

2022 Bike Kitchen Annual Report

The following is the 2022 Annual Report of the Bike Kitchen of San Francisco. It was prepared without audit from the books and records of the Bike Kitchen by the CFO, David Baker and presented to the Board on **01/19/2023**.

Summary:

In 2022, The Bike Kitchen usage and income rose back to pre-pandemic levels. In 2021 the Bike Kitchen was open most of the year, starting with limited hours and capacity restrictions. The shop was back to pre-pandemic open hours and capacity by late October 2021. In 2022 the Bike Kitchen was open for a full year of unrestricted capacity and normal open hours. Despite dropping fees for Day Use (\$6 to \$5) and Membership (\$50 to \$40), the increased shop usage more than made up for the price drop in these categories. Classes are still not available, due to lack of instructors.

Bike Kitchen 2022 Annual Report	2021	2022	Difference from Previous Year	Notes
Revenues				
Class Income	\$0	\$0	\$0	
Donation Income	\$7,002	\$6,949	-\$52	
Interest Income	\$6	\$3	-\$3	
Cutting Tools	\$30	\$0	-\$30	
Day Use	\$4,173	\$5,594	\$1,421	Day Use fees reduced from \$6 to \$5, but shop was busier
Digging Rights	\$5,272	\$10,236	\$4,964	
Membership Dues	\$11,019	\$15,554	\$4,535	Membership dues reduced from \$50 to \$40, but shop was busier
New Parts Sales	\$5,568	\$10,592	\$5,024	
Sales Tax Collected	\$3,543	\$5,351	\$1,809	
Used Parts Sales	\$29,587	\$39,729	\$10,142	
Special Orders	\$1,226	\$1,563	\$337	Some parts ordered in 2022 were sold in 2023
Total Revenue	\$67,425	\$95,572	\$28,147	
Expenses				
Theft	\$205	\$0	-\$205	
Liability Insurance	\$2,679	\$2,781	\$102	
Merchant Services Expenses	\$1,214	\$2,098	\$884	
(over)/short	-\$52	-\$7	\$45	

Alabama Street Commercial, LLC	\$26,892	\$29,883	\$2,991	2022 Jan rent is in Q1 2022 instead of Q4 with switch to online payment
Consumables	\$1,183	\$1,754	\$571	
Shipping	\$190	\$15	-\$175	QBP Shipping Costs down dramatically compared to last year's covid supply chain issues
New Parts Expenses	\$3,356	\$7,975	\$4,620	Supply chain issues reduced, able to rebuild our inventory
Repairs, Maintenance, and Improvements	\$659	\$538	-\$121	Security Cameras
Special Order	\$1,185	\$1,729	\$544	Some parts ordered in 2022 were returned in 2023
Tools	\$915	\$794	-\$121	
Taxes	\$20	\$50	\$30	
Penalty Fees	\$480	\$0	-\$480	
Sales and Use Tax	\$3,037	\$5,275	\$2,238	
Web Hosting, Web Tools	\$366	\$378	\$12	Now includes Meetup site fees, excludes Monkeybrains
Internet Access	\$420	\$420	\$0	Splitting out Internet Access from Web Hosting and Web Tools to simplify taxes
PG&E	\$905	\$1,164	\$259	
Volunteer Appreciation Party	\$0	\$176	\$176	Thanksgiving party food
Total Expenses	\$43,655	\$55,024	\$11,368	
Net income for Period	\$23,770	\$40,548	\$16,778	
Assets				
Checking Account	\$32,582	\$85,210	\$52,628	
PayPal holdings	\$14,640	\$2,365	-\$12,275	transferred 14k from paypal to checking
Savings Account	\$34,038	\$34,041	\$3	
Deposit on 18th & Alabama	\$5,865	\$5,865	\$0	
Register Cash	\$100	\$100	\$0	
Square Pending Card Transactions	\$0	\$192	\$192	
Net Assets	\$87,225	\$127,773	\$40,548	
Liabilities				
Sales Tax Due	\$1,023	\$1,194	\$171	
Net Liabilities	\$1,023	\$1,194	\$171	

Shop Usage (as reported in freehub)				
Unique Visitors	738	1263	525	71.14%
Total Visits	2509	4038	1529	60.94%

Critical Paperwork and Fiscal Responsibilities for the Board:

TRUE	Prior Year IRS Annual Tax Return Form 990EZ filed before May 15
TRUE	Prior Year CA Annual Tax Return Form 199 filed before May 15
TRUE	Prior Year CA AG RRF-1 Form filed before May 15
TRUE	CA Secretary of State form filed after September 1, but before Dec 31 (odd years only)
TRUE	Check that all Staff Special Orders have been paid
TRUE	Renew Liability Insurance
TRUE	Business Registration with the City of San Francisco (yearly)
TRUE	Current Year CA Sales and Use Tax filed Quarterly
TRUE	Q1
TRUE	Q2
TRUE	Q3
TRUE	Q4