

## Income &amp; Expense

Fiscal Year 2019 - 2020

31-Dec-19

|                                    | 2019 Q2<br>Apr-Jun | 2019 Q3<br>Jul-Sep | 2019 Q3<br>Oct-Dec | 2020 Q1<br>Jan-Mar | Fiscal<br>YTD      | Budget              | Var        |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|------------|
| <b>INCOME</b>                      |                    |                    |                    |                    |                    |                     |            |
| <b>Membership</b>                  |                    |                    |                    |                    |                    |                     |            |
| Basic                              | \$ 2,400.00        | \$ 1,429.27        | \$ 1,636.23        |                    | \$ 5,465.50        | \$ 8,800.00         | 62%        |
| Emeritus                           |                    | \$ 50.00           |                    |                    | \$ 50.00           | \$ 150.00           | 33%        |
| Find an Indexer                    | \$ 900.00          | \$ 604.64          | \$ 817.68          |                    | \$ 2,322.32        | \$ 3,190.00         | 73%        |
| Institutional                      | \$ 125.00          |                    |                    |                    | \$ 125.00          | \$ 625.00           | 20%        |
| Institutional-International        | \$ 10.00           |                    | \$ 260.00          |                    | \$ 270.00          | \$ 135.00           | 200%       |
| International                      | \$ 220.00          | \$ 480.00          | \$ 244.01          |                    | \$ 944.01          | \$ 1,440.00         | 66%        |
| Student                            |                    |                    |                    |                    | \$ -               | \$ 80.00            | 0%         |
| <b>Total Membership</b>            | <b>\$ 3,655.00</b> | <b>\$ 2,563.91</b> | <b>\$ 2,957.92</b> | <b>\$ -</b>        | <b>\$ 9,176.83</b> | <b>\$ 14,420.00</b> | <b>64%</b> |
| <b>Other Income</b>                |                    |                    |                    |                    |                    |                     |            |
| Advertising - Bulletin             |                    |                    |                    |                    | \$ -               | \$ -                |            |
| Award E-D entrance                 |                    |                    |                    |                    | \$ -               | \$ 90.00            | 0%         |
| Indexing Booklet (Burek)           |                    |                    |                    |                    | \$ -               | \$ 25.00            | 0%         |
| Magpie pins                        |                    |                    |                    |                    | \$ -               | \$ 25.00            | 0%         |
| Mentorship program                 |                    |                    | \$ 200.00          |                    | \$ 200.00          | \$ 400.00           | 50%        |
| <b>Total Other Income</b>          | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ 200.00</b>   | <b>\$ -</b>        | <b>\$ 200.00</b>   | <b>\$ 540.00</b>    | <b>37%</b> |
| <b>TOTAL INCOME</b>                | <b>\$ 3,655.00</b> | <b>\$ 2,563.91</b> | <b>\$ 3,157.92</b> | <b>\$ -</b>        | <b>\$ 9,376.83</b> | <b>\$ 14,960.00</b> | <b>63%</b> |
| <b>EXPENSES</b>                    |                    |                    |                    |                    |                    |                     |            |
| <b>Awards</b>                      |                    |                    |                    |                    |                    |                     |            |
| Banquet tickets (E-D award winner) |                    |                    |                    |                    | \$ -               | \$ 126.00           | 0%         |
| Frames, certificates, etc.         | \$ 114.32          |                    |                    |                    | \$ 114.32          | \$ 120.00           | 95%        |
| <b>Total Awards</b>                | <b>\$ 114.32</b>   | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ 114.32</b>   | <b>\$ 246.00</b>    | <b>46%</b> |
| <b>Bulletin</b>                    |                    |                    |                    |                    |                    |                     |            |
| InDesign                           | \$ 48.94           |                    | \$ 47.82           |                    | \$ 96.76           | \$ 150.00           | 65%        |
| Postage                            | \$ 22.65           |                    | \$ 34.09           |                    | \$ 56.74           | \$ 125.00           | 45%        |
| Printing                           | \$ 102.39          |                    | \$ 102.39          |                    | \$ 204.78          | \$ 450.00           | 46%        |
| <b>Total Bulletin</b>              | <b>\$ 173.98</b>   | <b>\$ -</b>        | <b>\$ 184.30</b>   | <b>\$ -</b>        | <b>\$ 358.28</b>   | <b>\$ 725.00</b>    | <b>49%</b> |
| <b>Executive Expenses</b>          |                    |                    |                    |                    |                    |                     |            |
| International liaison travel       |                    | \$ 834.60          | \$ 565.65          |                    | \$ 1,400.25        | \$ 2,000.00         | 70%        |
| Executive Meetings                 | \$ 1,599.59        |                    |                    |                    | \$ 1,599.59        | \$ 1,100.00         | 145%       |
| <b>Regional meetings # Members</b> |                    |                    |                    |                    |                    |                     |            |
| Central                            |                    |                    |                    |                    | \$ -               | \$ 150.00           | 0%         |
| Eastern                            |                    |                    |                    |                    | \$ -               | \$ 150.00           | 0%         |
| Prairies & Northern                |                    |                    | \$ 25.24           |                    | \$ 25.24           | \$ 150.00           | 17%        |
| British Columbia                   |                    |                    |                    |                    | \$ -               | \$ 150.00           | 0%         |
| <b>Total Executive Expenses</b>    | <b>\$ 1,599.59</b> | <b>\$ 834.60</b>   | <b>\$ 590.89</b>   | <b>\$ -</b>        | <b>\$ 3,025.08</b> | <b>\$ 3,700.00</b>  | <b>82%</b> |
| <b>Membership expenses</b>         |                    |                    |                    |                    |                    |                     |            |
| Mentorship program                 |                    |                    | \$ 180.00          |                    | \$ 180.00          | \$ 360.00           | 50%        |
| The Indexer                        | \$ 3,673.30        | \$ 1,697.84        |                    |                    | \$ 5,371.14        | \$ 7,600.00         | 71%        |
| <b>Total Membership expenses</b>   | <b>\$ 3,673.30</b> | <b>\$ 1,697.84</b> | <b>\$ 180.00</b>   | <b>\$ -</b>        | <b>\$ 5,551.14</b> | <b>\$ 7,960.00</b>  | <b>70%</b> |
| <b>Miscellaneous expenses</b>      |                    |                    |                    |                    |                    |                     |            |
|                                    |                    |                    |                    |                    |                    | \$ 150.00           |            |
| <b>Operating expenses</b>          |                    |                    |                    |                    |                    |                     |            |
| Bank service charges               | \$ 15.00           | \$ 10.50           | \$ 13.50           |                    | \$ 39.00           | \$ 100.00           | 39%        |
| Stripe merchant fees               | \$ 108.61          | \$ 75.75           | \$ 83.76           |                    | \$ 268.12          | \$ 340.00           | 79%        |
| Postage, Mailing Service           |                    | \$ 11.29           |                    |                    | \$ 11.29           | \$ 35.00            | 32%        |
| Printing and Copying               |                    | \$ 45.14           |                    |                    | \$ 45.14           | \$ 60.00            | 75%        |

