

5/98

June 19, 1998

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Subject: ADVA Financials for May 1998

Enclosed are financial statements for the month of May 1998 and eleven months year-to-date compared to the full year budget. The month May showed net cash inflow of \$6,138. In the first 11 months, revenues have exceeded expenses by \$9, 582. Revenues for T-shirt sales continue to be very strong. Assets at the end of March were \$75,181 -- the highest balance of any month in the fiscal year.

The enclosed statements show checking balances maintained at both Citizen's and Fleet banks. Since the last outstanding check has now been cashed, I have sent instructions to Fleet bank to close the account and this should be effected before the end of June. The statements for May also show the inclusion of new Vanguard money market account that I mentioned last month. ADVA Foundation scholarship solicitation of expenses of \$739 (mentioned last month) have now been reimbursed and will be reflected in the June statements.

It looks like ADVA will have a very good year financially. In the month of June, expenses for the latest newsletter and Orlando reunion are already booked and I expect the asset balance will decrease somewhat from end of May levels.

There are a number of reasons why the financial results look so positive, including:

- Profits from T-shirt sales have been \$908 (before mailing costs.)
- The Museum operations were budgeted for a \$1,550 net expense but the actual year-to-date expense of \$85 is considerably less. (I am not sure why the actual net expense is so low.)
- Historical Research was budgeted for \$1,000 net expense but we actually have a net profit of \$257 due to low spending and to earnings from the sale of documents.
- Investment income will be about \$600 over budget for the year. This more than offsets the checking account service fees of \$276 (not budgeted.)

As you know, ADVA has a considerable number of lifetime members (552 from WWII and 363 from VN) whom will be sent newsletters for life that will be paid for out of assets or operating revenues in the future. Although the current asset position of ADVA may look substantial, most of the investments are needed to back the future costs of lifetime memberships. Bernie recently provided me some data on the lifetime membership count so that I could make a life expectancy based calculation of the approximate amount of assets ADVA should hold in reserve.

For your information, I have now determined that about \$60,000 of assets should be held in reserve for lifetime memberships. This was based on the assumption that the future cost of printing and mailing newsletters will inflate about 4% per year and that the rate of return expected on investments will be about 6%. (If you want to know more about this calculation, we can discuss it in Orlando.) In any event, I feel that this estimate should reassure our lifetime members that we have not squandered away the money they paid up front. It also should make clear that the ADVA general treasury does not have a big pot of excess money that could be passed down to the regional chapters.

See you in Orlando

Buckle

Americana Division Veterans Association

Actual Revenues and Expenses vs. Full Year Budget

July 1, 1997 to May 31, 1998

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| | Full Year Budget | Eleven Mos. YTD Actual. | Variance Favorable (Unfavorable) |
|---------------------------------------|---------------------|-------------------------------|--|
| | \$ | \$ | \$ |
| Revenues | | | |
| Books | | 145 | 145 |
| Dues | 28,800 | 27,354 | (1,446) |
| Investment Income | 2,640 | 2,981 | 341 |
| DC Reunion refund of expense | | 239 | 239 |
| T-Shirts Revenue | | 3,905 | 3,905 |
| Other Museum Revenue | | 2,304 | 2,304 |
| Documents Income | | 778 | 778 |
| Total Revenues | 31,440 | 37,706 | 6,266 |
| Expenses | | | |
| <u>Newsletter:</u> | | | |
| Newsletter--Printing | 13,920 | | |
| Newsletter--Postage | 2,676 | | |
| Managing Editor's Expenses | 756 | | |
| Vietnam Editor's Expenses | 500 | | |
| Chapter Coordinator's Expenses | 150 | | |
| Computer Expenses | 450 | | |
| Sub-Total Newsletter Expenses | 18,452 | 13,060 | 5,392 |
| <u>Operational:</u> | | | |
| Membership Expense | | 919 | (919) |
| Elections | 285 | 762 | (477) |
| Convention | 4,500 | 2,000 | 2,500 |
| Donations to Charities | 600 | 450 | 150 |
| Museum & Resale | 1,555 | 2,389 | (834) |
| Pay Back Chapters | 1,225 | 1,211 | 14 |
| National Recruitment | 1,550 | 1,414 | 136 |
| Historical Research | 1,000 | 521 | 479 |
| Bad Checks | 0 | 24 | (24) |
| Miscellaneous Other Expense | 186 | 16 | 170 |
| T-Shirts Expense | | 2,997 | (2,997) |
| Checking account Service Fees | | 276 | (276) |
| ADVA Foundation Expenses | | 739 | (739) |
| Sub-Total Operational Expenses | 10,901 | 13,718 | (2,817) |
| <u>Officer's Expenses:</u> | | | |
| Adjutant | 1,687 | 1,006 | 681 |
| Commander | 100 | 0 | 100 |
| Sr. Vice Commander | 25 | 0 | 25 |
| Finance Officer | 275 | 205 | 70 |
| Foundation Officer | | 135 | (135) |
| Sub-Total Officer's Expenses | 2,087 | 1,346 | 741 |
| Total Expenses | 31,440 | 28,124 | 3,316 |
| Revenues less Expenses | 0 | 9,582 | 9,582 |

