

**POPS Treasurer Report**  
**Report Period: 1/1/19 – 3/15/2020**  
**Date: 3/15/2020**  
**Prepared by: Jenn Caiazzo**

**Basis of Presentation:**

The 2020 POPS' Fiscal Year begins on July 1, 2019 and this report covers all activity through March 15, 2020, including donation income, expenses and cash activity and balances.

**Donations & Other Income Fiscal YTD (7/1/19 – 3/15/2020)**

**General Donations:**

On-line net donations	\$3,250.00
Cash	234.00
Mail-in donations	2,475.00
Amazon Smile donations	34.60
Annual Sponsorship	1,750.00
Donations through Bundle	<u>880.00</u>
<b>Total Donations Received</b>	<b>\$8,623.60</b>

**Gala Donations:**

Long Term Fund "LTF" Restricted donations	\$14,100.00
Unrestricted Gala Donations	<u>30,231.00</u>
<b>Total Gala Donations</b>	<b>\$44,331.00</b>

**Playbill Sponsor Donations:**

Family	\$1,480.00
Business	<u>5,425.00</u>
<b>Total Playbill Sponsor &amp; Donations</b>	<b>\$6,905.00</b>

**Other Fundraising Sales:**

Star for a Star/Concessions/Roses/Magnets	<u>\$4,013.42</u>
<b>Total Other Fundraising Sales</b>	<b>\$4,013.42</b>

**Program Support Receipts:**

Spiritwear Attire	\$2,184.00
Flipcause Bundle Inflows	<u>5,540.00</u>
<b>Total Support Receipts (1)</b>	<b>\$7,724.00</b>

<b>TOTAL YTD Donations And Other Receipts(2)</b>	<b>\$71,597.02</b>
--	--------------------

**Interest Income:**

Unrestricted Interest Income	\$18.36
Restricted Interest Income	<u>802.86</u>
<b>Total YTD Interest Income Received</b>	<b>\$821.22</b>

**(1) Support receipts are proceeds for spiritwear attire and money is used to purchase the spiritwear.**

**(2) Additionally, POPS received 3 instrument donations during this period, the value of these contributions is not included in the above numbers.**

**Expenses Fiscal YTD 7/1/19 – 3/15/20:**

Insurance (FY 2020)	\$474.00
Accounting Software (FY 2020)	652.19
Website Expense (FY 2020)	1,200.00
COGS – Concessions	568.09
COGS – Playbill Printing	294.00
POPS Gala Expenses	13,068.24
POPS Publicity Expenses	267.57
Office Supplies	93.79*
PO Box Rental and Postage	134.00
POPS Discretionary Fund	1,864.21
On-Line Transaction Fees	13.27
State Filing Fees	18.50
Tax Filing & Postage Fees	78.20
Community Building Expenses	567.65
Lobby Support Expenses	254.53
Attire Support Expenses	1,150.40
MetG Festival	448.00
Production Emergency Expenses	1,200.00
Student Bundle Expenses	6,274.23
Fingerprint Reimbursement	35.00
Student in Need Attire	161.70
Write off	(100.00)**
Teacher Recognition Flowers/Party	<u>1,367.08</u>

**Total YTD Expenses** **\$30,084.65**

**Non-cash Expenditures:**

Insurance (Prepaid Expense FY2018)	\$474.00
Website (Prepaid Expense FY2018)	1,200.00
June 30 outstanding checks cashed	(200.00)
Outstanding check from FY2017 Written Off	(100.00)**
Accrual for Purchase of Cello	1,440.00***
PA Discretionary Fund	46.74****
WPS Emergency Accrual	<u>1,147.35*****</u>

**Total Non-cash items** **\$4,008.09**

### Cash Balances as of 3/15/20:

#### Unrestricted Cash

Wellesley Bank:	\$63,553.66
Total Unrestricted Cash	\$63,243.66
Deposit in Transit	310.00
Total Restricted Cash	<u>\$61,112.59</u>
<b>Total Cash</b>	<b>\$124,666.25</b>

### Cash activity 7/1/19 – 3/15/2020

Cash balance 6/30/19	\$78,324.57
Donations received	71,597.02
Interest Income	821.22
Expenses YTD	(30,084.65)
Non-cash expenditures	<u>4,008.09</u>
Cash balance 3/15/20	<b>\$124,666.25</b>

### Other Reportable Matters:

The FY 2019 tax returns have been filed.

\*This amount includes the purchase of POPS thank you notes and reorder of additional checks from Wellesley Bank.

\*\* Check from FY2017 that was never cashed.

\*\*\*Purchase of a cello from the Discretionary Fund. It has been accrued for but has not been charged to the POPS account. It was reclassified from the Discretionary Fund to a POPS Accrual.

\*\*\*\*There was a POPS approved increase to the Discretionary Fund of \$1,864.21 at the September 10, 2019 Board Meeting. Emergency props were ordered for Sharks and Fame Winter Musicals totaling \$377.47. Reclassification of the Cello purchase to the WPS Accrual of \$1,440. This nets to \$46.74.

\*\*\*\*\* In the September 10, 2019 board meeting, the Board approved a WPS Emergency Account in the amount of \$1,200. This account was established for the musicals to allow for “emergencies” that take place during the musical. One expenditure arose during Sitr in the amount of \$52.65. The net of the established account and the expenditure is \$1,147.35.

POPS 2<sup>nd</sup> Annual Signature Gala was on Friday, February 7, 2020 at The Center for Arts in Natick at 7pm. Carol Morrow and Wendy Paul, once again, were the outstanding fundraising team leaders for the gala. This event was a huge success bringing in approximately \$44,000 of donations of which approximately \$14,000 were designated as Long Term Fund LTF restricted donations. Once the numbers are finalized and approved, a CD will be set up in accordance with the regulations for the LTF. Thank you Carol and Wendy, and your amazing team of volunteers for ALL the hard work, time and love.

The Wellesley Bank Foundation is again sponsoring the full year of WHS Drama & Students in Need with a total donation of \$1,750.