

## Investment and Finance Committee Report for 2017-18

### Proposed BUDGET 2018-19

| <b>Income</b>                   | <b>2016-17</b> | <b>2017-18</b> | <b>16 - 17<br/>(came in)</b> | <b>18-19<br/>proposed</b> |
|---------------------------------|----------------|----------------|------------------------------|---------------------------|
| Regular members                 | 495,000        | 510,000        | 530,846                      | 540,000                   |
| Life members                    | 36,000         | 32,000         | 40,105                       | 38,000                    |
| Promotional Sales               | 4,000          | 4,000          | 5,425                        | 5,000                     |
| Convention Registration         | 70,000         | 75,000         | 61,695                       | 70,000                    |
| Convention Income Spotlight ads | 25,000         | 25,000         | 37,685                       | 30,000                    |
| Convention Income Exhibitors    | 600            | 600            | 875                          | 800                       |
| Restricted Income               | 0              | 1,400          | 1,189                        | 1,400                     |
| Archives & History              | 2,500          | 2,500          | 2,825                        | 0                         |
| Royalties and endorsements      | 8,500          | 10,000         | 21,984                       | 10,000                    |
| Miscellaneous Income            | 0              | 2,000          | 1,973                        | 2,000                     |
| Interest                        | 5,400          | 2,500          | 2,629                        | 2,800                     |
| <b>Totals</b>                   | <b>647,000</b> | <b>665,000</b> | <b>707,242</b>               | <b>700,000</b>            |

|                               | <b>16-17</b>      |                |               |                |
|-------------------------------|-------------------|----------------|---------------|----------------|
| <b>Expenditures</b>           | <b>16-17</b>      | <b>17-18</b>   | <b>spent</b>  | <b>18-19</b>   |
| <b>Building cost</b>          | <b>94,080</b>     | <b>96,722</b>  | <b>80,686</b> | <b>104,182</b> |
| Rent                          | 67,382            | 67,382         | 67,382        | 67,382         |
| Communications                | 3,000             | 4,300          | 4,166         | 4,500          |
| Burglar Alarm                 | 228               | 500            | 356           | 400            |
| Insurance                     | 2,850             | 3,000          | 1,803         | 3,000          |
| Custodial services (IN & OUT) | 4,140             | 4,140          | 4,485         | 13,200         |
| Custodial supplies            | 400               | 400            | 51            | 200            |
| Equipment and furniture       | 2,000             | 3,000          | 535           | 3,000          |
| Utilities                     | 0                 | 0              | 0             | 5,000          |
| Miscellaneous                 | 14,080            | 14,000         | 1,908         | 7,500          |
| <b>Personnel</b>              | <b>\$ 221,585</b> | <b>225,675</b> |               | <b>251,000</b> |
| Salaries                      | 158,300           | 163,150        | 156,991       | 190,000        |
| Payroll taxes                 | 15,000            | 15,000         | 12,884        | 17,000         |
| CPS Payroll costs             | 685               | 900            | 1,001         | 900            |
| 1099 employees                | 44,000            | 43,000         | 43,467        | 40,000         |
| Staff Insurance               | 3,600             | 3,625          | 3,601         | 4,000          |
| <b>Printing</b>               | <b>46,400</b>     | <b>49,400</b>  |               | <b>41,700</b>  |
| Local Unit Planning Guides    | 2,200             | 2,500          | 5,485         | 3,000          |
| Membership cards              | 3,300             | 3,500          | 3,461         | 3,600          |
| Stationary and Envelopes      | 1,750             | 2,000          | 2,159         | 2,300          |
| Copy Machines                 | 2,000             | 2,500          | 2,452         | 2,500          |

