Budget Notes
Budget 2015/2016 vs Proposed Budget 2016/2017

OPERATING INCOME

MEMBERSHIP INCOME:

Decreased Sr Members from 6880 to 6100

- Actuals as of 6/30/2016 = 6079
- (Only 3 units made their goal as of this date – Department only 74.5% of goal)

Decreased Jr Members from 496 to 375

- Actuals as of 6/30/2016 = 370

Decreased 110 Members from 33 to 30

- Actuals as of 6/30/2016 = 27

Decreased PUFL Members from 240 to 225

- Actuals as of 6/30/2016 = 224

NET DECREASE IN BUDGETED MEMBERSHIP INCOME = - $10,430.75

POPPY INCOME:

- Net increase +$303.72 based on actuals

OTHER INCOME:

Girl's State Admin Fee

- Decreased from $750 to $00
- Per Girl's State Committee Recommendation

Ways and Means

- Decreased from $2500 to $100.00
- Actuals as of June 30, 2016 = $65.00
- Finance Committee gave Department go ahead to conduct fundraiser approved by previous Finance Committee but it was never implemented.

Carryover

- Decreased from $20,000 to $00
- This is not budgeted income but a cash flow item

NET DECREASE IN OTHER BUDETED OTHER INCOME = - $22,850.00

NET DECREASE 2016/2017 BUDGETED INCOME = -$32,977.00

Budget Notes
Budget 2015/2016 vs Proposed Budget 2016/2017
OPERATING EXPENSE

TOTAL SALARIED STAFF WAGE/BENEFITS $55,725.00

- No change
- An Alternative Budget will be presented reflecting Employee Feasibility Committee recommendation if necessary as soon as it is received by this Finance Committee

OFFFICE EXPENSE $22,610.00 Net Decrease of $-2,250.00

Computer Expense

- Decreased from $2000 to $1500 = -$500
- Based on actuals of $1019.06 as of May 31, 2016

Office Supplies

- Decreased from $4,000 to $3,250 = -$750
- Based on projected Actuals 7/31/2016 of $3,250.00

Insurance Expense

- Decreased from $3,000 to $2,000 = -$1,000.00
- Based on projected Actuals 7/31/2016 of $1,825.00

DEPARTMENT OFFICERS EXPENSE $3500.00 Net Decrease of -$750.00

- Department President Expense decrease of $500
- Call of President Expense decrease of $50
- Past President Pin Expense decrease of $200

DEPARTMENT CHAIRMEN EXPENSE $35,580.00 Net Decrease of $650.00

- Membership Chair +$600.00 for a total of $1600.00 to help increase membership income
- Finance Committee Expense decrease from $600.00 to $300.00 = -$300.00
- Distinguished Guest expense decrease from $3000.00 to $1,325.00 = -$1,675.00
- If Finance Committee Resolutions #4, #5, & #6 are all approved, this will decrease this budget by additional $2,300.00

DEPARTMENT CONVENTION/CONFERENCE EXPENSE $14,200.00

- No change

NET DECREASE 2016/2017 BUDGETED OPERATING EXPENSE= -$3,641.76

*If resolution #4, #5, & #6 are passed, net decrease = -$5,916.96

Financial Summary

July 2015 (actuals)

*Net Operating Profit/Loss = $9,939.55

*includes general fund "carryover" of $20,204.16

Actual operating loss = -$10,264.61

Senior Members = Budgeted 6880 / actual 6,663 members

July 2016 (projected)

Net Operating Profit/Loss = -$10,882.02

*Does not include budgeted general fund "carryover" of $20,000.00

Senior Members = Budgeted 6880 / actual 6,079

Decrease of 584 Senior Members from July 2015

July 2017 (budgeted)

