

American Library Association							03/14/2017
FY 2018 Budget							
Fund: OPERATING/DIVISIONS FUND (12)							1:14 PM
Unit_Project: RUSA							
Line Item	2014 Actual	2015 Actual	2016 Actual	2017 YTD Jan Actual	2017 Budget	2018 Budget	Notes
(4000) DUES/PERSONAL	183,146	176,403	169,612	68,131	170,000	211,000	0000: Dues increase of \$7 per year - 3200 members = 214400. Conservative estimate entered into projection.
(4001) DUES/ORGANIZATIONAL				0			
(4002) DUES/SPECIAL				0			
(4003) DUES/LIFE MEMBERS-CURRENT	1,620	1,545	1,500	1,083	2,600	2,600	
(4004) DUES/CNTNUNG MBRS & DIV TRFR	330	315	315	333	800	800	
(4100) SALES/BOOKS	64	166	66	0	75	91	
(4600) ASSETS RELEASED FROM RESTRICTION				0			
(4601) RETURNS/CREDITS				0	(25)		
(4602) SALES/BOOKS-DISCOUNT			(11)	(5)		(11)	
(4101) SALES/PAMPHLETS				0			
(4102) SALES - AUDIOVISUAL				0			
(4103) SALES - ONLINE				0			
(4104) SALES/RENTL MAIL LISTS				0			
(4105) SALES/WEBINARS/WEBCASTS/WEB CE				0			
(4108) SALES/ALA STORE				0			
(4109) SALES/MISC	92,984	86,791	73,648	32,261	113,400	95,429	4817: Includes Carnegie seals sales
(4110) SUBSCRIPTIONS	21,107	18,670	14,525	6,660	15,000	15,000	
(4140) ADVERTISING/GROSS	5,750	3,750	3,250	0	3,500	3,500	
(4143) ADVERTISING/ON-LINE				0			
(4610) COMMISSION/LINE ADV			0	0			
(4611) COMMISSION/SALES REP	(1,250)	(1,250)	(750)	0	(800)	(800)	
(4612) COMMISSION/ADVERTISING AGENCY				0			
(4142) ADVERTISING/CLASSIFIED				0			
(4200) REGISTRATION FEES	15,023	18,910	10,967	0	28,000	10,500	4973: Includes all institutes/preconferences, not just the BRASS precon. 2 preconferences/institutes in 2018 with profit of about \$5250 each.
(4210) EXHIBIT SPACE RENTALS				0			
(4220) MEAL FUNCTIONS		2,000	5,405	0	5,400	12,500	4817: Includes Carnegie ticket sales
(4300) GRANTS/CONTRACTS/AWARDS				0			
(4301) GRANTS AWARDS - TEMPORARILY RESTRICTED				0			

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(5110) PROFESSIONAL SERVICES	70,379	78,438	54,933	6,937	38,000	29,163	0000: Does not include Web Manager's salary, as in past. 4800: Includes Adobe connect honorarium \$1000 for Arta Kabashi: 4807: 4807: Book and Media and Achievement Awards program book and calligrapher		
(5120) LEGAL FEES				0					
(5121) AUDIT/TAX FEES				0		200			
(5122) BANK S/C	7,151	6,919	5,583	2,482	6,912	5,789			
(5140) EQUIP/FURN REPAIRS				0					
(5141) MAINTENANCE AGREEMENTS				0					
(5150) MESSENGER SERVICE	626	160	246	17	382	65			
(5151) DUPLICATION/OUTSIDE		24		0					
(5210) TRANSPORTATION	5,613	8,310	7,483	811	4,312	4,320	4801: Includes ASAE in April in Chicago for P-E, P-E Orientation in October in Chicago, for VP. 4806: includes \$500 for president's program speaker transportation		
(5212) LODGING & MEALS	15,833	16,107	11,300	1,262	7,430	6,930	4801: includes room and hotels for ASAE in April in Chicago for P-E, P-E Orientation in October in Chicago, for VP. Food for Exec. Dir. 4806: includes \$300 for president's programs speaker expenses food.		
(5214) ENTERTAINMENT				0					
(5216) BUSINESS MEETINGS	1,654	2,780	2,392	0	900	300	4801: Includes food at div. pres reception at conference, P-E orientation, etc.		
(5219) UNALLOCATED AMERICAN EXPRESS				0					
(5300) FACILITIES RENT				0					
(5301) CONFERENCE EQUIPMENT RENTAL	3,518	7,209	2,255	225	800	2,280			
(5302) MEAL FUNCTIONS	22,890	41,955	22,072	0	18,585	18,380	4800: Formerly included catering for RUSA Social and RUSA 101 catering. Eliminate catering for both. Cash bar, coffee only for Social and 101 respectively - \$500 each. 4806: Eliminated AC awards catering - cash bar only; Eliminated BMA catering, cash bar only. 4817: annual conference Carnegie reception author event.		
(5303) EXHIBITS		449		0	449		4800: Funds for exhibiting at ACRL or PLA conference - took out for FY18.		

