$O_N$  August 31, 1979, the market value of the invested funds of the Society was \$5,505,873 compared to \$5,351,877 at the end of the past fiscal year. The carrying value of these stocks and bonds on August 31, 1979, was \$5,080,006 whereas a year ago it stood at \$4,735,884.

During the past year our portfolio performed adequately when measured against the records of the Standard & Poor Index and the Dow Jones Industrial Average. We experienced a net trading gain of \$146,298. Our investment advisors continued to exhibit an aggressive attitude toward the market which was demonstrated by a relatively constant weighing of the portfolio, 69 percent being invested in equities a year ago and 72 percent at this year's end. The remainder was in cash or fixed income securities. Yield on our investments was 5.63 percent.

Support and revenue to the Society from all sources amounted to \$861,133 whereas expenditures were \$751,533, leaving a balance of \$109,600. Gifts from members and friends for the annual, budgeted expenses of the Society totaled \$76,249 and gifts of \$48,270 were received for specific purposes. In addition, gifts to the endowment funds of the Society amounted to \$171,139.

Bequests were received from the estates of the late Mary Gage Rice, Guy W. Walker, Sinclair Hamilton, and Beatrice H. Goodnow in memory of her husband, the late Donald W. Goodnow. During 1978–79 the Society became the beneficiary of a trust established many years ago by Horace McFarland. New book funds were established by the friends of the late Michael Papantonio for the increase of the Society's col-

# American Antiquarian Society

lection of American bindings, by the bequest of Bradford F. Swan, and by Edward Connery Lathem to honor his friend Roderick Stinehour.

The investment portfolio of the Society continues to be satisfactorily managed by FMR Investment Management Service, Inc. The accounts of the Society are audited by Mc Carthy, Hargrave & Company. In order that our financial statements conform to standards of accounting used by other cultural institutions, the Society's financial statements have been prepared in accordance with Accounting Principles and Reporting Practices for Certain Nonprofit Organizations issued recently by the American Institute of Certified Public Accountants.

> Bruce G. Daniels *Treasurer*

The Treasurer herewith presents his report of cash receipts and disbursements for the fiscal year ended August 31,1979.

BALANCE SHEET, AUGUST 31, 1979

	Operating	Unrestricted Investment	Total	Current restricted	Plant	Endotument	Total
ASSETS Current accete							
Cash	\$ 38,775	 %	\$ 38,775	\$ 22,372		1	\$ 61,147
Interest receivable Marketable securities (Note B)	71,559	679,922	751,481	117,148	25,173		893,802
Total current assets	127,907	679,922	807,829	139,520	25,173		972,522
Pledges receivable Marketable securities (Note B)						57,540 4,186,254	57,540 4,186,254
Land, buildings, and equipment—at cost less accumulated depreciation (Note C)					1,592,721		1,592,721
	\$127,907	\$679,922	\$807,829	\$139,520	\$1,617,894	\$4,243,794	\$6,809,037
LIABILITIES AND FUND BALANCES Current liabilities:							
Accounts payable	\$ 26,149	60-	\$ 26,149				\$ 26,149
Unexpended government grants (Note D)				22,372			22,372
Matching funds for government grants	16,825		16,825				16,825
Unexpended endowment fund income (Note D)				5,773			5,773
Deferred amounts (Note D)	84,933		84,933	111,375	25,173		221,481
Total current liabilities	127,907	1	127,907	139,520	25,173	1	292,600
Fund balances:							
Unrestricted		679,922	679,922				679,922
Plant fund					1,592,721		1,592,721
Restricted						4,243,794	4,243,794
	1	679,922	679,922	1	1,592,721	4,243,794	6,516,437
	\$127,907	\$679,922	\$807,829	\$139,520	\$1,617,894	\$4,243,794	\$6,809,037