Net Operating Profit/Loss = -$27,488.75

Senior Members = Budgeted 6,100

2016/2017 OPERATING BUDGET

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals Juy 31, 2016	Budgeted 2016/2017
	Dues Income			(June/July projected)	
		6663	6880	6079	6100
510	SR Membership ($12.50/ea)	$83,287.50	$86,000.00	$75,987.50	$76,250.00
		450	496	370	375
515	JR Membership ($2.75/ea)	$1,237.50	$1,364.00	$1,017.50	$1,031.25
		25	33	26	30
510-110	110 Membership ($41.00/ea)	$1,025.00	$1,353.00	$1,066.00	$1,230.00
		234	240	224	225
527	PUFL Membership	$3,510.00	$3,600.00	$3,360.00	$3,375.00
	Total Membership Income	**$89,060.00**	**$92,317.00**	**$81,431.00**	**$81,886.25**
	Poppy Income				
542	Poppy Orders	$20,216.00	$22,326.28	$23,084.37	$22,500.00
	Poppy Kits Excess			$126.09	$130.00
542-001	Poppy Shipping	$707.09			
	Total Poppy Income	**$20,923.09**	**$22,326.28**	**$23,210.46**	**$22,630.00**
	Other Income				
500	National Program Reimbursement	$154.50	$200.00	$172.00	$200.00
502	Savings Interest	$27.19	$30.00	$30.65	$30.00
505	Donations Other	$109.00	$150.00	$455.00	$450.00
595	Checking Account Interest - General	$27.79	$50.00	$29.77	$50.00
505-010	Girls State Admin Fee	$500.00	$750.00	$750.00	$0.00
593-040	Ways & Means	$468.30	$2,500.00	$65.00	$100.00
	General Fund Carryover	$20,204.16	$20,000.00		
	Total Other Income	**$21,490.94**	**$23,680.00**	**$1,502.42**	**$830.00**
	ANTICIPATED INCOME	**$131,474.03**	**$138,323.28**	**$106,143.88**	**$105,346.25**

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
				(June/July projected)	
601	Department Office Package	$54,814.97	$55,725.00	$55,725.00	$55,725.00
	TOTAL SALARIED STAFF/BENEFITS	**$54,814.97**	**$55,725.00**	**$55,725.00**	**$55,725.00**
	Office Expenses				
618	CPA Expense	$1,725.00	$1,750.00	$1,750.00	$1,750.00
610	Computer Expenses	$2,038.12	$2,000.00	$1,019.06	$1,500.00
617	Incorporation fee	$10.00	$10.00	$10.00	$10.00
615	Insurances	$1,824.00	$3,000.00	$1,825.00	$2,000.00
614	Leased Office Equipment	$3,660.04	$3,800.00	$3,625.00	$3,800.00
609	Office Supplies	$3,914.34	$4,000.00	$3,025.00	$3,250.00
608	Operating Expense	$27.00	$0.00	$0.00	$0.00
613	Postage	$1,859.15	$3,800.00	$3,600.00	$3,800.00
611	Office Utilities	$3,795.48	$4,000.00	$3,840.00	$4,000.00
612	Telephone and Website	$1,545.11	$1,500.00	$1,560.00	$1,500.00
	TOTAL DEPT OFFICE EXPENSES	**$20,398.24**	**$23,860.00**	**$20,254.06**	**$21,610.00**
	Department Officers' Expenses				
	Department President's Expenses				
625	Dept President Expense	$4,000.00	$4,000.00	$2,500.00	$3,500.00
627	Call of President	$0.00	$50.00	$0.00	$0.00
619	Past Department President Pin	$0.00	$400.00	$0.00	$200.00
	Total Dept Pres Expenses	**$4,000.00**	**$4,450.00**	**$2,500.00**	**$3,700.00**
	NEC's Expenses				
630	NEC Washington DC Conference	$0.00	$400.00	$0.00	$400.00
	Total NEC's Expenses	**$0.00**	**$400.00**	**$0.00**	**$400.00**
	Department Chaplain Expense				
655	Memorial Book & Service	$0.00	$50.00	$50.00	$50.00
	Total Dept Chaplain Expenses	**$0.00**	**$50.00**	**$50.00**	**$50.00**