|                   |                         |               |               |        |               |
|-------------------|-------------------------|---------------|---------------|--------|---------------|
|                   | Policy book             | 375           | 400           | 370    | 400           |
|                   | Handbooks               | 3,000         | 3,200         | 3,096  | 3500          |
|                   | Paper supplies          | 275           | 300           | 343    | 400           |
|                   | Bulletins               | 32,000        | 33,000        | 30,555 | 23,000        |
|                   | Miscellaneous           | 1,500         | 2,000         | 2,823  | 3,000         |
| <b>Convention</b> |                         | <b>81,000</b> | <b>83,800</b> |        | <b>87,775</b> |
|                   | Committee Books         | 5,000         | 5,200         | 3,931  | -             |
|                   | Programs                | 2,000         | 2,200         | 1978   | 2,700         |
|                   | Menus                   | 450           | 500           | ?      | 500           |
|                   | Meals                   | 68,000        | 70,000        | 77,584 | 78,000        |
|                   | Entertainment           | 2,000         | 2,000         | 2,500  | 2,500         |
|                   | Name badges and inserts | 300           | 350           | 295    | 375           |
|                   | Ribbons                 | 250           | 300           | 0      | 300           |
|                   | Seals                   | 200           | 300           | 287    | 300           |
|                   | Plaques                 | 500           | 600           | 480    | 600           |
|                   | Necrology books         | 850           | 900           | 1,361  | -             |
|                   | Tickets                 | 600           | 600           | 0      | -             |
|                   | Miscellaneous           | 850           | 850           | 2,066  | 2,500         |
| <b>Travel</b>     |                         | <b>82,000</b> | <b>85,000</b> |        | <b>87,000</b> |
|                   | President               | 8,000         | 8,000         | 6,249  | 8,000         |
|                   | President-Elect         | 6,000         | 6,000         | 6,301  | 6,000         |
|                   | Past President          | 4,000         | 4,000         | 442    | 4,000         |
|                   | Executive Director      | 8,000         | 8,000         | 6,372  | 8,000         |
|                   | Secretary               | 2,500         | 2,500         | 1,560  | 2,500         |

|                                     |        |        |        |        |
|-------------------------------------|--------|--------|--------|--------|
| Treasurer                           | 2,500  | 2,500  | 942    | 2,500  |
| Area Directors (2,500 each)         | 45,000 | 45,000 | 29,445 | 45,000 |
| Membership Directors (\$2,000 each) | 6,000  | 6,000  | 5,258  | 6,000  |
| Travel Misc.                        | 0      | 3,000  | 4,862  | 5,000  |

|                |               |               |  |               |
|----------------|---------------|---------------|--|---------------|
| <b>Postage</b> | <b>36,725</b> | <b>37,725</b> |  | <b>29,900</b> |
|----------------|---------------|---------------|--|---------------|

|                    |        |        |        |        |
|--------------------|--------|--------|--------|--------|
| Pitney Bowes       | 3,500  | 3,500  | 2,627  | 3,700  |
| Bulletins          | 30,000 | 31,000 | 29,950 | 22,800 |
| Renewal letters    | 3,000  | 3,000  | 0      | 3,000  |
| Permit (Bulk Mail) | 225    | 225    | 350    | 400    |

|                      |               |               |  |               |
|----------------------|---------------|---------------|--|---------------|
| <b>Miscellaneous</b> | <b>85,210</b> | <b>86,678</b> |  | <b>88,483</b> |
|----------------------|---------------|---------------|--|---------------|

|                                   |        |        |       |        |
|-----------------------------------|--------|--------|-------|--------|
| Bank service charges              | 2,000  | 2,000  | 877   | 2,000  |
| Mailing service                   | 5,500  | 6,500  | 7,166 | 6,000  |
| Dues and subscriptions            | 700    | 700    | 676   | 700    |
| Office supplies                   | 2,000  | 2,000  | 1,017 | 2,000  |
| Committee expenses                | 3,000  | 3,000  | 0     | 2,000  |
| Email server cost for GREA emails | 1,500  | 1,500  | 553   | 2,000  |
| State meeting meals               | 13,000 | 12,000 | 4,076 | 10,000 |
| Archives and History              | 2,500  | 2,500  | 1,775 | 0      |
| Promotional sales materials       | 3,000  | 3,000  | 5,315 | 3,000  |
| Audit/Bookkeeping                 | 10,000 | 10,000 | 8,824 | 10,000 |

|                               |                |                |        |                |
|-------------------------------|----------------|----------------|--------|----------------|
| Equipment maintenance         | 500            | 500            | 0      | 500            |
| Membership recruitment        | 10,000         | 10,000         | 9,704  | 12,000         |
| Safety Deposit Box            | 0              | 45             | 0      | 45             |
| P.O. Box                      | 0              | 140            | 0      | 240            |
| Projected Unallocated Reserve | 31,500         | 32,793         | 28,580 | 37,958         |
| <b>Total Expenditures</b>     | <b>647,000</b> | <b>665,000</b> |        | <b>700,000</b> |