

		<i>RUSA</i>						03/16/2017 11:58 AM	
		Performance Report							
		For the Period Ending February 2017							
		Year-To-Date							
		Annual Budget Projections for Revenue or Expenses	Actual Revenue or Expenses as of Feb. 2017	Budget (Where we should be according to projections for this time of year)	Variance (how much we are under or over the projections for this time of year)	Variance % (percentage of how much are under or over projections for this time of year)	Prior Year Actual	Notes	
3000	BEGINNING NET ASSETS	0	382,111	0	382,111	100%	464,821		
REVENUES									
4000	DUES/PERSONAL	170,000	81,376	85,000	-3,624	-4%	85,961		
4003	DUES/LIFE MEMBERS-CURRENT	2,600	1,300	1,300	0	0%	1,300		
4004	DUES/CNTNUNG MBRS & DIV TRFR	800	400	400	0	0%	621		
	Subtotal Dues	173,400	83,076	86,700	-3,624	-4%	87,882		
4100	SALES/BOOKS	75	513	37	476	1268%	515		
4601	RETURNS/CREDITS	-25	0	-12	12	100%	0		
4602	SALES/BOOKS-DISCOUNT	0	-7	0	-7	-100%	-13		
	Subtotal Sales-Net	50	506	25	481	1923%	502		
4109	SALES/MISC	113,400	41,618	56,700	-15,083	-27%	45,794	Includes online learning	
	Subtotal Other Sales	113,400	41,618	56,700	-15,083	-27%	45,794		
4110	SUBSCRIPTIONS	15,000	7,760	7,500	260	3%	7,755		
	Subtotal Subscriptions	15,000	7,760	7,500	260	3%	7,755		
4140	ADVERTISING/GROSS	3,500	0	1,750	-1,750	-100%	2,250		
4611	COMMISSION/SALES REP	-800	0	-400	400	100%	-500		
	Subtotal Advertising	2,700	0	1,350	-1,350	-100%	1,750		
4200	REGISTRATION FEES	28,000	0	10,000	-10,000	-100%	70	Preconferences and Institutes	
4220	MEAL FUNCTIONS	5,400	0	2,700	-2,700	-100%	0		

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	Subtotal Meetings and Conferences	33,400	0	12,700	-12,700	-100%	70		
4400	DONATIONS/HONORARIA	67,525	19,625	33,762	-14,137	-42%	22,976		
4421	ROYALTIES	7,500	1,253	3,750	-2,497	-67%	395		RUSO royalties
4490	MISCELLANEOUS REVENUE	2,000	0	1,000	-1,000	-100%	0		
	Subtotal Misc.	77,025	20,878	38,512	-17,635	-46%	23,371		
	Total Revenues	414,975	153,837	203,487	-49,651	-24%	167,123		Total revenue is 24% (\$49,600) under projection (\$203,487) for this time of year.
	EXPENSES								
5000	SALARIES & WAGES	209,620	100,998	104,810	3,812	4%	79,354		
5001	WAGES/TEMPORARY EMPLOYEES	7,500	699	3,750	3,052	81%	0		
5005	ATTRITION FACTOR	-10,062	0	-5,031	-5,031	-100%	0		
5010	EMPLOYEE BENEFITS	66,979	33,384	33,489	106	0%	23,806		
5016	PROFESSIONAL MEMBERSHIPS	600	150	300	150	50%	0		
	Payroll & Related Expenses	274,637	135,231	137,318	2,088	2%	103,160		
5100	TEMPORARY EMPLOYEES/OUTSIDE	0	0	0	0	0%	278		
5110	PROFESSIONAL SERVICES	38,000	7,687	19,000	11,313	60%	21,546		
5122	BANK S/C	6,912	3,134	3,456	322	9%	3,142		
5150	MESSENGER SERVICE	382	17	166	149	90%	214		
	Outside Services	45,294	10,838	22,622	11,784	52%	25,179		
5210	TRANSPORTATION	4,312	811	2,156	1,345	62%	2,318		
5212	LODGING & MEALS	7,430	1,462	3,715	2,253	61%	4,733		

