

## *Report of the Treasurer*

ON AUGUST 31, 1989, the market value of the invested funds of the Society was \$19,144,375 compared to \$15,726,166 at the end of the preceding fiscal year. The carrying value or cost of these stocks and bonds on August 31, 1989, was \$17,542,337, whereas a year ago it stood at \$15,825,019.

The investment objectives for our portfolio are to provide substantial income as well as to maintain a position for growth of principal. For the year, the portfolio posted a total return of 25.3 percent, thereby illuminating the equity market's recovery from the debacle of October 1987. The portfolio's return to a positive position is heartening, although the investment strategy followed by our investment counselors is one that in times of rapidly escalating stock prices does not enable our portfolio to take full advantage of that appreciation. On the other hand, the Society's portfolio responds favorably during times of stress. The Committee on Finance believes that the balanced strategy advocated by our advisors is a reasonable one and that it has consistently produced satisfactory results during the twenty years that Fidelity Management Trust Company has managed our portfolio.

For the fiscal year, the Standard & Poor's 500 Index rose 39.1 percent, compared to our equity return of 31.4 percent. The Shearson, Lehman, Hutton Government/Corporate Bond Index returned 13.2 percent, compared to our fixed income return of 14 percent. A net trading gain of \$684,498 was realized in market transactions.

At August 31, 1989, 69.1 percent of the portfolio was invested in equities, whereas that proportion stood at 68.2 percent a year ago. Investments in fixed-income securities were 30.9 percent of the portfolio. The percentage of income yielded by our investments for fiscal year 1988-89 was 6.7 percent.

The investment portfolio continues to be managed in a satisfac-

tory manner by the Fidelity Management Trust Company of Boston, whose performance is monitored by our Committee on Finance. Members of the committee are the undersigned treasurer of the Society, Harold Cabot, Dorothy B. Erikson, Peter H. C. Williams, and the president and director, *ex officiiis*.

Support and revenue to the Society from all sources for the year ended August 31, 1989, amounted to \$1,953,561. Expenses totaled \$2,028,451, resulting in a deficit of \$74,890, a gratifying reduction from the larger deficit of fiscal year 1988. Gifts in kind or in cash, for additions to the collections or designated for specific purposes, were received to a value of \$82,028, plus two large gifts of manuscripts, not yet appraised. Donations from generous members and friends for defraying the annual expenses of the Society totaled \$249,831, a remarkable increase from \$141,228 of a year ago.

Gifts received in the past fiscal year for the increase of the Society's endowment funds totaled \$188,611, while bequests were received from the estates of Harold E. Woodward and Arthur B. Hanson in the amount of \$20,241.

The financial statements of the Society are audited by McCarthy, Hargrave & Company. The financial statements are presented in accordance with *Audit and Accounting Guide—Audits of Certain Nonprofit Organizations*, issued by the American Institute of Certified Public Accountants.

Bruce G. Daniels  
*Treasurer*

BALANCE SHEETS

	<i>August 31</i>	
	<i>1989</i>	<i>1988</i>
<b>ASSETS</b>		
Current assets:		
Cash	\$ 5,984	\$ 27,863
Pledges receivable	53,000	
Interest and other receivables	225,733	187,939
Marketable securities (Notes A and B)	<u>571,822</u>	<u>579,440</u>
Total current assets	856,539	795,242
Library collection (Note A)		
Endowment fund assets:		
Pledges receivable	94,684	649,509
Marketable securities (Notes A and B)	<u>16,775,937</u>	<u>15,041,001</u>
Plant fund assets:	<u>16,870,621</u>	<u>15,690,510</u>
Marketable securities (Notes A and B)	194,578	204,578
Land, buildings and equipment (Note A)	2,783,765	2,751,137
less accumulated depreciation	<u>( 1,101,542)</u>	<u>( 1,053,846)</u>
	<u>1,876,801</u>	<u>1,901,869</u>
	<u>\$19,603,961</u>	<u>\$18,387,621</u>
<b>LIABILITIES AND FUND BALANCES</b>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 22,459	\$ 17,508
Deferred amounts (Note C):		
Unrestricted	3,052	1,851
Current restricted	<u>278,883</u>	<u>195,980</u>
Total current liabilities	304,394	215,339
Plant fund liabilities:		
Accounts payable and accrued expenses	22,064	
Deferred amount (Note C)	194,578	204,578
Fund balances (Note D):		
Unrestricted	552,145	579,903
Plant	1,660,159	1,697,291
Endowment	<u>16,870,621</u>	<u>15,690,510</u>
	<u>19,082,925</u>	<u>17,967,704</u>
	<u>\$19,603,961</u>	<u>\$18,387,621</u>