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
	Department Historian Expense				
656	History Book	$28.93	$40.00	$0.00	$40.00
	Total Dept Historian Expenses	**$28.93**	**$40.00**	**$0.00**	**$40.00**
	Department District Presidents Expenses				
632	First District Travel	$0.00	$15.00	$0.00	$15.00
633	Second District Travel	$230.00	$230.00	$230.00	$230.00
634	Third District Travel	$0.00	$75.00	$0.00	$75.00
635	Fourth District Travel	$0.00	$125.00	$106.70	$125.00
636	Fifth District Travel	$125.50	$140.00	$0.00	$140.00
637	Six District Travel	$0.00	$200.00	$0.00	$200.00
638	Seventh District Travel	$0.00	$15.00	$0.00	$15.00
639	Eighth District Travel	$0.00	$200.00	$0.00	$200.00
640	Ninth District Travel	$117.00	$200.00	$95.75	$200.00
641	Tenth District Travel	$125.00	$125.00	$50.00	$125.00
642	Eleventh District Travel	$0.00	$130.00	$0.00	$130.00
643	Twelve District Travel	$0.00	$75.00	$75.00	$75.00
	Total District Pres Expenses	**$597.50**	**$1,530.00**	**$557.45**	**$1,530.00**
	TOTAL OFFICERS EXPENSES	**$4,626.43**	**$6,470.00**	**$3,107.45**	**$5,720.00**

Chairman Expenses

	ABC's/Leadership Expense				
652-010	Workshop(s) Travel	$0.00	$50.00	$0.00	$50.00
	Total Leadership ABC'S	**$0.00**	**$50.00**	**$0.00**	**$50.00**
	Americanism Expense (Mandated by Bylaws)				
670-010	Essay Contest Award/Special Project	$500.00	$500.00	$600.00	$500.00
	Total Americanism	**$500.00**	**$500.00**	**$600.00**	**$500.00**
	Children & Youth Expenses				
671-010	Visitations to Program Facilities	$170.23	$300.00	$174.00	$300.00
671-020	Special Project (Mandated by Bylaws)	$500.00	$500.00	$444.99	$500.00
	Total Children & Youth	**$670.23**	**$800.00**	**$618.99**	**$800.00**

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
	Distinguished Guest Expenses				
			$3,000.00		
626-010	Pres/NEC Expenses	$0.00		$1,018.00	$1,000.00
626-020	Gifts	$0.00		$0.00	$50.00
626-025	National President	$0.00		$142.22	$150.00
626-035	Oregon	$244.31		$0.00	$0.00
626-015	Western Division Vice President	$0.00		$122.96	$125.00
	Total Distinguished Guest	**$244.31**	**$3,000.00**	**$1,283.18**	**$1,325.00**
	Bylaws)				
690-020	Nat'l Pres Scholarship Entry	$400.00	$400.00	$0.00	$400.00
690-010	Dept. Gift Scholarship	$400.00	$400.00	$0.00	$400.00
	Total Education	**$800.00**	**$800.00**	**$0.00**	**$800.00**
	Finance/Audit Committee Expenses				
620-010	Finance Committee (Mileage/Exp)	$408.78	$600.00	$47.50	$300.00
620-011	Finance Officer/Assitant (Mileage)		$600.00	$139.00	$600.00
622	Dept. Audit Committee Expenses	$0.00	$300.00	$13.00	$300.00
	Total Finance/Audit Committee	**$408.78**	**$1,500.00**	**$199.50**	**$1,200.00**
	Membership Expenses				
653-010	Chairman Expenses	$1,000.00	$1,000.00	$0.00	$1,600.00
	Total Membership	**$1,000.00**	**$1,000.00**	**$0.00**	**$1,600.00**
	Poppy Manufacturing Expenses				
659-012	Manufacturing - Pay	$15,707.09	$15,000.00	$11,203.00	$15,000.00
	Manufacturing - Shipping			$710.65	$725.00
659-017	Materials-Kits (1 kit=1,000)	$5,375.00	$6,500.00	$6,720.00	$6,500.00
659-015	Poppy Labels	$572.00	$760.00	$420.00	$760.00
	Total Poppy Manufacturing	**$21,654.09**	**$22,260.00**	**$19,053.65**	**$22,985.00**
	Poppy Chairman Expenses				
	Poppy Chairman Expenses	$30.00	$30.00	$0.00	$30.00
659-025	Poppy Chairman Awards	$40.00	$40.00	$0.00	$40.00
	Office Expenses	**$70.00**	**$70.00**	**$0.00**	**$70.00**
	VA&R Chairman Expenses				
674-010	Visitations to Program Facilities	$487.52	$500.00	$459.46	$500.00
	Total VA&R	**$487.52**	**$500.00**	**$459.46**	**$500.00**