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5216	BUSINESS MEETINGS	900	0	450	450	100%	0		
	Travel and Related Expenses	12,642	2,273	6,321	4,048	64%	7,051		
5301	CONFERENCE EQUIPMENT RENTAL	800	225	400	175	44%	0		
5302	MEAL FUNCTIONS	18,585	0	9,293	9,293	100%	5,095		
5303	EXHIBITS	449	0	225	225	100%	0		
5305	SPEAKER/GUEST HONORARIUM	23,500	9,327	11,750	2,423	21%	8,540		
5306	AWARDS	34,043	8,500	17,022	8,522	50%	15,250		
5309	AUDIO/VISUAL EQUIPMENT RENTAL & LABOR	14,260	224	7,130	6,906	97%	8,572		
5310	COMPUTER RENTAL/INTERNET CONNECTIONS	325	0	162	162	100%	0		
	Meetings and Conferences	91,962	18,276	45,981	27,705	60%	37,456		
5402	PRINTING-OUTSIDE	5,028	785	1,914	1,129	59%	323		
5404	DESIGN SERVICE-OUTSIDE	2,250	540	1,125	586	52%	0		
5410	MAIL SERVICE-OUTSIDE	0	27	0	-27	-100%	0		
5411	ADVERTISING/SPACE	300	250	150	-100	-67%	0		
5416	ADVERTISING PRODUCTION COST	500	0	250	250	100%	0		
5430	WEB OPERATING EXPENSES	6,000	3,127	3,000	-127	-4%	1,730		
5433	ORDER PROCESSING/FULFILLMENT	126	48	63	15	23%	29		
	Publication Related Expenses	14,204	4,777	6,502	1,725	27%	2,082		
5030	STAFF RECRUITMENT/RELOCATION	0	313	0	-313	-100%	0		
5031	STAFF DEVELOPMENT	3,200	300	1,600	1,300	81%	225		
5500	SUPPLIES/OPERATING	3,350	3,074	1,650	-1,424	-86%	2,674		
5501	EQUIPMENT & SOFTWARE/MINOR	0	981	0	-981	-100%	0		
5502	REFERENCE MATERIAL/PERIODICALS	280	0	140	140	100%	0		
5522	TELEPHONE/FAX	3,000	1,350	1,500	150	10%	1,207		

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5523	POSTAGE/E-MAIL	3,055	607	1,527	921	60%	1,655		
5530	DEPRECIATION F/E	1,363	920	681	-238	-35%	544		
5550	PROMOTION	0	1,000	0	-1,000	-100%	735		
5560	ORG SUPPORT/CONTRIBUTION	-1,000	0	-500	-500	-100%	0		
5599	MISC EXPENSE	925	78	375	297	79%	0		
	Operating Expenses	14,173	8,622	6,974	-1,648	-24%	7,039		
	Total Direct Expenses	452,912	180,017	225,718	45,702	20%	181,968		
5901	IUT/CPU	6,230	3,200	3,115	-85	-3%	1,706		
5903	IUT/SUBS PROC	1,300	619	650	31	5%	721		
5904	TRANSFER TO/FROM ENDOWMENT	-18,000	0	-9,000	-9,000	-100%	0		
5905	IUT/TELEPHONE	600	52	300	248	83%	372		
5909	IUT/DIST CTR	31	150	15	-135	-868%	14		
5910	IUT/REPRO CTR	4,725	1,488	2,275	787	35%	2,209		
5912	IUT/CPU PAPER	7,500	3,276	3,750	474	13%	1,745		
5913	IUT/PREPRESS	20,000	8,488	10,000	1,512	15%	4,631		
5940	IUT/REGISTRATION PROCESSING	1,000	1,384	500	-884	-177%	714		
5999	IUT/MISC	250	0	125	125	100%	160		
	Total Indirect Expenses	23,636	18,656	11,731	-6,926	-59%	12,271		
	TOTAL EXPENSES BEFORE OH & TAXES	476,548	198,673	237,449	38,776	16%	194,239		

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5911	IUT/OVERHEAD	24,675	6,585	12,338	5,752	47%	7,018	Overhead paid to ALA for online learning income and preconference and institute income
5600	TAXES/INCOME	60	30	30	0	0%	0	
	TOTAL OVERHEAD /TAXES	24,735	6,615	12,368	5,752	47%	7,018	
	TOTAL EXPENSES □	501,283	205,288	249,816	44,528	18%	201,257	Total expenses are 18% (or \$44,528) under projections for this time or year.
	NET REV/(EXP) FROM OPERATIONS	-86,308	-51,452	-46,329	-5,123	-11%	-34,134	
	ENDING NET ASSET BALANCE	-86,308	330,659	-46,329	376,988	814%	430,687	
	<p>Note: Although RUSA's revenue is slow in coming in this year, (24% under projection), they have underspent in the expenses area by about \$6,329 or 18% under projection. Online CE was put on hold for a few weeks for improvements to be made to our processes and maintenance. Online CE registrations have been robust since they started again. At 6 months into the fiscal year, we are underspent quite a bit if you consider we should be at the half-way point in expenditures (\$250,642), but lagging in revenue generation - at the half-way point we should have accumulated revenue of about \$201,488.</p>							