



## 2018 Annual Report

### Directions

Please complete this form, answer the questions below in two pages or less, not including financials, and submit as one PDF with your invoice to [RLassoff@bainbridgewa.gov](mailto:RLassoff@bainbridgewa.gov) by January 18, 2019. Be candid and specific in your answers. This information helps us understand and account for the impact of our funding on both your organization and the City of Bainbridge Island.

### Organization Information

Organization Name: Bainbridge Performing Arts \_\_\_\_\_  
Contact Person: Dominique Cantwell \_\_\_\_\_ Position/Title: Executive Director \_\_\_\_\_  
Email Address: [dcantwell@bainbridgeperformingarts.org](mailto:dcantwell@bainbridgeperformingarts.org) \_\_\_\_\_  
Mailing Address: 200 Madison Ave. N \_\_\_\_\_  
Address Line 2: \_\_\_\_\_  
City: Bainbridge Island \_\_\_\_\_ State: WA \_\_\_\_\_ Zip Code: 98110 \_\_\_\_\_  
Phone (work or daytime): 206.842.4560 \_\_\_\_\_

### Award Information

Award Title: 2018 Cultural Funding \_\_\_\_\_

Brief Description of Award Purpose: *To support the general operation and mission of Bainbridge Performing Arts* \_\_\_\_\_

Total Amount Awarded: \$ 15,000 in 2018 \_\_\_\_\_

Have there been any changes to the scope of service since you received this award?

No  Yes (If yes, please explain in narrative section.)

Authorized Signature: \_\_\_\_\_ Date: *Aug. 20, 2018*

Print Name: *Dominique Cantwell* \_\_\_\_\_

## 2018 Annual Report Questions

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### Dates Covered by Report

From: January 2018 \_\_\_\_\_ To: June 2018 \_\_\_\_\_

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### 1) Progress

- a) Describe the project or work your organization has completed with Cultural Funding to-date. How is it going?
- BPA is bustling with activity and demand for our performances (theatrical, orchestral, educational, and more). We are fully staffed, operating at full capacity, and building towards our biggest season yet in 2018-2019.
- b) Briefly describe progress made during the first year of funding against each of the indicators of success and/or metrics you identified in your proposal.
- The metrics that we presented (including audience data, staff numbers, etc.) are in line with seasonal averages for the time of year covered by the grant and represent strong continuing community support.
- c) What were the broader goals and objectives for your project or organization for 2018 and have they been achieved? If so, how? If not, why not? Are you on track to meet your goals for 2019? If not, are there any changes needed in evaluation or scope of work?
- Our goals were to maintain the quality of performances while increasing the number of programs, which we successfully achieved by adding a summer production for Island teens. We onboarded two new key members of staff, upgraded major technical systems, and are in the process of replacing our mid-stage traveler which has been desperately in need of attention for years.

### 2) Financials and Financial Narrative

Complete the financial information appropriate to the type of award received:

- a) For general operating support, provide an actual income and expense statement relative to the organizational budget for the first year of funding. Please explain any significant changes to your organization's financial position.

BPA operates a cash-based bookkeeping model. It's important to note that we have provided a P&L for the period covered by funding (January through June of 2018) and that a majority of expenditures occur in the latter part of the year. Additionally, we received an unprecedented memorial gift that will be directed to capital. Both of these factors (favorably) skew the figures represented in the following:

# Bainbridge Performing Arts

## PROFIT AND LOSS

January - June, 2018

	TOTAL
Income	
4000 Sponsorships	10,250.00
4010 Contributed Income	342,285.80
4100 Production Revenue	68,737.00
4200 Next FY Ticket Sales	22,597.00
4300 Education Program Revenue	57,651.53
4350 Interest	80.18
4375 Bainbridge Symphony Orchestra	8,881.00
4400 Improv, Rentals, Other Earned Income	55,957.87
<b>Total Income</b>	<b>\$566,440.38</b>
GROSS PROFIT	<b>\$566,440.38</b>
Expenses	
6000 Salaries/Benefits Expenses	171,707.70
6100 Administrative Overhead Expense	49,734.12
6200 Facility Overhead Expenses	27,375.91
6300 Marketing Expenses	3,543.24
6400 E. IT Expenses	1,544.62
6500 F. Production Expenses	55,965.61
6600 Education Program Expenses	15,856.65
6700 Development Expenses	15,783.69
6750 BSO Concert Music Expense	14,110.33
6800 Improv, Rentals, and Other Expenses	15,000.04
7200 Uncategorized Expense	7,186.26
<b>Total Expenses</b>	<b>\$377,808.17</b>
NET OPERATING INCOME	<b>\$188,632.21</b>
NET INCOME	<b>\$188,632.21</b>

## Bainbridge Performing Arts

### Budget vs. Actuals: BPA '17-'18 and '18-'19 Budgets - FY18/19 P&L

January - December, 2018

	ACTUAL	BUDGET	OVER BUDGET
Income			
4000 Sponsorships	25,000.00	37,250.00	-12,250.00
4010 Contributed Income	469,947.28	341,925.00	128,022.28
4100 Production Revenue	151,123.35	163,167.00	-12,043.65
4200 Next FY Ticket Sales	25,074.80	21,810.00	3,264.80
4300 Education Program Revenue	105,339.68	80,140.00	25,199.68
4350 Interest	-69.61	81.80	-151.41
4375 Bainbridge Symphony Orchestra	17,279.00	18,600.00	-1,321.00
4400 Improv, Rentals, Other Earned Income	103,597.37	83,721.00	19,876.37
4500 Sales	-414.00	0.00	-414.00
<b>Total Income</b>	<b>\$ 896,877.87</b>	<b>746,694.80</b>	<b>150,183.07</b>
Expenses			
6000 Salaries/Benefits Expenses	377,864.89	344,037.92	33,826.97
6100 Administrative Overhead Expense	85,638.12	72,844.76	12,793.36
6200 Facility Overhead Expenses	78,057.01	51,163.78	26,893.23
6300 Marketing Expenses	17,159.91	17,299.96	-140.05
6400 E. IT Expenses	2,077.50	1,200.00	877.50
6500 F. Production Expenses	140,677.22	150,155.00	-9,477.78
6600 Education Program Expenses	38,005.51	34,675.00	3,330.51
6700 Development Expenses	21,737.22	22,150.00	-412.78
6750 BSO Concert Music Expense	19,508.91	19,975.00	-466.09
6800 Improv, Rentals, and Other Expenses	47,696.71	29,600.00	18,096.71
7200 Uncategorized Expense	10,666.26	0.00	10,666.26
<b>Total Expenses</b>	<b>\$ 839,089.26</b>	<b>743,101.42</b>	<b>95,987.84</b>
<b>Net Income</b>	<b>\$ 57,788.61</b>	<b>3,593.38</b>	<b>\$ 54,195.23</b>