

**Samvera Foundation**

Operations Report

Memo to: Samvera Finance Committee, Heather Greer-Klein

From: Scott McGrath

cc: Cathie Mayo

Revised Jan 31, 2024



**Financial Performance as of**

**December**

Statement of Activities	Month				Year to Date				Fy2023
	Actuals	Budget	Variance	%	Actuals	Budget	Variance	%	Annual Budget
<b>REVENUES:</b>									
<b>Samvera Partners</b>									
<b>Total Partner Dues Revenues</b>	\$ -	\$ -	\$ -	0%	\$ 208,000	\$ 204,000	\$ 4,000	102%	\$ 204,000
<i>Adjustment for Deferred Revenues</i>	\$ 17,333	\$ 17,000	\$ 333		\$ 4,250	\$ 6,252	\$ (2,002)		\$ 6,252
<b>Total Recognized Income from Dues</b>	\$ 17,333	\$ 17,000	\$ 333	102%	\$ 212,250	\$ 210,252	\$ 1,998	101%	\$ 210,252
<b>Events &amp; Conference Revenue</b>	\$ -	\$ -	\$ -	0%	\$ 36,563	\$ -	\$ 36,563	100%	\$ -
<b>Pledge Drive Hyrax/Hyku Valkyrization</b>	\$ -	\$ -	\$ -	0%	\$ 14,500	\$ -	\$ 14,500	100%	\$ -
<b>TOTAL INCOME</b>	\$ 17,333	\$ 17,000	\$ 333	102%	\$ 263,313	\$ 210,252	\$ 53,061	125%	\$ 210,252
<b>EXPENSES:</b>									
Salaries, Taxes, Fringe: Community Mgr	\$ 9,811	\$ 9,383	\$ 428	105%	\$ 113,530	\$ 113,203	\$ 327	100%	\$ 113,203
Consulting & Related Expenses	\$ (16,574)	\$ 2,830	\$ (19,404)	-586%	\$ 34,879	\$ 35,460	\$ (581)	98%	\$ 35,460
Conferences, Meetings & Travel Expenses	\$ 437	\$ -	\$ 437	100%	\$ 70,455	\$ 17,000	\$ 53,455	414%	\$ 17,000
Marketing Expenses	\$ -	\$ -	\$ -	0%	\$ -	\$ 200	\$ (200)	0%	\$ 200
Other Operating Expenses	\$ 1,554	\$ 783	\$ 770	198%	\$ 14,890	\$ 11,582	\$ 3,308	129%	\$ 11,582
Other Administrative Expenses	\$ 43	\$ 35	\$ 8	123%	\$ 2,146	\$ 420	\$ 1,726	511%	\$ 420
OODF FaaS Admin Fee Expense	\$ 4,167	\$ 4,167	\$ -	100%	\$ 50,000	\$ 50,000	\$ (0)	100%	\$ 50,000
<b>TOTAL EXPENSES</b>	\$ (563)	\$ 17,198	\$ (17,761)	-3%	\$ 285,900	\$ 227,865	\$ 58,035	125%	\$ 227,865
<b>INCREASE/(DECREASE) in NET ASSETS</b>	\$ 17,896	\$ (198)	\$ 18,094	-9039%	\$ (22,587)	\$ (17,613)	\$ (4,974)	128%	\$ (17,613)

Accounts Receivable listing attached.

**2. Cash Flow** **12/31/2023**

Operating Activities	
Net Income	\$ 17,896
Inc/(Dec) in Accounts Receivable	\$ 49,136
Inc/(Dec) in Prepaid Expenses	\$ (19,500)
Inc/(Dec) in OODF Admin Fee Accrual	\$ 4,167
Inc/(Dec) in Accounts Payable	\$ (34,552)
Inc/(Dec) in Accrued Expenses	\$ 1,173
Inc/(Dec) Deferred Dues Liabilities	\$ (17,333)
Inc/(Dec) InterCompany	\$ 8,753
Net Change in Cash for Period	\$ 9,739
Net Change in Cash for Period	\$ 9,739
Cash at Beginning of Period	\$ 341,885
<b>Cash at End of Period</b>	<b>\$ 351,624</b>

\$ -

**3. Balance Sheet Ending on** **12/31/2023**

Cash	\$ 351,624
Accounts Receivables	\$ 40,000
Prepaid Expenses	\$ -
Prepaid Host Admin Fees	\$ 12,500
Software Development Costs	\$ 19,500
Intercompany	\$ 732
<b>Total Assets</b>	<b>\$ 424,356</b>
Accounts Payable	\$ 4,365
Accrued Expenses	\$ 1,173
Liability: J Allinson Memorial Award	\$ 197
Deferred Liabilities: Partner Dues/ Ppd Dues	\$ 103,958
Intercompany	\$ 0
<b>Total Liabilities</b>	<b>\$ 109,693</b>
Net Assets Beg Balance	\$ 337,249
Surplus/(Deficit)	\$ (22,587)
<b>Total Net Assets:</b>	<b>\$ 314,663</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 424,356</b>

