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Henry Bradshaw Society

Annual Reports for 2008

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ANNUAL MEETING  
24 April 2009



**Henry Bradshaw Society**  
*Registered UK Charity no. 278781*  
www.henrybradshawsociety.org

***President***

Dom Cuthbert Johnson OSB

***Vice-Presidents***

The Revd Dr John Cowdrey  
Professor Helmut Gneuss  
Miss Barbara Harvey  
M. Michel Huglo  
The Revd Professor R. W. Pfaff

***Chairman of Council***

Professor Michael Lapidge  
Clare College, Cambridge CB2 1TL  
email: ML26@cam.ac.uk

***General Secretary***

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5A Green Place, Oxford OX1 4RF  
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***Publications Secretary***

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9 West Road, Cambridge CB3 9DP  
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***Treasurer***

Dr M. B. Moreton  
Waterloo House, High Street, Rolvenden, Cranbrook, Kent TN17 4LN  
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***Assistant Treasurer***

Mr Peter Jackson  
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## 1 Notice of Annual Meeting

The one hundred and sixth Annual Meeting of the Society will be held on Friday 24 April 2009 at 2.00 p.m. in the Institute of Historical Research, University of London, Senate House, Malet Street, London WC1E 7HU.

The meeting will be preceded by a sandwich lunch at 1.15 p.m., to which all members attending the meeting are cordially invited.

## 2 Agenda for Annual Meeting

### 1. APOLOGIES

**To receive** apologies for absence.

### 2. COMMEMORATIONS

### 3. MINUTES

**To receive** the Minutes of the 2008 Annual Meeting.

### 4. STATEMENTS FROM THE CHAIR

### 5. REPORTS

**To receive** the Reports of the Secretary and Treasurer.

### 6. ELECTION OF THE PRESIDENT

**To report** that the Annual Meeting of 2008 elected Dom Cuthbert Johnson as President of the Society for 2008-09.

**To consider** the election of the President for 2009-10.

### 7. ELECTION OF THE ADMINISTRATIVE OFFICERS

**To report** that the Officers of the Council for 2008-09 elected by the 2008 Annual Meeting were as follows:

<i>Chairman</i>	Professor M. Lapidge
<i>General Secretary</i>	Mr P. Jackson
<i>Publications Secretary</i>	Dr Rosalind Love
<i>Treasurer</i>	Dr M. B. Moreton
<i>Assistant Treasurer</i>	Mr P. Jackson

**To consider** the election of Officers for 2009-10.

8. ELECTION OF COUNCIL

**To report** that the membership of Council is as follows:

- The Administrative Officers of Council
- Additional elected members, as follows:

(a) *elected 2008, to serve until 2011*: Dr N. Bell, Professor D. Ganz, Dom Cuthbert Johnson OSB (representing Quarr Abbey), Dr A. Thacker.

(b) *elected 2007, to serve until 2010*: Mr M. J. Burr, Professor N. J. Morgan, Mr N. Orchard.

(c) *elected 2006, to serve until 2009*: Dr Catherine Cubitt, Dr Alicia Corrêa, Professor Rosamond McKitterick, Professor Susan Rankin, Fr A. Ward.

The additional members elected in 2006 now retire, and are eligible for re-election.

**To consider** the election of members of Council. (*Will members of the Society note that under item 21 of the Constitution nominations for new members of Council must be made in writing to the Secretary. Members wishing to make nomination should ensure that their candidate is willing to stand, and that the nomination is received by the General Secretary on or before Friday 17 April 2009.*)

9. ELECTION OF ACCOUNTS EXAMINER

**To report** that the Annual Meeting of 2008 resolved to invite Mr Patrick Clinton to undertake the duties of Independent Accounts Examiner for the year, and that Mr Clinton subsequently agreed.

**To consider** the appointment of the Independent Accounts Examiner for the year 2009.

10. ANNUAL MEETING 2010

**To consider** the date of the next Annual Meeting.

11. ANY OTHER BUSINESS

### 3 Minutes of the 2008 Annual Meeting

The one hundred and fifth Annual Meeting of the Society was held on Thursday 17 April 2008 in the Institute of Historical Research, Senate House, Malet Street, London.

