



2018/19 Financial Report

Josh Fogg, Operations Director

This document is a report on all financial transactions QuidditchUK made over the 2018/19 season. All information is accurate to the best of our knowledge.

Summary

The total opening balance on 01/09/2018 across all QUK's accounts was £9,261.28 and the estimated total closing balance on 31/08/2019 across the same is £11,842.26. This means that over the 2018/19 season QUK operated at a £2,580.98 surplus.

Balances

The finances for QuidditchUK are split over four accounts. We operate two HSBC bank accounts and two PayPal accounts, one each for Team UK and main QUK operations.

	Opening	Closing	Difference
QUK Bank	£8,302.38	£11,114.27	£2,811.89
QUK PayPal	£263.56	£14.36	-£249.20
TUK Bank	£510.34	£528.63	£18.29
TUK PayPal	£185.00	£185.00	£0.00
Total	£9,261.28	£11,842.26	£2,580.98

The two QUK accounts are primarily used for transactions which relate to the day to day operations of the organisation, official events, and the like. The two TUK accounts are primarily used for transactions relating to the operations of the national team such as kit purchases and booking accommodation for tournaments. This allows TUK to operate semi-independently.

However, there is some overlap between the two sets of accounts. For example the QUK accounts are used to pay for Team UK's tournament fees and handle some of their other administration costs.

This setup will likely be subject to change over the coming season with the introduction of Team Scotland. However in 2017/18 Team Scotland transactions were done through the QUK accounts.

Loss & Surplus

While QUK doesn't run for profit we also don't set out to make a loss over the financial year. Finishing with a small surplus to act as a buffer for future years is good, and a large surplus can be utilised to fund future projects.

For example, should a tournament be cancelled due to unforeseen circumstances it would require a significant amount of money to host it again at a later date without further cost to players. Unexpected costs arise, especially when it comes to event planning, and it's good to be prepared.

The surplus from this season means that we have successfully recovered £11,000 safety net we had prior to the £1,845.79 operating loss in 2017/18. We hope to retain the safety net at this amount through the next season.

Data Review

Overall Data

The following table details the income/expenditure associated with each QUK Department and our two national teams over the last season.

Department	Amount
Communications	-£919.50
Development	£19.02
Events	-£7,509.46
Gameplay	£0.00
Operations	£13,678.08
Outreach	-£378.10
Presidential	£505.11
Team UK	-£1,611.76
Team Scotland	-£1,202.41
Volunteers	£0.00
Total:	£2,580.98

Note that neither Gameplay (*Director: Dave Goddin until April, Eamonn Harrison from April*) nor Volunteers (*Director: Molly Maurice-Smith*) spent any of their allocated budget this year.

The remainder of this report will then break down each of the Departments further and give additional information and clarification where needed.

Communications

Director: Emma Bramwell until June, Samuel Instone from July

The majority of Communications spending comes through maintaining the website. This is a cost which will see an increase going into next season as we make changes following a General Forum earlier this season.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Facebook Advertising	Campaign to advertise clubs' freshers events	-£150.00
Mail Chimp	Mailing list service we've since stopped using	-£23.74
123-Reg	Website domain name renewals	-£67.18
Google Maps	Website widget to show club locations	-£32.34
Dream Host	Website hosting	-£280.32
Private contract	Website & form redesign	-£250.00
Google G Suite	Hub for internal QuidditchUK communications	-£115.92
Total:		-£919.50

Development

Director: Harry Smith

The Development department spent no money over this season, with a large portion of what it was allocated being used for setting up Team Scotland. The [QUK Emergency Fund](#) went unused again this season. The only incoming money was some money from [Level-Up](#) which hasn't yet gone to the corresponding coach (is less than £20 due to fees & exchange rates).