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
	VA Hospital/State Home Reps Expenses (Mandated by Bylaws)				
678-038	American Lake	$0.00	$300.00	$50.00	$300.00
678-041	Seattle	$0.00	$300.00	$0.00	$300.00
678-042	Spokane	$0.00	$300.00	$125.00	$300.00
678-044	Vancouver	$0.00	$300.00	$0.00	$300.00
678-045	Walla Walla	$0.00	$300.00	$100.00	$300.00
678-039	Orting Veterans Home	$0.00	$300.00	$0.00	$300.00
678-040	Retsil Veterans Home	$0.00	$300.00	$0.00	$300.00
678-043	Spokane Veterans Home	$0.00	$300.00	$0.00	$300.00
	Total Rep Expenses	**$0.00**	**$2,400.00**	**$275.00**	**$2,400.00**
	VA Hospitals and State Home Ward Supplies (Mandated by Bylaws)				
675	American Lake	$0.00	$320.00	$0.00	$320.00
675	Seattle	$0.00	$320.00	$0.00	$320.00
675	Spokane	$0.00	$320.00	$201.46	$320.00
675	Vancouver	$0.00	$320.00	$0.00	$320.00
675	Walla Walla	$0.00	$320.00	$320.00	$320.00
	Total Ward Supplies Expenses	**$0.00**	**$1,600.00**	**$521.46**	**$1,600.00**
	Gift Shops (Mandated by Bylaws)				
830-199	American Lake	$250.00	$250.00	$250.00	$250.00
830-199	Seattle	$0.00	$0.00	$0.00	$0.00
830-199	Spokane	$250.00	$250.00	$250.00	$250.00
830-199	Vancouver	$250.00	$250.00	$0.00	$250.00
830-199	Walla Walla	$250.00	$250.00	$250.00	$250.00
830-199	Orting Veterans Home	$250.00	$250.00	$250.00	$250.00
830-199	Retsil Veterans Home	$250.00	$250.00	$250.00	$250.00
830-199	Spokane Veterans Home	$250.00	$250.00	$250.00	$250.00
	Total Gift Shop Expenses	**$1,750.00**	**$1,750.00**	**$1,500.00**	**$1,750.00**
	TOTAL CHAIRMAN EXPENSES	**$27,584.93**	**$36,230.00**	**$24,511.24**	**$35,580.00**

Conventions and Conferences

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
680	Department Convention		$8,000.00	$7,300.00	$8,000.00
680-010	Meals	$1,092.27		$330.00	
680-020	Per Diem	$2,400.00		$0.00	
680-030	Mileage	$2,420.18		$0.00	
680-035	Supplies	$0.00		$0.00	
680-050	Registration Fees (25x$15)	$285.00		$285.00	
680-015	Room and Incid Chgs	$1,501.31		$0.00	
	Total Convention Expenses	**$7,698.76**	**$8,000.00**	**$7,915.00**	**$8,000.00**
681	Mid Winter Conference		$3,500.00		$3,500.00
681-010	Meals	$1,561.51		$1,722.37	
681-015	Rooms/Meeting Rooms	$1,353.36		$368.88	
681-020	Per Diem	$855.50		$740.00	
681-025	Mileage	$1,175.10		$1,723.70	
593-020	Reimb of Registration/Meals	-$1,477.00		-$1,680.00	
	Total Mid Winter Expenses	**$3,468.47**	**$3,500.00**	**$2,874.95**	**$3,500.00**
682	Nat'l Convention		$2,691.96		$3,000.00
682-005	Ground Transportation	$22.50		$158.34	
682-004	Registration for Del/Alts	$275.00		$375.00	
682-010	Travel (Air)	$653.69		$987.40	
682-020	Room	$1,414.79		$1,134.22	
682-006	Flowers for Pres/NEC			$37.00	
682-030	Per Diem/ Meals	$495.94		$0.00	
	Total Nat'l Convention Expenses	**$2,861.92**	**$2,691.96**	**$2,691.96**	**$3,000.00**
684	Nat'l Leadership Conference		$1,000.00		$1,000.00
684-020	Meals	$92.27		$0.00	
684-010	Travel/Room	$176.50		$0.00	
684-030	Registration	$81.00		$0.00	
500	Reimb From National	-$269.01	-$1,000.00	-$53.76	-$1,000.00
	Total Nat'l Leadership Conference	**$80.76**	**$0.00**	**-$53.76**	**$0.00**
	Total Dept Convention/Conferences	**$14,109.91**	**$14,191.96**	**$13,428.15**	**$14,200.00**