Present: Dom Cuthbert Johnson (President, in the Chair), Dr N. Bell, Mr M. J. Burr, Professor D. Ganz, Mr J. Hayward, Mr P. Jackson, Professor M. Lapidge, Dr Rosalind Love, Dr M. B. Moreton, Professor N. Morgan, Mr N. Orchard, Dr D. Pelteret, Professor Susan Rankin, Dr A. Thacker, The Revd Canon J. Toy, Fr A. Ward.

Apologies for absence were received from Professor Virginia Brown, The Revd Dr H. E. J. Cowdrey, Dr Catherine Cubitt, Professor J.-M. Dossogne, Professor J. Dyer, Mr R. Emms, Miss Barbara Harvey, Dr Ann Hutchinson, Professor Rosamond McKitterick, The Revd Professor R. Pfaff (Honorary Vice-President), Dom Alcuin Reid, Dr Elizabeth Robinson, Professor E. Roesner, Mr James Scheer, Professor W. Schipper, The Very Revd M. G. Witczak.

#### 1. MINUTES

The Minutes of the one hundred and third Annual Meeting were confirmed.

#### 2. COMMEMORATIONS

Commemoration was made of the Revd Brian Oman and Mr David Parry.

#### 3. MATTER ARISING

Further to item 4 in the Minutes of the previous Annual Meeting, it was agreed to elect Miss Barbara Harvey as an Honorary Vice-President of the Society.

#### 4. REPORTS

The Reports of the Secretary and Treasurer were adopted, with one emendation: in the list of new members given in the Secretary's report, for 'Matthew Di Censeo' read 'Daniel Di Censo'. The Meeting recorded a vote of thanks to these Officers.

#### 5. ELECTION OF THE PRESIDENT

Dom Cuthbert Johnson was elected President for the year 2008-09. The President expressed his appreciation of the honour done to him and to Quarr Abbey by his election, and affirmed his belief in the continuing importance of the Society's work.

#### 6. ELECTION OF OFFICERS

The following elections were made for 2008-09:

<i>Chairman of Council:</i>	Professor M. Lapidge
<i>General Secretary:</i>	Mr P. Jackson
<i>Publications Secretary:</i>	Dr Rosalind Love
<i>Treasurer:</i>	Dr M. B. Moreton
<i>Assistant Treasurer:</i>	Mr P. Jackson

## 7. ELECTION OF COUNCIL

The following four members were re-elected to Council to serve until 2011, their previous terms having expired in 2008:

Dr N. Bell, Professor D. Ganz, Dom Cuthbert Johnson (representing Quarr Abbey),  
Dr A. Thacker.

The Meeting expressed its gratitude to Professor E. Roesner, whose term on the Council had come to an end.

## 8. INDEPENDENT ACCOUNTS EXAMINER

The Meeting expressed its gratitude to Mr J. F. E. J. Cleggett for undertaking the duties of Independent Accounts Examiner for 2007, and its appreciation of the long service that Mr Cleggett, and his father before him, had given the Society.

## 9. ANNUAL GENERAL MEETING

The Meeting resolved that the next Annual Meeting of the Society be held on Thursday 16 April 2009. [This date was later altered to Friday 24 April 2009.]

## 10. ANY OTHER BUSINESS

The Meeting congratulated M. M. Huglo (Honorary Vice-President) on his election as a Fellow of the Medieval Academy of America.

## 4 Report of the Secretary

All readers of this Report will already have learned of the death of the Revd Professor Henry Chadwick in June 2008. The most distinguished patristic scholar of his generation, Regius Professor of Divinity at both Oxford and Cambridge, and a leading spirit in the Anglican-Roman Catholic International Commission, Professor Chadwick also found time among his many commitments to serve as the Society's President from 1989 to 1997, remaining as an Honorary Vice-President until his death. A memorial service, at which the Society was represented, was held in Christ Church Cathedral, Oxford on 27 September 2008 in the presence of the Archbishop of York and the Cardinal Archbishop of Westminster.

One other, happier item of a personal nature may be mentioned. In November 2008 a festschrift in honour of Professor Edward Roesner, for many years Professor of Music at New York University and a former member of the Society's Council, was published by the American Institute of Musicology: *Quomodo cantabimus canticum?*, edited by David Butler Cannata and others. Fuller details are available on the 'News and Plans' page of the Society's website ([www.henrybradshawsociety.org](http://www.henrybradshawsociety.org)).

