

**Friends of the National Library of
Australia Incorporated**

Financial Statements

30 June 2020

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Friends of the National Library of Australia Incorporated

Statement by Members of the Committee & Committee's Report

Your Committee members submit the financial report of the Friends of the National Library of Australia Incorporated (the Association) for the financial year ended 30 June 2020.

Committee Members

The names of the Committee members during the year or at the date of this statement were:

- Howard Murray (Chair)
- Kerry Blackburn (Deputy Chair & Newsletter Editor)
- Grahame Thom (Treasurer)
- Diane Bell
- Meredith Hinchliffe
- Margo Geering
- Colleen Kinnane
- Janice Taylor
- Jo Schumann
- Margaret Goode
- Larissa Karpish
- Vivien Arnold
- Marie-Louise Ayres (Director-General, NLA)
- Cathy Pilgrim (NLA representative until February 2020)
- Helen Wade (NLA representative from April 2020)
- Kathryn Favelle (NLA representative)
- Melanie Olde (Executive Officer).

Friends of the National Library of Australia Incorporated

Statement by Members of the Committee & Committee's Report (continued)

Objects

The objects of the Association are:

- (i) To encourage public and private support for the National Library of Australia through appreciation of the aims and objectives of the National Library of Australia, and therefore to develop within the Australian community at large a tradition of caring for and cherishing the Library as a national institution;
- (ii) To foster among members of the Association and other interested parties a sense of involvement with, and understanding of, the collections, objectives and operations of the National Library of Australia;
- (iii) To encourage support and promote the work of individuals and organisations making a contribution to Australian culture;
- (iv) To raise funds for activities of the Association, consistent with the objects of the Association;
- (v) To publicise the resources and facilities of the National Library of Australia and to stimulate greater awareness within the community of the role of the Library;
- (vii) To encourage and promote such other purposes of the National Library of Australia consistent with the Objects of the Association, including through donation of funds to the National Library of Australia and other organisations and individuals; and
- (viii) To co-operate with other Australian libraries, museums and other kindred organisations from time to time for any purposes consistent with these Objects.

Significant changes

No significant change in the nature of these objects occurred during the year.

Operating result

The operating surplus for the year amounted to \$9,772 [2019 surplus: \$8,779].

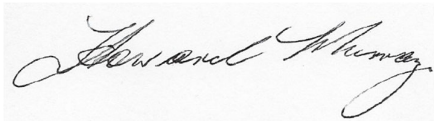
Friends of the National Library of Australia Incorporated

Statement by Members of the Committee & Committee's Report (continued)

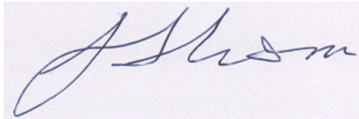
In the opinion of the Committee, the accompanying financial report is drawn up so as to give a true and fair view of the results and cash flows of the Association for the year ended 30 June 2020 and the state of affairs of the Association as at that date. The accompanying financial report of the Association is prepared in accordance with the provisions of the *Associations Incorporation Act 1991* of the Australian Capital Territory, accounting standards and other mandatory professional reporting requirements in Australia.

In the opinion of the Committee, the Association will be able to meet its debts as and when they fall due.

Signed in accordance with a resolution of the Members of the Committee.

A handwritten signature in black ink, appearing to read "Howard Murray".

Howard Murray – Chair

A handwritten signature in blue ink, appearing to read "G Thom".

Grahame Thom - Treasurer

Dated this 30th day of October 2020.



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INDEPENDENT AUDITOR'S REPORT TO THE FRIENDS OF THE NATIONAL LIBRARY

Report on the Audit of the Financial Report

Opinion

I have audited the financial report of the Friends of the National Library (the Association), which comprises the statement of financial position as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Statement by Members of the Committee.

In my opinion the financial report of the Friends of the National Library has been prepared in accordance with the *Associations Incorporation Act 1991 (ACT)*, including:

- a) giving a true and fair view of the Association's financial position as at 30 June 2020 and of its financial performance for the year then ended; and
- b) complying with Australian Accounting Standards and the *Associations Incorporation Act 1991 (ACT)*

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Friends of the National Library in accordance with the ethical requirements of the *Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants* (the *Code*) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the *Code*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Committee for the Financial Report

The Committee of the Friends of the National Library is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Associations Incorporation Act 1991 (ACT)*, and for such internal control as the Committee determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

The Committee is responsible for the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit.

I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Association.
- Conclude on the appropriateness of the Association's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Association regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including when considered necessary any significant deficiencies in internal control that I identify during my audit.

