

NYPTA Proposed Operating Budget 2015 with notes

	2016	2016	2017
	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>
REVENUES			
Membership Dues	\$ 575,000	\$ 557,442	\$ 565,000
Newsletter	\$ 4,000	\$ 1,365	\$ 4,000
Commissions	\$ 7,500	\$ 9,219	\$ 10,000
Career Center	\$ 10,500	\$ 17,491	\$ 15,000
AASIG Director's Interns	\$ 1,500	\$ 1,200	\$ 1,500
AIPT Projects	\$ 3,600	\$ 3,600	\$ 5,000
CEH Processing	\$ 34,000	\$ 35,075	\$ 36,000
CNC Administration	\$ 5,000	\$ 5,000	\$ 5,000
Continuing Education			
Mini Conference(s)	\$ 17,020	\$ 24,300	\$ -
Conference			
Exhibit Booths	<i>no conference</i>		\$ 14,950
Registration	<i>no conference</i>		\$ 62,000
Sponsors	<i>no conference</i>		\$ 7,500
Labels	\$ 3,500	\$ 3,965	\$ 5,800
District Events (online regs.)	\$ 500	\$ 965	\$ 850
District Projects/Mailings	\$ -	\$ 513	
Northeast Caucus	\$ -		
PR Outreach Grant	\$ -		
Website advertising	\$ 500	\$ 750	\$ 750
Sub-Total Revenues	\$ 662,620	\$ 660,885	\$ 733,350
Money Market Withdrawal	\$ 20,000		
Property Rental	\$ 15,000		\$ 20,000
Total Revenues	\$ 697,620	\$ 660,885	\$ 753,350
EXPENSES			
CHAPTER GOVERNANCE			
Executive Committee			
President	\$ 8,471	\$ 7,554	\$ 10,496
President's Stipend	\$ 6,000	\$ 6,000	\$ 6,000
Vice President	\$ 1,300	\$ 743	\$ 1,853
Treasurer	\$ 2,200	\$ 678	\$ 2,486
Secretary	\$ 1,974	\$ 1,522	\$ 1,619
Member at Large	\$ 700	\$ 643	\$ 406
General Executive Expenses	\$ 2,500	\$ 1,532	\$ 2,500
Board of Directors			
Brooklyn Staten Island	\$ 575	\$ 266	\$ 736
Catskill	\$ 325	\$ 321	\$ 327
Central	\$ 550	\$ 358	\$ 474
Eastern	\$ 100	\$ -	\$ -
Finger Lakes	\$ 703	\$ 534	\$ 1,007

NYPTA Proposed Operating Budget 2015 with notes

	2016	2016	2017
	Budget	Actual	Budget
Greater New York	\$ 650	\$ 515	\$ 861
Hudson Valley	\$ 560	\$ 615	\$ 489
Long Island	\$ 740	\$ 411	\$ 608
Southern Tier	\$ 700	\$ 18	\$ 535
Western	\$ 900	\$ 1,157	\$ 863
Directors' Interns	\$ 2,000	\$ 1,597	\$ 2,000
General Board Expenses	\$ 11,000	\$ 12,287	\$ 9,000
Delegate Assembly	\$ 11,000	\$ 9,322	\$ 11,000
Finance Committee	\$ 2,200	\$ 389	\$ 1,760
Strategic Planning TF			\$ 2,000
Judicial Committee	\$ 1,500	\$ 372	\$ 988
Nominating Committee	\$ 1,500	\$ 462	\$ 1,059
Speaker of Assembly	\$ 1,000	\$ -	\$ 1,031
Total Chapter Governance	\$ 59,148	\$ 47,299	\$ 60,097
ASSOCIATION LEADERSHIP			
Chief Delegate	\$ 7,361	\$ 6,333	\$ 7,341
Delegates to HOD	\$ 31,200	\$ 21,085	\$ 30,000
Advocacy Forum-Fed	\$ 2,000	\$ -	\$ 2,000
Northeast Caucus			
PTA Committee	\$ 800	\$ 1,805	\$ 1,293
PTA Caucus Rep	\$ 2,200	\$ -	\$ 2,125
Total Association Leadership	\$ 43,561	\$ 29,223	\$ 42,759
CONTINUING EDUCATION			
AASIG of NYPTA	\$ 25		\$ 25
CEH			
In house processing	\$ 200		\$ 200
Management company	\$ 9,000	\$ 9,140	\$ 9,000
Mini conferences	\$ 11,730	\$ 11,414	\$ -
Conference			\$ 66,700
Program Committee	\$ 1,250	\$ 445	\$ 907
Total Continuing Education	\$ 22,205	\$ 20,999	\$ 76,832
COMMUNICATIONS			
Database Membership Program	\$ 8,000	\$ 11,726	\$ 9,000
Newsletter	\$ 30,000	\$ 420	\$ 3,600
Web Site Hosting	\$ 2,700	\$ 5,166	\$ 120
Total Communications	\$ 40,700	\$ 17,312	\$ 12,720
CHAPTER MEMBERSHIP			
Archivist	\$ 530		\$ 513
Awards Committee	\$ 1,750	\$ 1,166	\$ 1,710
CNC Administration	\$ 5,000		\$ 5,000