	YEAR EN	DED AUG	YEAR ENDED AUGUST 31, 1979				
		Unrestricted		Current			
	Operating	Investment	Total	restricted	Plant	Endowment	Total
	\$112,649 226,037	\$191,632 22,988	\$304,281 249,025	\$124,482 183,345	 68=	1	\$ 428,763 432,370
	338,686	214,620	553,306	307,827			861,133
	320,128		320,128	275,971	27,704		623,803
	84,804	38,774	123,578	31,856	9,158		164,592
	404,932	38,774	443,706	307,827	36,862		788,395
Excess (deficiency) of support and revenue over expenses before capital additions	( 66,246)	175,846	109,600		( 36,862)		72,738
PITAL ADDITIONS: Contributions Net gains on investment transactions					15,765	100,939	116,704
(V.					15,765	193,846	209,611
Excess (deficiency) of support and revenue over expenses after capital additions	( 66,246)	175,846	109,600		( 21,097)	193,846	282,349
FUND BALANCES, beginning of year, as restated (Note $F$ ) TRANSFERS:		582,751	582,751		1,601,389	4,049,948	6,234,088
	66,246	( 66,246) ( 12,429)	( 12,429)		12,429		
	60	\$679,922	\$679,922		\$1,592,721	\$4,243,794	\$6,516,437

STATEMENT OF SUPPORT, REVENUE, AND EXPENSES AND CHANGES IN FUND BALANCES

EXHIBIT I: SCHEDULE OF SUPPORT AND REVENUE, YEAR ENDED AUGUST 31, 1979

		Unrestricted		Current	
	Operating	Investment	Total	restricted	Total
IPPORT AND REVENUE:					
Support:					
Annual giving and contributions	\$ 76,249	\$191,632	\$267,881		\$267,881
Special gifts for purchase of specific items				27,642	27,642
Government grants				77,711	111,771
Mellon Foundation grants for operations					
and education	36,400		36,400	19,129	55,529
TOTAL SUPPORT	\$112,649	\$191,632	\$304,281	\$124,482	\$428,763
Revenue:					
Fees and Readex reimbursement	\$ 4,476	69:	\$ 4,476	\$ 26,154	\$ 30,630
Photoduplication fees, net	4.053		4,053		4,053
Investment income	152,411		152,411	146,407	298,818
Trust fund income	49,851		49,851		49,851
Realized gains on investment transactions		22,988	22,988		22,988
Sale of Proceedings	11,811		11,811		11,811
Sale of duplicates	3,435		3,435		3,435
Publication fund income				10,784	10,784
TOTAL REVENUE	\$226,037	\$ 22,988	\$249,025	\$183,345	\$432,370

EXHIBIT II: SCHEDULE OF PROGRAM AND SUPPORTING SERVICES EXPENSES, YEAR ENDED AUGUST 31, 1979

	Care of the	Unrestricted		Current		
	Operating	Investment	Total	restricted	Plant	Total
PROGRAM SERVICES:						
Library	\$176,019	60- 	\$176,019		\$16,838	\$192,857
Bookbinding	13,073		13,073	1,192	326	14,591
Publications	26,914		26,914	14,954	174	42,042
Fellowships				11,373	165	11,538
Newspaper preservation	21,976		21,976	25,097	8,519	55,592
Manuscripts department	7,854		7,854	8,248	465	16,567
Education office				19,166	121	19,287
Graphic arts				26,833	783	27,616
Government grant expenses				72,464		72,464
Publication fund expenses				10,784		10,784
Readex project				19,150	313	19,463
Book purchases	74,292		74,292	66,710		141,002
Total Program Services Expenses	\$320,128	69	\$320,128	\$275,971	\$27,704	\$623,803
SUPPORTING SERVICES:						
Administration	\$ 84,804		\$ 84,804	\$ 31,856	\$ 8,984	\$125,644
Development office		33,009	33,009		174	33,183
Investment management fee		5,765	5,765			5,765
Total Supporting Services Expenses	\$ 84,804	\$38,774	\$123,578	\$ 31,856	\$ 9,158	\$164,592

