

2010-2011 WMCA BUDGET - REVENUES

5/08-4/09 ACTUALS	5/09-4/10 ACTUALS	5/10-4/11 APPROVED BUDGET	5/10-4/11 YTD	5/11-4/12 PROPOSED BUDGET	DESCRIPTION	Comments	WMCA Officers & Committee Responsibilities
0.00	0.00	0.00	0.00	0.00	BEGINNING BALANCE		
					ACADEMY/EDUCATION SESSIONS		
11,500.00	7,500.00	7,500.00	0.00	7,500.00	Spring	60X\$125 Regist.	Education Committee
11,575.00	6,400.00	7,500.00	8,575.00	7,500.00	Fall	60X\$125 Regist.	Education Committee
23,075.00	13,900.00	15,000.00	8,575.00	15,000.00	TOTAL ACADEMY SESSIONS		
					2012 CONFERENCE	Campbell's Resort	Lake Chelan, WA
5,062.00	3,650.00	3,500.00	0.00	3,500.00	Donations		Conf Planning Committee
7,000.00	6,500.00	10,000.00	0.00	7,500.00	Exhibitors	15 vendors @ \$500	Conf Planning Committee
2,135.90	2,560.20	825.00	0.00	825.00	Meals	Guest meals	Conf Planning Committee
45,750.00	30,487.50	39,000.00	0.00	39,000.00	Registrations	130 x \$300 Registration	Conf Planning Committee
22.84		20.00	0.00	0.00	Other		
59,970.74	43,197.70	53,345.00	0.00	50,825.00	TOTAL CONFERENCE REVENUE		
24,450.00	19,965.00	18,750.00	20,085.00	18,750.00	MEMBERSHIP DUES	250 x \$75	Membership Committee
0.00	0.00	200.00	0.00	0.00	FUNDRAISING PROJECTS		Fundraising Committee
984.96	350.00	500.00	114.49	500.00	MONEY MARKET SAVINGS ACCOUNT		
					TRANSFERS		
	0.00	12,209.00	0.00	9,376.00	Transfer from Savings		
	0.00	12,209.00	0.00	9,376.00	TOTAL TRANSFERS		
108,480.70	77,412.70	100,004.00	20,199.49	94,451.00	TOTAL REVENUES		

