

Association for Talent Development Tulsa Chapter
Approved 2024 Budget as of 1-10-24

Category Description	2022 Actual	2023 Budget	2023 Actual	2024 Budget	Notes
INCOME					
ATD CHIP/Membership Fees/Award	\$ 2,986.29	\$ 2,350.00	\$ 2,149.59	\$ 2,500.00	Goal to increase membership to 95-100 (split with Membership Dues)
Meeting Fees	\$ 3,070.00	\$ 8,525.00	\$ 5,925.00	\$ 9,000.00	Goal to increase participation in programs by 20 percent (20 attendees, paying \$35, 10 meetings, 5 attendees, paying \$25, 10 meetings, and 15 attendees, paying \$25, 2 meetings).
Membership Dues		\$ 2,650.00	\$ 1,425.00	\$ 2,500.00	Goal to increase membership to 95-100 (split with ATD ChIP/Mem. Fees/Award)
ATD Meeting Sponsorship	\$ 250.00	\$ 1,500.00	\$ -	\$ 500.00	Re-engaging with conference sponsors.
ATD Newsletter Sponsorship	\$ -	\$ -	\$ -	\$ -	
Special Event - Training	\$ -	\$ 1,500.00	\$ 2,275.00	\$ 3,750.00	Goal to increase participation in programs by 20 percent. (\$375*10 attendees)
Networking Event Sponsorship	\$ -	\$ -	\$ -	\$ 500.00	Networking Sponsorship (Possible two at \$250)
Networking Event Fees	\$ -	\$ -	\$ -	\$ -	Will not charge for events
Special Event - State Conference	\$ -	\$ 15,000.00	\$ 6,770.00	\$ -	No conference in 2024
Special Event- State Conference Sponsorships	\$ -	\$ 2,500.00	\$ 6,500.00	\$ -	No conference in 2024
TOTAL INCOME	\$ 8,206.29	\$ 34,025.00	\$ 25,044.59	\$ 18,750.00	
EXPENSES					
Board Expense					
National ATD Dues	\$ -	\$ -	\$ -	\$ -	No expected supplementation for any Board member national dues.
Retreat	\$ -	\$ 150.00	\$ -	\$ 150.00	No change.
ATD Leader's Conference (ALC)	\$ 1,000.00	\$ 1,750.00	\$ 862.05	\$ 1,750.00	Increasing to send President and President-Elect.
Treasurer Expense	\$ -	\$ 35.00	\$ -	\$ 35.00	No change.
Annual Audit	\$ 937.30	\$ 2,730.00	\$ 910.00	\$ 1,820.00	No change from 2022 cost (\$910 expensed in 2022 and 2023 together).
Various Board Expense	\$ -	\$ -	\$ 364.83	\$ 400.00	Board holiday and transition event.
TOTAL Board Expense	\$ 1,937.30	\$ 4,665.00	\$ 2,136.88	\$ 4,155.00	
Communications Expense					
GoDaddy Domains	\$ 84.68	\$ 186.30	\$ 143.76	\$ 165.00	In alignment to actual in 2022 and 2023 expense.
Go Daddy Email	\$ 646.92	\$ 770.00	\$ 503.16	\$ 575.00	Average of 2022 and 2023 actual expense.
Wild Apricot Web Site	\$ 1,824.00	\$ 2,052.00	\$ 2,304.00	\$ 2,592.00	Increase to \$216/mo. (includes 10% discount) per website information about renewal on 4/26/24
SurveyMonkey & Virtual Meeting Subscriptions	\$ 539.95	\$ 600.00	\$ 635.90	\$ 650.00	Budgeting similar to 2023 actual.
PO Box Subscription	\$ 156.00	\$ 179.40	\$ 166.00	\$ 185.00	Notice from USPS that PO Box rates are increasing (amount TBD)
Zoom Cloud Storage (\$10/mo.)				\$ 120.00	Increases cloud storage to 30TB for recorded meetings (line added for 2024 budget)
Marketing	\$ -	\$ -	\$ -	\$ 250.00	Printing for handouts
TOTAL Communications Expense	\$ 3,251.55	\$ 3,787.70	\$ 3,752.82	\$ 4,537.00	
Meeting Expense					
Annual ATD Program Certification Expense	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	No change.
SHRM/HRCI Accreditation	\$ -	\$ -	\$ -	\$ 500.00	Accreditation for SHRM and HRCI
Facility Charge	\$ -	\$ -	\$ -	\$ -	No change.
Meals-Food	\$ -	\$ 7,218.75	\$ 2,923.50	\$ 4,000.00	Calculated as 20 attendees for \$20/person for 10 meetings (assuming 2 virtual meetings)
ATD December Special Program	\$ -	\$ 250.00	\$ -	\$ -	
Recognition Items	\$ 115.99	\$ 600.00	\$ -	\$ 300.00	Two: Kim and Andrew

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Special Event (Instructor Fees + Food)	\$ -	\$ -	\$ 1,387.89	\$ 2,875.00	Calculated as 10 attendees at \$375 (half for instructors), \$25/person for food (breakfast, lunch, snack), plus \$750 for instructor travel
TOTAL Meeting Expense	\$ 215.99	\$ 8,168.75	\$ 4,411.39	\$ 7,775.00	
Membership Expense					
Name Badges	\$ -	\$ 100.00	\$ 97.65	\$ 50.00	
Membership Development/Appreciation	\$ 1,071.96	\$ 1,000.00	\$ 357.01	\$ 500.00	
New Member Appreciation/Recognition	\$ -	\$ -	\$ -	\$ -	
TOTAL Membership Expense	\$ 1,071.96	\$ 1,100.00	\$ 454.66	\$ 550.00	
Misc. Expenses					
Online Payment Processing Expense	\$ 228.61	\$ 918.68	\$ 476.90	\$ 596.13	Calculated an approximate 25% increase to due to additional expected participation.
Oklahoma ATD State Conference	\$ 629.07	\$ 13,000.00	\$ 4,422.59	\$ -	No conference in 2024
Other Special Event Expense	\$ 300.00	\$ 750.00	\$ -	\$ -	
Insurance	\$ 1,070.24	\$ 1,200.00	\$ 1,069.93	\$ 1,100.00	No change
TOTAL Misc Expense	\$ 2,227.92	\$ 15,868.68	\$ 5,969.42	\$ 1,696.13	
TOTAL EXPENSES	\$ 8,704.72	\$ 33,590.12	\$ 16,725.17	\$ 18,713.13	
OVERALL TOTAL	\$ (498.43)	\$ 434.88	\$ 8,319.42	\$ 36.88	

Prepared by Jennifer Roberson (Outgoing 2023 VP of Finance), Crystal Ifekoya (2024 President-Elect) and Andrew Engelbrecht (2024 President) on 1-5-24