ADVA Account Balances Report

(Includes unrealized gains)

As of 6/18/98

5/31/98

6/18/98
Selected Accounts

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| Acct | Balance |
|-------------------------------------|-----------|
| ASSETS | |
| Cash and Bank Accounts | |
| 98-Oct 13-Life Memberships | 4,025.52 |
| Citizens Ckng | 11,843.25 |
| Fleet NOW Acct | 2,199.51 |
| Museum Cash | 5.49 |
| TOTAL Cash and Bank Accounts | 18,073.77 |
| Other Assets | |
| Post Office Bal-Bulk Mail Balance | 621.00 |
| TOTAL Other Assets | 621.00 |
| Investments | |
| Money Market | |
| Vanguard Money Mkt | 11.65 |
| -Cash- | 20,000.00 |
| TOTAL Money Market | 20,011.65 |
| Vanguard | |
| Fixed Inc ST Corp | 36,475.12 |
| -Cash- | 0.00 |
| TOTAL Vanguard | 36,475.12 |
| TOTAL Investments | 56,486.77 |
| TOTAL ASSETS | 75,181.54 |
| LIABILITIES | |
| OVERALL TOTAL | 75,181.54 |

ADVA Cash Flow Statement

5/1/98 Through 5/31/98

6/18/98

Selected Accounts

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| Category Description | 5/1/98- | 5/31/98 |
|--|----------|----------|
| INCOME/EXPENSE | | |
| INCOME | | |
| Documents Inc. | 103.00 | |
| General Dep. | 5,905.91 | |
| Int Inc-Interest Income | 20.88 | |
| Museum Inc. | 183.70 | |
| T Shirts Inc | 303.25 | |
| _DivInc-Dividend | 277.51 | |
| TOTAL INCOME | | 6,794.25 |
| EXPENSES | | |
| Adjutant's Exp. | 43.30 | |
| Archives Exp. | 93.98 | |
| Donation | 100.00 | |
| Recruitment | 350.53 | |
| Service Fee--FB-Fleet Bank Service Fee | 17.47 | |
| Transfer-ADVA Foundation | 50.00 | |
| Uncategorized Expenses | 0.00 | |
| TOTAL EXPENSES | | 655.28 |
| TOTAL INCOME/EXPENSE | | 6,138.97 |

