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# Annual Report June 2013

Children's Book Council of Australia ACT Branch

30 June 2013

Prepared by Justine Power



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# Compilation Report

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## Children's Book Council of Australia ACT Branch For the year ended 30 June 2013

We have compiled the accompanying special purpose financial statements of Children's Book Council of Australia ACT Branch, which comprise the balance sheet as at 30 June 2013, the profit and loss for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### 1. Director's Responsibility

The directors of Children's Book Council of Australia ACT Branch are solely responsible for the information contained in the special purpose financial statements and have determined that the significant accounting policies adopted as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### 2. Our Responsibility

On the basis of information provided by the directors of Children's Book Council of Australia ACT Branch, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the directors provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statements were compiled exclusively for the benefit of the directors of Children's Book Council of Australia ACT Branch. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

I have inspected the books and records of the Children's Book Council of Australia ACT Branch for the period 1 July 2012 to 30th June 2013 and found them to be in good order.

I have sighted the Council's financial records and the financial records show the Council has bookkeeping processes in place to adequately record income and expenditure and dealings with its assets and liabilities.

I have determined that this annual statement of accounts provides a true and fair view of the financial affairs of the Council for the period.

# Directors Declaration

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## Children's Book Council of Australia ACT Branch For the year ended 30 June 2013

The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The directors of the company declare that:

1. the financial statements and notes, as set out herein present fairly the company's financial position as at 30 June 2013 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. in the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

These financial statements were reviewed by the members at the Annual General Meeting October 2013.

# Profit & Loss

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## Children's Book Council of Australia ACT Branch For the 12 months ended 30 June 2013

	Jun-13	Jun-12
<b>Income</b>		
Author Visit Sales	9,259	9,566
Donations Received	226	136
Event Sales	1,330	-
Interest from Investments	948	1,222
Membership Fees Collected	4,344	2,010
Merchandise Sales	2,016	3,412
<b>Total Income</b>	<b>18,123</b>	<b>16,346</b>
<b>Less Cost of Sales</b>		
Author Visit Costs	8,682	9,872
Book Appeal Costs	650	1,014
Children's Seminar Costs	45	227
Event Costs	1,622	776
Merchandise Costs	1,033	3,847
<b>Total Cost of Sales</b>	<b>12,033</b>	<b>15,736</b>
<b>Gross Profit</b>	<b>6,091</b>	<b>610</b>
<b>Plus Other Income</b>		
Interest Received	2	-
Other Income	-	765
<b>Total Other Income</b>	<b>2</b>	<b>765</b>
<b>Less Operating Expenses</b>		
Donations	2,060	1,700
Dues & Subscriptions	150	61
Gifts	-	171
Meeting Costs	-	1,015
Postage & Shipping	221	213
Printing	1,092	116
Public Liability Insurance	316	269
Stationery	94	-
Travel & Entertainment	440	-
Volunteer's Insurance	397	708
<b>Total Operating Expenses</b>	<b>4,769</b>	<b>4,252</b>
<b>Net Profit</b>	<b>1,323</b>	<b>(2,878)</b>

# Movements in Equity

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## Children's Book Council of Australia ACT Branch As at 30 June 2013

	30 Jun 2013	30 Jun 2012
<b>Equity</b>		
Opening Balance	2	-
Current Year Earnings	217	(2,878)
Current Year Surplus/Deficit	-	2,878
Historical Balancing	-	(34,916)
Prior Year's Surplus/Deficit	-	4,955
Retained Earnings	-	27,085
Retained Earnings <sup>9</sup>	(1,771)	-
<b>Total Equity</b>	<b>(1,553)</b>	<b>(2,876)</b>

# Balance Sheet

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## Children's Book Council of Australia ACT Branch As at 30 June 2013

30 Jun 2013      30 Jun 2012

### Assets

<b>Bank</b>		
Cheque Account	6,875	5,891
Term Deposit	22,263	21,220
<b>Total Bank</b>	<b>29,138</b>	<b>27,111</b>
<b>Total Assets</b>	<b>29,138</b>	<b>27,111</b>

### Liabilities

<b>Current Liabilities</b>		
GST	658	(46)
Historical Adjustment	30,033	30,033
<b>Total Current Liabilities</b>	<b>30,691</b>	<b>29,987</b>
<b>Total Liabilities</b>	<b>30,691</b>	<b>29,987</b>
<b>Net Assets</b>	<b>(1,553)</b>	<b>(2,876)</b>

### Equity

Current Year Earnings	217	(2,878)
Current Year Surplus/Deficit	2,878	2,878
Historical Balancing	(34,916)	(34,916)
Prior Year's Surplus/Deficit	4,955	4,955
Retained Earnings	27,085	27,085
Retained Earnings <sup>9</sup>	(1,771)	-
<b>Total Equity</b>	<b>(1,553)</b>	<b>(2,876)</b>

# Notes to the Financial Statements

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## Children's Book Council of Australia ACT Branch For the year ended 30 June 2013

### 1. Statement of Significant Policies

The directors' have prepared the financial statements on the basis that the company is a non-reporting entity because there are no users dependent on general purpose financial reports. This financial report is therefore a special purpose financial report that has been prepared in order to meet the needs of members.

The financial report has been prepared in accordance with the significant accounting policies disclosed below which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of this report are as follows:

#### 1.(a) Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

#### 1.(b) Trade Receivables and Other Receivables

Trade receivables and other receivables, including distributions receivable, are recognised at the nominal transaction value without taking into account the time value of money. If required a provision for doubtful has been created.

#### 1.(c) Trade Creditors and Other Payables

Trade creditors and other payables, including bank borrowings and distributions payable, are recognised at the nominal transaction value without taking into account the time value of money.

#### 1.(d) Revenue and Other Income

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Revenue recognition relating to the provision of services is determined with reference to the stage of completion of the transaction at reporting date and where outcome of the contract can be estimated reliably. Stage of completion is determined with reference to the services performed to date as a percentage of total anticipated services to be performed. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent that related expenditure is recoverable.

All revenue is stated net of the amount of goods and services tax (GST).

#### 1.(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.