

## B. Report of the Board of Trustees

### Financial Year 1 April 2020 to 31 March 2021

The 48<sup>th</sup> financial year of the Friends of Douglas House ended successfully. This year's income amounts to £34.047 which is £23.313 lower than the previous year's income and £5.794 below that of 2018/19. Expenses amount to £44.087, so the year ended with a loss of £10.040.

We would like to thank the Leadership of the school, the German School Association, the parent association, the secretariats, the helpful teams at the reception and in the library, the wonderful caretaker team and other colleagues at Douglas House, the teachers, the student representatives and, last but not least, Axel Scheffler for their important contributions towards making our year a success despite the difficult Covid circumstances which prevented us for the first time in our history to run any school events. They all supported us in pursuing other fundraising avenues.

### Activities in the last Financial Year

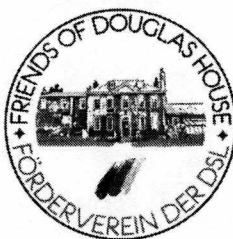
- Presents to students who passed their Abitur;
- Presents for all year 1 and year 5 pupils and all pupils new to the school;
- Annual General Meeting
- Creation and sale of DSL Advent Calendars (with support by Axel Scheffler and Lindt)
- Creation and sale of DSL Christmas Cards (with support by Axel Scheffler)
- Creation and Sale of Advents Wreaths (with support by lots of DSL helpers)
- Sale of tea towels and tote bags (in cooperation with the primary school)
- Auction of three original paintings by Axel Scheffler
- Sale of second-hand book bundles (in cooperation with the primary school)
- Continuous sale of FoD textiles and merchandise products

The Board held 7 ordinary meetings. Due to the Covid situation and lockdowns, all Board meetings were held online via Teams. The Annual General Meeting was due to the Covid situation held later than usual on 15 Oct 2020 and again an online event.

### Financial Accounts

In the financial year 2020/2021 the **income** amounts to £34.047. This is a fall compared to last year by £23.313.

None of the traditional three big events (Summer Fair, Oktoberfest and Christmas Fair) which are normally our main fundraising occasions could take place due to Covid. Apart from the financial impact, this was no less a loss to everyone's wellbeing since the direct human contact within the community could not happen. If anything, this reminded us how important these events are in the school life. We hope to be able to run at least some of these events again in the coming year, Covid permitting.



With no income from events, the Friends diversified their fundraising activities. New activities included the sale of Advent calendars (which generated £6.618) and Christmas cards (£1906), both of which were made possible by the generous help of Axel Scheffler in providing us with the art work for the products. Our annual raffle, traditionally held during the Christmas fair, was combined with the sale of the Advent calendars. Each calendar was individually numbered and 3 numbers were drawn each day for a chance to win items generously sponsored by individuals, companies and local businesses. A huge thanks to all our sponsors of the 2020/2021 raffle! Last but not least, Axel Scheffler allowed the Friends to auction off the original paintings that he had provided for the cards and the calendars. This resulted in a further profit of £2342.

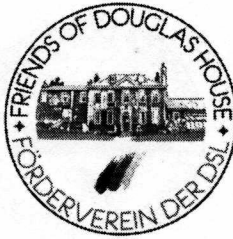
The sale of Advent wreaths this year generated a profit of £947 and was made possible via a new 'buddy' scheme. Members of the school community produced advent wreaths within their own homes for others. This allowed us to still offer the personal touch in the advent wreaths despite the strict Covid measures which prevented our traditional advent wreath making event to take place on the school premises in late November. A special thanks to all our advent wreath helpers this past year! Considering the shipping difficulties arising after Brexit (31 January 2021) we already sourced candles and wreath base rings from Germany in December 2020 for the coming financial year. This slightly damped the wreath profit in this financial year but will obviously lead to a higher profit in the coming year.

In this financial year the Friends again offered the possibility of ordering merchandise-textiles which were then delivered to the children to take home. Other merchandise articles such as erasers, lunch boxes and note books were also sold at an ad hoc basis via email. With the sale of merchandise the Friends achieved an income of £6.756. Considering the costs of £3.420 for new merchandise, we made a profit of £3.336 with the sale of merchandise. This is an increase of £2.357 with respect to 2019 which is largely driven by the reduced need to purchase new merchandise due to our healthy stock availability of all products.

In this financial year our expenses amount to £44.087. Out of these, expenses amounting to £39.352 are allotted directly to DSL projects; further £540 are other expenses for the benefit of the DSL, mainly presents for the year 1 and 5 as well as new students. Administrative expenses (bank charges, hire of gas cylinder for draught beer) amount to £447. Other expenses amount to £328.

