

2008-2009 WMCA BUDGET - REVENUES

2007-2008 BUDGET	5/07-4/08 YEAR TO DATE	2008-2009 BUDGET	DESCRIPTION	Comments	WMCA Officers & Committees Responsibilities
0.00	0.00	0.00	Beginning Balance		
			ACADEMY/EDUCATION SESSIONS		
8,125.00	10,375.00	8,750.00	Spring	70X\$125 Regist.	Education Committee
6,250.00	7,444.74	6,250.00	Fall	50X\$125 Regist.	Education Committee
14,375.00	17,819.74	15,000.00	TOTAL ACADEMY SESSIONS		
			2008 CONFERENCE		
1,400.00	7,670.00	7,000.00	Donations		Conf Planning Comm
4,800.00	7,500.00	6,000.00	Exhibitors	12X\$500 booth fee	Conf Planning Comm
150.00	1,024.07	200.00	Meals	Guest meals	Conf Planning Comm
37,500.00	37,954.00	37,500.00	Registrations	125X\$300 Registration	Conf Planning Comm
	119.79		Other		
43,850.00	54,267.86	50,700.00	TOTAL CONFERENCE REVENUE		
21,000.00	24,215.00	22,125.00	MEMBERSHIP DUES	295 x \$75	Membership Comm
250.00	0.00	250.00	FUNDRAISING PROJECTS		Fundraising/Sp Proj Comm
	700.02	200.00	MONEY MARKET SAVINGS ACCOUNT		
	225.79		<i>Non-revenue</i>		
	5.14		<i>Refund Overpayment of Credit Card</i>		
	2,737.00		<i>Region IX Dinner</i>		
	361.02		<i>2007 Conference Income</i>		
			TRANSFERS		
		7,349.00	Transfer from Savings		
		7,349.00	TOTAL TRANSFERS		
79,475.00	99,970.55	95,624.00	TOTAL REVENUES		

2008-2009 WMCA BUDGET - EXPENDITURES

5/07-4/08 BUDGET	5/07-4/08 YEAR TO DATE	5/08-4/09 BUDGET	DESCRIPTION	Comments	WMCA Officers & Committees Responsibilities
			ACADEMY/EDUCATION SESSIONS		
6,250.00	4,731.85	8,000.00	Fall	Speaker fee & lodging, meals for attendees, Room rental fees	Education Committee
200.00	25.00	200.00	Refunds		Education Committee
6,625.00	0.00	6,800.00	Spring	Speaker fee & lodging, meals for attendees, Room rental fees	Education Committee
13,075.00	4,756.85	15,000.00	TOTAL ACADEMY SESSIONS		
			ANNUAL CONFERENCE		
5,000.00	0.00	5,000.00	Audio Visual		Education Committee
1,200.00	888.83	1,300.00	Decorations		Planning Committee
750.00	100.00	750.00	Drawings/door prizes	Placeholder incentive to keep attendance up for last 1/2 day annual conf session	Planning Committee
2,950.00	0.00	3,385.00	Hospitality	WMCA Expense Policy (see travel expense sheet)	Planning Committee, President & President-Elect
18,000.00	0.00	26,000.00	Meals	Includes President's Reception & Executive Committee Dinner	Planning Committee
1,500.00	0.00	1,500.00	Printing	Conference Programs, Meal Tickets, Annual Business Mtg Packets, etc	Planning Committee
600.00	90.99	600.00	Recognition Awards	Certificates, plaques, Pres. Traveling Plaque, President's Plaque, Clerk of Year	Committee Chairs, President, President-Elect, Past President
500.00	1,379.00	500.00	Refunds		Planning Committee
9,850.00	0.00	9,850.00	Speakers	(Negotiated speaker fees, lodging, meals, travel & gifts)	Education Committee
500.00	0.00	500.00	Special Entertainment		Planning Committee
3,000.00	893.11	2,500.00	Supplies	Name badges, signage, easel pads, etc.	Planning Committee
43,850.00	3,351.93	51,885.00	TOTAL ANNUAL CONFERENCE		
			BOARD EXPENSES		
1,600.00	267.71	1,600.00	Meetings	Room rental, food, etc.	Secretary
			NCI Director Travel		
755.00	590.00	700.00	IIMC Conference	Per NCI Agreement	NCI Director
825.00	0.00	1,210.00	WMCA Conference	Per NCI Agreement	NCI Director
			President Elect Travel		
2,265.00	1,102.80	2,185.00	IIMC Conference	Exec Comm Travel Policy	President Elect
400.00	0.00	560.00	WMCA Conference	Exec Comm Travel Policy	President Elect

