

# A REPORT TO OUR MEMBERS

You may not realize that as a student, faculty or staff person of the University of Oregon, you are a member of the University Bookstore. The purpose of this report is to inform you about the current operation of the Bookstore.

## Purpose of the Bookstore

Established as a non-profit organization in 1920, the University Bookstore, Inc. is operated for the benefit of the students, faculty and staff of the University of Oregon. The Bookstore operates with the expressed commitment of providing required textbooks and supplies at the lowest possible price.

The Bookstore saved its membership over \$275,000 last year through the discounting of textbooks. University of Oregon students pay less for their textbooks than most students elsewhere in the United States. The textbook discount, which was established at 11% in January 1979, saves students money. Books selling for \$50.00 most anywhere else in the United States sell for \$44.50 at the University of Oregon Bookstore.

We belong to the Western College Bookstore Association (WCBA), a group of 55 major college bookstores located in the seven western states, enabling us to pool our buying power on paper goods and provide high quality paper supplies at low prices to our membership. You will find the selection of spirals and filler paper offered at the Bookstore to be the best in town.

The Bookstore also provides special services to its members. Some of these services are:

- no charge check cashing (\$20.00 limit)
- postage stamps
- tickets to some campus events
- LTD fast passes
- Emerald classifieds
- free notary public
- self-service photo copiers (5")
- free gift wrapping of Bookstore merchandise
- film and film processing
- rental typewriters
- key duplicating
- cassette tape duplicating
- bake sale tables for non-profit campus groups
- many more services. Ask at the main office for a complete list.

## Board of Directors

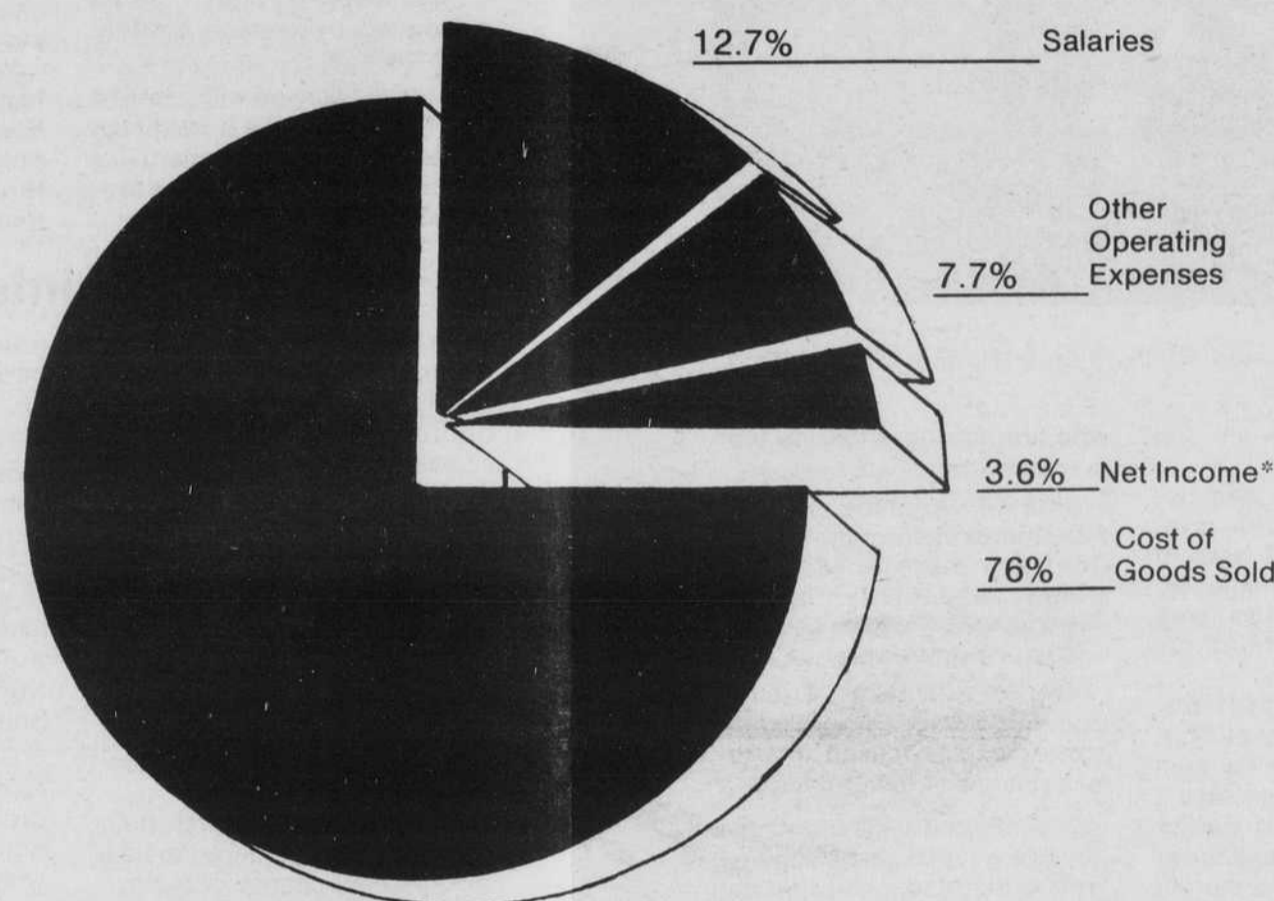
The operation of the University Bookstore is governed by an elected Board of Directors comprised of eight students, two faculty persons and one classified staff person. The present members of the Board of Directors are:

