

ATD Tulsa 2020 Approved Budget for Website 2-7-2020

Approved Budget for 2020

Category Description	2018 Actual	2019 Actual	2020 Budget	FY20 Budget Notes
<b>INCOME</b>				
ATD ChiP	\$ 1,237.27	\$ 944.91	\$ 1,000.00	Income from ATD for ChiP purchases from ATD Store
Meeting Fees	\$ 8,130.00	\$ 6,580.00	\$ 7,200.00	Fees from monthly program meetings
Membership Dues	\$ 4,214.00	\$ 5,525.83	\$ 5,150.00	ATD Tulsa annual membership dues
ATD Meeting Sponsorship	\$ 1,000.00	\$ 750.00	\$ 1,000.00	4 Regular Meeting Sponsorships (\$250 each)
ATD Newsletter Sponsorship	\$ -	\$ 100.00	\$ 200.00	\$100 per newsletter sponsorship
Special Event - Training	\$ 5,840.00	\$ 2,890.00	\$ 3,000.00	One Special Event Training
Networking Event Sponsorship			\$ 300.00	Sponsorships for 4 quarterly networking events
Networking Event Fees			\$ 1,000.00	\$10 per person for 100 people attending 4 quarterly networking events.
Special Event - State Conference	\$ -	\$ 17,996.00		ATD Tulsa hosts the ATD OK State Conf in odd years - In even years, ATD Tulsa sponsors the Conf with a \$1,000 sponsorship to the COC-ATD Chapter
Special Event- State Conference Sponsorships	\$ -	\$ 2,000.00		
<b>TOTAL INCOME</b>	<b>\$ 20,421.27</b>	<b>\$ 36,786.74</b>	<b>\$ 18,850.00</b>	
<b>EXPENSES</b>				
<b>Board Expense</b>				
National ATD Dues	\$ 1,341.00	\$ 129.00		
Retreat	\$ 53.05	\$ 190.50	\$ 120.00	Budget for refreshments for annual board retreat in December
ATD Leader's Conference (ALC)	\$ 3,346.00	\$ 2,648.55	\$ 3,500.00	Expenses for 2 ATD Tulsa board members to attend conference in October 2020 - 2 Registrations, 2 Hotel Rooms, 2 Airfares, & Meals
Treasurer Expense	\$ 347.70	\$ 2.00	\$ 400.00	Supplies, echecks, Quickbooks
Annual Audit	\$ -	\$ 1,200.00	\$ 1,300.00	Annual Financial Audit - Should be completed by June 30, 2020 (CARE Requirement)
<b>TOTAL Board Expense</b>	<b>\$ 5,087.75</b>	<b>\$ 4,170.05</b>	<b>\$ 5,320.00</b>	
<b>Communications Expense</b>				
GoDaddy Domains	\$ 80.68	\$ -	\$ 100.00	Web Domains for ATDTulsa.org and TDTulsa.org
Go Daddy Email	\$ 501.48	\$ -	\$ 120.00	1) 9 Email ID's for ATD Tulsa board members @ tdtulsa.org
Wild Apricot Web Site	\$ 1,536.00	\$ 1,536.00	\$ 1,728.00	Annual expense for Wild Apricot membership management software.
SurveyMonkey	\$ 408.00	\$ 408.00	\$ 408.00	Annual Subscription for SurveyMonkey

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PO Box Subscription	\$ 70.00	\$ 80.00	\$ 92.00	Annual Expense for ATD Tulsa PO Box
Marketing	\$ -	\$ -	\$ 250.00	Printing / Mailing Costs for Special Meeting or Communcation
<b><u>TOTAL Communications Expense</u></b>	<b>\$ 2,596.16</b>	<b>\$ 2,024.00</b>	<b>\$ 2,698.00</b>	
<b>Meeting Expense</b>				
Facility Charge	\$ 915.00	\$ 1,350.00	\$ 1,100.00	OSU-Tulsa meeting rooms for monthly program meetings
Meals-Food	\$ 5,981.58	\$ 4,676.58	\$ 5,200.00	Fees for catered meals during monthly program meetings
ATD December Special Program	\$ -	\$ -	\$ 200.00	Decorations and centerpieces for Dec 2019 meeting
Recognition Items	\$ 246.02	\$ 411.90	\$ 700.00	Thank you gifts for speakers; thank you plaque for ATD Tulsa President; \$100 cash for Trainer Throwdown winner (Dec program mtg)
<b><u>TOTAL Meeting Expense</u></b>	<b>\$ 7,142.60</b>	<b>\$ 6,438.48</b>	<b>\$ 7,200.00</b>	
<b>Membership Expense</b>				
Name Badges			\$ 400.00	Name badge storage and carrying cases, blank name badges & holders
Membership Development/Appreciation	\$ -	\$ -	\$ 400.00	\$100 = 2 \$50 QT gift cards for winners of 2019 Membership Survey
New Member Appreciation/Recognition	\$ 158.60	\$ -	\$ 400.00	
<b><u>TOTAL Membership Expense</u></b>	<b>\$ 158.60</b>	<b>\$ -</b>	<b>\$ 800.00</b>	
<b>Misc. Expenses</b>				
Online Payment Processing Expense	\$ 490.86	\$ 988.47	\$ 600.00	High in 2019 due to conference
Oklahoma ATD State Conference	\$ 1,000.00	\$ 16,233.37	\$1,000.00	Sponsorship to OKC State Conference Note: Gentleperson's agreement to provide host chapter with \$1,000 "sponsorship" check
Other Special Event Expense	\$ 1,237.98	\$ 1,898.62		
Insurance	\$ 992.55	\$ 985.24	\$ 1,200.00	D&O and general liability insurance
<b><u>TOTAL Misc Expense</u></b>	<b>\$ 3,721.39</b>	<b>\$ 20,105.70</b>	<b>\$ 2,800.00</b>	
<b><u>TOTAL EXPENSES</u></b>	<b>\$ 18,706.50</b>	<b>\$ 32,738.23</b>	<b>\$ 18,818.00</b>	
<b><u>OVERALL TOTAL</u></b>	<b>\$ 1,714.77</b>	<b>\$ 4,048.51</b>	<b>\$ 32.00</b>	