

Secretary-Treasurer's Report for CSSR 2014 AGM

John Moffatt was elected CSSR Secretary-Treasurer in June 2013 for a two-year term. Tania Smith, as previous Secretary-Treasurer and as Vice-President, continued to advise John in the S-T's role, and was instrumental in managing the society's MailChimp email account and in setting up our PayPal account.

Tania and Jeanie Wills continued to have signing authority for the CSSR's account. John was not added until spring 2014, due to an oversight/misunderstanding at the bank. Shannon Purves-Smith continues as signing authority as needed since CSSR cheques require 2 signatures.

Revenues 2013-2014

- CSSR saw another net gain in 2013-2014, of \$488.86, and once the PayPal revenues and other details are factored in, the figure for this period will be higher.
- We continued to receive EBSCO royalties for Rhetor journal online access through their databases. Revenues are distributed fairly evenly across both years at between \$200 and \$300 per year, and should rise as more journal articles become accessible via EBSCO.
- Revenue from T-Shirts continues to be negligible.

Expenses 2013-2014

- We offered a student paper prize again in 2013 (\$200).
- We have 4 years remaining on our 5-year \$100 domain renewal fee for cssr-scer.ca (due next in 2018). We will continue with our \$2.95/month web hosting contract with iPage until 2015. We continued to save money by using free software/services and having a volunteer webmaster.
- There is an unresolved controversy regarding fees from the 2013 conference in Victoria. We were billed for \$1177.05, and paid. However, early in 2014 Jeanie Wills identified a \$779.25 charge for a President's Banquet that we neither requested nor received. Queries to CanFed and UVic have thus far yielded no results, but the executive will continue to seek clarification/resolution on this issue, which would give us an additional gain of over \$700.

Paid Memberships

- 21 regular and 6 student members in 2013-14; 7/6 for 2014-15/16; the numbers will rise, as memberships are processed through the new PayPal process, and cash/cheque payments are counted after the 2014 conference.

Member / Subscriber Communication

- We have continued to manage our members' database and home page posts via email through our MailChimp account.

CSSR / SCER Financial Statement -- 1 YEAR (2013-2014)

May 31, 2013 to May 20, 2014	CREDIT	DEBIT	BALANCE	NOTES
Opening balance			\$ 2,453.28	
Memberships, T-shirts, etc	\$ 845.83			See note 1
EBSCO Royalties	\$ 232.62			See note 2
CFHSS 2013 conference & membership -- net deficit	\$ 177.05			See note 3
Bank fees	\$ 59.40			See note 4
Student prize	\$ 200.00			
Extra baggage fee	\$ 21.00			See note 5
Other expenses	\$ 118.90			See note 6
	\$ 1,078.45	\$ 576.35	\$ 2,942.14	See note 7

1 Reflects revenues from 2013-14 21 regular-2013-14 @40ea, 6 students @10 ea. Preliminary numbers for 2014-15/16 are 7 regular @40ea, 6 student @10ea; PayPal registrations to be deposited after 2014 conference.

2 EBSCO; \$ 66.17 (Jan-Mar) \$62.83 (July-Sept 2013); \$103.62 (Oct-Dec 2013). Cheque (\$63.89US) for Apr-June 2013 stale-dated, request for replacement to be submitted for replacement.

3 \$ 177.05 was the net deficit from 2013 registration revenues (\$1000) after subtracting AV and catering costs (\$1,177.05). As indicated in the attached report, the executive is seeking reimbursement on \$779.25 in President's Banquet fees, recovery of which would give us a substantial net gain of over \$700.

4 \$4.95/mo

5 Charged by Jeanie Wills for transport of T-shirts.

6 Reimbursement to Pierre for expenses.

7 The balance shown here is taken from our bank statement for Feb 28-Mar 31 2014. Note that a calculation based on the credits and debits identified above produces a total of \$2955.38, The reasons for the discrepancy of \$13.24 (in our favour) will be determined after the AGM, when making adjustments for PayPal and other revenues.