*The accompanying notes are an integral part of the financial statements.*

## STATEMENTS OF ACTIVITY &amp; CHANGES IN FUND BALANCES

	<i>Year ended August 31,</i>	
	<i>1989</i>	<i>1988</i>
<b>SUPPORT AND REVENUE</b>		
Support:		
Annual gifts and contributions	\$ 225,171	\$ 177,390
Government grants	251,585	310,722
Other gifts and grants	82,028	176,711
<b>TOTAL SUPPORT</b>	<u>558,784</u>	<u>664,823</u>
Revenue:		
Investment and trust fund income	1,263,997	1,206,648
Net realized gains on unrestricted fund investments	11,698	5,062
Net unrealized gains (loss) on unrestricted fund investments	20,190	( 20,190)
Other revenue	98,892	59,855
<b>TOTAL REVENUE</b>	<u>1,394,777</u>	<u>1,251,375</u>
<b>TOTAL SUPPORT AND REVENUE</b>	<u>1,953,561</u>	<u>1,916,198</u>
<b>EXPENSES</b>		
Program services:		
Library:		
Book purchases	217,121	344,592
Conservation, cataloguing and other	892,715	799,389
Research and publication	427,052	530,502
<b>TOTAL PROGRAM SERVICES EXPENSES</b>	<u>1,536,888</u>	<u>1,674,483</u>
Supporting services:		
Administration	385,684	347,271
175th Anniversary		86,339
Development office	105,879	92,154
<b>TOTAL SUPPORTING SERVICES EXPENSES</b>	<u>491,563</u>	<u>525,764</u>
<b>TOTAL EXPENSES</b>	<u>2,028,451</u>	<u>2,200,247</u>
<b>SUPPORT AND REVENUE UNDER EXPENSES</b>		
<b>BEFORE CAPITAL ADDITIONS</b>	<u>( 74,890)</u>	<u>( 284,049)</u>
<b>CAPITAL ADDITIONS</b>		
Contributions for building improvements	10,000	40,219
Contributions for endowment funds	188,611	624,713
Net realized gains on endowment fund investments	672,800	146,121
Net unrealized gains (losses) on endowment fund investments	398,696	( 398,696)
Investment management fee allocated to endowment funds	( 79,996)	( 64,404)
	<u>1,190,111</u>	<u>347,953</u>

*The accompanying notes are an integral part of the financial statements.*

# Report of the Treasurer

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(Statements of Activities & Changes cont.)

SUPPORT AND REVENUE OVER EXPENSES		
AFTER CAPITAL ADDITIONS	1,115,221	63,904
FUND BALANCES, beginning of year (Note D)	<u>17,967,704</u>	<u>17,903,800</u>
FUND BALANCES, end of year (Note D)	<u>\$ 19,082,925</u>	<u>\$ 17,967,704</u>

## STATEMENTS OF CASH FLOWS

	<i>Year ended August 31,</i>	
	<i>1989</i>	<i>1988</i>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Support and revenue under expenses before capital additions	<u>(\$ 74,890)</u>	<u>(\$ 284,049)</u>
Adjustments to reconcile support and revenue under expenses before capital additions to net cash provided by operating activities:		
Depreciation	47,696	77,515
Net unrealized (gains) losses on unrestricted fund investments	( 20,190)	20,190
Changes in assets and liabilities:		
(Increase) decrease in pledges receivable	( 53,000)	24,000
(Increase) decrease in interest and other receivables	( 37,794)	5,126
Decrease in marketable securities for unrestricted funds	37,808	279,980
Increase (decrease) in accounts payable	497	( 27,425)
(Increase) decrease in deferred amounts	74,104	( 83,554)
Increase in deferred compensation	4,454	
TOTAL ADJUSTMENTS	<u>53,575</u>	<u>295,832</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>( 21,315)</u>	<u>11,783</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Capital additions	1,190,111	347,953
Collection of pledges receivable for endowments	743,436	1,020,507
Increase in marketable securities for endowment funds	( 1,734,936)	( 703,528)
New pledges receivable for endowment funds	( 188,611)	( 624,713)
Purchase of fixed assets	<u>( 32,628)</u>	<u>( 48,222)</u>
NET CASH USED IN INVESTING ACTIVITIES	<u>( 22,628)</u>	<u>( 8,003)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Capital lease equipment	22,628	
Decrease in capital lease obligation	<u>( 564)</u>	
NET CASH USED IN FINANCING ACTIVITIES	<u>22,064</u>	
Net increase (decrease) in cash	<u>( 21,879)</u>	<u>3,780</u>