	and the second se	Cres cost scense		Anti Atta		
	Operating	Investment	Total	restricted	Plant	Total
Sources of Working Capital: Excess (deficiency) of support and revenue over eveneses before carital additione	1866 0461	817K 046	\$100 EDD	a	(098 969)	8 79 798
Capital additions	(or ziona)	orofort A	Anning A		15,765	15,765
Excess (deficiency) of support and	101000	010 44	000 000		1 00 000	00
revenue over expenses atter capital additions Add item not requiring use of working capital—depreciation	( 66,246)	1/0,846	109,600		( 21,097) 36.862	86,862 36,862
Total Sources of Working Capital	( 66,246)	175,846	109,600		15,765	125,365
Uses of Working Capital:						
Purchase of equipment					28,194	28,194
Transfers between funds	( 66,246)	78,675	12,429		(12,429)	
Total Uses of Working Capital	( 66,246)	78,675	12,429		15,765	28,194
INCREASE (DECREASE) IN WORKING CAPITAL	600	\$ 97,171	\$ 97,171	1	-	\$ 97,171
Increase (decrease) in current assets:						
Cash	(\$ 6,389)	69-	(\$ 6,389)	\$12,989	1	\$ 6,600
Pledges receivable					( 20,000)	( 20,000
Interest receivable	( 3,026)		( 3,026)			( 3,026)
Marketable securities	( 2,715)	97,171	94,456	( 22,016)	7,686	80,126
	( 12,130)	97,171	85,041	( 9,027)	(12,314)	63,700
Increase (decrease) in current liabilities:						
Accounts payable	7,445		7,445			7,445
Unexpended government grants				12,989		12,989
Matching funds for government grants	16,825		16,825			16,825
Unexpended endowment income				( 4,109)		( 4,109)
Deferred amounts	( 36,400)		( 36,400)	(17,907)	(12,314)	( 66,621
	(12,130)	1	( 12,130)	( 9,027)	(12,314)	( 33,471
INCREASE (DECREASE) IN WORKING CAPITAL	ee:	\$ 97.171	\$ 97.171	66	 %	\$ 97.171

STATEMENT OF CHANGES IN FINANCIAL POSITION, YEAR ENDED AUGUST 31, 1979

## NOTES TO FINANCIAL STATEMENTS

## Year ended August 31, 1979

## A. Summary of Significant Accounting Policies

The financial statements of the American Antiquarian Society have been prepared on the accrual basis. Under this method of accounting, expenses are recorded when incurred and income is recorded when earned. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

1. Fund Accounting: To ensure observance of limitations and restrictions placed on the use of resources available to the Society, the accounts of the Society are maintained in accordance with the principles of fund accounting. This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature or objectives. Separate accounts are maintained for each fund; however, in the accompanying financial statements the funds that have similar characteristics have been combined into fund groups. Accordingly, all financial transactions have been recorded and reported by fund group. The assets, liabilities, and fund balances of the Society are reported in five self-balancing fund groups as follows: (a) Unrestricted operating funds represent the portion of expendable funds that are available for support of Society operations. (b) Unrestricted investment funds represent the portion of expendable funds that have been invested in marketable securities, and are also available for support of Society operations. (c) Current restricted funds represent resources restricted for particular operating purposes. (d) Plant funds represent resources restricted for plant acquisitions and funds expended for plant. (e) Endowment funds represent funds that are subject to restrictions of gift instruments requiring in perpetuity that the principal be invested and the income only be used.

2. Expendable Restricted Resources: Operating, current restricted, and plant funds restricted by the donor, grantor, or other outside party for particular operating purposes or for plant acquisitions are deemed to be earned and reported as revenues of operating funds or as additions to plant funds, respectively, when the Society has incurred expenditures in compliance with the specific restrictions. Such amounts received but not yet earned are reported as restricted deferred amounts.

3. Plant Assets and Depreciation: Uses of operating funds for plant acquisitions are accounted for as transfers to plant funds. Proceeds from the sale of plant assets, if unrestricted, are transferred to operating fund balances, or, if restricted, to deferred amounts restricted for plant acquisitions. Depreciation of buildings is provided over the estimated useful life of the asset on a decliningbalance method. Depreciation on equipment is provided over the estimated useful lives on the straight-line method. Depreciation is included as an expense of the plant fund.

4. Marketable Securities: Marketable securities are recorded at the lower of cost or fair market value on the date they are donated or market by fund group. The investment management fee is charged to the unrestricted investment fund if the Society incurs a net loss on security transactions and is allocated to unrestricted investment and endowment funds in the event of net gains on security transactions.

5. Library: Books and other valuable items in the Society's library are not carried at any value in the financial statements.

6. Pension Plan: The Society makes contributions to a defined contribution retirement plan for all eligible employees. Pension expense amounted to \$28,234 for the year ended August 31, 1979.

7. Mellon Foundation Grant: The grants for operations and education are restricted for use over a period of five years. For accounting purposes, the grants will be recognized as income in the year they are used.

