

Balance Sheet	<u>Actual</u>	<u>Proposed</u>	<u>Notes/Comments</u>
Cash Position as of July 1, 2010	\$16,256.20	\$16,256.20	
Non Interest Bearing		\$11,256.20	
Operating Account		\$12,916.68	
Seminar Account		\$3,339.52	
Interest Bearing		\$5,000.00	to put in a 1 year CD
Revenue: Cash Basis			
Membership Dues		\$2,000.00	Based on 60 member roster
Seminars/Meetings			
Half Day Workshop Sponsorship		\$1,200.00	
Half Day Workshop Registration		\$3,000.00	50 people at \$60
Vendor Advertising			
Iron Mountain		\$250.00	Invoice 9/1/10
Cintas		\$250.00	invoice sent 8/17/10
Recall		\$0.00	\$250 pd last fiscal year & \$200 for 2009-10
American Shredding		\$250.00	Send invoice \$5000 x 1% for 365 days - Where does this belong?
Interest/Dividends		\$50.00	
Chapter Meeting Sponsorship			
Iron Mountain		\$600.00	Invoice in fall
Recall		\$0.00	\$550 pd last fiscal year
IBM		\$500.00	Verbal commitment through David Fleming
Regular Chapter Meeting Lunch(non member)		\$105.00	Based on previous year experience
Socials (Guest Participants)		\$120.00	Based on previous year experience
Other		\$1,200.00	Iron Mtn for 2010 Leadership Conference
Total Revenue	\$0.00	\$9,525.00	
Operating Expenses: Cash Basis			
Seminars/Meetings			
Regular Chapter Meetings		\$1,800.00	Lunch for 7 regular meetings
Half Day Workshop		\$1,050.00	Food for 60 people at \$17 each
Service Project		\$200.00	
Christmas Social		\$500.00	24 people at \$20
Closing Social		\$800.00	32 people at \$25
Strategic Planning Session		\$113.00	
Printing & Postage		\$50.00	Most postage and printing associated with marketing or seminar
Special Projects		\$167.00	
Travel			
President to ARMA Intn'l Conference		\$2,500.00	Registration (\$900), Airfaire (\$350), hotel (\$1000), and meals (\$250)
VP Airfaire to Leadership Conf 11-12		\$200.00	
Contributions			
AIEF		\$0.00	
Leadership/Scholarship		\$500.00	
Fees			
Corporate Registration		\$45.00	
Supplies		\$100.00	
Other		\$0.00	
Other Expense			
Audit		\$0.00	Appoint committee from within membership
Marketing			
ARMA Pins		\$0.00	Last order for 300 was around \$550
Promotional Items		\$200.00	Pens or other trinkets
Chapter Info Pamphlets		\$100.00	Reprint with updated information
Promotional Activities		\$500.00	Exhibition at other association events
Historical/Website		\$200.00	Project to clean-up electronify record keeping
Awards		\$400.00	
Misc		\$100.00	
Total Expenses	\$0.00	\$9,525.00	
Profit / Loss	\$0.00	\$0.00	
Proposed Cash Balance for June 30, 2011	\$16,256.20	\$16,256.20	