**4) Cash vs Deferred Liability** **Cash** **Def Liab** **%**

<b>Cash vs Deferred Liability for the month</b>	<b>\$ 351,624</b>	<b>\$ 103,958</b>	<b>338%</b>
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**5) Accounts Receivable**

Stanford University	7/1/2023	\$ 10,000
University of California, San Diego	7/1/2023	\$ 7,500
University of California, Santa Barbara	7/1/2023	\$ 5,000
University of Utah	7/1/2023	\$ 7,500
Yale University	7/1/2023	\$ 10,000
<b>A/R Balance at End of Month Partner Fees</b>		<b>\$ 40,000</b>

**6) Accounts Payable**

INDIANA UNIVERSITY	1/2/2024	\$ 2,925.85
OASIS Open (Dec Expensify)	12/31/2023	\$ 1,438.47
<b>A/P Balance at End of Month</b>		<b>\$ 4,364.32</b>

**2023 Partner Dues Paid**

Boston Public Library		\$ 1,000
Columbia University		\$ 5,000
Cornell University		\$ 10,000
Digital Repository of Ireland		\$ 500
Duke University		\$ 10,000
Emory University		\$ 10,000
HYKU FOR CONSORTIA		\$ 1,000
Indiana University		\$ 15,000
Lafayette College		\$ 1,000
LONDON CoSector, University of London		\$ 1,000
Northwestern University		\$ 10,000
Oregon State University		\$ 5,000
Penn State University		\$ 10,000
Princeton University Library		\$ 17,500
Software Services by Scientist		\$ 1,000
Tufts University		\$ 10,000
University of Cincinnati		\$ 7,500
University of Houston		\$ 7,500
University of Hull		\$ 5,000
University of Michigan		\$ 10,000
University of North Carolina, Chapel Hill		\$ 5,000
University of Oregon		\$ 5,000
University of Virginia		\$ 10,000
Ubiquity Press, Ltd		\$ 1,000
Washington University		\$ 7,500
WGBH Archives		\$ 1,000
<b>2023 Partner Dues Collected</b>		<b>\$ 167,500</b>

**2023 Partner Dues Unpaid**

Stanford University		\$ 10,000	
University of California, San Diego		\$ 7,500	
University of California, Santa Barbara		\$ 5,000	Paid jan 2024
University of Utah		\$ 7,500	Paid jan 2024
Yale University		\$ 10,000	
<b>2023 Partner Dues Outstanding</b>		<b>\$ 40,000</b>	

