

Westchester County Chapter
of The Links, Incorporated

2017-2018 Budget

Presented to Chapter

1. National Assembly
Reflects money for Delegate & Alternate for hotel, travel, food, registration etc.
2. Conference Exhibit
Covers exhibits expense for National Assembly and Eastern Area Conferences
3. Eastern Area Activity
Reflects costs for Program Chair to attend Program workshop required by National.
4. Administration
Operational expenses for postage, stationary, printing, typing newsletter/directory, miscellaneous typing, P.O. Box, web site maintenance, executive committee meetings
5. Storage
Facility expense to store all Westchester County Links properties
6. President's Discretionary Fund and Vice President Discretionary Fund
Travel and related expenses while conducting business on behalf of the chapter.
7. Audit
Financial audit at close of fiscal year (April 30) and external audit review
8. Social
Covers expenses for Chapter's social events e.g. Christmas Party
9. Hospitality
Expression of sympathy during illness or loss (cards, flowers, birthdays, retirements, etc.).
10. Membership
Covers expenses for special occasions i.e. Friendship Service, New Member Orientation etc.
11. Fund Development
Expenses related to Long Term Strategic Development
12. National Dues
\$195 per member for the per capita tax assessed by the National Office.
13. Umbrella Liability Insurance
Insurance coverage for risks that could lead to loss/claim against National Links, the chapter or a member.
14. Foundation Dues
\$45 per member, all members of The Links, Inc. Are required to be members of The Links Foundation, Inc.

15. Grants-in-Aid
\$45 per member assessed by Foundation
16. Bonding Insurance
Liability insurance coverage for President, Financial Secretary, and Treasurer.
17. Monthly Meetings
Covers Monthly Chapter Meeting facility and year end waiter tips
18. Publicity/Public Relations
Program Reports, Brochures, Chapter Pictures, and Journal Ads, public relations for chapter and facet activities.
19. Big Apple Cluster Activities
Chapter expenses associated with Big Apple Cluster activities
20. Archives
Chapter expenses associated with creating a historical record and archiving the Chapter's history.
21. Contingency

			<u>DRAFT</u>	
			<i>Westchester County Chapter of Links, Inc.</i>	
			<i>Operating Account- Budget</i>	
			<i>May 1, 2017 — April 30, 2018</i>	
			2017 – 2018	
			Budget	
REVENUE				
Bank Balance a/o October 31, 2016			\$17,661.99	
Hostess Fees to be collected in Sept. 2017 (44 * \$267)			\$11,748.00	
Chapter Dues due in Feb. 2017 (44 * \$550)			\$24,200.00	
New Member Intake			\$0.00	
Total Revenue			\$53,609.99	
PROJECTED REVENUE FY 2017 - 2018			\$53,609.99	
EXPENSES				
Conferences				
National Assembly/Eastern Area			\$3,000.00	
Conference Exhibit			\$300.00	
Operating				
Administrative			\$1,000.00	
Storage			\$2,100.00	
Presidents Discretionary Fund			\$800.00	
Vice President Discretionary Fund			\$500.00	
Accountant			\$750.00	
Social			\$1,000.00	
Corresponding Secretary			\$50.00	
Financial Secretary			\$50.00	
Recording Secretary			\$50.00	
Program Chair			\$50.00	
Treasurer			\$50.00	
Hospitality			\$1,500.00	
Membership Committee			\$2,500.00	
Fund Development Committee			\$500.00	
National Dues (44 * \$195)			\$8,580.00	
National Liability Ins (44 * \$5)			\$220.00	
Foundation Dues (44 * \$45)			\$1,980.00	
Grants-in-Aid (44 * \$40)			\$1,760.00	
Bonding Insurance			\$660.00	
Monthly Chapter Meetings			\$11,748.00	
Exec. Comm. Meetings			\$600.00	
Publicity			\$1,500.00	
Big Apple Cluster activites			\$500.00	
Archives			\$1,000.00	
Contingency			\$1,000.00	
Alumna 8 @ \$15.00			\$0.00	
Workshop/Retreat			\$0.00	
TOTAL PROJECTED EXPENSES			\$43,745.00	
PROJECTED ending balance April 30, 2018			\$9,861.99	
<i>Westchester County Chapter of The Links, Inc.</i>				

					DRAFT
			<i>FBO Account-Budget</i>		
			<i>May 1, 2017 — April 30, 2018</i>		
					Budget
					2017-2018
REVENUE					
FBO Account Balance as of October 31, 2016					\$38,410.44
Allocation to Program Acct. to fund 2017-2018 Programs					(\$39,646.37)
Java Jazz Fundraiser					\$35,000.00
PROJECTED ending balance April 30, 2018					(\$33,764.07)
			<i>Westchester County Chapter of Links, Inc.</i>		
			<i>Program Account-Budget</i>		
					Budget
					2017-2018
REVENUE					
Balance a/o Octobe 31, 2016					\$5,003.63
PROJECTED REVENUE Beginning Balance on May 1, 2017					\$5,003.63
EXPENDITURES					
The Arts					\$7,000.00
International Trends & Services					\$6,500.00
National Trends & Services					\$3,650.00
Services To Youth					\$8,500.00
Health and Human Services					\$3,500.00
Black Scholars					\$500.00
Scholarships					\$15,000.00
TOTAL EXPENDITURES					\$44,650.00
Allocation from FBO Account to fund Programs in 2017-2018					\$39,646.37
PROJECTED Ending Balance April 30, 2018					\$0.00