

SAMPLE 3 - Community League Treasurer's Report

**ABC Community League
Treasurer's Report
January 2009**

**ABC Community League
Preliminary Year-end Financial Report for 2008**

EXPENSES

	Casino	General	Totals
1. ADMINISTRATION			
Newsletter	\$3,388.37		\$3,388.37
Website	\$487.55		\$487.55
Insurance	\$4,136.00		\$4,136.00
EFCL	\$380.00	\$163.00	\$543.00
General (photocopying, cheques, corporate registry)	\$107.40	\$135.66	\$243.06
Casino Expenses	\$2,959.25		\$2,959.25
Subtotal	\$11,469.09	\$303.06	\$11,772.15
2. PROGRAMS			
Soccer	\$6,330.46		\$6,330.46
Volleyball	\$286.20		\$286.20
Swimming	\$740.64		\$740.64
Subtotal	\$7,357.30		\$7,357.30
3. ACTIVITIES			
Canada Day		\$2,233.37	\$2,233.37
New Year's		\$1,000.00	\$1,000.00
Other (Bus Committee, FIFA ticks)		\$336.74	\$336.74
Subtotal		\$3,570.11	\$3,570.11
4. PLAYGROUND			
Payroll, 2 leaders	\$7,824.62		\$7,824.62
Subtotal	\$7,824.62		\$7,824.62
5. HALL			
Caretaking		\$12,340.00	\$12,340.00
Booking		\$4,175.00	\$4,175.00
Booking Phone		\$343.80	\$343.80
Hall Phone		\$832.00	\$832.00
Utilities		\$4,465.08	\$4,465.08
Repair & Maint.		\$3,754.71	\$3,754.71
Cleaning Supplies		\$1,931.20	\$1,931.20
CarbBust. Fl'up	\$566.17		\$566.17
Subtotal	\$566.17	\$27,841.86	\$28,408.03
6. RINK			
Repair & Maint.	\$66.72		\$66.72
Utilities	\$2,581.48		\$2,581.48
Rink Shack Construction	\$3,830.71		\$3,830.71
Subtotal	\$6,478.91		\$6,478.91
7. DONATIONS			
School Library	\$5,000		\$5,000
Subtotal	\$5,000		\$5,000
TOTAL	\$38,696.09	\$36,715.03	\$75,411.12
BALANCE AT THE BEGINNING OF 2008:		\$91,565.53	

REVENUE IN 2008:

SELF GENERATED REVENUE	
Hall Rental	\$31,670.35
Canada Day	\$238.84
Membership Fees	\$4,885.00
Soccer Registration	\$4,180.00
Interest	
Subtotal - Self Generated Revenue	\$43,030.44
GRANT REVENUE	
Operating Grants	\$5,801.00
Employment Grants	\$4,528.00
Subtotal - Grant Revenue	\$10,329.00
FUNDRAISING REVENUE	
Donations	\$130.00
Great Human Race	\$1,930.00
Casino Revenue	\$74,715.10
Subtotal - Fundraising Revenue	\$76,775.10
Total Revenue	\$130,134.54

+ TOTAL REVENUE IN 2008:**\$130,134.54**

- TOTAL EXPENSES IN 2008:**\$ 75,411.12**

BALANCE AT THE BEGINNING OF 2009 (UNAUDITED):

General Account

Operating	\$5,231.39	
T-Bills	\$28,345.20	
Term #5	\$5,125.00 (9 Feb. 2009)	
Term #6	\$10,000 (20 April 2010)	
Term #7	\$9,000.00 (20 April 2009)	
Total		\$57,701.59
		(+ accrued interest)

Casino Account

	\$97,332.68
(+ accrued interest)(includes approx. \$36,000 from previous casino + <u>\$20,000 reserve for 2010</u>)	

Subtotal

\$155,034.27

Minus School Donation Commitment

- \$10,000

(\$5,000 from General Account + \$5,000 from Casino Account)

Total

\$145,034.27

Playgroup

\$611.18

Greenspace Project

\$7,425.15

PROJECTED REVENUE IN 2009

Hall Rental	\$25,000.00	
Membership	\$7,000.00	
Soccer	\$4,000.00	
Interest	\$1,500.00	
Operating Grant	\$5,800.00	
Playground Grants	\$4,400.00	
Grant – Human Race	\$900.00	
Projected Total	\$48,600.00	<u>\$48,600.00</u>

TOTAL

\$193,634.27

(+ Playgroup + Greenspace)

