



Digital Scriptorium

Digital Scriptorium
2025 Annual Meeting
Ohio State University
Columbus, OH
30 September 2025

FY25 Treasurer's Report

Business Account		Investment Account	
Beginning Balance (July 1, 2024)	\$28,470	Beginning Balance (July 1, 2024)	\$13,007.49
FY25 Total Revenues:	\$95,225.53	*Eureka Fund Donations	\$20,907
FY Total Expenses:	\$71,232.04		
Ending Balance (June 30, 2025)	\$52,393	Ending Balance (June 30, 2024)	\$33,914.49

*Eureka Fund donations will be transferred out of the Investment account in FY26.

For FY25 ending June 30, 2025, Digital Scriptorium finds itself on sound financial footing as it moves into FY26.

Total revenue for FY25 was \$95,225.53. DS's revenues consist of membership fees and donations. The organization collected \$80,250 in membership fees for FY25, almost doubling the amount of fees collected in FY24 (\$46,750). The increase is due to the addition of 9 new members and the implementation of a new fee schedule and initial data contribution fees in FY25. Membership fees remain the primary source of income for Digital Scriptorium, and as of this year, we are able to cover our primary operational expense, the FTE Project and Data Manager position, through fees alone.

In addition to membership fees, DS raised \$14,475.53 in donations to support the extension of the Manuscript Data Curation Graduate Fellowship (MDCF) through the end of FY25.

Total expenses paid in FY25 were \$71,232.04. Expenses included personnel expenses for the full-time Project and Data Manager's salary (50% paid in FY24) and the MDCF. It should be noted that personnel expenses are paid in biannual payments to the University of Pennsylvania, which serves as the administrative partner to DS and employs both positions on behalf of DS. In September, DS paid \$42,396 for 50% of the PDM salary.

Other significant expenses went toward final updates and refinements to the DS Catalog platform, in the amount of \$8000, and tax preparation, in the amount of \$1000. The data pipeline and transformation processes are now running smoothly, and we do not anticipate any further major

updates or fixes in the next year. DS's growth in membership also necessitated hiring an accountant to file the more complicated 990 tax form for AY24 taxes and then to correct our AY tax schedule (Jan-Dec) to align with DS's FY schedule (July-June). DS will file two tax forms this year: one to complete the AY24 cycle, and a second, short-period form to bring us on schedule with correct FY filing to be filed by November 15. Remaining expenses included those for normal operational costs such as annual subscription fees for the website and for Quickbooks and conference travel expenses for the PDM and MDCF.

Two significant developments in FY25 affecting DS's financial situation are a \$325,009 award from the NEH's Humanities Collections and Reference Resources program to Penn Libraries on behalf of Digital Scriptorium and the establishment of the William G. Noel Eureka Fund. The NEH grant will cover 50% of the Project and Data Manager's salary and benefits for two years from September 1, 2025, to August 31, 2027, and a 22-month FTE Manuscript Data Curation Fellowship. The 50% coverage of the PDM's salary will save DS approximately \$85,000 over the course of the next two years, that is, of course, assuming that the grant is not cancelled by the current federal administration.

The second development is the establishment of the William G. Noel Eureka Fund, seeded by a grant of \$100,000 from the Wallace Foundation on behalf of Daniel Weiss. The Eureka Fund is intended to be granted to member institutions in annual cycles starting this year. The Fund has raised an additional \$34,202 to date for a total amount of \$134,202.

The Eureka Fund will be administered separately from DS's organizational accounts. The board is currently exploring options for managing the fund as well as identifying long-term investment strategies for the presumed savings from the NEH grant at the same time to support DS's operations for the long term.

Bearing in mind that all of us and our institutions are facing challenges and uncertainties that make predictions of sound financial health somewhat tenuous, DS nevertheless starts FY26 in a good position for growth and sustainability and to weather any unexpected turbulence in the year ahead.

Respectfully submitted,
Lynn Ransom
Treasurer