2008 was a year of healthy activity for Society. In September Dr Rebecca Rushforth's study of *Saints in English Kalendars before A.D. 1100* was published for the subscription-year 2005 as volume CXVII in the Society's Main Series. Members of the Society will be familiar with the late Francis Wormald's edition of 19 Anglo-Saxon liturgical kalendars, published as volume LXXII in

the Society's Main Series; Dr Rushforth prints the texts of another 8 kalendars, together with a substantial introduction, a thorough index and an invaluable series of tables in which the saints commemorated in all 27 kalendars can be traced. The sixth volume in the Society's Subsidia Series, the Revd Dr John Toy's *English Saints in the Medieval Liturgies of the Scandinavian Churches*, is now at press and (it is hoped) will appear in May 2009. The next Main Series volume will be an edition of *A Martyrology of Four Cities: Metz, Cologne, Dublin, Lund*, by Professor Pádraig Ó Riain; the revised typescript is in the hands of the Society's publisher, Boydell & Brewer. Nine other volumes are in course of preparation.

A rapidly growing number of older volumes – many of them long out of print – are now available from Boydell & Brewer on a 'print on demand' (PoD) basis. As of February 2009, out of 117 Main Series volumes, 34 were available either in their original printed form or as PoD reprints, with a further 34 PoD volumes due to be added between March and May; and it is confidently expected that the number will increase before long. Further details are available on the 'Books Available' page on the Society's website.

It is perhaps not generally known that the Society possesses a large archive of correspondence and other working papers, much of it dating from its earliest days in the late nineteenth and early twentieth centuries, which has been passed from one General Secretary to another for many years. Such a method of preservation has its hazards, and it was with gratitude that the Society accepted an offer from Cambridge University Library to house the material on deposit, at a time to be decided. At the moment a handlist is being prepared under the supervision of a member of Council, and though conditions of access remain to be decided, any enquiries should be addressed to either the Chairman of Council, the Treasurer or the General Secretary, and not to Cambridge University Library.

The *Annual Report* has for some time now been posted in electronic format only. As before, any members who wish to receive their own copy either in paper or as an email attachment are asked to inform the Secretary of this requirement (Peter.Jackson14@btinternet.com). Similarly, all members of the Society who have email addresses which they have not communicated to the Society, or which have changed since they last did so, are requested to pass these details to the Treasurer (hbs.treasurer@googlemail.com). Finally, members wishing to purchase available Main Series and Subsidia volumes at discounted prices are reminded that they should obtain the special Members' Order Form from the Treasurer.

We are pleased to have welcomed the following into membership during 2008:

Bibliotek for humaniora og samfunnsfag (Oslo), Dr Helena Carr (St Peter's College, Oxford), Dr Peter Dendle (Pennsylvania State University, Mont Alto), Professor David Dumville (University of Aberdeen), Revd Michael J. Flynn (Washington, DC), Mr S. J. Ghosh (Surbiton), Revd Dr Ben Gordon-Taylor (College of the Resurrection, Mirfield), Dr Juliet Hewish (University College Cork), Mr Christopher Hodkinson (Cambridge), Revd Dr Alec McGuire (Leeds), Professor Jane Roberts (Institute of English Studies, University of London), Ms Emma Sadler (Chartridge, Buckinghamshire).

**Peter Jackson**  
**General Secretary**

*February 2009*



## 5 Treasurer's report for 2008

The Independently Examined Accounts are set out this year in a new format, which we hope will prove more readable to non-accountants. To enable comparisons with last year's Report, old-style accounts are also provided, together with a table justifying the old style to the new. A slightly fuller set of Management Accounts will, as usual, be available at the Annual Meeting, together with a statement of income and expenditure by volume.

The finances of the Society remain healthy, and well-prepared to fund the volumes in preparation, in particular vol 118 in our main series, Professor O Riain's *Martyrology of Four Cities*, and the next volume in the *Subsidia* series, Canon John Toy's *English Saints in the Medieval Liturgies of the Scandinavian Churches*. Both are with the printers, but no costings have yet been received on either volume. The *Subsidia* volume is scheduled to be published at the end of May. We expect also to continue the program of making out-of-print volumes available on a print-on-demand basis.