Transaction Report

5/1/98 Through 5/31/98

6/18/98

Selected Accounts

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| Date | Acct | Num | Description | Memo | Category | Clr | Amount |
|---------|-----------|--------|------------------------|-------------------|------------------|-----|------------|
| | | | BALANCE 4/30/98 | | | | 58,147.55 |
| 5/1/98 | Citize... | DEP | | | Museum Inc. | R | 183.70 |
| | | | | | T Shirts Inc | R | 353.25 |
| | | | | | Documents Inc. | R | 103.00 |
| | | | | | General Dep. | R | 174.75 |
| 5/5/98 | Citize... | DEP | | | General Dep. | R | 978.00 |
| 5/6/98 | Citize... | DEP | | | General Dep. | R | 745.75 |
| 5/7/98 | Citize... | 1011 | Bernie Chase | | Adjutant's Exp. | R | -43.30 |
| 5/7/98 | Citize... | 1012 | ADVA Foundation | | Transfer | R | -50.00 |
| 5/7/98 | Citize... | 1013 | Spencer Bumgar... | refund | T Shirts Inc | R | -16.00 |
| 5/7/98 | Citize... | 1014 | George P. Dakin | refund | T Shirts Inc | R | -16.00 |
| 5/7/98 | Citize... | 1015 | Les Hines | | Archives Exp. | R | -47.72 |
| 5/7/98 | Citize... | 1016 | Print Turnaroun... | John DeGroot---- | Recruitment | R | -265.00 |
| 5/8/98 | Citize... | DEP | | | General Dep. | R | 808.00 |
| 5/10/98 | Citize... | 1017 | Ben Willet | refund | T Shirts Inc | R | -18.00 |
| 5/18/98 | Citize... | DEP | | | General Dep. | R | 767.41 |
| 5/19/98 | Citize... | 1018 | John DeGroot | folding & sorting | Recruitment | | -15.00 |
| 5/19/98 | Citize... | 1019 | John DeGroot | Postage | Recruitment | | -70.53 |
| 5/19/98 | Citize... | 1020 | Les Hines | | Archives Exp. | | -46.26 |
| 5/21/98 | Citize... | DEP | | | General Dep. | R | 776.00 |
| 5/21/98 | Citize... | 1021 | Howard County ... | | Donation | | -100.00 |
| 5/26/98 | Citize... | DEP | | | General Dep. | R | 919.00 |
| 5/29/98 | Citize... | DEP | | | General Dep. | R | 737.00 |
| 5/7/98 | Fleet ... | 1542 | Vanguard Fixed ... | | [Vanguard] | R | -8,000.00 |
| 5/13/98 | Fleet ... | DEP | | | Int Inc | R | 15.75 |
| 5/14/98 | Fleet ... | EFT | | | Service Fee--FB | R | -17.47 |
| 5/29/98 | Fleet ... | DEP | | | Int Inc | R | 5.13 |
| 5/27/98 | Mone... | XIn | Vanguard Money... | | [Money Market] | | 20,000.00 |
| 5/30/98 | Mone... | ReinvD | 11.65 Vanguard ... | | _DivInc | | 11.65 |
| 5/7/98 | Vang... | XIn | Vanguard Fixed ... | | [Fleet NOW Acct] | | 8,000.00 |
| 5/11/98 | Vang... | Buy | 740.741 Fixed In... | | | | 0.00 |
| 5/27/98 | Vang... | SellX | 1,846.722 Fixed ... | | _RlzdGain | | 193.01 |
| 5/30/98 | Vang... | ReinvD | 24.548 Fixed Inc... | | [Vanguard] | | -20,000.00 |
| | | | | | _DivInc | | 265.86 |
| | | | | | | | 6,331.98 |
| | | | TOTAL 5/1/98 - 5/31/98 | | | | |
| | | | BALANCE 5/31/98 | | | | 64,479.53 |
| | | | TOTAL INFLOWS | | | | 35,037.26 |
| | | | TOTAL OUTFLOWS | | | | -28,705.28 |
| | | | NET TOTAL | | | | 6,331.98 |