ABC Community League
DRAFT 2009 Operating Budget – Jan. 6, 2009

	Casino	General	Totals
1. ADMINISTRATION			
Newsletter	\$5,500.00		\$5,500.00
Website	\$100.00		\$100.00
Insurance	\$4,400.00		\$4,400.00
EFCL	\$400.00		\$400.00
General (photocopying, cheques, corporate registry)	\$50.00	\$400.00	\$450.00
Bank Charges	\$50.00	\$50.00	\$100.00
Subtotal	\$10,500.00	\$650.00	\$11,150.00
2. PROGRAMS			
Soccer	\$6,000.00		\$6,000.00
Volleyball	\$600.00		\$600.00
Swimming	\$1,500.00		\$1,500.00
Subtotal	\$8,100.00		\$8,100.00
3. ACTIVITIES			
Canada Day		\$2,500.00	\$2,500.00
Other		\$1,000.00	\$1,000.00
Subtotal		\$3,500.00	\$3,500.00
4. PLAYGROUND			
Payroll, 2 leaders	\$7,824.62		\$7,824.62
Subtotal	\$7,824.62		\$7,824.62
5. HALL			
Caretaking		\$12,080.00	\$12,080.00
Booking		\$4,000.00	\$4,000.00
Booking Phone		\$400.00	\$400.00
Hall Phone		\$800.00	\$800.00
Utilities		\$6,400.00	\$6,400.00
Repair & Maint.		\$4,000.00	\$4,000.00
Cleaning Supplies		\$2,500.00	\$2,500.00
CarbBust. Fl'up	\$433.83		\$433.83
Carbon Creds.		\$500.00	\$500.00
Subtotal	\$433.83	\$30,680.00	\$31,113.83
6. RINK			
Repair, Maintenance, Cleaning	\$2,000.00		\$2,000.00
Utilities	\$3,000.00		\$3,000.00
Equipment	\$500.00		\$500.00
Snowsweeper	\$3,500.00		\$3,500.00
Deck	\$9,463.54		\$9,463.54
Subtotal	\$18,463.54		\$18,463.54
Budgeted Expenses			
TOTAL	\$45,997.37 +	\$34,830.00 =	\$80,827.37
Balances	\$46,335.31 +	\$66,471.59 =	\$112,806.90
	- \$20,000 reserve for 2010		
	= \$26,335.31 +	\$66,471.59 =	\$92,806.90

Notes on the Report

1. \$193,634.27 (starting balance and projected revenue) - \$80,827.37 (projected expenses) = \$112,806.90 unallocated funds. However, approximately \$20,000 casino funds should be reserved for 2010, leaving \$92,806.90 unallocated funds (\$26,335.31 casino + \$66,471.59 general).
2. \$41,220.80 of the current \$97,332.68 casino balance consists of 2006 casino proceeds that remained with the ABC Community League at the end of the two-year proceeds-use period. We are currently in the process of requesting permission to spend these funds for our already-approved purposes and, based on conversations with Alberta Gaming, are optimistic that such permission will be granted. However, it should be noted that without this money, our casino funds would be over-allocated for 2009.

Notes on the Budget

This may be as far as we can go with the budgeting process for the time being. That is, we may have to pause in the overall budget process until the outcomes of three other processes currently underway are more clearly known:

1. **Casino Report:** In December 2008, we submitted our Regular Casino Financial Report for the period January 1 to August 31, 2008 to Alberta Gaming. We expect to have feedback on the report around the end of February 2009. It is possible that this feedback will affect our budgeting decisions.
2. **Rink Shack Visioning:** The outcomes of this process may have a significant effect on the decisions we make about our currently unallocated funds. The sooner this process results in a budget and timeline, the sooner we will be able to proceed with other budgeting.

Note: The Draft Budget in this report indicates an allocation of \$9,463.54 for the rink shack deck in 2009. This figure is based on the board motion of March 17, 2007 (Minute #07-28) to spend \$15,000 on the rink shack deck. From this amount, our records indicate that \$1,705.75 was spent in 2007 for deck pilings and permit, and that \$3,830.71 was spent in 2007 on various rink shack deck expenses incurred by John Doe, leaving the balance of \$9,463.54.

3. **Carbon Buster Follow-up:** The outcomes of this process may have a significant effect on the decisions we make about our currently unallocated funds. The sooner this process results in a budget and timeline, the sooner we will be able to proceed with other budgeting.

Notes on the Budget Process

The completion of our community league budget, both in connection with the three matters identified above and otherwise, should be realized through democratic processes.

In late October 2008, the board directed that e-mails be sent to individuals who have responsibilities toward or perform duties for the league. Three responses were received:

- The league secretary suggested that \$400 be budgeted for secretarial expenses, consisting of \$250 for photocopying general meeting minutes and \$150 for paper, cartridges, binders, etc. for printing/organizing board and general meeting minutes.
- The webmaster described a certain kind of webcam that allows for locating it on the web, with its own IP address so it doesn't have to be connected to a running computer all the time. The camera is about \$140, and the web service is \$20 per year. He wondered if community residents would consider it useful for security to have a few, pointing at streets or lanes. Only community residents would know the web addresses.
- The volleyball coordinator reported that representatives from Alberta Gaming had been at a district Parents as Partners meeting and had said that casino moneys could go to hiring an instructor for kids' programs like karate, kung fu, tai chi, etc. or adult programs like ballroom dancing. Apparently the community gym is not fully booked and the rental on the gym is free for community programs or at least kids' programs. Gym bookings are done in May or June for fall programs.

There have been no board meetings since these suggestions were received so they have not yet been discussed by the board. Ideally, these suggestions and others, as well as the budgetary outcomes of the three matters identified earlier in this report, should be considered in focused *community-wide* participatory processes. The execution of such processes would require the full involvement of the board or a budget committee.