2008-2009 WMCA BUDGET - EXPENDITURES

			President Travel		
1,815.00	940.70	1,305.00	Alaska Conference	Exec Comm Travel Policy	President
835.00	92.26	675.00	British Columbia Conference	Exec Comm Travel Policy	President
1,375.00	368.55	879.00	California Conference	Exec Comm Travel Policy	President
2,265.00	1,019.52	2,185.00	IIMC Conference	Exec Comm Travel Policy	President
710.00	266.14	950.00	Oregon Conference	Exec Comm Travel Policy	President
300.00	0.00	300.00	WMCA Conference	Exec Comm Travel Policy	President
13,145.00	4,647.68	12,549.00	TOTAL BOARD EXPENSES		
			COMMUNICATION EXPENSES		
250.00	0.00	250.00	Annual Report Printing		Communications Comm
200.00	0.00	200.00	Election Postage		Elections Committee
225.00	0.00	225.00	Election Printing		Elections Committee
700.00	456.29	700.00	Website M & O		Communications Comm
1,375.00	456.29	1,375.00	TOTAL COMMUNICATION EXPENSES		
455.00	0.00	450.00	CONTINGENCY		President
2,500.00	0.00	5,000.00	FUTURE CONFERENCE SITE DEPOSIT		President-Elect
			IIMC EXPENSES		
75.00	0.00	75.00	MCEF Donation	Auction Item	President
1,120.00	1,144.00	1,200.00	Region IX Assessment Pool	300 x \$4 (Pays for Region IX reps travel to State Conferences)	Treasurer
300.00	0.00	300.00	Region IX Hospitality Suite	???? Hosts - Atlanta	President
		100.00	Outgoing Region IX Director Gift		President
1,495.00	1,144.00	1,675.00	TOTAL IIMC EXPENSES		
			MISCELLANEOUS		
625.00	615.00	625.00	501c(3)		Treasurer
75.00	10.00	75.00	Bank Charges		Treasurer
250.00	100.00	250.00	Condolences		President
	1.00		Credit Card Fees		
180.00	176.00	190.00	Gambling License Renewal		Treasurer
	100.00	--	Gifts	Outgoing Region IX Director Gift	
1,300.00	1,235.00	1,400.00	Insurance/Directors & Officers		Treasurer
725.00	480.43	4,725.00	Office Supplies	Laptops for Treasurer and Secretary	Secretary/Treasurer
	16.29		Other		
425.00	197.89	425.00	Postage		Secretary
3,580.00	2,931.61	7,690.00	TOTAL MISCELLANEOUS		
79,475.00	17,288.36	95,624.00	TOTAL EXPENDITURES		

2008-2009 WMCA BUDGET - TRAVEL EXPENSES

NCI DIRECTOR TRAVEL		Dates	Item		Policy
WMCA Conf - Ocean Shores	3/18-20/09	Registration/early	\$ 300.00		
		Hotel \$140 x 4	\$ 560.00		
		Transportation/mileage	\$ 350.00		
		Subtotal	\$ 1,210.00		NCI Agreement & WMCA Expense Policy (Transp, lodging & regist.)
IIMC Conf - Atlanta, GA	5/18-22/08	1/3 Shared Cost with AK & OR	\$ 700.00		
		Subtotal	\$ 700.00		NCI Agrmt (\$700/State for transp & lodging).Overages shared by States.
TOTAL NCI DIRECTOR TRAVEL			\$ 1,910.00		
PRESIDENT-ELECT TRAVEL		Dates	Item	Price	Policy
IIMC Conf - Atlanta, GA	5/18-22/08	Registration/early	\$ 560.00		
		Airline	\$ 500.00		
		Lodging \$192 x 5	\$ 925.00		
		Ground Transp	\$ 50.00		
		Parking (Sea-Tac)	\$ 75.00		
		Meals	\$ 75.00		
		Subtotal	\$ 2,185.00		WMCA Exec Comm Travel Policy
WMCA Conf - Ocean Shores	3/17-20/09	Lodging \$140 x 4	\$ 560.00		
		Subtotal	\$ 560.00		WMCA Exec Comm Travel Policy
TOTAL PRESIDENT ELECT TRAVEL			\$ 2,745.00		
PRESIDENT TRAVEL		Dates	Item		Policy
AK Conf - Ketchikan	Nov 9-11, 2008	Registration/early	\$ -		
		Airfare	\$ 500.00		
		Lodging \$120x3	\$ 480.00		
		Ground transp	\$ 75.00		
		Parking (Sea-Tac)	\$ 75.00		
		Meals	\$ 75.00		
		Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00		
		Auction Item	\$ 50.00		
		Subtotal	\$ 1,305.00		WMCA Exec Comm Travel Policy
BC Conf - Prince George	June 17-19, 2008	Registration/early	\$ -		Paid for by LGMA
		Airfare	\$ 400.00		
		Lodging	\$ -		Paid for by LGMA
		Ground transp	\$ 75.00		
		Parking (Sea-Tac)	\$ 75.00		
		Meals	\$ 75.00		
		Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00		
		Auction Item	\$ -		No Auction
		Subtotal	\$ 675.00		WMCA Exec Comm Travel Policy
CA Conf - Bakersfield	April 23-25, 2008	Registration/early	\$ -		
	Academy April 22	Airfare	\$ 269.00		
		Lodging \$120 x 3	\$ 360.00		
		Ground Transp	\$ -		
		Parking (Sea-Tac)	\$ 75.00		
		Meals	\$ 75.00		
		Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00		
		Auction Item	\$ 50.00		
		Subtotal	\$ 879.00		WMCA Exec Comm Travel Policy

