

Spencer Baba  
National Finance Officer

June 15, 2006

Dear ADVA Executive Council

Attached is the 2005-2006 budget report through June 12th.

Key points:

1. Expenses were \$5,425.45 under budget.
2. Income was \$296.19 over budget. However, dues income was \$1,499.70 under budget. We were over budget because of over budget merchandise sales profit. Wayne Bryant with some help from Les Hines sales brought in \$4,295.89 profit.
3. Membership expenses were significantly under budget. This is probably because of an overlap with Adjutant expenses.
4. The newsletter was slightly overbudget- by \$895.51 over a budget of \$19,000.00.
5. The historian budget received two anonymous donations of \$200 each, hence the budget was increased in the report to \$1900.00.
6. The scholarship fund received two donations totally \$38.00, therefore that budget was increased by a like amount.

2006-2007 budget

1. Les Hines has requested a historian budget of \$3,000.00.
2. Dave Taylor asked for an increase in the newsletter budget. However, he says he can live with what is budgeted.
3. The attached budget includes a suggested budget for the coming fiscal year. It shows a budget surplus of \$1,250.00. This includes a budget increase of the historian budget to \$3,000 and an increase in the newsletter to \$20,000.00.
4. I did not include a \$2,000 advance for the next reunion because it is usually repaid if borrowed (only Cleveland did not repay fully in recent history) and because Portland did not request the advance.

Best regards,  
Spen

<b>Americal Division Budget</b>						
	<b>Total Budget 2004-2005</b>	<b>Total Budget 2005-2006</b>	<b>Actual 1 July 2005 12 June 2006</b>	<b>Variance from Total Year</b>	<b>Proposed 2006-2007</b>	
<b>INCOME</b>						
Dues	30,000.00					
<b>Dues-Total</b>	<b>30,000.00</b>	<b>33,000.00</b>	<b>31,500.30</b>	<b>-1,499.70</b>	<b>31,500.00</b>	
Resale Products	6,500.00		9,471.25			
Credit Card Fees			275.04			
Refunds			25.00			
Bad Checks						
Bad Check Fees						
General Postage						
Resale Postage			805.09			
Resale Merchandise	-4,000.00		4,070.23			
<b>Resale-Total</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>4,295.89</b>	<b>1,795.89</b>	<b>4,000.00</b>	
<b>Income- Total</b>	<b>32,500.00</b>	<b>35,500.00</b>	<b>35,796.19</b>	<b>296.19</b>	<b>35,500.00</b>	
<b>EXPENSES</b>						
<b>Elections</b>						
Printing Ballots, envelopes						
Mailing Ballots						
Refreshments- counting ballots						
<b>Total</b>		<b>2,000.00</b>	<b>1,170.00</b>	<b>-830.00</b>	<b>0.00</b>	
<b>Dues</b>						
Mailing Dues Reminders						
Membership costs- pins, etc.			202.95			
<b>Total</b>	<b>900.00</b>	<b>2,600.00</b>	<b>202.95</b>	<b>-2,397.05</b>	<b>2,500.00</b>	
<b>Newsletter</b>						
Printing			16,710.97			
Mailing			3,154.54			
Managing Editor's Expenses						
Computer Expenses						
Vietnam Editor's Expenses						
Contributing Editor's Expenses						
<b>Total</b>	<b>20,000.00</b>	<b>19,000.00</b>	<b>19,865.51</b>	<b>865.51</b>	<b>20,000.00</b>	
<b>Convention</b>						
Advance to Convention Chair	2,000.00					
Commander	1,000.00		1,000.00		1,000.00	
Adjutant	650.00		650.00		650.00	
Finance Officer	650.00		650.00		650.00	
Awards-	300.00		290.25		300.00	
National Commander's Gift	100.00				100.00	
<b>Total</b>	<b>4,700.00</b>	<b>4,500.00</b>	<b>2,590.25</b>	<b>-1,909.75</b>	<b>2,700.00</b>	
<b>Finance Officer</b>						
Bonding- paid thru 2007						
<b>Total</b>	<b>250.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	

<b>Americal Division Budget</b>						
	<b>Total Budget 2004-2005</b>	<b>Total Budget 2005-2006</b>	<b>Actual 1 July 2005 12 June 2006</b>	<b>Variance from Total Year</b>	<b>Proposed 2006-2007</b>	
<b>Donations</b>						
Scholarship Fund	300.00	338.00	338.00	0.00	300.00	
<b>Total</b>	<b>300.00</b>	<b>0.00</b>		<b>0.00</b>		
<b>Miscellaneous</b>						
Insurance for Museum	250.00	250.00	250.00	0.00	250.00	
Book plates storage	50.00	50.00		-50.00	50.00	
Expenses for Museum	200.00			0.00		
Secretary of State-Boston	15.00	15.00	15.00	0.00	15.00	
Commander's Expenses	250.00	1,000.00	1,000.00	0.00	1,000.00	
Sr. Vice Commander's Expenses	50.00	50.00		-50.00	50.00	
Finance Officer's Expenses	100.00		39.00	39.00	100.00	
Chapter Pay-Backs	1,600.00	0.00		0.00	0.00	
National Recruitment	1,000.00	1,000.00	502.95	-497.05	1,000.00	
Bad Checks and Fees	75.00	75.00	360.00	285.00	300.00	
Bank Charges-check printing	50.00			0.00	50.00	
Tax Preparation	30.00	50.00	41.07	-8.93	50.00	
Bank Deposit Fees-BOA	180.00	250.00	260.40	10.40	275.00	
Wreaths- Memorials	500.00	250.00		-250.00	250.00	
Historian Expenses	1,000.00	1,900.00	1,892.42	-7.58	3,000.00	
Website expenses	360.00	180.00		-180.00	360.00	
Chapter Coordinator						
Executive Council Chairman						
<b>Total</b>	<b>5,710.00</b>	<b>5,070.00</b>	<b>4,360.84</b>	<b>-709.16</b>	<b>6,750.00</b>	
<b>Adjutant's Expenses</b>						
<b>Total</b>	<b>750.00</b>	<b>2,250.00</b>	<b>1,805.00</b>	<b>-445.00</b>	<b>2,000.00</b>	
<b>Expense Total</b>	<b>32,610.00</b>	<b>35,420.00</b>	<b>30,332.55</b>	<b>-5,425.45</b>	<b>34,250.00</b>	
<b>Income Total</b>	<b>32,500.00</b>	<b>35,500.00</b>	<b>35,796.19</b>	<b>296.19</b>	<b>35,500.00</b>	
<b>Net Budget- 12 months</b>	<b>-110.00</b>	<b>80.00</b>	<b>5,463.64</b>	<b>5,383.64</b>	<b>1,250.00</b>	
<b>ASSETS:</b>						
<b>Vanguard- General Funds</b>	<b>12/31/03</b>		<b>6/12/06</b>			
Prime Money Market	5,318.98		5,640.94			
Short-Term Investment Grade	55,450.66		58,530.12			
<b>Total</b>	<b>60,769.64</b>		<b>64,171.06</b>			
<b>Citizens checking</b>			621.93			
<b>BOA General Checking</b>			7,671.29			
<b>BOA Retail Sales Checking</b>			11,896.76			
<b>Total</b>			<b>20,189.98</b>			
<b>Total Vanguard+Cash Assets</b>			<b>84,361.04</b>			