Steve Baker	President	Junior, Architecture
G. Linwood Cross, Jr.	Vice President	Graduate, Finance
Gary McMahon	Secretary	Senior, German
Scott J. Drysdale	Treasurer	Graduate, Finance
Martin Kehoe		Sophomore, Business
Ted Shimanuki		Junior, Marketing
Wayne Shinseki		Junior, Marketing
Andy Vandermolen		Senior, General Sciences
Roger Cardinal	Classified Staff	Office of Management & Budget
Robert Lang	Faculty	History Department
Muriel K. Jackson	Faculty	Asst. for Administration, Office for the President

The Board is the policy-making body of the Bookstore. The Board holds monthly meetings and the members are invited to attend and address the Board. An agenda is posted in the Bookstore prior to each meeting. You may also contact the Bookstore's general manager, Jim Williams, for details (676-4331).

## Disposition of Sales Dollar

1979-80 Fiscal Year



\* As a non-profit corporation, the Bookstore's income after expenses is used to improve the store's operation.

The figures below explain the disposition of revenue for Fiscal Year 1979-80. The pie chart above depicts the disposition of the sales dollar for the same period.

## Statement of Disposition of Revenue

Year Ended June 30, 1980

<b>REVENUE</b>	
Merchandise sales	\$5,006,384
Interest income	27,960
Other	14,277
<b>TOTAL REVENUES</b>	<b>\$5,048,621</b>
<b>DISPOSITION OF REVENUE</b>	
Cost of merchandise sold	3,825,819
Salaries	636,081
Other operating income	392,436
Interest expense	12,645
<b>TOTAL COSTS AND EXPENSES</b>	<b>\$4,866,987</b>
<b>NET EARNINGS</b>	<b>\$181,634*</b>

## Financial Information

The Bookstore is a bustling business. Thousands of customers pass through the doors every day availing themselves of the diversity of merchandise and services offered. Sales in Fiscal Year 1979-80 amounted to \$5,006,384 with 45% of sales being in the textbook department. Because the Bookstore discounts textbooks, it absorbs a financial loss with the sale of every new text.

The Bookstore is organized as a non-profit corporation. The finances of the Bookstore are monitored closely by the Board of Directors to assure that the Bookstore operates as close to the financial break-even point as possible while realizing a cash flow adequate to remain in business. The net income from sales of \$5,006,384 was \$181,634, or 3.6% out of every sales dollar. Net income was used in part to expand the selection of inventory, purchase a truck to transport merchandise between the Bookstore's warehouse and the Bookstore and to finance the remodeling that was done over the summer.

The Board works hard to adjust the financial results of the Bookstore to best serve the membership. The textbook discount, year round discounts on certain merchandise throughout the store, special sales, and occasional store-wide discount days like the one held during finals week Fall Term, are examples of how this is accomplished. Any financial success the Bookstore enjoys is passed along to the membership in the form of lower prices, improved selection of merchandise or better service.

## Current Bookstore Activities

The Board of Directors has been working in the following areas:

**IMPROVEMENT OF PHYSICAL PLANT AND EQUIPMENT.** The present building was completed in 1965 and even though the membership had grown significantly since then, there had not been any additional selling space provided. Last Spring the Board approved a plan to do the following:

**Develop a new art department sales area.** The art and architecture department was moved from the main floor to the basement sales area. The move effectively doubled the amount of sales space for the department.

**Main floor reorganization.** With the moving of the art and architecture department downstairs, the school and office supplies department was expanded. The electronics department, sporting goods and gift areas were also reorganized.

**General book department remodeling.** A new office and customer service area was developed in the front part of the second floor for the general book department.

**Textbook department remodeling.** The office staff was moved and the sales area expanded.

**Improvement of heating/cooling system.** By upgrading the existing heating and cooling system the Bookstore will lower energy consumption and improve the comfort range throughout the store. The savings in energy costs are calculated to pay for the expense of upgrading the system in less than four years.

**Improvement of telephone system.** The Bookstore added eight additional incoming telephone lines, bringing to a total of twelve the lines available to call the Bookstore. You can now direct dial the textbook department at 686-3520. You can direct dial the general book department at 686-3510. General merchandise, art department and the main business office can be reached at 686-4331.

**LONG RANGE PLANNING.** The Board was very active last year and remains active this year in planning for the future needs of the membership. Future enrollments and how they will affect the Bookstore are being analyzed. The changing demographics of the membership are being researched so the Bookstore will have anticipated and prepared for the future needs of the membership.

The needs of the current membership will be emphasized when the Board takes a survey in March which will seek input on how members feel about the current operation of the Bookstore and what additional lines of merchandise and services they would like carried. Be sure to participate and help improve the Bookstore.

## You and the Bookstore

The Bookstore has a unique relationship to YOU. As a student, faculty or staff member, it is YOUR store. TAKE ADVANTAGE of the Bookstore's many products and services. GET INVOLVED either by giving input through the Sounding Board suggestion box located in the Bookstore or by talking directly to a member of store management or a Board member. If you really want to get involved, run for a position on the Board of Directors. Elections to fill vacancies on the Board are held each Spring.

# The U of O Bookstore — Serving its members since 1920.