<b>3. Balance Sheet Ending on</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
Cash	\$ 310,100	\$ 307,737	\$ 306,891	\$ 272,108	\$ 294,652	\$ 326,666	\$ 355,714	\$ 371,680	\$ 352,026	\$ 349,090	\$ 341,885	\$ 351,624
Accounts Receivables	\$ 11,000	\$ 11,000	\$ 1,000	\$ (17,500)	\$ (41,000)	\$ (2,000)	\$ 91,000	\$ 63,500	\$ 63,500	\$ 94,136	\$ 89,136	\$ 40,000
Prepaid Expenses	\$ 103,771	\$ 94,387	\$ 84,954	\$ 75,520	\$ 66,087	\$ 56,653	\$ 47,220	\$ 37,786	\$ 28,352	\$ 18,919	\$ 9,485	\$ 1
Prepaid Host Admin Fees	\$ 8,333	\$ 4,167	\$ (0)	\$ 45,833	\$ 41,667	\$ 37,500	\$ 33,333	\$ 29,167	\$ 25,000	\$ 20,833	\$ 16,667	\$ 12,500
Software Development Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,500
Intercompany	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 47	\$ -	\$ -	\$ -	\$ 731
<b>Total Assets</b>	<b>\$ 433,204</b>	<b>\$ 417,292</b>	<b>\$ 392,845</b>	<b>\$ 375,961</b>	<b>\$ 361,405</b>	<b>\$ 423,819</b>	<b>\$ 527,267</b>	<b>\$ 502,180</b>	<b>\$ 468,878</b>	<b>\$ 482,978</b>	<b>\$ 457,173</b>	<b>\$ 424,356</b>
Accounts Payable	\$ 7,709	\$ 8,207	\$ 4,164	\$ 5,049	\$ 7,218	\$ 13,399	\$ 19,205	\$ 20,701	\$ 5,601	\$ 43,809	\$ 38,917	\$ 4,365
Accrued Liabilites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,173
Liability: J Allinson Memorial Award	\$ 169	\$ 169	\$ 169	\$ 169	\$ 169	\$ 169	\$ 169	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197
Deferred Liabilities: Partner Dues/ Ppd Dues	\$ 90,167	\$ 72,625	\$ 54,583	\$ 36,542	\$ 18,500	\$ 82,458	\$ 197,125	\$ 172,292	\$ 155,958	\$ 138,625	\$ 121,292	\$ 103,958
Intercompany	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Liabilities</b>	<b>\$ 98,045</b>	<b>\$ 81,001</b>	<b>\$ 58,916</b>	<b>\$ 41,760</b>	<b>\$ 25,887</b>	<b>\$ 96,026</b>	<b>\$ 216,499</b>	<b>\$ 193,190</b>	<b>\$ 161,757</b>	<b>\$ 182,631</b>	<b>\$ 160,406</b>	<b>\$ 109,693</b>
Net Assets Beg Balance	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249	\$ 337,249
Surplus/(Deficit)	\$ (2,090)	\$ (959)	\$ (3,321)	\$ (3,048)	\$ (1,732)	\$ (9,457)	\$ (26,481)	\$ (28,260)	\$ (30,128)	\$ (36,902)	\$ (40,483)	\$ (22,587)
<b>Total Net Assets:</b>	<b>\$ 335,159</b>	<b>\$ 336,290</b>	<b>\$ 333,928</b>	<b>\$ 334,201</b>	<b>\$ 335,517</b>	<b>\$ 327,792</b>	<b>\$ 310,768</b>	<b>\$ 308,989</b>	<b>\$ 307,121</b>	<b>\$ 300,347</b>	<b>\$ 296,766</b>	<b>\$ 314,663</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 433,204</b>	<b>\$ 417,291</b>	<b>\$ 392,845</b>	<b>\$ 375,961</b>	<b>\$ 361,405</b>	<b>\$ 423,819</b>	<b>\$ 527,267</b>	<b>\$ 502,180</b>	<b>\$ 468,878</b>	<b>\$ 482,978</b>	<b>\$ 457,172</b>	<b>\$ 424,356</b>