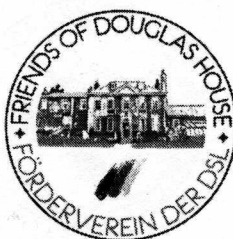
Last year's provisions were partly used and will partly be carried forward in the amount of £450. New provisions for projects that have been agreed but not yet paid will be made in the amount of £4.139. We end the financial year with a loss of £10.040. This is largely due to the fact that the Covid lockdown prevented the major school events from taking place, causing a reduction of income. More importantly though we approved several high cost and high profile projects for the school community. This loss is very much appreciated considering the generous amount of capital available at the end of the financial year 2019/20.

As before, a part of the Friends' money is being held in an interest paying savings account. The other part is held on two current accounts in Germany and the United Kingdom. In addition, the Friends have a PayPal account which proves useful for paying membership fees and for textile and other merchandise orders. Our capital at the end of the financial year 2020/2021 amounts to £ 38.298. Thus, we still have a generous balance and already money available for bigger projects in the coming financial year.



## Membership

In the financial year 2020/21 the Friends of Douglas House had 124 paying members (sole membership or family membership). Compared to the previous year the number of members has decreased by 13. Income from membership fees has decreased to £2,460. Considering the number of families at DSL we would still like to see more financial support by membership.



## Board of Trustees

As of 31 March 2021 the Friends' Board consists of the following Trustees:

<b>Monika Löffler</b>	Honorary Chair
<b>Ingo Müller-Wodarg</b>	Chair
<b>Anja Duvaud</b>	Deputy Chair, Events management
<b>Nadine Pantazis</b>	FoD Merchandise
<b>Birgit Doherty</b>	Events management
<b>Silja Johnson</b>	Treasurer
<b>Claudia Keller</b>	FoD Merchandise
<b>Marisa Koennecke</b>	Event Management
<b>Sabine Mühlauer</b>	FoD Merchandise
<b>Chiara Straka</b>	Membership coordinator
<b>Bianca Thomann</b>	Procurement, Inventory
<b>Tina Voss-Berthold</b>	Event Management & Advent wreaths
<b>Nadine Wunderlich</b>	Marketing, Social Media & Website

Our Constitution requires that Board members be put up for re-election every 3 years. Board members who were elected 3 years ago are Birgit Doherty, Anja Duvaud, Silja Johnson, and Bianca Thomann.

Silja Johnson and Bianca Thomann have kindly agreed to put themselves up for re-election this year.

Kerstin Klein has been co-opted during the course of the year and is therefore being put forward to be elected to the Board on 14 Oct 2021. She has started taking a leadership role in the events team with responsibility for planning our forthcoming school events.

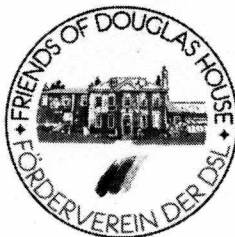
Anja Duvaud and Birgit Doherty will sadly no longer be running as candidates for the Board. They provided invaluable creativity and leadership in the planning of school events over many years and we will miss them sorely! Nadine Pantazis has left the Friends Board at the end of the school year due to other commitments, having contributed greatly to the expansion and sale of our merchandise collection. We are very grateful to them all for their wonderful contributions to the work of the Board, the Friends and the school and send them warmest wishes for their future!

## Review

In this year we supported, or promised to make money available for, numerous projects of the school or the students, including:

- Tables and benches for the school yard
- Keyboards for music faculty to use in lessons
- iPads and other IT equipment for school and for families in need
- New Covid-safe toys for Kindergarten and Primary School





## Outlook

In the DSL's 50<sup>th</sup> anniversary year we look forward to bringing festivities to the school, to help promote the school to the outside world and to provide support for the ultimate benefit of the pupils.

In the coming year we hope to be running several of the traditional school events again with some adjustments to minimize any Covid risks.

For 2021/22 much of our fundraising will continue in the areas of increasing membership contributions and increased sale of Merchandise via our new online store. We have considerably expanded our range of textiles on offer and also offer new products like bags, thermal bottles, cups and more. Our merchandise will continue to feature the official school logo and also include ranges with new and old Axel Scheffler drawings. We are also again planning for a new advent calendar and Christmas cards, both of which had proven to be incredibly popular last year.

In close collaboration with Axel Scheffler and the Primary School, the Friends have created an entirely new product which we call "SchulfreundIn", a homework book / calendar / information source and fun book illustrated by Axel Scheffler and produced and sold by the Friends to all Primary School pupils. This will serve educational purposes and provide further income for the Friends. We hope to offer this for the coming school years as well.

Our Facebook and Instagram channels provide a tool to link parents and allow to communicate such as simply exchanging ideas, asking questions about the school, making requests for childcare help, buying and selling of items and many more. We see this as a significant new activity by the Friends, to be expanded over the coming years.