2011-2012 WMCA BUDGET - EXPENDITURES

5/08-4/09 ACTUALS	5/09-4/10 ACTUALS	5/10-4/11 APPROVED BUDGET	5/10-4/11 YTD	5/11-4/12 PROPOSED BUDGET	DESCRIPTION	COMMENTS	RESPONSIBLE OFFICER AND/OR COMMITTEE
					ACADEMY/EDUCATION SESSIONS		
7,652.47	5,080.70	8,000.00	5,493.72	8,000.00	Fall	Speaker fee & lodging, meals for attendees, Room rental fees	Education Committee
300.00	125.00	200.00	0.00	200.00	Refunds		Education Committee
8,266.08	3,700.00	8,000.00	0.00	8,000.00	Spring	Speaker fee & lodging, meals for attendees, Room rental fees	Education Committee
16,218.55	8,905.70	16,200.00	5,493.72	16,200.00	TOTAL ACADEMY SESSIONS		
					BOARD EXPENSES		
811.38	246.49	1,250.00	267.48	1,250.00	Board Meetings	Room rental, food, etc.	Secretary
					NCI Director Travel		
538.78	525.00	700.00	387.00	700.00	IIMC Conference	Per NCI Agreement	NCI Director
984.81	0.00	1,130.00	0.00	612.00	WMCA Conference	Per NCI Agreement	NCI Director
					President Elect Travel		
2,663.22	1,898.73	2,085.00	927.16	2,385.00	IIMC Conference	Exec Comm Travel Policy	President Elect
	0.00	525.00	0.00	312.00	WMCA Conference	Exec Comm Travel Policy	President Elect
60.43	732.70	1,000.00	0.00	1,075.00	ICCTFOA Conference		
					President Travel		
1,252.08	979.80	1,550.00	1,115.21	1,525.00	Alaska Conference	Exec Comm Travel Policy	President
132.68	649.07	675.00	447.12	975.00	British Columbia Conference	Exec Comm Travel Policy	President
566.56	449.34	1,407.00	674.60	1,150.00	California Conference	Exec Comm Travel Policy	President
2,075.48	2,348.46	2,395.00	1,227.09	2,295.00	IIMC Conference	Exec Comm Travel Policy	President
1,337.13	1,964.81	1,007.00	691.01	760.00	Oregon Conference	Exec Comm Travel Policy	President
1,032.36	0.00	300.00	0.00	300.00	WMCA Conference	Exec Comm Travel Policy	President
					Executive Cmte. Travel		
			0.00	1,725.00	AWC Conference	Send two members to man WMCA Booth at AWC Conference	EC Members
11,454.91	9,794.40	14,024.00	5,736.67	13,339.00	TOTAL BOARD EXPENSES		
					COMMUNICATION EXPENSES		
0.00	0.00	100.00	0.00	0.00	Annual Report Printing		
218.42	0.00	200.00	0.00	0.00	Election Postage	<i>Moved to Electronic Elections (2011)</i>	<i>Elections Committee</i>
21.99	0.00	100.00	0.00	0.00	Election Printing	<i>Moved to Electronic Elections (2011)</i>	<i>Elections Committee</i>
0.00	0.00	0.00	180.05	200.00	Purchase Voting Software	\$80 per voting event	Elections Committee
762.56	795.51	700.00	1,255.28	525.00	Website M & O		Webmaster
1,002.97	795.51	1,100.00	1,435.33	725.00	TOTAL COMMUNICATION EXPENSES		
					ANNUAL CONFERENCE		
1,925.00	3,434.57	2,500.00	0.00	2,500.00	Audio Visual		Education Committee
869.25	285.02	2,000.00	0.00	2,000.00	Decorations		Planning Committee
400.00	200.00	750.00	0.00	750.00	Drawings/door prizes		Planning Committee
	0.00	4,205.00	0.00	4,037.00	Hospitality expenses at WMCA Conf	WMCA Expense Policy (see travel expense sheet)	Planning Committee, President & President-Elect
29,653.33	29,210.08	26,000.00	0.00	26,000.00	Meals	Includes President's Reception & Executive Committee Dinner	Planning Committee
1,385.99	0.00	1,600.00	1,082.74	1,600.00	Printing/Postage	Conference Programs, Meal Tickets, Annual Business Mtg Packets, etc	Planning Committee
	0.00	700.00	0.00	700.00	Recognition Awards	Certificates, plaques, Pres. Travel. Plaque, Outgoing Pres.gift, Clerk of Year Plaque	Committee Chairs, President, President-Elect, Past
930.00	375.00	500.00	0.00	375.00	Refunds		Planning Committee
8,275.55	6,787.01	15,000.00	0.00	15,000.00	Speakers	(Negotiated speaker fees, lodging, meals, travel & gifts)	Education Committee
350.00	1,100.00	350.00	1,356.00	1,100.00	Special Entertainment		Planning Committee
5,773.00	700.99	2,500.00	0.00	2,500.00	Supplies	Name badges, signage, easel pads, etc.	Planning Committee
49,562.12	42,092.67	56,105.00	2,438.74	56,562.00	TOTAL ANNUAL CONFERENCE		
450.00	0.00	450.00	450.00	450.00	CONTINGENCY		President
5,000.00	0.00	5,000.00	5,000.00	0.00	FUTURE CONFERENCE SITE DEPOSIT		President-Elect
					IIMC EXPENSES		
	0.00	75.00	0.00	75.00	MCEF Donation	Auction Item	President
1,160.00	1,204.00	1,000.00	1,172.00	1,000.00	Region IX Assessment Pool	250 x \$4 (Region IX reps travel)	Treasurer
	0.00	300.00	0.00	0.00	Region IX Dinner/Event	WA Hosts - Nashville	President
	100.00	100.00	100.00	0.00	Outgoing Region IX Director Gift	No outgoing director in May 2011	President
1,160.00	1,304.00	1,475.00	1,272.00	1,075.00	TOTAL IIMC EXPENSES		
					MISCELLANEOUS		
705.79	706.00	700.00	705.00	710.00	501c(3)		Treasurer
135.12	104.72	100.00	25.31	100.00	Bank Charges		Treasurer
	0.00	250.00	0.00	250.00	Condolences		President
	0.00		0.00	540.00	Credit Card Fees		
185.00	210.00	300.00	0.00	300.00	Gambling/Alcohol License Renewal		Treasurer
1,241.00	1,268.00	1,400.00	1,241.00	1,400.00	Insurance/Directors & Officers		Treasurer
2,582.90	606.30	2,000.00	63.06	2,000.00	Office Supplies/Stationary		Secretary/Treasurer
229.68	7.75	300.00	0.00	300.00	Postage		Secretary
	0.00	500.00	0.00	500.00	Support for AWC Basic Training Clerks/Treasurers Training	Approved by EC in 2008	
5,079.49	2,902.77	5,550.00	2,034.37	6,100.00	TOTAL MISCELLANEOUS		
89,928.04	65,795.05	99,904.00	23,860.83	94,451.00	TOTAL EXPENDITURES		

