

**Second Quarter FY25 Financials**

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## **Second Quarter FY25 Summary**

The Virginia Museum of Natural History (VMNH) achieved notable successes during the second quarter of FY25, reflecting strong visitor engagement and robust financial performance. The annual Bonez and Booz Festival welcomed nearly 2,300 visitors, generating significant revenue through admissions, corporate partnerships, and other sources. Homeschool participation remains near capacity going into the second half of Fiscal Year 25. General admissions are very strong, and overall revenues remain on track to meet year-to-date forecasts.

During the second quarter, grant funding continued to support VMNH's mission-based activities and capital projects. The Cultural Heritage Monitoring Lab received a grant from the Smithsonian, NOAA programming support, and funding from the Virginia Department of Historic Resources. Additional private donations were added to the endowment. This additional funding helps support research, festivals, and general staff training.

Spending variances are allocated to one-time unforeseen facility improvements. Otherwise, the museum continues to align operations with its five-year strategic plan, maintaining consistent performance and minimal deviations from projected spending.

## **2024 Special Session I Budget Bill - HB6001 (FY25-26)**

Virginia Museum of Natural History - Museum and Cultural Services (14500)

General Fund	\$3,505,220
Estimated Revenues	\$ 556,011

**VIRGINIA MUSEUM OF NATURAL HISTORY**  
**MONTHLY STATEMENT OF INCOME AND EXPENSES**  
**Second Quarter FY25**

NOTE		BUDGET	YTD	YTD%
	<b>SUPPORT &amp; REVENUES</b>			
	<b>Support:</b>			
	Commonwealth	\$ 3,505,220.00	\$ 3,505,220.00	100%
1	Add: Appropriation	\$ 80,997.00	\$ 80,997.00	100%
	<b>Total Support</b>	<b>\$3,586,217</b>	<b>\$3,586,217</b>	100%
	<b>Revenues:</b>			
2	Admission to Museum	\$92,075	46,475	50%
	VMNH Publications	\$2,000	349	17%
3	Receipts from City & County	\$37,890	37,890	100%
	Honorariums/Misc. Inc.	\$1,000	44	4%
4	Restricted Gifts Foundation/Grants:Research&Education/Memberships	\$249,000	120,614	48%
	Rental of Museum Rooms	\$6,000	3,971	66%
	Exhibit Rentals	\$500	0	0%
	Souvenirs- Misc. Sales	\$72,800	34,489	47%
5	Classes, Workshops, Kit Rentals, Education Projects	\$70,688	31,402	44%
	Federal Funds Budgeted/Recv'd	\$0	0	0%
	<b>Total FY2025 Budgeted Revenues</b>	<b>\$531,953</b>	275,234	52%
6	Special Funds Carryover FY24*	\$336,550	336,550	100%
	Federal Funds Carryover FY24*	\$6,561	6,561	100%
	<b>Total Revenues and Carryover from FY2024</b>	<b>\$875,064</b>	618,345	71%
	<b>TOTAL OPERATING FUNDS/APPROP</b>	<b>\$4,461,281</b>	4,204,562	94%
	<b>EXPENSES:</b>			
	Salaries	\$2,070,547	1,080,693	52%
	Payroll Benefits	\$940,435	495,003	53%
	Contractual Services	\$280,695	237,910	85%
	Supplies	\$110,000	35,520	32%
	Equipment	\$100,000	2,826	3%
	Equipment Maintenance	\$36,000	23,169	64%
	Travel	\$60,000	14,948	25%
7	Staff Training	\$10,945	5,681	52%
	Repairs/Construction	\$115,000	21,867	19%
	Subscriptions	\$1,000	0	0%
	Books	\$1,000	0	0%
	Utilities	\$220,000	129,013	59%
	Telephone	\$16,000	7,498	47%
	Mailing	\$5,000	1,952	39%
8	Insurance	\$23,000	0	0%
	Vehicle Maint./Fuel	\$22,000	4,752	22%
9	Organ. Memberships	\$14,000	14,914	107%
	Printing	\$5,000	77	2%
	Other:	\$5,000	0	0%
	Awards/Unem.Comp./Ind Cost	\$1,000	0	0%
	Exhibit & Equipment Rentals	\$100,000	19,144	19%
	Building Rentals	\$1,000	380	38%
	Agency Service Charges	\$145,000	28,557	20%
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$4,282,623</b>	2,123,903	50%
	<b>PERCENT SPENT OF YTD INCOME RECEIVED</b>			51%
	<b>TOTAL INCOME BALANCE</b>		2,080,659	

\* Numbers are subject to change due to end of year fiscal adjustments.