It is also possible for parents to submit applications for funding provided that a large group of students will be the beneficiary. The application form can be found on our website.

We would like to thank all those parents, teachers, students and colleagues at the school who have supported our work in the past, either by actively taking part in our events or by donations of any kind!

For the coming year we hope to continue our good cooperation with all groups at the school and thereby further enhance the success of the DSL.

Richmond, in September 2021,


Ingo Müller-Wodarg  
(Chair)

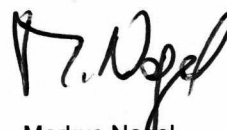
Silja Johnson  
(Treasurer)

## Friends of Douglas House

### Balance sheet as at 31.03.2021

<b>Assets</b>	<b>31.03.2021</b>	<b>31.03.2020</b>	<b>31.03.2019</b>
cash	0	0	0
Bank	37820	53765	50778
Inventory			
consumables	5065	2858	1387
capital items (memorabel amount)	1	1	1
debtors	0	0	0
<b>Total assets</b>	<b>42886</b>	<b>56624</b>	<b>52166</b>
<b>Liabilities</b>			
Capital at start of year	48338	23550	28696
Profit of the year	-10040	24788	-5146
<b>Capital at end of year</b>	<b>38298</b>	<b>48338</b>	<b>23550</b>
Funds earmarked for DSL	4588	8286	28616
Other Liabilities	0	0	0
<b>Total Liabilities</b>	<b>42886</b>	<b>56624</b>	<b>52166</b>

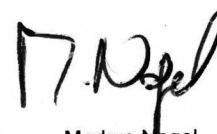
  
Silja Johnson  
Hon. Treasurer  
Friends of Douglas House

  
Markus Nagel  
Hon. Auditor

**Friends of Douglas House**  
**Profit and Loss Statement 2020/21**

<b>Income</b>	<b><u>2020/21</u></b>	<b><u>2019/20</u></b>	<b><u>2018/19</u></b>	<b><u>2017/18</u></b>
Christmas market	0	14,583	12,127	13,123
Summer party	0	8,623	3,872	5,404
Little Oktoberfest	0	4,098	2,872	3,159
St.Martin	0	967	924	937
Disco parents & teachers	0	0	1,289	1,211
Donations/poceeds from small events	0	6,096	3,349	1,775
Membership fees	2460	2,800	2,380	1,770
Erloese aus Verkauf FOD /+Stock	6756	9,863	6,151	4,020
Extraordinary income	3502	6,510	49	171
Easyfundraising/AmazonSmile	116	54	93	65
Bank interest/ Gift Aid repayment	1,238	1,100	862	606
Donations from individuals	6902	2,025	5,631	7,701
Book/games sale	352	0	242	0
Adventwreaths	947	0	0	0
Adventcalendars	6618	0	0	0
Christmascards	1906	0	0	0
Tea Towels/Bags	908	0	0	0
Auction	2342	0	0	0
Einschulungsphotos	0	641	0	0
<b>Total Income</b>	<b>34,047</b>	<b>57,360</b>	<b>39,841</b>	<b>39,942</b>
<b>Expenses</b>	<b><u>2020/21</u></b>	<b><u>2019/20</u></b>	<b><u>2018/19</u></b>	<b><u>2017/18</u></b>
Projects	35213	11,450	14,338	9,300
Provisions earmarked funds	4139	7,450	22,185	19,592
Cost of Sales FOD stock	3420	8,884	4,042	2,594
Expenses FOD equipment	0	792	905	2310
Expenses for small events	506	1,452	1,659	950
Admin. Expenses	447	583	512	491
Abi-presents	34	1,043	438	396
Other expenses	328	919	908	714
<b>Total Expenses</b>	<b>44,087</b>	<b>32,573</b>	<b>44,987</b>	<b>36,347</b>
<b>Profit/Loss</b>	<b>-10,040</b>	<b>24,787</b>	<b>-5,146</b>	<b>3,595</b>

  
 Silja Johnson  
 Hon. Treasurer  
 Friends of Douglas House

  
 Markus Nagel  
 Hon. Auditor

## Confirmation

I was appointed as auditor by the 'Friends of Douglas House' to audit their annual accounts as of 31.03.2021.

Based on the receipts and bookkeeping entries I was able to check and understand the annual accounts (incl. profit and loss statement and balance sheet) as of 31.03.2021 without any problems. The receipts are clearly and properly arranged. This made the auditing of the receipts and bookkeeping entries very easy.

All expenditures for the German School London were clearly booked and evident.

I thank Silja Johnson for her work with the bookkeeping and the balance sheet, I confirm that the accounts are presented in perfect order and no complaints have been made.

London,

A handwritten signature in black ink, appearing to read 'M. Nagen', with a stylized flourish at the end.

Markus Nagen  
Hon. Auditor