2011-2012 WMCA BUDGET - TRAVEL EXPENSES

NCI DIRECTOR TRAVEL		Dates	Item	Price	Policy
WMCA Conf - Lake Chelan	3/13-16/2012	Academy 3/12	Registration/early	\$ 300.00	
			Hotel \$78 x 4	\$ 312.00	
			Transportation/mileage	\$ -	
			Subtotal	\$ 612.00	NCI Agreement & WMCA Expense Policy (Transp, lodging & regist.)
IIMC Conf - Nashville, TN	5/8-13/2011		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				\$ 1,312.00	
PRESIDENT-ELECT TRAVEL		Dates	Item	Price	Policy
IIMC Conf - Nashville, TN	5/8-13/2011		Registration/early	\$ 560.00	
			Airline	\$ 400.00	
			Lodging \$188 x 5+taxes	\$ 1,200.00	
			Ground Transp	\$ 50.00	
			Parking (Sea-Tac)	\$ 75.00	
			Meals	\$ 100.00	
			Subtotal	\$ 2,385.00	WMCA Exec Comm Travel Policy
WMCA Conf - Lake Chelan, WA	3/22-25/2011		Lodging \$78 x 4	\$ 312.00	
			Subtotal	\$ 312.00	WMCA Exec Comm Travel Policy
IICTFOA Conf - TBD	TBD		Registration/early	\$ -	Covered by IICTFOA
			Airline	\$ 250.00	
			Lodging \$110 x 5	\$ 550.00	
			Ground Transp	\$ 50.00	
			Parking (Sea-Tac)	\$ 75.00	
			Meals	\$ 75.00	
			Hosp. Gifts (inc/out Pres) \$25x2	\$ 50.00	
			Auction Item	\$ 25.00	
			Subtotal	\$ 1,075.00	WMCA Exec Comm Travel Policy
TOTAL PRESIDENT ELECT TRAVEL				\$ 2,697.00	
EXECUTIVE COMMITTEE TRAVEL		Dates	Item	Price	Policy
AWC Conference - Spokane (2)	06/21-24/2011		Vendor Registration	\$ 900.00	Includes booth and all meals for Wednesday & Thursday
			Hotel	\$ 500.00	
			Meals	\$ 100.00	
			Airfare	\$ 225.00	
			Subtotal	\$ 1,725.00	WMCA Executive Committee Meeting (October 22, 2010)
TOTAL EXECUTIVE CMTE. TRAVEL				\$ 1,725.00	
PRESIDENT TRAVEL		Dates	Item	Price	Policy
AK Conf - TBD	TBD		Registration/early	\$ -	Covered by AAMC
			Airfare	\$ 700.00	
			Lodging \$120x4 + taxes	\$ 525.00	
			Ground transp	\$ 75.00	
			Parking (Sea-Tac)	\$ 75.00	
			Meals	\$ 75.00	
			Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00	
			Auction Item	\$ 25.00	
			Subtotal	\$ 1,525.00	WMCA Exec Comm Travel Policy
BC Conf - Penticton, BC	05/17-19/2011		Registration/early	\$ -	Covered by LGMA
			Airfare	\$ 700.00	
			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	\$ 975.00	WMCA Exec Comm Travel Policy
CA Conf - South Lake Tahoe	4/27-29/2011	Academy 4/27/10	Registration/early	\$ -	Covered by CCAC
			Airfare	\$ 300.00	
			Lodging \$136x3	\$ 500.00	\$136 per night + taxes
			Ground Transp	\$ 125.00	
			Parking (Sea-Tac)	\$ 75.00	
			Meals	\$ 75.00	
			Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00	
			Auction Item	\$ 25.00	
			Subtotal	\$ 1,150.00	WMCA Exec Comm Travel Policy
IIMC Conf - Nashville, TN	5/8-13/2011		Registration/early	\$ 560.00	
			Airfare	\$ 400.00	
			Lodging \$200 x 5	\$ 1,110.00	
			Ground Transp	\$ 50.00	
			Parking (Sea-Tac)	\$ 75.00	
			Meals	\$ 100.00	
			Subtotal	\$ 2,295.00	WMCA Exec Comm Travel Policy
OR Conf - Portland	9/22-23/2011		Registration/early	\$ -	Covered by OAMR
			Airfare	\$ -	
			Lodging \$134x3 + tax	\$ 450.00	
			Ground Transp	\$ 160.00	Mileage
			Parking (Sea-Tac)	\$ -	
			Meals	\$ 75.00	
			Hosp Gifts (inc/out Pres) \$25x2	\$ 50.00	
			Auction Item	\$ 25.00	
			Subtotal	\$ 760.00	WMCA Exec Comm Travel Policy
WMCA Conf - Lake Chelan, WA	3/12-16/2012		Registration/early	\$ 300.00	
			Hotel - Complimentary (Contract)	\$ -	
			Subtotal	\$ 300.00	WMCA Exec Comm Travel Policy
TOTAL PRESIDENT TRAVEL				\$ 7,005.00	
HOSPITALITY EXPENSES		Dates	Item	Price	Policy
IIMC President	3/22-25/2011		Registration/early	\$ 300.00	
			Airline	\$ 500.00	
			Lodging \$78 x 4	\$ 312.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 1,137.00	WMCA Expense Policy
AK President	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
OR President	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
CA President	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
BC President	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
ID President	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
Region IX Rep (OR)	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
Region IX Rep (AK)	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
NCI Director	3/22-25/2011		Registration/early	\$ 300.00	
			Welcoming gift	\$ 25.00	
			Subtotal	\$ 325.00	WMCA Expense Policy
2011 Clerk of the Year	3/22-25/2011		Registration/early	\$ 300.00	
			Subtotal	\$ 300.00	WMCA Expense Policy
TOTAL HOSPITALITY EXPENSES FOR INCOMING GUESTS AT WMCA CONF				\$ 4,037.00	