## Revenues

### **1. Central Accounts Distribution:**

Fiscal staff worked with our partners at the Department of Planning and Budget and the Department of Human Resource Management to calculate the additional support needed to cover legislative initiatives. This fiscal year, VMNH received an additional \$80,997 from Central Accounts, which offsets the one-time salary increase for staff and health insurance benefits implemented this past July.

### **2. Festivals:**

General admission revenue remains in line with expectations, with festivals continuing to be the most significant contributor. The "Museums For All" program has led to higher festival attendance and deeper commitments from our philanthropic partners. This shows festivals are not only revenue drivers but also key to community engagement and visibility.

### **3. Education Grant Funding:**

Education grant funding for FY25 has been fully secured, thanks to the diligent efforts of Christy Deatherage and our partnerships with Martinsville City and Henry County. We appreciate their ongoing support for our education initiatives.

### **4. General Grant Revenues:**

Grant revenues are tracking higher and are expected to exceed expectations as the Pavilion nears completion. The VMNH Foundation has been instrumental in coordinating with staff to ensure seamless fund transfers for construction expenses. Deputy Director Ryan Barber has provided additional details in the accompanying advancement report.

### **5. Education Programs:**

The museum's homeschool programs continue to thrive with overwhelming local and regional support. All sessions for the 2024-2025 academic year are near capacity. This positive trend is expected to persist, driving further revenue growth through the remainder of FY25.

### **6. Revenue and Fundraising Success:**

FY24 ended with a higher-than-average carryover of 02 funds, a significant portion of which is earmarked for research positions. Ongoing grant opportunities through the Institute of Museum and Library Services and the Smithsonian hold promise for continued growth. All scientific disciplines are benefiting from the support of collection-based initiatives, underscoring the museum's research excellence.

## Expenses

### **7. Staff Training:**

The VMNH Foundation's Professional Development Fund, totaling \$7,500, has been fully utilized to support staff training and development. Each staff member can request up to \$750 for conference presentations, workshops, training sessions, and museum visits. This program underscores our commitment to continuous learning and professional growth.

### **8. Insurance Premiums:**

Insurance premiums are generally paid in the final quarter of the preceding fiscal year. Staff continue to balance current fiscal year needs with opportunities for advance payments to manage expenses effectively.

### **9. Memberships:**

Membership fees for professional organizations are typically processed at the end of the calendar year, providing flexibility to carry them over to the next fiscal year if necessary. Last fiscal year, tighter budget constraints led to deferring these expenses, resulting in their inclusion in the current fiscal year. As this fiscal year concludes, staff will evaluate funding and decide whether the membership fees will be allocated to FY25 or FY26.

## **Second Quarter FY25 Capital Projects Summary**

### **Capital Projects – Maintenance Reserve Funded**

#### **Douglas Renovation Project**

##### **Update:**

Staff conducted a comprehensive survey of the facility, inspecting each room individually. Items requiring disposal prior to renovations were identified. It has been emphasized that the rehabilitation of the property is critical for the Museum's upcoming reaccreditation process. The contract with HDH Associates, the A/E firm, has been signed, and work is underway on the renovation design work.

##### **General:**

The Museum has received approval from the Department of General Services (DGS) to proceed with an A/E term contract, bundling multiple smaller projects, including HVAC installation, into a single initiative. The purchasing department reviewed three proposals, scored them, and awarded the contract to the selected vendor. The A/E firm HDH Associates, P.C. signed the contract.

This bundled approach aims to save time and achieve marginal economies of scale, reducing costs. The project will address weatherization, plumbing, electrical, structural, and HVAC systems efficiently. The A/E is expected to commence work in late FY24, with renovations beginning mid-FY25.

Total Costs: Maintenance Reserve.

#### **Waynesboro Trailer Renovation Project**

##### **Update:**

The VMNH-Exhibit Trailer located in the City of Waynesboro adjacent to the municipal lot will undergo renovation over the next couple months. The operations team is currently working on the scope for the project. Once the scope has been established Purchasing will put it out for bid.

Total Cost: Maintenance Reserve.

## **Capital Projects – VMNH-Foundation Funded / Maintenance Reserve**

### **Jean S. Adams Education Pavilion**

#### **Update:**

The earthwork for the pavilion has begun, with phase one completed. This phase included digging, reinforcing, and pouring concrete. The structural steel beams and roof have been assembled for the canopy. The next phase will be to pour and form the stairs.