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(5304) SPEAKER/GUEST EXPENSE				0			
(5305) SPEAKER/GUEST HONORARIUM	3,300	32,291	20,015	9,010	23,500	20,000	4806: Includes \$1,000 for president's program speaker
(5306) AWARDS	37,860	31,598	32,709	1,000	34,043	28,686	0000: Spectrum Scholar: \$2,000 this year (\$3,000 total)
(5307) SECURITY SERVICES				0			
(5308) SPECIAL TRANSPORTATION				0		0	
(5309) AUDIO/VISUAL EQUIPMENT RENTAL & LABOR	357	11,488	12,512	0	14,260	17,009	
(5310) COMPUTER RENTAL/INTERNET CONNECTIONS		325		0	325	0	
(5350) PROGRAM ALLOCATION				0			
(5400) EDITORIAL/PROOFREADING/OUTSIDE				0			
(5401) TYPESETTING/COMPOSITION-OUTSD				0			
(5402) PRINTING-OUTSIDE	10,953	9,245	1,908	785	5,028	2,044	4800: Printing of new/revised brochures
(5403) BINDING-OUTSIDE				0			
(5404) DESIGN SERVICE-OUTSIDE		620	425	540	2,250	500	
(5406) REVIEW SERVICE				0			
(5410) MAIL SERVICE-OUTSIDE				27			
(5411) ADVERTISING/SPACE	445		313	0	300	313	
(5412) ADVERTISING/DIRECT				0			
(5413) MAIL LIST RENTAL				0			
(5414) SUPPLIES/PRODUCTION		62		0		0	
(5415) PRE-PRESS/PHOTOGRAPHIC SERVICE		12		0			
(5416) ADVERTISING PRODUCTION COST		500		0	500		
(5420) COPYRIGHT FEES				0			
(5430) WEB OPERATING EXPENSES	260	260	6,182	3,127	6,000	6,182	
(5431) WEBINAR/WEBCASTS/WEB CE EXP				0			
(5432) PURCHASED INVENTORY				0			
(5433) ORDER PROCESSING/FULFILLMENT	101	76	97	38	126	0	
(5480) COST OF SALES				0			
(5490) INVENTORY ADJUSTMENT				0			
(5499) INVENTORY RESERVE ADJUSTMENT				0			
(5030) STAFF RECRUITMENT/RELOCATION			145	313		145	
(5031) STAFF DEVELOPMENT	730	329	475	300	3,200	475	
(5500) SUPPLIES/OPERATING	7,205	5,765	3,633	2,470	3,350	2,222	
(5501) EQUIPMENT & SOFTWARE/MINOR	1,441			981	0		
(5502) REFERENCE MATERIAL/PERIODICALS	1,289	259		0	280	0	
(5510) INSURANCE				0			
(5520) EQUIPMENT RENTAL/LEASE	289			0			
(5521) SPACE RENT				0			
(5522) TELEPHONE/FAX	6,194	4,606	2,990	1,350	3,000	3,000	0000:Includes teleconferences for committee meetings and virtual meeting phone lines
(5523) POSTAGE/E-MAIL	3,225	3,044	2,835	607	3,055	1,000	0000: Formerly included Mailchimp. Now: Social media, etc.
(5525) UTILITIES				0			
(5530) DEPRECIATION F/E	875	1,363	1,197	766	1,363	1,200	

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(5531) DEPRECIATION BUILDING				0					
(5532) AMORT.- EQUIP N-S INTANGIBLE ASSETS				0					
(5533) DO NOT USE N/S Intangible Assets				0					
(5540) ROYALTY EXPENSE				0					
(5541) COLLECTION EXPENSE				0					
(5543) BAD DEBT EXPENSE				0					
(5544) INTEREST EXPENSE				0					
(5545) TAXES/PROPERTY				0					
(5550) PROMOTION	1,274	214	747	500		13	4800: Includes Swag - took out for 2018		
(5560) ORG SUPPORT/CONTRIBUTION	1,000	(15,135)	(6,917)	0	(1,000)	(7,917)			
(5599) MISC EXPENSE	363	1,164	224	78	925	424			
(5800) IMPAIRMENT / GW INTANGIBLE ASSETS				0					
(5901) IUT/CPU	6,000	6,234	6,206	3,170	6,230	6,200			
(5902) IUT/DATA PROC				0					
(5903) IUT/SUBS PROC	1,811	1,675	1,337	524	1,300	1,337			
(5904) TRANSFER TO/FROM ENDOWMENT	(23,025)	(24,447)	(30,599)	0	(18,000)	(35,500)	Conservative estimate of endowment payout; should be closer to \$40,000 at end of FY2018		
(5905) IUT/TELEPHONE	605	799	594	48	600	500			
(5906) IUT/ORDER BILLING				0					
(5908) IUT/MAINTENANCE				0					
(5909) IUT/DIST CTR	22	34	33	130	31	30			
(5910) IUT/REPRO CTR	3,121	3,829	3,966	1,392	4,725	2,074			
(5912) IUT/CPU PAPER	8,720	6,814	7,512	3,276	7,500	7,512			
(5913) IUT/PREPRESS	22,070	19,065	19,327	8,488	20,000	19,327			
(5940) IUT/REGISTRATION PROCESSING	4,783	3,905	714	0	1,000	714			
(5941) IUT/CHOICE				0					
(5942) IUT/ADVERTISING				0					
(5999) IUT/MISC	1,000	260	160	0	250	260			
(5911) IUT/OVERHEAD	17,448	18,218	14,266	5,138	24,675	17,342			
(5998) IUT/ALLOCATIONS				0					
(5600) TAXES/INCOME	0	60		25	60				
(TEI) Total Expenses plus Taxes/Income	435,135	428,265	421,353	169,109	501,283	458,458			
Net Revenue Over Expenses	(64,910)	(65,437)	(82,523)	(45,789)	(86,308)	(64,056)			