The older papers of the Society previously held by Professor Chadd are now in the process of being archived. An initial cost for this is within the 2008 accounts as Capital Overheads, though most of the expenditure (still expected to be a relatively modest amount) will fall during 2009.

With the current difficulties in the economic climate, there will be considerably lower returns on monies held on account in 2009. On the other hand, an easing of inflation will mean that real values will be better maintained. How this will impact on the costs of publishing remains to be seen.

Payments from members who do not have UK bank accounts are probably now most economically handled through the online payment page linked to the Society's web site, or by International Bank Transfer (IBAN). There is some indication that cheques drawn on US Banks may be facing new and undefined restrictions in the clearing process.

Payments from members with UK bank accounts are probably most economically handled either by old-fashioned cheque or by direct bank transfer. The membership number is the only reference needed.

**Bernard Moreton**  
**Honorary Treasurer**

*16 February 2009*

## *The Henry Bradshaw Society*

### *Statement of Accounts for the year ending 31 December 2008*

<i>2007</i>	<i>2008</i>	<i>2007</i>	<i>2008</i>		
<b>FINANCIAL MOVEMENTS</b>					
<i>1,018.60</i>	Capital overheads	49.09	<i>30.38</i> Misc. subscriptions	151.35	
-	Reprint Program	559.37	<i>467.81</i> General royalty income	1,006.07	
			382.25	Income tax repayments	242.48
			<i>3,054.32</i>	Bank Interest	3,380.23
			-	Sundries	25.00
	<b>Vol 117: Saints in English Kalendars</b>				
-	Costs	9,481.40	-	Subs etc	5,475.92
			<b>2,916.16</b>	<b>Totals</b>	<b>191.19</b>
			<b>57,058.39</b>	<b>Acc Fund B/f</b>	<b>59,974.55</b>
			<b>59,974.55</b>	<b>Acc Fund C/f</b>	<b>60,165.74</b>
<b>BALANCE SHEET</b>					
<b>WORK IN PROGRESS</b>					
	<b>Vol 117: Saints in English Kalendars</b>				
	<b>Actual costs</b>		<b>Revenue</b>		
-	Printing	7,778.00	-	Subs 2005	5,475.92
-	Distribution	1,330.43			
-	General o/heads 2005	372.97			
	<b>Tfr to Accumulated Fund</b>				
-	Costs	-9,481.40	-	Subs etc	-5,475.92
<b>0.00</b>	<b>(Subtotal)</b>	<b>0.00</b>	<b>0.00</b>	<b>(Subtotal)</b>	<b>0.00</b>
	<b>Years not yet assigned to volumes</b>				
<i>372.97</i>	O/heads 2005	-	<i>5,393.92</i>	Subscriptions 2005	-
<i>193.74</i>	O/heads 2006	193.74	<i>5,126.00</i>	Subscriptions 2006	5,308.00
<i>89.68</i>	O/heads 2007	89.68	<i>4,674.00</i>	Subscriptions 2007	4,858.50
-	O/heads 2008	105.40	<i>2,292.50</i>	Subscriptions 2008	4,387.50
			-	Subscriptions 2009	2,124.50
<b>656.39</b>	<b>(Subtotal)</b>	<b>388.82</b>	<b>17,486.42</b>	<b>(Subtotal)</b>	<b>16,678.50</b>
<b>ASSETS AND LIABILITIES</b>					
<b>ASSETS</b>		<b>LIABILITIES</b>			
<i>77,318.15</i>	Current Bank Accounts	76,712.25	<i>480.20</i>	Prepaid subs suspense	244.19
			33.37	CAF fee suspense	12.64
<b>77,974.54</b>	<b>TOTALS</b>	<b>77,101.07</b>	<b>17,999.99</b>	<b>TOTALS</b>	<b>16,935.33</b>
<b>59,974.55</b>	<b>TOTAL FUNDS</b>	<b>60,165.74</b>			
<b>59,974.55</b>	<b>Unrestricted Funds</b>	<b>60,165.74</b>			