	Actuals July 31, 2015	Budgeted 2015/2016	Actuals July 31,2016	Budgeted 2016/2017
ANTICIPATED EXPENSES	$121,534.48	$136,476.96	$117,025.90	$132,835.00
Income Budgeted	$131,474.03	$138,323.28	$106,143.88	$105,346.25
Expenses Budgeted	$121,534.48	$136,476.96	$117,025.90	$132,835.00
Income Less Expenses Budgeted	$9,939.55	$1,846.32	-$10,882.02	-$27,488.75

2016/2017 RESTRICTED FUND BUDGET

		Actuals July 31, 2015	Budgeted 2015/2016	Actuals thru July 2016	Budgeted 2016/2017
Income				June/July projected	
140	PDP Scholarship Investment Funds	$0.00	$3,000.00	$3,000.00	$3,000.00
580	Junior Activities	$0.00	$500.00	$25.00	$500.00
--	Evergreen News	$17,165.00	$17,910.00	$15,680.00	$15,250.00
		6663	6880	6079	6100
511	National Dues SR Membership ($9.00)	$59,967.00	$61,920.00	$54,711.00	$54,900.00
		450	496	370	370
516	National Dues JR Membership ($1.25)	$562.50	$620.00	$462.50	$462.50
		25	33	26	30
510-110	National Dues 110 Membership ($9.00)	$225.00	$297.00	$234.00	$270.00
	Total Restricted Income	**$77,919.50**	**$84,247.00**	**$74,112.50**	**$74,382.50**
	ANTICIPATED INCOME	**$77,919.50**	**$84,247.00**	**$74,112.50**	**$74,382.50**
Expenses					
	Past Department Presidents Scholarships				
691	Susan Burdett Scholarship	$1,000.00	$1,000.00	$0.00	$1,000.00
592	Florence Lemcke Scholarship	$1,000.00	$1,000.00	$0.00	$1,000.00
693	Marguerite McAplin Scholarship	$1,000.00	$1,000.00	$0.00	$1,000.00
	Total PDP Scholarships Expenses	**$3,000.00**	**$3,000.00**	**$0.00**	**$3,000.00**
	Junior Activities				
660-011	Jr Activities Expense/Conference	$0.00	$500.00	$0.00	$500.00
	Total Junior Activities Expenses	**$0.00**	**$500.00**	**$0.00**	**$500.00**
	Evergreen News				
706	Evergreen News	$17,165.00	$17,910.00	$15,680.00	$15,250.00
	Total Evergreen News Expense	**$17,165.00**	**$17,910.00**	**$15,680.00**	**$15,250.00**
	National Dues from Membership				
700	National Dues SR Membership ($9.00)	$40,671.00	$61,920.00	$54,711.00	$54,900.00
701	National Dues JR Membership ($1.25)	$347.50	$620.00	$462.50	$462.50
700	National Dues 110 Membership ($9.00)	$234.00	$297.00	$234.00	$270.00
	Total National Dues Expenses	**$41,252.50**	**$62,837.00**	**$55,407.50**	**$55,632.50**
	ANTICIPATED EXPENSES	**$61,417.50**	**$84,247.00**	**$71,087.50**	**$74,382.50**