AccountAbility



Anthony Wilson
Registered Company Auditor
Canberra, ACT
30 October 2020

Friends of the National Library of Australia Incorporated

Statement of comprehensive income

For the year ended 30 June 2020

	2020	2019
	\$	\$
<i>Income</i>		
Total income	92,064	101,259
<i>Expenses</i>		
Total expenses	82,292	92,480
Operating surplus	<u>9,772</u>	<u>8,779</u>
Other comprehensive income	-	-
Total comprehensive income	<u><u>9,772</u></u>	<u><u>8,779</u></u>

The accompanying notes form part of these accounts

Friends of the National Library of Australia Incorporated

Statement of financial position

As at 30 June 2020

	<i>Note</i>	2020 \$	2019 \$
Current assets			
Cash	3	155,951	149,274
Receivables – interest/other		490	197
Prepayments		<u>1,425</u>	<u>1,961</u>
Total current assets		157,866	151,432
Non-current assets			
Equipment		<u>917</u>	<u>1,375</u>
Total non-current assets		917	1,375
Total assets		<u>149,807</u>	<u>152,807</u>
Current liabilities			
Creditors		3,113	930
Income in advance		<u>63,020</u>	<u>68,999</u>
Total current liabilities		66,133	69,929
Total liabilities		<u>66,133</u>	<u>69,929</u>
Net assets		<u>92,650</u>	<u>82,878</u>
Equity			
Accumulated funds		<u>92,650</u>	<u>82,878</u>

The accompanying notes form part of these accounts

Friends of the National Library of Australia Incorporated

Statement of recognised income and expense

For the year ended 30 June 2020

	Accumulated funds	Total
Balance as at 1 July 2018	74,099	74,099
Result attributable to members	8,779	8,779
Balance as at 30 June 2019	<u>82,878</u>	<u>82,878</u>
Result attributable to members	9,772	9,772
Balance as at 30 June 2020	<u>92,650</u>	<u>92,650</u>

Statement of cash flows

For the year ended 30 June 2020

	Note	2020 \$	2019 \$
Cash flows from operating activities			
Receipts from membership		71,151	83,638
Receipts from events and others		13,060	10,192
Payments to suppliers, employees and others		(79,115)	(98,278)
Interest received		1,580	2,451
<i>Cash provided/(utilised) by operating activities</i>	4	<u>6,677</u>	<u>(1,998)</u>
Cash flows from operating activities			
Purchase of non-current assets		-	(1,375)
<i>Cash provided/(utilised) by investing activities</i>		<u>-</u>	<u>(1,375)</u>
Net cash movement for the year		<u>6,677</u>	<u>(3,373)</u>
Cash at beginning of the year		149,274	152,646
Cash at end of the year	3	<u>155,951</u>	<u>149,274</u>

The accompanying notes form part of these accounts

Friends of the National Library of Australia Incorporated

Notes to and forming part of the accounts

1. Statement of significant accounting policies

This financial report is a general purpose financial report (reduced disclosure requirements) that has been prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act 1991* of the Australian Capital Territory.

The financial report covers the Friends of the National Library of Australia Incorporated as an individual entity. The Friends of the National Library of Australia Incorporated is an association incorporated in the ACT under the *Associations Incorporation Act 1991*.

The financial report of the Friends of the National Library of Australia Incorporated, as an individual entity, has been prepared to satisfy the financial reporting requirements of the *Associations Incorporation Act 1991*.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The reporting policies have been consistently applied, unless otherwise stated.

Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical cost.

Accounting Policies

(a) Membership subscriptions

Membership subscriptions are recorded in the year for which the subscription relates. Membership subscriptions paid in advance are recognised as a liability to the Association.

(b) Cash

For the purposes of the Statement of cash flows, cash includes cash on hand, at banks and on deposit.

(c) Taxation

The Friends of the National Library of Australia Incorporated considers that it is exempt from income tax under *Section 50-5* of the *Income Tax Assessment Act*.

Friends of the National Library of Australia Incorporated

Notes to and forming part of the accounts

1. Statement of significant accounting policies (continued)

(c) Taxation (continued)

The Association is not registered for GST purposes with the Australian Taxation Office and accordingly does not charge GST for its services nor is it entitled to claim any GST credits on its expenses.

(d) Comparative figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(e) Financial instruments - recognition

When held, financial instruments would be initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below:

Loans and receivables – these are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost using the effective interest rate method.

Held-to-maturity investments – these investments have fixed maturities, and it is the Association’s intention to hold these investments to maturity. Any “held-to-maturity” investments held by the Association are stated at amortised cost using the effective interest rate method.

Financial liabilities – non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

(f) Impact of new accounting standards applicable

The Committee have assessed that the impact of new accounting standards that are now in effect, have not had or are unlikely to have a material impact on the Association’s financial statements. These standards include:

- AASB 9 - Financial Instruments;
- AASB 15 - Revenue from Contracts with Customers;
- AASB 16 – Leases; and
- AASB 1058 - Income of Not-For-Profit Entities.