2008-2009 WMCA BUDGET - TRAVEL EXPENSES

IIMC Conf - Atlanta, GA	May 18-22, 2008	Registration/early	\$ 560.00	
		Airfare	\$ 500.00	
		Lodging \$192 x 5	\$ 925.00	
		Ground Transp	\$ 50.00	
		Parking (Sea-Tac)	\$ 75.00	
		Meals	\$ 75.00	
		Subtotal	\$ 2,185.00	WMCA Exec Comm Travel Policy
OR Conf - Klamath Falls	Sept 18-20, 2008	Registration/early	\$ -	
	Academy Sept 17	Airfare	\$ 350.00	
		Lodging \$100x3	\$ 300.00	
		Ground Transp	\$ 50.00	
		Parking (Sea-Tac)	\$ 75.00	
		Meals	\$ 75.00	
		Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00	
		Auction Item	\$ 50.00	
		Subtotal	\$ 950.00	WMCA Exec Comm Travel Policy
WMCA Conf - Ocean Shores	March 18-20, 2009	Registration/early	\$ 300.00	
	Academy March 17	Hotel - Complimentary (Contract)	\$ -	
		Subtotal	\$ 300.00	WMCA Exec Comm Travel Policy
TOTAL PRESIDENT TRAVEL			\$ 6,294.00	
HOSPITALITY EXPENSES				
	Dates	Item		Policy
IIMC President	3/18-20/09	Registration/early	\$ 300.00	
		Airline	\$ 450.00	
		Lodging \$140 x 3	\$ 360.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 1,135.00	WMCA Expense Policy
AK President	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
OR President	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
CA President	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
BC President	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
Region IX Rep (CA)	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
Region IX Rep (WA)	3/18-20/09	Registration/early	\$ 300.00	
		Welcoming gift	\$ 25.00	
		Subtotal	\$ 325.00	WMCA Expense Policy
2007 Clerk of the Year	3/18-20/09	Registration/early	\$ 300.00	
		Subtotal	\$ 300.00	WMCA Expense Policy
TOTAL HOSPITALITY EXPENSES FOR INCOMING GUESTS AT WMCA CONF			\$ 3,385.00	

2008-2009 WMCA BUDGET - SAVINGS ACCOUNT

2007-2008 BUDGET	5/07-4/08 YEAR TO DATE	2008-2009 BUDGET	DESCRIPTION	Comments	WMCA Officers & Committees Responsibilities
		44,705.95	BALANCE FROM 07-08		
		10,000.00	SAFETY NET	\$10,000 in Savings at all times	WMCA Policy set 1/18/08
1,780.79	1,782.59	34,705.95	BEGINNING BALANCE		
			REVENUES		
35.00	480.77	400.00	Interest		
	42,684.35	0.00	Transfers from General Fund		
35.00	43,165.12	400.00	TOTAL SAVINGS REVENUES		
			EXPENDITURES		
		6,075.00	Transfers to General Fund		
0.00	0.00	6,075.00	TOTAL SAVINGS EXPENDITURES		
35.00	43,165.12	29,030.95	SAVINGS BALANCE		

2008-2009 WMCA BUDGET - SCHOLARSHIP FUND

2007-2008 BUDGET	5/07-4/08 YEAR TO DATE	2008-2009 BUDGET	DESCRIPTION	Comments	WMCA Officers & Committees Responsibilities
		10,743.65	BALANCE FROM 5/07-4/08		
		2,500.00	SAFETY NET	\$2,500 in account at all times	WMCA Policy set 1/2007
2,500.00	10532.08	8,243.65	BEGINNING BALANCE		
			SCHOLARSHIP REVENUES		
2,500.00	0.00	2,500.00	Auction		
1,000.00	181.20	1,000.00	Product Sales		
5,000.00	300.00	4,000.00	Raffles		
10.00	121.09	100.00	Scholarship Acct Interest		
100.00	0.00	100.00	Scholarship Store		
			Transfer from General Fund		
8,610.00	602.29	7,700.00	TOTAL SCHOLARSHIP REVENUES		
			SCHOLARSHIP EXPENDITURES		
250.00	0.00		AWC		
1800.00	0.00	3000.00	Conference		
1800.00	0.00	2000.00	Margery A. Price		
2000.00	0.00	3000.00	NCI		
1760.00	119.79	2500.00	Raffle - Auction	large raffle item, printing costs, auctioneer	
1000.00	151.14	1000.00	Scholarship Items for Sale		
	119.79		Transfer from Scholarship		
8,610.00	390.72	11,500.00	TOTAL SCHOLARSHIP EXPENDITURES		
2,500.00	10,743.65	4,443.65	SCHOLARSHIP FUND BALANCE		