**Samvera Foundation**

1/1/2023-12/31/2023

Statement of Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Fy2023 Totals
<b>REVENUES:</b>													
<b>Samvera Partners</b>													
Partner Dues: Academic/Non Profits (New)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199,500	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 200,500
Partner Dues: Academic/Non Profits (Existing)	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Partner Dues: Service Providers (New)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Partner Dues: Service Providers (Existing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions Non Partner	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Total Revenues	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 206,500	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 208,000
Adjustment for Deferred Revenues	\$ 18,042	\$ 17,542	\$ 18,042	\$ 18,042	\$ 18,042	\$ 18,042	\$ (189,167)	\$ 17,333	\$ 16,333	\$ 17,333	\$ 17,333	\$ 17,333	\$ 4,250
<b>Total Recognized Income from Dues</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 212,250</b>
<b>Other Revenues</b>													
Initial Funds Deposit	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ 2,000	\$ -	\$ -	\$ -	\$ 35,263	\$ 1,300	\$ -	\$ 51,063
<b>TOTAL INCOME</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 18,042</b>	<b>\$ 30,542</b>	<b>\$ 20,042</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 17,333</b>	<b>\$ 52,596</b>	<b>\$ 18,633</b>	<b>\$ 17,333</b>	<b>\$ 263,313</b>
<b>EXPENSES:</b>													
Payroll Salaries: Community Mgr	7,088	7,088	7,088	7,088	7,088	7,088	7,088	7,088	7,088	7,088	7,088	7,088	85,050
Payroll Benefits & Taxes : Community Mgr	2,063	2,012	2,063	2,063	2,063	2,063	2,063	2,063	2,063	2,063	2,063	1,267	23,905
Payroll: 401K Contributions	284	284	284	284	284	284	284	284	284	284	284	284	3,402
Payroll : Accrued FTO balances	-	-	-	-	-	-	-	-	-	-	-	-	1,173
<b>Payroll Expenses</b>	<b>\$ 9,434</b>	<b>\$ 9,383</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,434</b>	<b>\$ 9,811</b>	<b>\$ 113,530</b>
Consultants	2,829	2,829	2,829	2,829	3,179	10,829	14,426	2,926	2,926	2,926	2,926	(16,574)	34,879
<b>Consultants &amp; Related Expenses</b>	<b>\$ 2,829</b>	<b>\$ 2,829</b>	<b>\$ 2,829</b>	<b>\$ 2,829</b>	<b>\$ 3,179</b>	<b>\$ 10,829</b>	<b>\$ 14,426</b>	<b>\$ 2,926</b>	<b>\$ 2,926</b>	<b>\$ 2,926</b>	<b>\$ 2,926</b>	<b>\$ (16,574)</b>	<b>\$ 34,879</b>
Travel Expenses	2,960	-	1,788	651	553	1,732	1,157	-	24	1,532	1,175	-	11,572
Conference Expenses	240	-	1,678	-	11,105	-	3,474	496	1,274	40,179	-	437	58,884
Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Conferences, Meetings &amp; Travel</b>	<b>\$ 3,200</b>	<b>\$ -</b>	<b>\$ 3,466</b>	<b>\$ 651</b>	<b>\$ 11,657</b>	<b>\$ 1,732</b>	<b>\$ 4,631</b>	<b>\$ 496</b>	<b>\$ 1,298</b>	<b>\$ 41,711</b>	<b>\$ 1,175</b>	<b>\$ 437</b>	<b>\$ 70,455</b>
<b>Marketing: Advertising &amp; Promotions</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Other Operational Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Website Hosting	6	4	12	(21)	-	-	-	-	-	-	-	-	-
Domain Renewals	-	-	-	-	87	43	-	-	-	22	23	-	175
Subscriptions & Tools	450	450	450	15	15	15	15	1,348	899	674	1,011	899	6,241
Google Gmail Suite & Voice	37	36	36	36	65	36	36	65	36	-	36	101	520
Subscriptions Zoom/Slack	-	-	-	-	-	-	-	159	-	-	2,969	-	3,129
Subscriptions: Nurax	-	-	-	588	577	629	604	471	410	427	450	439	4,596
Expensify Subscription	-	-	-	-	-	115	-	-	-	-	-	115	230
<b>Total Other Operating Expenses</b>	<b>\$ 492</b>	<b>\$ 490</b>	<b>\$ 498</b>	<b>\$ 618</b>	<b>\$ 743</b>	<b>\$ 838</b>	<b>\$ 655</b>	<b>\$ 2,043</b>	<b>\$ 1,346</b>	<b>\$ 1,124</b>	<b>\$ 4,490</b>	<b>\$ 1,554</b>	<b>\$ 14,890</b>
Other Administrative Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	8	-	-	-	-	-	-	-	-	-	-	8
Computer Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank Fees	10	34	10	71	46	767	46	46	31	10	23	43	1,137
Bad Debt	-	-	-	-	-	-	1,000	-	-	-	-	-	1,000
<b>Total Other Admin Expenses</b>	<b>\$ 10</b>	<b>\$ 42</b>	<b>\$ 10</b>	<b>\$ 71</b>	<b>\$ 46</b>	<b>\$ 767</b>	<b>\$ 1,046</b>	<b>\$ 46</b>	<b>\$ 31</b>	<b>\$ 10</b>	<b>\$ 23</b>	<b>\$ 43</b>	<b>\$ 2,146</b>
<b>OODF FaaS Hosting Fee</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>4,167</b>	<b>\$ 50,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 20,131</b>	<b>\$ 16,911</b>	<b>\$ 20,403</b>	<b>\$ 17,769</b>	<b>\$ 29,225</b>	<b>\$ 27,767</b>	<b>\$ 34,358</b>	<b>\$ 19,112</b>	<b>\$ 19,201</b>	<b>\$ 59,371</b>	<b>\$ 22,214</b>	<b>\$ (563)</b>	<b>\$ 285,900</b>
<b>Surplus/(Deficit) Month</b>	<b>\$ (2,090)</b>	<b>\$ 1,131</b>	<b>\$ (2,362)</b>	<b>\$ 273</b>	<b>\$ 1,316</b>	<b>\$ (7,725)</b>	<b>\$ (17,025)</b>	<b>\$ (1,778)</b>	<b>\$ (1,868)</b>	<b>\$ (6,774)</b>	<b>\$ (3,581)</b>	<b>\$ 17,896</b>	<b>\$ (22,587)</b>
<b>Surplus/(Deficit) YTD</b>	<b>\$ (2,090)</b>	<b>\$ (959)</b>	<b>\$ (3,321)</b>	<b>\$ (3,048)</b>	<b>\$ (1,732)</b>	<b>\$ (9,457)</b>	<b>\$ (26,481)</b>	<b>\$ (28,260)</b>	<b>\$ (30,128)</b>	<b>\$ (36,902)</b>	<b>\$ (40,483)</b>	<b>\$ (22,587)</b>	