NYPTA Proposed Operating Budget 2015 with notes

	2016	2016	2017
	Budget	Actual	Budget
District Allocations	\$ 21,000	\$ 20,918	\$ 21,000
Leadership Committee	\$ 1,140	\$ 694	\$ 1,061
Leadership Workshop	\$ 2,800	\$ 419	\$ 2,777
Membership Committee	\$ 2,900	\$ 704	\$ 2,595
Minority Affairs Committee	\$ 1,258	\$ 368	\$ 676
Regional Mini-Conclaves	\$ 1,000	\$ 1,000	\$ 3,000
Ubit Income Tax	\$ 250		\$ 1,000
Total Membership	\$ 37,628	\$ 25,269	\$ 39,331
LEGISLATIVE			
Advisory Panel on Legislation	\$ 1,200	\$ 1,112	\$ 2,237
Lobbyist	\$ 51,000	\$ 48,565	\$ 51,000
Lobby Day	\$ 5,000	\$ 1,207	\$ 3,000
Lobbying Activity	\$ -	\$ 50	\$ 500
PAC	\$ 1,500	\$ 500	\$ 1,500
Total Legislative	\$ 58,700	\$ 51,434	\$ 58,237
REIMBURSEMENT/PRACTICE			
Advisory Payment Panel	\$ 250	\$ 552	\$ 767
Payment Policy Forum	\$ 3,000	\$ 910	\$ 3,000
AIPT of NYPTA	\$ 3,600		\$ 3,600
Ethics	\$ 480		\$ 343
Practice Committee	\$ 490	\$ 358	\$ 365
Total Reimbursement/Practice	\$ 7,820	\$ 1,819	\$ 8,075
RESEARCH			
Research Committee	\$ 625	\$ 380	\$ 3,316
Arthur J Nelson Research Fund	\$ 5,000	\$ 5,000	\$ 10,000
Total Research	\$ 5,625	\$ 5,380	\$ 13,316
PUBLIC RELATIONS			
Contributions	\$ 1,000	\$ 350	\$ 1,000
Diversity 2000	\$ 250		\$ 250
icontact	\$ 9,000	\$ 9,072	\$ 9,000
Public Relations Committees	\$ 385	\$ 179	\$ 736
Total Public Relations	\$ 10,635	\$ 9,601	\$ 10,986
PROFESSIONAL SERVICE			
Accountant	\$ 9,200	\$ 9,200	\$ 9,200
Legal	\$ 12,000	\$ 12,090	\$ 13,000
Bookkeeping	\$ -	\$ 29,037	\$ 32,200
Total Professional Services	\$ 21,200	\$ 50,327	\$ 54,400