*The accompanying notes are an integral part of the financial statements.*

CASH AT BEGINNING OF YEAR	<u>27,863</u>	<u>24,083</u>
CASH AT END OF YEAR	<u>\$ 5,984</u>	<u>\$ 27,863</u>
<b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>		
Cash paid during the year for:		
interest	<u>\$ 433</u>	<u>\$ -</u>

### NOTES TO FINANCIAL STATEMENTS

Years Ended August 31, 1989 and 1988

#### *A. Summary of Significant Accounting Policies*

**Basis of Statements**—The financial statements are prepared in accordance with the American Institute of Certified Public Accountants Audit Guide for Certain Nonprofit Organizations. In addition, the financial statements have been prepared on the accrual basis. Under this method of accounting, expenses are recorded when incurred and income is recorded when earned.

**Fund Accounting**—The accounts of the Society are maintained in accordance with the principles of fund accounting. The fund groups are as follows:

1. Unrestricted funds, including board designated funds, represent resources available for support of Society operations.
2. Plant funds represent resources restricted for property acquisitions and funds expended for property.
3. Endowment funds represent funds that are subject to restrictions by the donor, requiring that principal be invested and only the income be used.

**Marketable Securities**—Bonds are recorded at cost and stocks are recorded at the lower of cost or market at the balance sheet date. Gains and losses from sales of investments are accounted for within the fund owning the investments.

**Cash**—For purposes of the Statement of Cash Flows, the Society considers cash on hand and amounts due from banks to be cash.

**Pledges Receivable**—Pledges are recorded as receivables in the year the pledge is received.

**Property**—Buildings and equipment are recorded at cost. Expenditures for maintenance, repairs and renewals are charged to expense as incurred whereas

major betterments are capitalized as additions to property. Buildings are depreciated on the declining balance method and equipment is depreciated on the straight-line method over the estimated useful lives of the assets.

Deferred Amounts—Funds and pledges restricted by the donor for specific operating purposes or property acquisitions are deemed to be earned and reported as revenues when the Society has incurred expenditures in compliance with the specific restrictions. Such amounts received but not yet earned are reported as deferred amounts in the balance sheet.

Pension Expense—The Society's policy is to fund pension costs accrued.

Library Collection—Books and other valuable items in the Society's collection are expensed as purchased.

Government Grants—Grants from the National Endowment for the Humanities support various projects of the Society. Grant support, which is subject to audit by the funding source, is recognized to the extent of eligible expenses.

Functional Allocation of Expenses—The cost of providing various programs and other activities has been summarized on a functional basis in the statements of activity and changes in fund balances. Accordingly, certain costs have been allocated to the programs and supporting services benefited.

*B. Marketable Securities*

Marketable securities consisted of the following at August 31, 1989 and 1988:

	1989			1988		
	Cost	Market Value	Carrying Value	Cost	Market Value	Carrying Value
Common and preferred stocks	\$11,002,087	\$12,439,998	\$11,002,087	\$11,225,341	\$10,806,455	\$10,806,455
Corporate bonds	3,005,401	3,078,325	3,005,401	2,618,429	2,541,428	2,618,429
U.S. treasury and agency notes	3,144,617	3,235,820	3,144,617	1,933,502	1,911,650	1,933,502
Commercial paper	390,232	390,232	390,232	409,750	409,750	409,750
Cash				56,883	56,883	56,883
	<u>\$17,542,337</u>	<u>\$19,144,375</u>	<u>\$17,542,337</u>	<u>\$16,243,905</u>	<u>\$15,726,166</u>	<u>\$15,825,019</u>

The following is a summary of realized and unrealized gains and losses for the years ended August 31, 1989 and 1988:

Unrealized net gain (loss)	\$2,119,777	(\$1,780,419)
Realized net gain	684,498	151,183
Total net gain (loss)	<u>(\$2,804,275)</u>	<u>(\$1,629,236)</u>