Tim King is scheduling the stair pour to be completed while the rest of the team is working on the railing exhibit. Bethany is designing banners and working with contributing staff on the info rails. Ryan will collaborate with Bethany to order the free-standing, illuminated donor recognition sign for the back corner of the HAL (near the Ice Age exhibit). Once stairs, railing, and finishing work are complete, banners, interpretive signage, and the Pelagornis will be installed.

#### **General:**

The project involves installing a multifunctional three-season canopy at the rear of the building. Additionally, the exterior stairs leading to Oakdale Street will be renovated to meet current building codes.

Total Estimated Costs: \$718,000 (VMNH Foundation Fund / Maintenance Reserve).

## **Capital Projects – Pool Funded**

### **VMNH-Waynesboro – New Facility Construction**

#### **Update:**

Funding for detailed design has been allocated. Fiscal staff are working through the required steps to transfer the funds into the Museum's capital project account (08200). Preliminary designs with G&H are progressing.

#### **General:**

The Department of General Services has completed the schematic design cost review. The A/E firm is addressing the required adjustments to align with the prescribed budget.

### **Legislative Update:**

Museum staff are actively collaborating with legislators, Waynesboro's city administration, and community stakeholders to transition the project from detailed design funding to the capital construction pool. When submitting General Information:

Efforts by the Waynesboro Economic Development Authority, VMNH staff, and Board Members continue to help push the project toward full funding. If successful, the project will move into the capital pool as part of the next Biennium Budget. Upon completing the detailed design phase, the Museum will resubmit a proposal to the legislature for full funding.

Authorization was granted to infuse an additional \$1,148,000 (09650) into this project, bringing the total available funds to \$1,148,000. The authorization includes preparing the schematic design per the Construction and Professional Services Manual. This supersedes the CO-2 authorization dated July 9, 2019, concerning fund infusion and project budget adjustments.

The Department of Planning and Budget has released a total of \$396,000 required to complete the detailed planning process. Additionally, a Memorandum of Understanding (MOU) has been signed with James Madison University to act as the agency's project manager, supporting VMNH through project completion.

### **Additional Projects FY25**

- **Project Hope Greenhouses:** Grant funds have been received, and greenhouses have been purchased. Delivery is expected in mid-February, with coordination for the exact date once assembly is complete.
- **Parking Lot Resurfacing:** Near completion.
- **Pressure Wash / Reseal Front Patio:** Near completion.
- **Repair Concrete Roof Accent:** Near completion.
- **Window Film Installation:** Completed.
- **Surplus Library Compactors:** Currently in progress. No bids were received in the first round. Adjustments to pricing are planned to facilitate spring clearance.
- **Exhibit Stanchions:** For water buffalo exhibit. Glynda is handling the procurement process, with finalization expected early this calendar year.



**Fiscal Year 26: Virginia Museum of Natural History**

**FY26 Budget Amendment Request:**

The Virginia Museum of Natural History (VMNH) requests a budget amendment to address salary alignment challenges and enhance staff retention. This funding will allow VMNH to establish competitive base salaries for educators and provide modest incentive increases to promote workforce stability. These efforts are critical to attracting and retaining skilled professionals, maintaining compliance with regulatory changes, and ensuring the museum’s ability to fulfill its mission of education, community engagement, and scientific research. This strategic investment will help VMNH remain competitive in the current job market while safeguarding its long-term operational capacity.

Total Request \$70,702

Program	Fund	Subobject	Definition	FY 2026 Dollars Increase Req
Museum and Cultural Services (14500)	01000	1111	Employer Retirement Contributions – VRS Defined Benefits program	\$8,317.00
Museum and Cultural Services (14500)	01000	1112	Federal Old-Age Insurance for Salaried State Employees (Salaried Social Security and Medicare)	\$3,680.00
Museum and Cultural Services (14500)	01000	1114	Group Life Insurance	\$699.00
Museum and Cultural Services (14500)	01000	1116	Retiree Health (Medical/Hospitalization) Insurance Credit Premium	\$666.00
Museum and Cultural Services (14500)	01000	1117	VSDP and Long-term Disability Insurance	\$295.00
Museum and Cultural Services (14500)	01000	1123	Salaries, Classified	\$57,045.00
			Total	<b>\$70,702.00</b>