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Level-Up	Net payments held on behalf of the program	£19.02
Total:		£19.02

Events

Director: Genevieve Tyrrell

Our events this year cost more to put on than in previous years which was part of a conscious decision to try and provide a better experience for players. Some components of this were cancelled or scaled down throughout the season for multiple reasons. These included equipment purchases (changes in budget), BQC programmes (lack of volunteers), and the BQC live stream (feedback from General Forum, replaced with highlights reel). On the whole however the changes made were well received by the community. Following feedback from clubs, next season we are looking to change the tournament fee structure to be Team Fee oriented instead. We hope this will make events more affordable for players.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Referee payments	Across regionals, EQT, Dev Cup, and BQC	-£3,884.00
BQC fees	Attendance fees for teams and players	£22,349.68
BQC venue	Northumbria Coach Lane sports centre	-£4,992.00
BQC gazebos	Marquee hire for BQC Ops and pitch tents	-£705.00
BQC toilets	Extra toilet hire for the venue	-£655.00
BQC catering	Food vans and volunteer food vouchers	-£600.00
BQC camera hire	Used to make the BQC highlights reel	-£571.80
BQC Epione	Medical coverage for the event	-£4,117.50
BQC medals	Medals from Wheelers	-£555.22
BQC expenses	Van hire, additional equipment, volunteer travel, etc	-£3,408.22
Northern venue	Hallam University sports grounds	-£3,372.00
Northern Epione	Medical coverage for the event	-£3,660.00
Southern venue	Knole Active, Sevenoaks	-£4,000.00
Southern Epione	Medical coverage for the event	-£3,540.00
Regionals fees	Attendance fees for teams and players	£16,038.00
Regionals gazebos	Intended as a long term purchase, broke shortly after	-£724.95
Regionals expenses	Van hire, additional equipment, volunteer travel, etc	-£4,911.18
Dev Cup fees	Attendance fees for teams and players	£3,640.00

Dev Cup venue	Salford Sports Centre	-£1,501.00
Dev Cup catering	Food vans and volunteer food vouchers	-£335.00
Dev Cup Epione	Medical coverage for the event	-£1,887.00
Dev Cup medals	Medals from Wheelers	-£555.22
Dev Cup expenses	Van hire, additional equipment, volunteer travel, etc	-£2,492.19
EQT fees	Attendance fees for teams and players	£6,180.86
EQT Epione	Medical coverage for the event	-£1,551.00
EQT medals	Medals from Wheelers	-£555.22
EQT venue	AIB GB GLL302005	-£4,776.00
EQT expenses	Van hire, additional equipment, volunteer travel, etc	-£1,828.35
Venue scouting	Scouting for the upcoming 2019/20 season	-£105.35
EG Visit	Events department knowledge exchange with EG	-£434.88
Total:		-£7,509.46

Operations

Director: Josh Fogg

QUK reached the membership level required to properly fund our activity this season, but we did see a slight decline in membership for the first time. We've sought community feedback on this issue and we will make changes in the seasons to come to allow the sport to continue to thrive.

For outgoings equipment replacements proved larger than expected this year, as did fees from sales through the Square app. We're also seeing an increase in costs related to incorporation as we finalise those details but those were expected.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Membership fees	Club, team, and player membership fees	£23,214.02
Equipment replacements	Routine replacements and equipment purchases	-£1,033.40
Insurance	QUK's public liability insurance	-£636.95
QUK sales	Sales of the QUK branded merchandise at BQC	£654.00
Merch purchases	Initial purchase and Emerald/Bluehawk cuts	-£1,958.79
Business Address	QUK's official business address for incorporation	-£445.00
Square fees	Fees for Square transactions (mostly BQC invoices)	-£947.24
EA Barnes & Sons	Equipment storage	-£520.00
Harper Lewis	Solicitor fees relating to incorporation	-£2,494.80
Xero	Finance administration tool2	-£396.00
Additional expenses	Additional services, fees, transport, equipment, etc	-£1,757.76
Total:		£13,678.08

Banking Error

An error on my part led to two invoices being paid twice. Exactly how this happened is still unknown but it highlights the need for stricter checks within our workflow as to whether an invoice has already been paid. I, Josh, accept full responsibility for this happening.

As soon as the mistake was identified contact was made with the relevant vendors. We are in the process of having the money sent in error returned and QUK will see no financial loss as a result of this.