2010-2011 WMCA BUDGET - SAVINGS

5/08-4/09 ACTUALS	5/09-4/10 ACTUALS	5/10-4/11 APPROVED BUDGET	5/10-4/11 YTD	5/11-4/12 PROPOSED BUDGET	DESCRIPTION	Comments	WMCA Officers & Committee Responsibilities
44,938.14	77,899.75	67,814.00	93,582.15	83,732.15	BALANCE FROM 10-11		
10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	SAFETY NET	\$10,000 in Savings at all times	WMCA Policy set 1/18/08
34,938.14	67,899.75	57,814.00	83,582.15	73,732.15	BEGINNING BALANCE		
					REVENUES		
984.86	155.18	500.00	150.00	150.00	Interest		
45,000.00	0.00	0.00	0.00	0.00	Transfers from General Fund		
45,984.86	155.18	500.00	150.00	150.00	TOTAL SAVINGS REVENUES		
					EXPENDITURES		
2,400.00	8,300.00	12,209.00	0.00	9,376.00	Transfer to General Fund		
0.00	8,300.00	12,209.00	0.00	9,376.00	TOTAL SAVINGS EXPENDITURES		
80,923.00	59,754.93	46,105.00	83,732.15	64,506.15	SAVINGS BALANCE		

2010-2011 WMCA BUDGET - SCHOLARSHIP FUND

SCHOLARSHIP REVENUES

5/08-4/09 ACTUALS	5/09-4/10 ACTUALS	5/10-4/11 APPROVED BUDGET	5/10-4/11 YTD	5/11-4/12 PROPOSED BUDGET	DESCRIPTION	Comments	WMCA Officers & Committee Responsibilities
16,730.44	9,081.85	3,265.00	9,440.92	0.00	Balance from 09-10 Budget		
2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	Safety Net	\$2500 in account at all times	WMCA policy Set 1/2007
14,230.44	6,581.85	765.00	6,940.92	2,500.00	BEGINNING BALANCE		
					SCHOLARSHIP REVENUES		
5,101.00	4,613.00	5,000.00	4,700.00	5,000.00	Auction		
1,486.00	2,318.40	750.00	2,191.00	1,000.00	Product Sales		
5,846.00	5,480.00	4,500.00	3,214.00	5,000.00	Raffles		
116.31	4.59	100.00	1.67	0.00	Scholarship Acct Interest		
75.00	-102.56	100.00	0.00	0.00	Scholarship Store		
	139.00		0.00	0.00	Scholarship 09-10-Other		
3,990.00	0.00				Refund from WSU/Refund of		
16,614.31	12,452.43	10,450.00	10,106.67	11,000.00	TOTAL SCHOLARSHIP REVENUES		

SCHOLARSHIP EXPENDITURES

5/08-4/09 ACTUALS	5/09-4/10 ACTUALS	5/10-4/11 APPROVED BUDGET	5/10-4/11 YTD	5/11-4/12 PROPOSED BUDGET	DESCRIPTION	Comments	WMCA Officers & Committee Responsibilities
					SCHOLARSHIP EXPENDITURES		
	0.00	300.00		0.00	AWC - Basic Training for Clerks/Treasurers Scholarships	Approved by EC in 2008	
4800.00	5270.00	2000.00		3500.00	Conference Scholarships		
	3500.00	2000.00	2000.00	3500.00	Margery A. Price Scholarships		
10440.00	9300.00	2000.00	11325.00	8000.00	NCI Scholarships		
2126.41	2250.00	2500.00	206.41	2250.00	Raffle - Auction	large raffle item, printing costs, auctioneer	
1513.27	1373.72	1000.00	1378.38	0.00	Scholarship Items for Sale		
				-6250.00	Transfer from Savings		
18,879.68	21,693.72	9,800.00	14,909.79	11,000.00	TOTAL SCHOLARSHIP EXPENDITURES		

11,965.07	-2,659.44	1,415.00	2,137.80	2,500.00	SCHOLARSHIP FUND BALANCE		
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