

Management Report

International Committee for Animal Recording ICAR
For the period 1st January – 31st December, 2019



Prepared on
February 12th, 2020

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Profit and Loss

January - December 2019

	As at December 31st			Versus Budget		Versus Prior Year	
	Actual 2019	Budget 2019	Actual 2018	Euro	%	Euro	%
REVENUES							
Member fees	320.725	322.875	324.175	(2.150)	(1)	(3.450)	(1)
Special projects	17.052	10.000	9.170	7.052	71	7.882	86
TOTAL REVENUES	337.777	332.875	333.345	4.902	1	4.432	1
EXPENSES							
Employee related expenses	172.540	200.000	200.729	(27.460)	(14)	(28.189)	(14)
Travel	28.050	35.000	33.815	(6.950)	(20)	(5.765)	(17)
Office (rental and supplies)	19.891	15.000	14.546	4.891	33	5.345	37
Administrative services (accounts, legal, bank, audit...)	41.436	20.000	51.388	21.436	107	(9.951)	(19)
Special project expenses	58.242	60.000	14.042	(1.758)	(3)	44.200	315
TOTAL OPERATING COSTS	320.159	330.000	314.520	(9.841)	(3)	5.639	2
OPERATING PROFIT/ (LOSS)	17.617	2.875	18.825	14.742		(1.207)	
Bad debts	(14.100)	0	0				
Investment income (expense)	0	0	0	0	0	0	0
NET PROFIT (LOSS)	3.517	2.875	18.825	14.742		(1.207)	

Notes to Profit and Loss

As of December 31, 2019

REVENUES

1. Membership fees

Total amount from membership fees.

2. Special projects and other income

As per agreement, payment of 10.000 Euro received from Czech Moravian Breeders' Corp. for the organisation of the ICAR Annual Conference.

Payment of 5.502 Euro received as partial reimbursement of legal fees for the AR case as established by the Court.

Reimbursement of 1.550 Euro from NDHIA to support participant in Prague.

EXPENSES

3. Contracted consultant costs

Expenses related to the management and administration including the Chief Executive and other consultants for an amount of 85.793 Euro, and contracted services paid to SERVICE-ICAR Srl for an amount of 91.463 Euro.

4. Travel

Total cost for travel, accommodation and meals of the office, Board, Groups and General Assembly.

5. Office

Total cost to run the office (postage, telephone, office material, printing, Web site, etc.), including rent. In 2019 there was an extra cost for renting in Utrecht for an amount of 2.904 Euro.

6. Administrative services

Cost for outsourcing services (accounting, legal, bank expenses, etc.), including 28.406 Euro for extra legal fees.

7. Special projects expenses

These are the special projects budgeted in 2019:

1. Recording Devices Projects/Test Lab S/W upgrades (€14k).
2. CDN Parentage Discovery S/W (€6k).
3. Transfer of the seat (€30k).

In 2019 there were 20.606 Euro expenses related to special project 1, and 22.635 Euro to special project 3.

The project 2 was deferred to 2020 and in addition there was a special grant of 15.000 Euro to support InterBeef Working Group.

8. Bad debts

This is the total amount cancelled for outstanding fees (detail in appendix 2).

Balance Sheet

As of December 31, 2019

			Year over Year (2019 vs. 2018)	
		Actual 31/12/2019	Actual 31/12/2018	Euro %
ASSETS				
Cash		367.663	356.709	10.954 3
Member Fees receivable		21.300	28.650	(7.350) (26)
Other receivables		0	0	0 0
Prepayments		31.289	31.632	(343) (1)
TOTAL CURRENT ASSETS		420.252	416.991	3.261 1
Fixed assets		0	0	0 0
Financial assets		11.700	11.700	0 0
TOTAL NON-CURRENT ASSETS		11.700	11.700	0 0
TOTAL ASSETS		431.952	428.691	3.261 1
EQUITY AND LIABILITIES				
Retained earnings		420.520	401.695	18.825 5
Operating profit (loss)		3.517	18.825	(15.308) (81)
MEMBER'S EQUITY		424.037	420.520	3.517 1
Accounts payable		7.915	6.871	1.044 15
Deferred income		0	1.300	(1.300) (100)
LIABILITIES		7.915	8.171	1.044 13
TOTAL LIABILITIES & EQUITY		431.952	428.691	3.261 1

Notes to Balance Sheet

As of December 31, 2019

ASSETS

Current assets

1. Cash

Includes cash on hand and current bank account balances.