*C. Changes in Deferred Amounts*

	<i>Year ended August 31, 1989</i>		
	<i>Unrestricted</i>	<i>Current restricted</i>	<i>Plant</i>
Balances at beginning of year	\$1,851	\$ 195,980	\$204,578
Additions:			
Contributions and grants		164,018	
Rents received	2,104		
Government grants		192,621	
Other income		62,184	
Investment income on endowment funds restricted to principal and income		831,307	
	<u>3,955</u>	<u>1,446,110</u>	<u>204,578</u>
Deductions:			
Funds expended during the year:			
For operations	903	1,166,125	
For improvements to property			10,000
Payment under unitrust		1,102	
		<u>1,102</u>	
Balances at end of year	<u>\$3,052</u>	<u>\$ 278,883</u>	<u>\$194,578</u>
Balances at beginning of year	\$ 91	\$ 241,075	\$244,797
Additions:			
Contributions and grants		85,193	
Rents received	2,515		
Government grants		270,712	
National Endowment for the Humanities Challenge Grant		298,418	
Other income		40,605	
Investment income on endowment funds restricted to principal and income		769,778	
	<u>2,606</u>	<u>1,705,781</u>	<u>244,797</u>
Deductions:			
Funds expended during the year:			
For operations	755	1,210,316	
For building improvements			40,219

*Report of the Treasurer*

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*Year ended August 31, 1988*

	<i>Unrestricted</i>	<i>Current restricted</i>	<i>Plant</i>
Amount of National Endowment for the Humanities Challenge Grant matched with private sector contributions		298,418	
Payment under unitrust		<u>1,067</u>	
Balances at end of year	<u>\$1,851</u>	<u>\$ 195,980</u>	<u>\$204,578</u>

*D. Fund Balances:*

The details of changes in fund balances are as follows:

	<i>Unrestricted</i>	<i>Plant</i>	<i>Endowment</i>	<i>Total</i>
Balances, August 31, 1987	\$794,440	\$1,726,584	\$15,382,776	\$17,903,800
Support and revenue under expenses before capital additions	( 206,534)	( 77,515)		( 284,049)
Capital additions (deductions):				
Contributions for building improvements		40,219		40,219
Contributions for endowment funds			624,713	624,713
Net realized gains on endowment fund investments			146,121	146,121
Net unrealized losses on endowment fund investments			( 398,696)	( 398,696)
Investment management fee allocated to endowment funds			( 64,404)	( 64,404)
Equipment purchases with unrestricted funds	( 8,003)	<u>8,003</u>		
Balances, August 31, 1988	<u>579,903</u>	<u>1,697,291</u>	<u>15,690,510</u>	<u>17,967,704</u>

Support and revenue under expenses before capital additions	( 27,194)	( 47,696)		( 74,890)
Capital additions (deductions):				
Contributions for improvements to property		10,000		10,000
Contributions for endowment funds			188,611	188,611
Net realized gain on endowment fund investments			672,800	672,800
Investment management fee allocated to endowment funds			( 79,996)	( 79,996)
Equipment purchases with unrestricted funds	( 564)	564		
Unrealized gain on endowment fund investments			398,696	398,696
Balances, August 31, 1988	<u>\$52,145</u>	<u>\$1,660,159</u>	<u>\$16,870,621</u>	<u>\$19,082,925</u>

*E. Pension Plan*

The Society makes contributions to a defined contribution retirement plan for all eligible employees. Pension expense amounted to \$47,943 and \$49,319 for the years ended August 31, 1989 and 1988, respectively.

*F. Income Taxes*

The Society qualifies as a tax exempt, nonprofit organization under Section 501 (c) 3 of the Internal Revenue Code. Accordingly, no provision for income taxes is required.

The Society qualifies as an organization which is not a private foundation as defined in Section 509(a) of the Internal Revenue Code because it is an organization described in Section 509(a)(1) of the Internal Revenue code.

McCARTHY, HARGRAVE & CO.  
DENHOLM BUILDING, 484 MAIN STREET  
WORCESTER, MASSACHUSETTS 01608

To the Council of the  
American Antiquarian Society  
Worcester, Massachusetts

Independent Auditors' Report

We have audited the accompanying balance sheets of the American Antiquarian Society as of August 31, 1989 and 1988, and the related statements of activity and changes in fund balances, and cash flows for the years then ended. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the American Antiquarian Society as of August 31, 1989 and 1988, and the results of its operations and changes in its fund balances and its cash flows for the years then ended, in conformity with generally accepted accounting principles.

December 19, 1989

McCarthy, Hargrave & Co.  
*Certified Public Accountants*

## DONORS OF BOOKS AND MONIES

*September 1, 1988–August 31, 1989*

- |                                      |                                      |
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Arnold and Diedre Benson  
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LeRoy A. Campbell  
Urano S. N. Caranchini  
Michael L. Carlebach  
Kenneth E. Carpenter  
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of Art  
Archie K. Davis  
David B. Davis  
Natalie Zemon Davis  
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Rosalie Edith Davis  
Susan and Jeffrey Martin Davis  
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