## CASH BOOK

2007		2008		2007	
62.02	Postage & telephone	72.30	4,986.44	Subscriptions	4,583.34
18.06	Stationery etc	15.79	29.50	Cc Fee Suspense	30.00
28.20	Annual Meeting	17.31	3,054.32	Bank Interest	3,380.23
12.36	Cc Fees	25.73	382.25	Income tax repayments	242.48
-	Capital overheads	34.00	467.81	Royalties	450.71
-	Main Series Printing	7,778.00	-	Back Royalties	555.36
-	Main Series Distribution	1,330.43			
-	Back issue costs	15.09			
1,000.00	Reprint Program	559.37			
<b>1,120.64</b>	<b>(Subtotal)</b>	<b>9,848.02</b>	<b>8,920.32</b>	<b>(Subtotal)</b>	<b>9,242.12</b>
	<b>Attributed :</b>				
1,018.60	Accumulated Fund	608.40	3,934.76	Accumulated Fund	4,780.13
-	WIP publication costs	9,108.43	4,981.00	WIP revenue accounts	4,668.00
89.68	WIP overhead a/cs	105.40			
12.36	Assets	25.73	4.56	Liabilities	206.01
<b>1,120.64</b>	<b>(Subtotal)</b>	<b>9,848.02</b>	<b>8,920.32</b>	<b>(Subtotal)</b>	<b>9,242.12</b>

Signed on behalf of all the trustees :

<i>(signed)</i>	M B Moreton Honorary Treasurer	Date: 16 February 2009
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### Independent examiner's report on the accounts

#### To the officers of the Henry Bradshaw Society:

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination included a review of the accounting records kept by the Treasurer and a comparison of the banking accounts and either source documents, or copies of same, with those records. The examination also gave consideration as to unusual items or disclosures in the accounts. Satisfactory explanations were given by the Treasurer to all my enquiries during the course of my independent review and there were no unusual items or disclosures identified.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

I note the Treasure's desire to simplify the Annual Report and believe that this will bring more clarity of financial matters to the benefit of members.

I have concluded that the accounts placed before you represent a fair and accurate record of the financial position of the Charity.

<i>(signed)</i>	P.L.Clinton Independent examiner	Date: 16 February 2009
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*Old-Style Statement of Financial Activities for the year ended 31 December, 2008*

	<i>Note</i>	<b>2008</b>	<b>2007</b>
		£	£
<b><u>Incoming resources</u></b>			
<i>Subscriptions and Donations</i>			
<i>Subscriptions</i>	2	5,017.35	5,199.38
<i>Income tax recovered</i>		242.48	382.25
<i>Income from activities in furtherance of charitable objects</i>			
<i>Volume sales royalties</i>		1,006.07	467.81
<i>Investment income</i>			
<i>Bank interest</i>		3380.23	3,054.32
<i>Other investment income</i>		-	-
<b><i>Total incoming resources</i></b>		<b><u>9,646.13</u></b>	<b><u>9103.76</u></b>
<b><u>Resources expended</u></b>			
<i>Costs of generating funds</i>			
<i>Printing of volumes</i>	3	7138.08	5,139.50
<i>Distribution of volumes</i>		1330.43	-
<i>Back issue costs</i>		15.09	-
<i>Reprint programme</i>		559.37	1,000.00
 <i>Management and administration</i>			
<i>Postage &amp; Telephone</i>		72.30	62.02
<i>Stationery</i>		49.79	18.06
<i>Bank &amp; CAF charges</i>		25.73	20.81
<i>Annual meeting</i>		17.31	28.20
<b><i>Total resources expended</i></b>		<b><u>9,208.10</u></b>	<b><u>6,268.59</u></b>
<b><i>Net incoming/(outgoing) resources</i></b>		<b>438.03</b>	<b>2,851.87</b>
<b><i>Total funds brought forward</i></b>		<b>59,334.83</b>	<b>56,499.66</b>
<b><i>Adjustment to previous CAF accruals</i></b>		<b>4.06</b>	
<b><i>Total funds carried forward</i></b>		<b><u>59,776.92</u></b>	<b><u>59,334.83</u></b>

