

**FINANCE & MEMBERSHIP DEPARTMENT
2019 BUDGET WORKSHEET**

	2015	2016	2017	2018	2018	2019	2019	2019	
	ACTUALS	ACTUALS	ACTUALS	BUDGET	FORECAST	PROPOSED	RECOMMEND	FINAL	
REVENUE									
350	ASSOCIATE DUES			0	12,500	10,540	0	0	0
398	MISCELLANEOUS	2,968	3,475	6,798	4,000	2,045	2,100	2,100	2,100
	TOTAL REVENUE	2,968	3,475	6,798	16,500	12,585	2,100	2,100	2,100
EXPENSES									
420	PAYROLL	293,743	297,340	363,294	466,019	419,791	429,239	413,249	410,379
435	OVERTIME	4,461	4,726	11,078	10,600	28,572	18,000	18,000	18,000
445	PAYROLL COSTS	130,804	133,854	152,396	187,719	152,591	170,488	168,625	158,929
460	EMPLOYEES	1,017	598	2,148	750	750	750	750	750
465	TRAINING	298	1,065	0	300	700	500	500	500
	TOTAL PAYROLL	430,323	437,583	528,916	665,388	602,404	618,977	601,124	588,558
CONTRACT/SUPPLIES									
475	COMPUTER SUPPLIES	5,824	4,719	6,424	4,700	4,700	4,200	4,200	4,200
477	LEGAL FEES	897	2,900	0	0	0	0	0	0
481	EMPLOYEE ADS	244	0	1,696	150	742	450	450	450
504	CONTRACT SERVICES	62,033	59,602	71,492	63,485	135,000	55,640	55,640	40,750
513	CLEANING SUPPLIES	659	624	1,014	700	700	650	650	650
552	GAS/OIL	87	209	365	200	200	200	200	200
558	POSTAGE	13,835	8,785	13,350	10,200	13,200	13,200	13,200	13,200
561	PRINTING	3,024	3,500	8,265	3,500	3,500	4,500	4,500	4,500
564	SUPPLIES	13,015	15,615	18,050	15,000	18,000	16,000	16,000	16,000
	TOTAL CONTR/SUPPLIES	99,618	95,954	120,656	97,935	176,042	94,840	94,840	79,950
REPAIR/MAINTENANCE									
594	EQUIPMENT	48	0	381	250	250	250	250	250
	TOTAL REPAIR/MAINT	48	0	381	250	250	250	250	250
UTILITIES									
620	ELECTRICITY	6,327	5,863	5,550	6,100	6,000	6,000	6,000	6,000
626	REFUSE REMOVE	561	604	615	621	625	625	625	625
629	TELEPHONE	3,183	3,168	4,580	3,300	8,600	8,400	8,400	8,400
633	WATER/SEWER	1,020	1,002	1,008	1,152	994	994	994	994
	TOTAL UTILITIES	11,091	10,637	11,753	11,173	16,219	16,019	16,019	16,019
OTHER COSTS									
681	DUES/SUBSCRIPTIONS	333	262	537	300	350	400	400	400
688	INSURANCE	4,536	6,298	6,708	7,200	6,941	6,941	6,941	6,940
	TOTAL OTHER	4,869	6,560	7,245	7,500	7,291	7,341	7,341	7,340
	TOTAL EXPENSES	545,949	550,734	668,951	782,246	802,206	737,427	719,574	692,117
	NET OPERATING	-542,981	-547,259	-662,153	-765,746	-789,621	-735,327	-717,474	-690,017

**Finance & Membership
Selected Budget Details 2019**

Contract Services	40,750
Payroll processing fees	16,700
System programming	6,000
Hardware/Software Maint	10,000
401(k) Plan fees	2,200
Postage Machine Maint	3,600
Misc.	2,100
Pest Control	150
Postage	13,200
Mailing assessments, accounts payable, etc.	
Supplies	16,000
General supplies to include: copy paper, letterhead, envelopes, checks, small furniture, etc.	
Insurance	6,940
Building & Contents	2,225
Liability	3,185
Fiduciary	1,530