitt, of the law firm of Guess & Rudd, PC, Fairbanks, Alaska, is our legal counsel.

## TREASURER'S REPORT TO THE MEMBERSHIP 2012

|   | Budget<br>2010  | 2010            | Budget<br>2011  | 2011             | Budget<br>2012  | 2012 YTD        |
|---|-----------------|-----------------|-----------------|------------------|-----------------|-----------------|
| <b>Income</b>   |                 |                 |                 |                  |                 |                 |
| Membership  | \$41,000        | \$49,893        | \$41,000        | \$44,825         | \$41,000        | \$25,968        |
| Conference Receipts   | \$2,000         | \$2,225         | \$4,000         | \$11,857         | \$6,000         | \$8,646         |
| Publications and royalties  | \$35,500        | \$39,041        | \$43,500        | \$45,352         | \$40,800        | \$30,817        |
| Contributions   | \$200           | \$381           | \$100           | \$885            | \$200           | \$69            |
| Other Income  | \$4,400         | \$1,134         | \$7,000         | \$1,057          | \$5,000         | \$345           |
| <b>Total Income</b>   | <b>\$83,100</b> | <b>\$92,674</b> | <b>\$95,600</b> | <b>\$103,975</b> | <b>\$93,000</b> | <b>\$65,844</b> |
| <b>Expenses</b>   |                 |                 |                 |                  |                 |                 |
| J Raptor Research: Printing   | \$36,000        | \$37,118        | \$40,000        | \$38,034         | \$38,000        | \$31,218        |
| J Raptor Research: Operations   | \$20,250        | \$20,543        | \$22,250        | \$21,430         | \$28,250        | \$17,719        |
| Conference Expenses   | \$1,500         | \$1,500         | \$1,500         | \$10,000         | \$1,500         | \$1,500         |
| RRF Board Expenses, including<br>Grants,Awards, and transfers to<br>the Endowment | \$3,500         | \$5,524         | \$7,100         | \$5,664          | \$7,100         | \$6,580         |
| Operations  | \$21,850        | \$18,420        | \$24,750        | \$21,822         | \$18,150        | \$15,721        |
| <b>Total Expenses</b>   | <b>\$83,100</b> | <b>\$83,105</b> | <b>\$95,600</b> | <b>\$96,950</b>  | <b>\$93,000</b> | <b>\$72,739</b> |
| <b>Overall Gain or Loss</b>   | <b>\$0</b>      | <b>\$9,569</b>  | <b>\$0</b>      | <b>\$7,026</b>   | <b>\$0</b>      | <b>-\$6,894</b> |

|                                      | <u>2010</u>      | <u>2011</u>      | <u>2012 YTD</u>  |
|--------------------------------------|------------------|------------------|------------------|
| <b>Memorial Endowment Fund</b>       |                  |                  |                  |
| Previous Year-end Value              | \$131,280        | \$147,982        | \$142,048        |
| Gains/(Losses)                       | \$16,702         | -\$5,934         | \$8,489          |
| Fund Additions/(Withdrawals)         |                  |                  |                  |
| <b>Total Fund Value</b>              | <b>\$147,982</b> | <b>\$142,048</b> | <b>\$154,922</b> |
| Year-end Checking Account<br>Balance | \$59,800         | \$91,917         | \$57,708         |
| Year-end Savings Account<br>Balance  | \$58,993         | \$39,239         | \$59,357         |
| <b>Total RRF Assets</b>              | <b>\$266,775</b> | <b>\$273,204</b> | <b>\$271,988</b> |