



# Conference for Food Protection Executive Treasurer Report August 2016

## Second Quarter Financial Statement

The 2nd Qtr 2016 Financial Statement is enclosed.

## FDA Small Scientific Conference Grant

The Food and Drug Administration again showed its generosity for the 2016 biennial meeting by awarding the Conference \$50,000 in a small scientific conference grant. Through this grant 59 state and local regulatory members were able to receive up to \$800 in travel subsidy. An additional \$6247 in allowable conference expenses were paid for using grant funds.

## Biennial Meeting

The biennial meeting budget with actual revenues and expenses is enclosed.

## 2017 Budget

In 2016 the Conference moved to a two year budget. The 2016/2017 budget is attached.

Respectfully submitted by:

CFP Executive Treasurer

Attachments:  
Boise Budget  
2nd Qtr Fin Rept



**Conference for Food Protection**  
**Financial Report**  
**As of March 31, 2016**

**REVENUE**

Balance on Hand 1/1/2016	\$131,204
Revenue Qtr 1	\$157,577
Revenue Qtr 2	\$231,169
Revenue Qtr 3	\$0
Revenue Qtr 4	\$0
<b>Total</b>	<b><u>\$519,950</u></b>

*less*

**EXPENSE**

Qtr 1	\$34,350
Qtr 2	\$192,047
Qtr 3	\$0
Qtr 4	\$0
<b>Total</b>	<b><u>\$226,397</u></b>

**BALANCE**

**\$293,553**

**ASSETS**

Current Assets	
Checking	\$70,005
Money Market	<u>\$223,549</u>
Total Checking/Savings	\$293,554
Total Current Assets	<b>\$293,554</b>

**TOTAL ASSETS**

**\$293,554**

*Difference due to rounding*

**Respectfully submitted by:**

**-\$1**

CFP Financial Report March 31, 2016

<b>Revenues</b>	<b>Budgeted</b>	<b>Received</b>				<b>Cumulative</b>	<b>Balance</b>
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Interest Checking/Sav	\$ 375	\$ 31	\$ 56			\$ 87	\$ 288
Membership	\$ 3,489	\$ (150)	\$ 4,408			\$ 4,258	\$ (769)
Crumbine	\$ -		\$ 4,250			\$ 4,250	\$ (4,250)
2016 Registrations	\$ 241,560	\$ 48,196	\$ 155,904			\$ 204,100	\$ 37,460
2016 Sponsors	\$ 116,000	\$ 109,000	\$ 12,050			\$ 121,050	\$ (5,050)
2016 Local Partnership	\$ 20,000	\$ 500				\$ 500	\$ 19,500
Miscellaneous			\$ 4,501			\$ 4,501	
Grant	\$ 50,000		\$ 50,000			\$ 50,000	\$ -
<b>Total</b>	<b>\$ 431,424</b>	<b>\$ 157,577</b>	<b>\$ 231,169</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 388,746</b>	<b>\$ 47,179</b>
	\$ 42,678						
<b>Disbursements</b>		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Exec Director Comp	\$ 24,000	\$ 6,000	\$ 6,000			\$ 12,000	\$ 12,000
Exec Assistant Comp	\$ 19,200	\$ 4,800	\$ 4,800			\$ 9,600	\$ 9,600
Exec Treasurer Comp	\$ 12,000	\$ 3,000	\$ 3,000			\$ 6,000	\$ 6,000
Exec Director Travel	\$ 3,800		\$ 1,972			\$ 1,972	\$ 1,828
Exec Assistant Travel	\$ 1,800		\$ 1,851			\$ 1,851	\$ (51)
Exec Treasurer Travel	\$ 1,750		\$ 932			\$ 932	\$ 818
Exec Board Expense Travel	\$ 20,800	\$ 525	\$ 1,572			\$ 2,097	\$ 18,703
Exec Board Expense Catering	\$ 2,880					\$ -	\$ 2,880
Committee Expense	\$ 10,000	\$ 880	\$ 168			\$ 1,048	\$ 8,952
Conf Expense	\$ 144,638	\$ 6,800	\$ 104,955			\$ 111,755	\$ 32,883
2018 Conf Prepayment	\$ -					\$ -	\$ -
Equipment/Maintenance	\$ 250					\$ -	\$ 250
Telephone	\$ 2,300		\$ 120			\$ 120	\$ 2,180
Postage	\$ 375	\$ 85	\$ 218			\$ 303	\$ 72
Printing	\$ 1,000	\$ 3,034	\$ 4,117			\$ 7,151	\$ (6,151)
Supplies	\$ 1,500	\$ 209	\$ 2,217			\$ 2,426	\$ (926)
Surety Bond/Liability Ins	\$ 1,821	\$ 1,821	\$ 325			\$ 2,146	\$ (325)
Banking Credit Card Sve cg.	\$ 250					\$ -	\$ 250
Corporation Renewal	\$ 125	\$ 45	\$ 25			\$ 70	\$ 55
Miscellaneous	\$ 1,000	\$ 4,501				\$ 4,501	\$ (3,501)
Crumbine Expenses	\$ 4,000		\$ 636			\$ 636	\$ 3,364
Web Site Development/support	\$ 1,500		\$ 9,139			\$ 9,139	\$ (7,639)
Legal	\$ 1,000					\$ -	\$ 1,000
Tax Preparation (audit)	\$ 7,850	\$ 1,200				\$ 1,200	\$ 6,650
Local Partnership	\$ -	\$ 1,450				\$ 1,450	\$ (1,450)
Grant	\$ 50,000		\$ 50,000			\$ 50,000	\$ -
<b>Total</b>	<b>\$ 313,839</b>	<b>\$ 34,350</b>	<b>\$ 192,047</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 226,397</b>	<b>\$ 87,442</b>