2. Member fees receivable

Includes members with maximum two years of arrears (2018 and 2019) in the current financial year (detail in Appendix 2).

3. Prepayments

The Association owns the ICAR, Interbull and InterBeef logos. The depreciation of the cost is over 10 years. This is the total amount remains. In addition, there is a payment for an amount of 4.174 Euro for the new contract at HNK Utrecht for deposit and renting office in January 2020.

Long term assets

4. Fixed assets

Nil.

5. Financial assets

The amount of Euro 10.400 represents the share of capital in the business company "SERVICE-ICAR S.r.l." owned by the Association. The amount is unchanged since the creation of SERVICE-ICAR Srl in 2001.

In addition, there is the deposit with ExecutiveOffice for an amount of Euro 1.300 for the rent of one room.

EQUITIES AND LIABILITIES

Current liabilities

6. Accounts payable

Invoices related to QTR4 of 2019 business activities but to be paid in January 2020 (e.g. consultants and operational expenses).

7. Deferred income

Nil.

Reserves

Cash Position December 31st, 2019 = €425.672

Total reserves: 15,5 months (policy target of 9 months)

Liquid reserves: 15,5 months equivalent (policy target of 9 months)

Based on ICAR Annual Operating Costs as budgeted for 2019 of €330.000

Appendix 1

Follow-up budget by QTRs

	Q1 Actuals March 2019	Q1 Budget March 2019	Diff. Vs. Budget Q1	Q2 Actuals June 2019	Q2 Budget June 2019	Diff. Vs. Budget Q2	Q3 Actuals Sept. 2019	Q3 Budget Sept. 2019	Diff. Vs. Budget Q3	Q4 Actuals Dec. 2019	Year-end Budget 2019	Diff. Vs. Budget 2019
REVENUES												
Member fees	57.982	75.000	(17.018)	153.000	161.440	(8.440)	215.445	242.155	(26.710)	320.725	322.875	(2.150)
Special projects	0	0	0	0	0	0	15.502	10.000	5.502	17.052	10.000	7.052
TOTAL REVENUES	57.982	75.000	(17.018)	153.000	161.440	(8.440)	230.947	252.155	(21.208)	337.777	332.875	4.902
EXPENSES												
Employees and related expenses	50.143	50.000	143	93.734	100.000	(6.266)	143.876	150.000	(6.124)	172.540	200.000	(27.460)
Travel	3.167	7.000	(3.833)	12.585	20.000	(7.415)	15.930	30.000	(14.070)	28.050	35.000	(6.950)
Office costs	3.803	3.000	803	9.392	6.000	3.392	14.993	10.000	4.993	19.891	15.000	4.891
Administrative services (accounting, legal, audit, bank...)	8.925	2.000	6.925	30.991	10.000	20.991	35.897	20.000	15.897	41.436	30.000	11.436
Special project expenses	133	12.500	(12.367)	10.044	25.000	(14.956)	18.792	37.500	(18.708)	58.242	50.000	8.242
TOTAL OPERATING COSTS	66.171	74.500	(8.329)	156.746	161.000	(4.254)	229.488	247.500	(18.012)	320.159	330.000	(9.841)
OPERATING PROFIT / (LOSS)												
Bad debt for cancel members										(14.100)		(14.100)
NET PROFIT / (LOSS)	(8.189)	500	(8.689)	(3.746)	440	(4.186)	1.459	4.655	(3.196)	3.518	2.875	(8.248)

Appendix 2

Outstanding fees 2018 and 2019

	2019	2018
SNIG, Uruguay	1.000	
WBF Guernsey	1.500	
AIA, Italy	10.000	
ACHA, Argentina	4.400	4.400

TOTAL FEES RECEIVABLE for 2018 and 2019: 21.300 Euro

Membership cancelled in December 2019

	2017	2018
Res.Institute, Russia		1.450
EMBRAPA, Brazil	1.650	1.650
Ministry Agric., Portugal	5.250	4.100
TOTAL	6.900	7.200

TOTAL FEES TO BE CANCELLED: 14.100 Euro