



The Women's  
Library  
Inc.

**Annual Report  
2001**

# 2001

## Management Committee 2001/2002

Convenor	Danielle Cairns
Treasurer	Judy Le Guay
Secretary	Susan McGuckin
Volunteer Coordinator	Fiona Davidson
Membership Processing	Robyn Mah
Wolf Sponsorship	Bronwyn Vost
Committee Members	Anish Carmyn Tamara Joksimovic
Public Officer	

# CONVENOR'S REPORT

JANUARY 2002

Last year our aims were consolidation, promotion and automation. Consolidation to ensure the smooth running of the library and the establishment of a firmer financial position. Promotion to increase membership, sponsorship and volunteer numbers. Automation to allow more efficient use of the library and also allow the speedier accessioning of donated books.

Much consolidation has been achieved and all the tasks that allow the library to function have become part of a regular routine. Our financial position is considerably improved and holding relatively constant at this time. This improvement is the direct result of reduced expenditure brought about by no longer employing a coordinator. It has also been substantially improved by several very generous donations that we received.

Promotion has succeeded in generating more new volunteers this year. However further increasing volunteer numbers and participation remains the most pressing need for TWL's ongoing growth and improvement. Many thanks to the volunteers, both new and long serving for your dedicated support.

The WoLF's scheme is still in place and generates on average about 20% of our income. However our income from WoLF's has fallen by about 20% over the last year and it is our aim to improve our income from this source. To our WoLF's many thanks and our continuing appreciation.

Newsletters are again a quarterly occurrence.

Automation is well underway. The fiction collection is about two-thirds catalogued into the computer and this coming year will see the automation of borrowing and accessioning.

We are again in the process of applying for a renewal of our council lease and subsidy. Our growth and increasing community interest in the library should give council good reason to continue their generous support and ensure we have a fabulous year.

Regular users of the library will have noticed that the collection has improved markedly. This is due to new purchases we were able to make and also to the high quality of donations that the team has been diligently adding to the collection.

My thanks to the Management Committee who have dedicated many, many hours to the survival and progress of the library this year.

Our vision for the library is still to offer our members a dynamic space to be, gather, find inspiration and to house and grow a collection which encourages and supports women.

Danielle Cairns  
Convenor, TWL

SANDRA D. GROLLMUS

Registered Company Auditor  
Registered Tax Agent

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HURSTVILLE 2220  
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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE WOMEN'S LIBRARY INC.

SCOPE

I have audited the attached financial report of THE WOMEN'S LIBRARY INC. as set out on pages 1 to 4 for the year ended 30 June, 2001. The Committee is responsible for the preparation and presentation of the financial statements and the information contained therein. I have conducted an independent audit of the financial statements in order to express an opinion on them to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the requirements of Australian Accounting Standards and other mandatory professional reporting requirements so as to present a view of the Organisation which is consistent with my understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

In my opinion the financial report of THE WOMEN'S LIBRARY INC. presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements, the financial position as at 30 June, 2001 and the results of its operations for the year then ended.



SANDRA GROLLMUS

Registered Company Auditor

Registered No. 1254

Dated 21 *Sept* 2001, Hurstville, NSW.

THE WOMEN'S LIBRARY INC.

BALANCE SHEET AS AT 30 JUNE, 2001

	<u>2001</u>	<u>2000</u>
	\$	\$
<u>ASSETS</u>		
<u>CURRENT ASSETS</u>		
Library Float	-	118
GST Paid	-	75
Cash at Bank - TWL Fund	-	1,615
- Co-ordinator Sponsorship Scheme	9,616.17	3,718
	<u>9,616.17</u>	<u>5,526</u>
 <u>NON CURRENT ASSETS</u>		
Computers - Cost	2,126	
Accumulated Depreciation	<u>(820)</u>	1,731
<u>TOTAL ASSETS</u>	<u>10,922.17</u>	<u>7,257</u>
 Less		
<u>LIABILITIES</u>		
<u>CURRENT LIABILITIES</u>		
GST Collected	-	164
Holding Deposits - Note 1 (c)	3,000.00	3,000
Specific Project Income	-	870
<u>TOTAL LIABILITIES</u>	<u>3,000.00</u>	<u>4,034</u>
 <u>NET ASSETS</u>	 <u>\$7,922.17</u>	 <u>\$3,223</u>
 <u>MEMBERS' FUNDS</u>	 <u>\$7,922.17</u>	 <u>\$3,223</u>

THE WOMEN'S LIBRARY INC.

INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 30 JUNE, 2001

	<u>2001</u> \$	1/10/1999 to <u>30/6/2000</u> \$
<u>INCOME</u>		
<u>Fundraising</u>		
Sales of Books	1,502.25	1,652
Sales of Confectionery	-	1,581
Promotional Merchandise	-	5
Community Stalls	2,711.28	2,338
Short Story Competition	-	2,004
Literary Events	165.45	-
Raffles	-	927
	<hr/> 4,378.98	<hr/> 8,507
<u>Other</u>		
Membership Fees	5,185.61	4,797
Donations/Sponsorship	13,933.13	9,187
Grant - SSC Fair Day	500.00	-
Interest Received	98.12	129
Telephone/Internet/Photocopier Receipts	159.69	340
Miscellaneous Income	743.83	1,651
	<hr/> 24,999.36	<hr/> 24,611
Less		
<u>EXPENDITURE</u> - Schedule	20,300.02	29,234
Surplus/(Deficit) for the year	<hr/> 4,699.34	<hr/> (4,623)
Accumulated Funds brought forward	3,222.83	7,846
Accumulated Funds carried forward	<hr/> <u>\$7,922.17</u>	<hr/> <u>\$3,223</u>

THE WOMEN'S LIBRARY INC.

SCHEDULE OF EXPENDITURE

	<u>2001</u>	<u>1/10/1999</u> <u>to</u> <u>30/6/2000</u>
	<u>\$</u>	<u>\$</u>
<u>Fundraising Expenses</u>		
Short Story Competition	25.00	714
Confectionery Costs	-	1,641
Stall Expenses	79.55	310
Open Day Expenses	229.06	-
	<hr/>	<hr/>
	333.61	2,665
 <u>Other</u>		
Salary & Oncosts	8,868.78	15,458
Newsletter Expenses	123.71	642
Depreciation	425.00	1,265
Office Supplies	70.60	1,218
Postage	683.58	806
Computer Expenses	259.09	62
Rent Expenses	4,276.98	2,923
Audit/Legal Fees/Insurance	2,691.82	1,201
Bank Fees	556.07	682
Staff Amenities	113.91	294
Telephone/Fax/Internet	1,320.27	1,778
Refunds/Loss/Theft	36.40	-
Photocopier Expenses	159.86	-
Library Equipment Rental	-	46
Subscriptions	73.50	-
Miscellaneous Expenses	229.68	194
Repairs & Maintenance	77.16	-
	<hr/>	<hr/>
<u>Total Expenses</u>	<u>\$20,300.02</u>	<u>\$29,234</u>

THE WOMEN'S LIBRARY INC.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE, 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

The Financial Statements have been prepared under the historical cost convention using the accruals basis of accounting. The accounting policies have been consistently applied unless otherwise stated.

(b) Plant and Equipment

Plant and Equipment is brought to account at cost less accumulated depreciation. Plant and equipment donated to the Library has not been valued and has not been brought to account.

(c) Holding Deposits

Certain categories of members are required to lodge a Holding Deposit in order to borrow from the Library. Holding Deposits are refundable if a member ceases to be a member of the Library or becomes an active member as defined in the Constitution and requests a refund. An amount of \$3,000 is held in the accounts to meet this liability.

(d) Book Valuation

No valuation has been placed on the Library stock as books are donated.

2. TAX STATUS

The activities of the Library are exempt from taxation under Section 23 (e) of the Income Tax Assessment Act.