#### B. Marketable Securities

Market values and unrealized appreciation at August 31, 1979, are summarized as follows:

	Cost	Quoted market value	Unrealized appreciation
Operating funds	\$ 71,559	\$ 75,483	\$ 3,924
Unrestricted investment			
funds	679,922	717,202	37,280
Current restricted funds	117,148	123,571	6,423
Plant funds	25,173	26,553	1,380
Endowment funds	4,186,254	4,563,064	376,810
	\$5,080,056	\$5,505,873	\$425,817
	Second		

Marketable securities are pooled on a market-value basis, with each individual fund subscribing to or disposing of units on the basis of market value per unit at the beginning of the calendar quarter within which the transaction takes place.

The following tabulation summarizes changes in relationships between cost and market values of the pooled assets.

	Pooled	d Assets	Net	Market value
	Market	Cost	Gains	per unit
August 31, 1979	\$5,505,873	\$5,080,056	\$425,817	\$.9807
August 31, 1978	5,351,877	4,735,884	615,993	.9965
Unrealized net losses for year			(190,176)	
Realized net gains for year			146,298	
Total net loss for year			(\$336,474)	(\$.0158)

Marketable securities at August 31, 1979, consisted of the following:

	Cost	Market value
Common stocks	\$3,411,697	\$3,853,847
Corporate bonds	1,079,413	1,069,460
U.S. notes	585,013	578,633
Uninvested cash	3,933	3,933
	\$5,080,056	\$5,505,873

C. Plant Assets and Depreciation

A summary of plant assets follows: Land and building \$1,635,342 Building equipment Other real estate

Less accumulated depreciation

424,758

177,137

205,000

# D. Changes in Deferred Amounts

	Unrestricted operating	Current restricted*	Plant fund
Balances at beginning			
of year	\$121,333	\$148,547	\$37,488
Additions:			
Contributions and bequests		36,698	3,450
Government grants		90,700	
Other income,		24,095	
Investment Income,			
including gain on investment			
transactions		147,307	
	121,333	447,347	40,938
Deductions—Funds expended			
during the year	36,400	307,827	15,765
Balances at end of year	\$ 84,933	\$139,520	\$25,173

\* The deferred amounts for the current restricted funds include unexpended government grants and unexpended investment income as well as other deferred amounts.

#### E. Functional Allocation of Expenses

The costs of providing various programs and other activities have been summarized on a functional basis in the statement of support, revenue, and expenses and changes in fund balances. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

## F. Change in Accounting Principles

Certain beginning balances in the financial statements of the Society have been restated to reflect changes to conform with the recently issued statement of position of the American Institute of Certified Public Accountants, *Accounting Principles and Reporting Practices for Certain Nonprofit Organizations*. The changes include a new presentation of the financial statements, adoption of the accrual basis of accounting, closing of the purchasing fund deficit to the unrestricted investment fund balance, recording of pledges receivable, and recording of deferred contributions.

An analysis of the restatement of the applicable beginning balances appears on the following page.

	As previously reported	Pledges	Accounts		Accounts Interest purchasing of payable receivable fund deficit	Balances as restated
Unrestricted fund balances Unexpended endowment income	\$ 639,842 6,862		(\$4,857) (\$,939)	\$13,363	(\$65,597)	\$ 582,751 9,882
Current restricted* Plant fund*	140,054 17,488	20,000	( 1,666)	277		138,665 37,488
Endowment fund balance Purchasing fund	3,922,208 (57,356)	127,740	(8,241)		65,597	4,049,948

classified between current restricted funds (\$5,200) and plant fund (\$17,488). \*

Effect of Recording

# McCarthy, Hargrave & Co. Worcester Plaza, 440–446 Main Street Worcester, Massachusetts 01608

## Mr. Bruce G. Daniels, Treasurer American Antiquarian Society Worcester, Massachusetts

We have examined the balance sheet of the American Antiquarian Society as of August 31, 1979, and the related statements and exhibits of support, revenue, and expenses and changes in fund balances and changes in financial position for the year then ended. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the financial statements referred to above present fairly the financial position of the American Antiquarian Society as of August 31, 1979, and the results of its operations, changes in fund balances, and changes in financial position for the year then ended, in conformity with generally accepted accounting principles which, except for the change, with which we concur, to conform to the statement of position on certain nonprofit organizations issued by the American Institute of Certified Public Accountants (Note F), have been applied on a basis consistent with that of the preceding year.

> McCarthy, Hargrave & Co. Certified Public Accountants

October 5, 1979

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