Outreach

Director: Kevin Li

The Outreach department was budgeted to run several events, including two large tournaments in Wales and Scotland. Welsh Cup went ahead as planned (at a lower cost than anticipated) but funds for the Scottish Cup were instead put toward helping their national team get started.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Expansion Manager travel	Visits to help new clubs in situ	-£51.00
Welsh Outreach Event	Tournament held to promote the sport in Wales	-£327.10
Total:		-£378.10

Presidential

Director: Mel Piper until May, Matthew Bateman from May

QUK's membership to governing bodies sits within the Presidential department. Up to now this is also where the Enrich referral program has been managed, though as the work we do with them increases this will likely fall within Outreach from now on.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
IQA Membership Fee	2018/19 membership to the international body	-£278.89
Sports & Recreation	Membership to the British sports alliance	-£216.00
Enrich Education	Youth Quidditch Referral Contribution	£1,000.00
Total:		£505.11

Team UK

Manager: Jemma Thripp

Team UK's main expenses this year were entry fees for European Games and replacement of some training equipment. They also brought in funds through Easy Fundraising and merch.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Easy Fundraising	Ongoing fundraising campaign	£217.39
TUK Cap sales	Fundraising through branded merchandise	£60.00
Equipment	Practice equipment for Team UK	-£308.00
Quidditch Europe	Fees for European Games 2019	-£1,380.38
Trophies	For the TUK end of year awards	-£27.20
Akuma	TUK kit order	-£2,144.57
Team UK players	Kit payments	£2,031.00
Total:		-£1,611.76

Team Scotland

Manager: Rix Dishington

This season saw the introduction of the UK's second national team which represented Scotland at European Games. Since Team Scotland will not be attending World Cup in 2020 their budget will be significantly smaller next year, but will still contain funds for purchasing equipment and other development expenses.

Data

The table below breaks down the department's spending over the last season.

Source	Description	Amount
Quidditch Europe	Fees for European Games 2019	-£1,219.62
Utility	Team Scotland kits cost	-£587.87
Team Scotland players	Kit payments	£605.08
Total:		-£1,202.41

The small difference between what Team Scotland players paid for their kits and what it cost QUK to purchase them (down to changing exchange rates and international transaction fees) will be put into Team Scotland's budget for next year.

Merchandise

BQC was the only tournament in the 2018/19 season to have official QUK merchandise. To reduce wasted stock the idea was had that we should trial a series of merch which carried no tournament branding. This was also helpful since the updated BQC branding was not ready prior to the tournament.

Of the 99 BQC feedback respondents, 28 (29%) bought merchandise. When asked to rate the fairness of our pricing, the average rating was 6.35 out of 10. While there was some positive feedback about the QUK branded merch both in design and in not being tournament specific.

Remaining Stock

Part of the Due to the merch not being branded with a given tournament or season it will be brought back to tournaments next season. Below are the quantities of each item that we have left and the value we would expect to get from sale of stock (not accounting for sale prices).

Source	Unit Value	Units Remaining	Stock Value
Hand warmers	£1.50	14	£24.00
QUK Drawstring Bags (Red)	£8.00	10	£80.00
QUK Drawstring Bags (Blue)	£8.00	6	£48.00
QUK Hoodie (Grey)	£24.00	8	£192.00
QUK Hoodie (Red)	£24.00	6	£144.00
QUK T-Shirt (Black)	£8.00	18	£144.00
QUK T-Shirt (Blue)	£8.00	17	£136.00
QUK T-Shirt (Red)	£8.00	12	£96.00
QUK Ceramic Travel Mug	£12.00	11	£132.00
QUK Referee Shirts	£23.00	15	£345.00
Snitch Ceramic Travel Mug	£15.00	4	£60.00
Team UK Snapback	£12.00	15	£180.00
Total:			£1,581.00

Next Season

In response to the BQC feedback, next season will see the return of merchandise branded for each tournament. These will be smaller orders so as not to create waste and will go on sale alongside the QUK branded merch. There was also a request for more practical items (blankets, umbrellas, etc) which we hope to fulfill.