NYPTA Proposed Operating Budget 2015 with notes

	2016	2016	2017
	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>
ADMINISTRATION			
Salaries	\$ 232,000	\$ 213,413	\$ 210,300
Overtime	\$ 1,000	\$ 395	\$ 500
Payroll Taxes			
Fica	\$ 18,130	\$ 16,356	\$ 16,400
Futa	\$ 630	\$ 252	\$ 168
NYS Disability	\$ 300	\$ 285	\$ 300
NYS Unemployment	\$ 1,350	\$ 1,091	\$ 880
Worker's Compensation	\$ 1,600	\$ 1,425	\$ 1,600
Benefits	\$ 42,000	\$ 34,259	\$ 42,000
Pension	\$ 9,480	\$ 7,156	\$ 6,400
Professional Staff Development	\$ 3,500	\$ 2,952	\$ 3,500
Travel			
Executive Director	\$ 6,000	\$ 2,757	\$ 6,000
Staff	\$ 3,500	\$ 2,565	\$ 2,500
Internet	\$ -	\$ 1,428	\$ 3,025
Rent	\$ 40,000	\$ 19,518	\$ 14,638
Insurance	\$ 2,700	\$ 8,203	\$ 2,800
Postage	\$ 800	\$ 459	\$ 500
Supplies	\$ 2,500	\$ 2,543	\$ 3,250
Equipment under \$500	\$ -	\$ 18	\$ 300
Telephone	\$ 2,800	\$ 3,494	\$ 3,050
Computer Service/Supplies/Prog.	\$ 8,000	\$ 9,627	\$ 7,000
Computer Equipment	\$ 2,000	\$ 3,595	\$ 3,000
Dues and Subscriptions	\$ 1,500	\$ 2,614	\$ 1,500
Tokens of Appreciation	\$ 600	\$ 2,837	\$ 600
Service Fees	\$ 2,200	\$ 2,814	\$ 1,500
Photocopier	\$ 6,500	\$ 4,968	\$ 5,000
Total Administration	\$ 389,090	\$ 345,025	\$ 336,711
Building Expenses			
Water & Sewer		\$ 723	\$ 650
Property Insurance/Management Co		\$ 1,944	\$ 6,000
Mortgage/Interest		\$ 5,417	\$ 8,010
Dumpster		\$ 791	\$ 792
Gas/Electric		\$ 4,326	\$ 5,400
General Repairs & Maintenance		\$ 8,800	\$ 11,723
Real Estate Taxes		\$ 14,781	\$ 7,100
Total Building Expenses	\$ -	\$ 36,782	\$ 39,675
TOTAL EXPENSES	\$ 696,312	\$ 603,690	\$ 753,139
Net Total	\$ 1,308	\$ 57,196	\$ 211

NYPTA Proposed Operating Budget 2015 with notes

		<i>2016</i>	<i>2016</i>	<i>2017</i>		
		<i>Budget</i>	<i>Actual</i>	<i>Budget</i>		

NYPTA Proposed Operating Budget 2015 with notes

Cell: K6

Comment: SP Lahr:
consistent with current last two years with CSD

Cell: K8

Comment: SP Lahr:
actual to date is a little below this keep at this number and not at last year actual of \$15k

Cell: K11

Comment: SP Lahr:
increase to account for actual invoicing

Cell: K12

Comment: SP Lahr:
actual to date is over \$17k.
MAY REDUCE TO \$35K IF POSSIBLE

Cell: I15

Comment: Lin Morin:
3 RockTape Conferences

Cell: K18

Comment: SP Lahr:
Registration fees will be increased by about \$25 over previous many years.
Based on 205 total attendees.
Marketing will be improved.
Lunches will still be provided.
Volunteers may be limited.
SL goal would be to see minimum of 250 attend in order for conference to remain viable and worth efforts.

Cell: K19

Comment: SP Lahr:
First time done was in 2015.
It is thought that sponsorship can be more utilized to result in \$7500 additional income.