Friends of the National Library of Australia Incorporated

Notes to and forming part of the accounts

2. Critical accounting estimates and judgements

The Committee members evaluate estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and other available data, obtained both externally and within the Association.

Key Estimates - Impairment

The Association assesses impairment at each reporting date by evaluating conditions specific to the group of assets that may lead to the impairment of those assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value in use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

Critical Judgements – not applicable for 2020.

3. Cash on hand and at bank

	2020	2019
	\$	\$
Main operating account	45,624	39,202
Business Optimiser account	37,327	37,072
Term deposit	73,000	73,000
	<u>155,251</u>	<u>149,274</u>

4. Reconciliation of Cash flows from operating activities to operating result

	2020	2019
	\$	\$
Operating result for the year	9,772	8,779
Depreciation	458	-
(Increase)/decrease in receivables	(293)	38
(Increase)/decrease in prepayments	536	467
Increase/(decrease) in creditors	2,183	(6,265)
Increase/(decrease) in income in advance	(5,979)	(5,017)
	<u>6,677</u>	<u>(1,998)</u>

Friends of the National Library of Australia Incorporated

Notes to and forming part of the accounts

5. Contingent assets and contingent liabilities

There are no contingent assets or contingent liabilities of the Association at 30 June 2020.

6. Related party transactions

All transactions between the members of the Committee and the Association are on normal commercial terms.

7. Events after the reporting date

There have been no events after the reporting date which have had a material impact on the Association but the Committee highlight Note 8 of this financial report.

8. Significant events during the reporting year

Two nation-wide events took place in Australia during the reporting year.

Bushfires

Throughout the summer, hundreds of fires burnt, mainly in the southeast of the country. The major fires peaked during December–January. They had a serious impact on the lives of many Australians. While this did not have a direct impact on the Friends, membership renewals significantly declined from January to March 2020, possibly on outcome of the bushfires.

COVID 19

The international pandemic COVID 19 has had a significant impact on the operations of the National Library of Australia, and consequently on the Friends.

All public events at the National Library were cancelled in March 2020 and on 23 March the Library was closed to the public. Many staff worked from home. This meant that planned Friends events did not take place during the rest of the reporting period and into 2020/21. As a result, Friends income and expenses have declined, the Friends lounge closed in March 2020.

The Committee of the Friends decided, that as Friends activities were not available to members, to extend memberships by three months from 1 March. This has had an impact on income from membership renewals.

The National Library of Australia started reducing restrictions on 22 June with the reopening of the Bookshop and Bookplate. On 3 August Galleries were reopened. Full operations for the Library and the Friends have yet to be resumed.

Friends of the National Library of Australia Incorporated

Notes to and forming part of the accounts

9. Financial Instruments

(a) Financial risk management

The Association's financial instruments consist mainly of deposits with banks, local money market instruments, short term investments, accounts receivable and payable.

The Association does not have any derivative financial instruments at 30 June 2020.

Financial Risk

The main risks the Association is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk.

Liquidity risk

The Association manages liquidity risk by monitoring forecast cash flows and ensuring that sufficient cash balances are maintained for its continued activities.

Credit Risk

The Association does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the Association.

(b) Interest Rate Risk

The Association's exposure to interest rate risk is the risk that investment income associated with a financial instrument will fluctuate as a result of changes in market interest rates.

Financial Liabilities

The Association has no interest rate risk on any liabilities.

10. Resources provided free of charge

The National Library of Australia makes in-kind contributions to the Association through the provision of staff and other corporate type resources. No amounts for these in-kind contributions are included in the Association's financial statements.

Friends of the National Library of Australia Incorporated

Detailed income statement For the year ended 30 June 2020

	2020 \$	2019 \$
<i>Income</i>		
Memberships	76,440	88,282
Functions	13,060	10,192
Interest	1,873	2,412
Other revenue	691	373
	<hr/>	<hr/>
Total income	92,064	101,259
<i>Expenses</i>		
Audit	1,650	1,650
Credit card charges	1,170	2,086
Donations and awards:		
<i>FNLA Creative Fellowship</i>	10,000	10,000
<i>FNLA Travelling Fellowship</i>	8,483	9,055
<i>NLA 50th Anniversary Gift</i>	-	10,200
Functions and hospitality	8,347	3,127
Insurance	2,247	2,821
Postage	12,487	14,444
Printing and stationery	3,645	6,526
Staff amenities/hire charges	390	677
Subscriptions and memberships	-	506
Sundry expenses	1,036	1,791
Travel and accommodation	1,280	-
Wages	31,099	29,597
Depreciation	458	-
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Total expenses	82,292	92,480
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Operating surplus	9,772	8,779