ADVA Museum Revenues and Expenses by Month
July 1,1997 to June 30, 1998

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Year to Date Total |
|---|---------------|-----------------|---------------|-----------------|-------------------|---------------|-----------------|---------------|-----------------|---------------|---------------|------|--------------------|
| Revenues | | | | | | | | | | | | | |
| T-shirts | 124.00 | 62.97 | 32.00 | 54.00 | 143.00 | 535.00 | 642.70 | 327.00 | 1,107.00 | 574.40 | 303.25 | | 3,905.32 |
| Other Income | 635.40 | 304.43 | 100.25 | 258.90 | 133.95 | 227.50 | 148.90 | 112.70 | 153.70 | 44.50 | 183.70 | | 2,303.93 |
| Total Revenues | 759.40 | 367.40 | 132.25 | 312.90 | 276.95 | 762.50 | 791.60 | 439.70 | 1,260.70 | 618.90 | 486.95 | | 6,209.25 |
| Expenses | | | | | | | | | | | | | |
| T-Shirts: | | | | | | | | | | | | | |
| Shirts Illustrated | | | | | | | | | | | | | 2,232.00 |
| Rollie Castranova | 43.00 | 400.00 | | | | 1,170.00 | | 312.00 | 500.00 | 250.00 | | | 737.00 |
| Mass. Police H&F Fund (5 T-shirts) | | | | | | 294.00 | | | | | | | 27.50 |
| | | | | | | 27.50 | | | | | | | |
| Sub-total Tshirts Expense | 43.00 | 400.00 | 0.00 | 27.50 | 1,464.00 | 0.00 | 0.00 | 312.00 | 500.00 | 250.00 | | | 2,996.50 |
| Advances to Ken Turner for Shipping & Misc. Exp | 100.00 | | | | 100.00 | 15.47 | 100.00 | 200.00 | 28.10 | 200.00 | | | 743.57 |
| D&G Dave Grieger (Americal Pins & Patches) | | | | | 432.45 | | 201.95 | 338.45 | | | | | 972.85 |
| E. Co. & Medical Detachment (Pins) | 30.00 | | | | | | | | | | | | 30.00 |
| J. Barry Driscoll Insurance Agency | 201.00 | | | | | | | | | | | | 201.00 |
| Dynamik Sports (Americal Hats) | | | | | 72.00 | | | | | | | | 72.00 |
| Russell Badge Co. (Decals) | | | | | | | | 370.00 | | | | | 370.00 |
| | | | | | | | | | | | | | |
| Sub-total Other Expenses | 100.00 | 231.00 | 0.00 | 604.45 | 15.47 | 301.95 | 908.45 | 28.10 | 200.00 | 0.00 | | | 2,389.42 |
| Total Expenses | 143.00 | 631.00 | 0.00 | 631.95 | 1,479.47 | 301.95 | 908.45 | 340.10 | 700.00 | 250.00 | | | 5,385.92 |
| Net Revenue less Expenses | 616.40 | (263.60) | 132.25 | (319.05) | (1,202.52) | 460.55 | (116.85) | 99.60 | 560.70 | 368.90 | 486.95 | | 823.33 |
| Recap by subcategory | | | | | | | | | | | | | |
| T-Shirt Sales | | | | | | | | | | | | | |
| Revenues | 124.00 | 62.97 | 32.00 | 54.00 | 143.00 | 535.00 | 642.70 | 327.00 | 1,107.00 | 574.40 | 303.25 | 0.00 | 3,905.32 |
| Expenses | 43.00 | 400.00 | 0.00 | 27.50 | 1,464.00 | 0.00 | 0.00 | 312.00 | 500.00 | 250.00 | 0.00 | 0.00 | 2,996.50 |
| Net From T-Shirt Sales | 81.00 | (337.03) | 32.00 | 26.50 | (1,321.00) | 535.00 | 642.70 | 15.00 | 607.00 | 324.40 | 303.25 | 0.00 | 908.82 |
| Museum Operations (excluding T-Shirts) | | | | | | | | | | | | | |
| Revenues | 635.40 | 304.43 | 100.25 | 258.90 | 133.95 | 227.50 | 148.90 | 112.70 | 153.70 | 44.50 | 183.70 | 0.00 | 2,303.93 |
| Expenses (excluding T-Shirts) | 100.00 | 231.00 | 0.00 | 604.45 | 15.47 | 301.95 | 908.45 | 28.10 | 200.00 | 0.00 | 0.00 | 0.00 | 2,389.42 |
| Net From Museum Operations | 535.40 | 73.43 | 100.25 | (345.55) | 118.48 | (74.45) | (759.55) | 84.60 | (46.30) | 44.50 | 183.70 | 0.00 | (85.49) |