*Old-Style Balance Sheet as at 31 December, 2008*

	<i>Note</i>	<i>2008</i>	<i>2007</i>
		<i>£</i>	<i>£</i>
<b><u>Current assets</u></b>			
<i>Volumes in preparation</i>	<i>4</i>	<i>-</i>	<i>-</i>
<i>Cash at bank and in hand</i>		<i>76,712.25</i>	<i>77,318.15</i>
<b><i>Total current assets</i></b>		<b><u><u>76,712.25</u></u></b>	<b><u><u>77,318.15</u></u></b>
<b><u>Creditors</u></b>			
<i>Prepaid subscriptions</i>		<i>2,368.69</i>	<i>2,772.70</i>
<i>Creditors and Accruals</i>		<i>12.64</i>	<i>16.70</i>
<i>Publication reserve</i>	<i>5</i>	<i>14,554.00</i>	<i>15,193.92</i>
		<b><u>16,935.33</u></b>	<b><u>17,983.32</u></b>
<b><i>Net assets</i></b>		<b><u><u>59,776.92</u></u></b>	<b><u><u>59,334.83</u></u></b>
<b><u>Income funds</u></b>			
<i>Unrestricted funds</i>		<i>59,776.92</i>	<i>59,334.83</i>
<b><i>Total funds</i></b>		<b><u><u>59,776.92</u></u></b>	<b><u><u>59,334.83</u></u></b>

## *Old-Style Notes to the Accounts for the year ended 31 December, 2008*

### **1 Accounting policies**

*In preparing the accounts, attention has been paid to the Financial Reporting Standard for Smaller Enterprises (FRSSE), the statement of recommended practice on accounting by charities (SORP 2005) and the Charities Act 1993. The particular accounting policies adopted are described below.*

#### **a) Convention**

*The financial statements are prepared under the historical cost convention.*

#### **b) Investments**

*Investments held as current assets are stated at nominal value. No investments are currently held.*

#### **c) Stocks and work in progress**

*No valuation is attached to stocks in the society's balance sheet. The value of work in progress, less attributable subscriptions is reflected by the Volumes in preparation and Publications reserve accounts.*

#### **d) Income**

*Subscription income is recognised in the Society's accounts in the year that it falls due, but all other income is recognised when cash is received.*

### **2 Subscriptions**

	2008	2007
	£	£
Receipts for the year	4,587.61	5,003.58
Add:		
Opening prepayments	2,772.70	2,956.14
CAF fees deducted from receipts	25.73	12.36
Less:		
Closing prepayments	2,368.69	2,772.70
Subscription refunds	-	-
Fees netted against income	-	-
Subscription income	5,017.35	5,199.38

### **3 Printing Costs**

Main series publications outlay (amount paid/provided)	7,778.00	-
Subsidia publications outlay (amount paid/provided)	-	-
Add:		
Opening vols. in preparation	-	-
Closing publications reserve	14,554.00	15,193.92
Less:		
Closing vols. in preparation	-	-
Opening publications reserve	15,193.92	10,054.42
	7,138.08	5,139.50

### **4 Volumes in Preparation**

Vol. 118: <i>A Martyrology of Four Cities</i>	-	-
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### **5 Publications reserve**

Subscriptions received:	2005	-	5,393.92
	2006	5,308.00	5,126.00
	2007	4,858.50	4,674.00
	2008	4,387.50	-
		14,554.00	15,193.92

## JUSTIFICATION OF THE EXAMINED AND OLD-STYLE ACCOUNTS, 2008

### Accumulated Fund, 31 December 2008

<b>Examined accounts</b>	<b>60,165.74</b>
Less WIP Overheads, 2006	-193.74
Less WIP Overheads, 2007	-89.68
Less WIP Overheads, 2008	-105.40
<b>Total</b>	<b>59,776.92</b>
OLD-STYLE ACCOUNTS	<b>59,776.92</b>

### Subscriptions

#### Examined Accounts

2008 subs received in 2008	2,095.00
2008 subs received in 2007	2,292.50
Subs received in 2008 for past years	571.50
Non-attributable subs received in 2008	28.35
CAF card fee suspense	30.00
<b>Total</b>	<b>5,017.35</b>
OLD-STYLE ACCOUNTS	<b>5,017.35</b>

### Prepaid Subscriptions

#### Examined Accounts

2009 subs prepaid	2124.50
Prepaid subs suspense	244.19
<b>Total</b>	<b>2,368.69</b>
OLD-STYLE ACCOUNTS	<b>2,368.69</b>