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|----------------------------------|----------------------|--------------------|--------------------|--------------------|----------------------|----------------------|-------------|
| Supplies                         |                      |                    |                    |                    | \$ -                 | \$ 25.00             | 0%          |
| Total Operating expenses         | \$ 123.61            | \$ 142.68          | \$ 97.26           | \$ -               | \$ 363.55            | \$ 560.00            | 65%         |
| <b>Promotion</b>                 |                      |                    |                    |                    |                      |                      |             |
| Association memberships, etc.    | \$ 415.28            |                    |                    |                    | \$ 415.28            | \$ 400.00            | 104%        |
| Corporate branding               |                      | \$ 40.25           |                    |                    | \$ 40.25             | \$ 100.00            | 40%         |
| Word on the Street               | \$ 169.50            |                    |                    |                    | \$ 169.50            | \$ 250.00            | 68%         |
| Total Promotion                  | \$ 584.78            | \$ 40.25           | \$ -               | \$ -               | \$ 625.03            | \$ 750.00            | 83%         |
| <b>Software &lt; \$500</b>       |                      |                    |                    |                    |                      |                      |             |
| QuickBooks Online                | \$ 91.53             | \$ 91.53           | \$ 330.73          |                    | \$ 513.79            | \$ 260.00            | 198%        |
| Zoom                             |                      |                    |                    |                    | \$ -                 | \$ 240.00            | 0%          |
| Total Software                   | \$ 91.53             | \$ 91.53           | \$ 330.73          | \$ -               | \$ 513.79            | \$ 500.00            | 103%        |
| <b>Translation</b>               |                      |                    |                    |                    |                      |                      |             |
| Awards                           |                      |                    |                    |                    | \$ -                 | \$ 50.00             | 0%          |
| Bulletin                         |                      |                    |                    |                    | \$ -                 | \$ 700.00            | 0%          |
| ISC Documents                    |                      |                    | \$ 218.23          |                    | \$ 218.23            | \$ -                 |             |
| Website                          |                      |                    |                    |                    | \$ -                 | \$ 85.00             | 0%          |
| Total Translation                | \$ -                 | \$ -               | \$ 218.23          | \$ -               | \$ 218.23            | \$ 835.00            | 26%         |
| <b>Volunteer Appreciation</b>    | \$ 24.85             |                    |                    |                    | \$ 24.85             | \$ 100.00            | 25%         |
| <b>Website and Listservs</b>     |                      |                    |                    |                    |                      |                      |             |
| Hosting                          |                      | \$ 251.37          | \$ 36.24           |                    | \$ 287.61            | \$ 275.00            | 105%        |
| Maintenance (including plugins)  | \$ 54.18             |                    | \$ 37.77           |                    | \$ 91.95             | \$ 269.00            | 34%         |
| Web Networks                     |                      | \$ 170.00          |                    |                    | \$ 170.00            | \$ 155.00            | 110%        |
| Total Website and Listservs      | \$ 54.18             | \$ 421.37          | \$ 74.01           | \$ -               | \$ 549.56            | \$ 699.00            | 79%         |
| <b>TOTAL EXPENSES</b>            | <b>\$ 6,440.14</b>   | <b>\$ 3,228.27</b> | <b>\$ 1,675.42</b> | <b>\$ -</b>        | <b>\$ 11,562.06</b>  | <b>\$ 16,225.00</b>  | <b>71%</b>  |
| Accrued Interest                 | \$ 24.22             |                    |                    |                    | \$ 24.22             | \$ 62.00             | 39%         |
| <b>NET OPERATING PROFIT/LOSS</b> | <b>\$ (2,760.92)</b> | <b>\$ (664.36)</b> | <b>\$ 1,482.50</b> | <b>\$ -</b>        | <b>\$ (2,161.01)</b> | <b>\$ (1,203.00)</b> | <b>180%</b> |
| <b>Extraordinary Expenses</b>    |                      |                    |                    |                    |                      |                      |             |
| Conference keynote speakers      | \$ 1,276.00          |                    |                    |                    | \$ 1,276.00          | \$ 1,300.00          |             |
| TIDE Bursary                     |                      |                    | \$ 45.20           |                    | \$ 45.20             | \$ 1,500.00          |             |
| Regional Rep supplement          |                      |                    |                    |                    | \$ -                 | \$ 600.00            |             |
| Archival material expenses       |                      | \$ 153.44          |                    |                    | \$ 153.44            | \$ 400.00            |             |
| TIDE webinar                     |                      |                    |                    |                    | \$ -                 | \$ 250.00            |             |
| Total Extraordinary              | \$ 1,276.00          | \$ 153.44          | \$ 45.20           | \$ -               | \$ 1,474.64          | \$ 4,050.00          | 36%         |
| <b>NET BEFORE CONFERENCE</b>     | <b>\$ (4,036.92)</b> | <b>\$ (817.80)</b> | <b>\$ 1,437.30</b> | <b>\$ -</b>        | <b>\$ (3,635.65)</b> | <b>\$ (5,253.00)</b> | <b>69%</b>  |
| <b>Conference Net</b>            | <b>\$ 2,788.12</b>   |                    | <b>\$ (500.00)</b> |                    | <b>\$ 2,788.12</b>   | <b>\$ -</b>          |             |
| <b>NET PROFIT/LOSS</b>           | <b>\$ (1,248.80)</b> | <b>\$ (817.80)</b> | <b>\$ 937.30</b>   | <b>\$ -</b>        | <b>\$ (847.53)</b>   | <b>\$ (5,253.00)</b> | <b>16%</b>  |