Cell: L19

Comment: SP Lahr:
conference anticipated profit

Cell: K31

Comment: SP Lahr:
conservative estimate,
want more

Cell: K58

Comment: SP Lahr:
Will aim to keep Jan meeting online

NYPTA Proposed Operating Budget 2015 with notes

Cell: K61

Comment: SP Lahr:

need to have a consultant and meeting to generate next plan.
May need a special project to fund a meeting.

Cell: K72

Comment: SP Lahr:

23 delegates, 2 alternates @1200 and no dinner = \$30000. Pres and Chief Del on their lines.

Cell: K75

Comment: SP Lahr:

reduced extra mileage for conference.

Cell: K76

Comment: SP Lahr:

CSM full
HOD cut: 3 nites lodging @150/nite, 4 days meals, 410 travel =\$1200

Cell: K93

Comment: SP Lahr:

Have missed two paper newsletters this year.
Will do two e-news letters before October BOD.
Plan: only e-newsletters
But BOD passed \$3600 amendment at October mtg to do a postcard mailing to inform all members of change.

Cell: K107

Comment: SP Lahr:

This is being increased to go abck to budgeting for a total of 3.

Cell: K108

Comment: SP Lahr:

Estimated tax from PAC and \$20000 income anticipated to be generated from building rental.

Cell: K113

Comment: SP Lahr:

Reduced for double mileage for conference
PAC \$1500 moved to separate PAC line

Cell: K114

Comment: SP Lahr:

Retainer is actually \$48k.

Cell: K115

Comment: SP Lahr:

Reduced from last year to better reflect actual expenses as per 2016 Lobby Day.

Cell: K116

Comment: SP Lahr:

Need to have money for some registration/filing fees and handouts etc.

NYPTA Proposed Operating Budget 2015 with notes

Cell: K122

Comment: SP Lahr:

Reduced to delete double mileage for conference

Cell: K131

Comment: SP Lahr:

BOD ammendment at October mtg and added \$343 to allow outgoing chair to also attend Fall 2017 Conference to facilitate planning overlap.

Cell: K132

Comment: SP Lahr:

Increased by \$5k over 2016.

Cell: K147

Comment: SP Lahr:

\$50/hr aiming for 40 hr /month.

Will need four months at 100hr/month (\$36k total) with some months not even 40 hrs.

Move payroll to Bulmer to save \$800 on service fee line.

Cell: K152

Comment: SP Lahr:

\$213k comes from 2-3% increaase built in plus giving Carla up to \$10k raise (and job change) to \$51k annual salary.

This for four staff with bookkeeping and additional cost.

Total salary cost (with bookkeeping) in 2016 estimated as \$224861.

As per KG in 2016-06-27:

Current salaries are \$194,541 for 4 staff. We figured a 3% salary increase which would bring current salaries to \$200,377. Promotion of a staff member to the level discussed at the April EC meeting would be \$9,933 bringing the total to \$210,300. We actually came in high on this amount, so this line item can be reduced by \$2,700 if you want to.

Cell: K158

Comment: SP Lahr:

2% @ 4 employees

Cell: K160

Comment: SP Lahr:

Stays the same as potential health ins cost absorbed by one less staff.

Cell: K161

Comment: SP Lahr:

decreased due to one less and one new employee stable till 2018.

Cell: K167

Comment: SP Lahr:

would only remove if 25% discount.

Cell: K168

Comment: SP Lahr:

NYPTA Proposed Operating Budget 2015 with notes

bonding and general liability

Cell: K175

Comment: SP Lahr:
for Adobe products

Cell: K185

Comment: SP Lahr:
\$100k, 10year period, but payments based on 20 year payoff

Cell: K188

Comment: SP Lahr:
Landscaping: \$2080.00
Handyman: \$2700.00
Snow Removal: \$3000.00
Cleaning: \$3100.00
Pest Control: \$843.00
Total: \$11723.00