

Woman's Club Operating Budget for FY2017-2018

Approved by the Board April 5, 2017 for Presentation and Adoption by the Membership at the General Meeting, May 17, 2017

| | Category Description | Proposed Budget FY17-18 |
|---------------------------|---------------------------------------|-------------------------|
| INCOME | | |
| 1 | Dues | \$78,750 |
| 2 | Lunch/dinner charges | \$9,000 |
| 3 | Holiday Party | \$0 |
| 4 | Financial Assistance | (\$2,000) |
| 5 | Total Member Payments | \$85,750 |
| 6 | Misc. Income | \$500 |
| 7 | Total Non-Rental Income | \$86,250 |
| 8 | Net Rental Income | \$32,970 |
| 9 | TOTAL CURRENT REVENUE | \$119,220 |
| 10 | TRANSFER FROM CAPITAL RESERVES | \$459,000 |
| 11 | TOTAL OPERATING INCOME | \$578,220 |
| EXPENSES | | |
| Operating Expenses | | |
| 12 | Accounting Total | \$6,300 |
| 13 | House Manager | \$2,000 |
| 14 | Club Activities | \$12,400 |
| a | <i>Board Retreat</i> | \$0 |
| c | <i>Bridge</i> | \$0 |
| d | <i>Business Meeting</i> | \$0 |
| e | <i>Centennial Activities</i> | \$0 |
| f | <i>Fundraising</i> | \$2,900 |
| g | <i>Holiday Party</i> | \$0 |
| h | <i>Hospitality Supplies</i> | \$500 |

| | Category Description | Proposed Budget FY17-18 |
|----|--|--------------------------------|
| i | <i>Member Evening Social Events/Meetings</i> | \$1,000 |
| j | <i>New Member reception</i> | \$350 |
| k | <i>New Member class event</i> | \$250 |
| l | <i>Newsletter</i> | \$2,000 |
| m | <i>President's Discretionary Fund</i> | \$1,000 |
| n | <i>Program Committee (2)</i> | \$800 |
| o | <i>Outreach Committee</i> | \$500 |
| p | <i>Sunshine</i> | \$500 |
| q | <i>Tuesday Nite Social</i> | \$250 |
| r | <i>Website</i> | \$1,450 |
| s | <i>Yearbook (2)</i> | \$900 |
| 15 | Community Nonprofit Use | \$2,400 |
| 16 | Dues and Subscriptions | \$0 |
| 17 | GFWC and CFWC | \$5,975 |
| a | <i>General Federation Dues</i> | \$4,725 |
| b | <i>CFWC Convention</i> | \$1,000 |
| c | <i>LomaPrieta Dist-Youth Prog.</i> | \$250 |
| 18 | Gov Fees, Permits & Taxes | \$3,215 |
| 19 | History Committee | \$4,000 |
| 20 | House & Grounds | \$13,000 |
| a | <i>House and Grounds - Grounds</i> | \$3,800 |
| b | <i>House & Grounds-House</i> | \$7,200 |
| c | <i>House & Grounds- Supplies and Equipment</i> | \$2,000 |
| 19 | Insurance | \$10,280 |
| 21 | Janitorial | \$12,000 |
| 22 | Kitchen Amenities | \$1,000 |
| 23 | Legal - risk management | \$3,000 |
| 24 | Luncheon/ Dinner Meetings | \$12,000 |
| 25 | Office and Postage | \$1,600 |

| | Category Description | Proposed Budget FY17-18 |
|---|---|-------------------------|
| 26 | Philanthropy | \$7,000 |
| 27 | Utilities | \$10,800 |
| 28 | Contingencies | \$4,000 |
| 29 | Total Operating Expenses: | \$110,970 |
| 30 | Budget Surplus to transfer to savings: | \$8,250 |
| Capital Expenses Funding from Capital Budget | | |
| 31 | Phase 1 Design/Build Arch inc. parts 2017 & 2018 (1) | \$73,000 |
| 32 | Phase 1 part 2017 (1) | \$234,000 |
| 33 | Phase 1 Part 2018 (1) | \$152,000 |
| 34 | Total Capital Expenses | \$459,000 |
| 35 | TOTAL EXPENDITURES | \$578,220 |
| | <p>(1) The Finance Committee met on March 20, 2017, and revised the FY16-17 budget to reflect the member authorized amendment of \$307,000 to the capital budget for the Clubhouse Renovation, 2017 part of Phase 1 of the Capital Budget and recommended funding for the 2018 part of Phase 1 to be included in the FY17-18 capital budget. Inclusion of the 2018 Renovation Program in the FY17-18 budget was endorsed at the member's Annual Business Meeting, March 23, 2017.</p> | |
| | <p>(2) At the Annual Business Meeting, March 23, 2017 two amendments were suggested, fund the Yearbook at the same level as FY16-17 to allow for the possibility of including black and white Members' photos and an increase in Program Committee funding for recognition donations. The Board approved both of these additions to the budget</p> | |
| | Date Prepared: April 17,2017 | |