## Account Balances

|              |                     |
|--------------|---------------------|
| Cash Account | \$ 18,069.19        |
| GICs         | \$ 19,585.13        |
| Stripe       | \$ 608.71           |
| <b>Total</b> | <b>\$ 38,263.03</b> |

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|--|--------------------|--------------------|--------------------|--------------------|---------------|--------|-----|
|--|--------------------|--------------------|--------------------|--------------------|---------------|--------|-----|

| Profit & Loss - 2020 Conference Detail |    |          |
|----------------------------------------|----|----------|
| <b>INCOME</b>                          |    |          |
| Banquet                                |    |          |
| Advertising                            |    |          |
| Registrations                          |    |          |
| Members                                |    |          |
| Non-members                            |    |          |
| Presenters                             |    |          |
| Non-early bird                         |    |          |
| Total Registrations                    |    |          |
| Workshop                               |    |          |
| <b>TOTAL INCOME</b>                    | \$ | -        |
| <b>EXPENSES</b>                        |    |          |
| Bags and swag                          |    |          |
| Banquet                                |    |          |
| Handouts                               |    |          |
| Miscellaneous                          |    |          |
| PayPal/Stripe fees                     |    |          |
| Printing                               |    |          |
| Speaker Appreciation                   |    |          |
| Venue                                  | \$ | 500.00   |
| Workshop                               |    |          |
| <b>TOTAL EXPENSES</b>                  | \$ | 500.00   |
| <b>NET PROFIT/LOSS</b>                 | \$ | (500.00) |