Revenues	Budgeted	Received	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 5	Qtr 6
Interest Checking/Sav	\$ 750							
Membership	\$ 6,977							
2016 Conference Revenue	\$ 210,335							
2016 Sponsors	\$ 116,000							
2016 Local Partnership	\$ 7,000							
Miscellaneous								
Crumbine	\$ 8,000							
Grant								
Total	\$ 349,062	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 349,062							
Disbursements	Budgeted	Disbursed	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 5	Qtr 6
Exec Director Comp	\$ 48,000							
Exec Assistant Comp	\$ 38,400							
Exec Treasurer Comp	\$ 24,000							
Exec Director Travel	\$ 7,600							
Exec Assistant Travel	\$ 3,600							
Exec Treasurer Travel	\$ 3,500							
Exec Board Expense	\$ 52,000							
Exec Board Catering	\$ 7,200							
Committee Expense	\$ 20,000							
2016 Conf Expense	\$ 124,638							
2018 Conf Prepayment								
Equipment/Maintenance	\$ 500							
Telephone/communications	\$ 4,600							
Postage	\$ 700							
Printing	\$ 2,000							
Supplies	\$ 3,000							
Surety Bond/Liability Ins	\$ 3,600							
Banking/Svc cg.	\$ 500							
Corporation Renewal	\$ 250							
Miscellaneous	\$ 2,000							
Web Site Development	\$ 3,000							
Legal	\$ 720							
Tax Preparation	\$ 1,600							
Audit	\$ 7,000							
Crumbine Expenses	\$ 8,000							
Grant	\$ -							
Total	\$ 366,408	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 366,408							

	Qtr 7	Qtr 8	Cum	Balance
			0	\$ 750
			0	\$ 6,977
			0	\$ 210,335
			0	\$ 116,000
			0	\$ 7,000
			0	
			0	\$ 8,000
			0	\$ -
			-	\$ -
			0	\$ 349,062
			Cum	Balance
Qtr 7	Qtr 8			
		\$0	\$ 48,000	
		\$0	\$ 38,400	
		\$0	\$ 24,000	
		\$0	\$ 7,600	
		\$0	\$ 3,600	
		\$0	\$ 3,500	
		\$0	\$ 52,000	
		\$0	\$ 7,200	
		\$0	\$ 20,000	
		\$0	\$ 124,638	
		\$0	\$ -	
		\$0	\$ 500	
		\$0	\$ 4,600	
		\$0	\$ 700	
		\$0	\$ 2,000	
		\$0	\$ 3,000	
		\$0	\$ 3,600	
		\$0	\$ 500	
		\$0	\$ 250	
		\$0	\$ 2,000	
		\$0	\$ 3,000	
		\$0	\$ 720	
		\$0	\$ 1,600	
		\$0	\$ 7,000	
		\$0	\$ 8,000	
		\$0	\$ -	
\$	- \$	-	\$0	\$ 366,408

# Conference for Food Protection

## Budget 2016 2017



### Revenue

Carryover 2015	131,204
Interest Checking/Sav	750
Membership	6,977
Crumbine	8,000
2016 Registrations	241,560
2016 Sponsors	116,000
2016 Local Partnership	20,000
Miscellaneous	
Grant	0
<b>TOTAL REVENUE</b>	<b>\$524,491</b>

### Ending Balances

2005	137,921
2006	110,109
2007	178,734
2008	149,866
2009	201,530
2010	142,264
2011	178,789
2012	184,426
2013	122,546
2014	201,578

### Expense

Exec Director Compensation	48,000
Exec Assistant Compensation	38,400
Exec Treasurer Compensation	24,000
Exec Director Travel	7,600
Exec Assistant Travel	3,600
Exec Treasurer Travel	3,500
Exec Board Expense	41,600
Executive Board Catering	5,760
Committee Expense	20,000
2016 Conf Expense	144,638
2018 Conf Prepayment	0
Equipment/Maintenance	500
Telephone/Communications	4,600
Postage	700
Printing	2,000
Supplies	3,000
Surety Bond/Liability Ins	3,600
Banking Svc Chg	500
Corp/Tax exempt fees	250
Miscellaneous	2,000
Web Site Support	3,000
Legal	720
Tax Preparation	1,600
Audit	7,000
Crumbine Expenses	8,000
Grant	0
<b>TOTAL EXPENSE</b>	<b>\$ 374,568</b>

2015	131,204
2016	
2017	

**CARRYOVER - 2017**

**\$149,923**



# Conference for Food Protection

## 2016 Budget



### Revenue

Carryover 2015	93,123 <i>projected</i>
Interest Checking/Sav	400
Membership	1,200
Crumbine	4,000
2016 Registrations	219,335
2016 Sponsors	116,000
2016 Local Partnership	
Miscellaneous	
Grant	
<b>TOTAL REVENUE</b>	<b>\$434,058</b>

### Ending Balances

2005	137,921
2006	110,109
2007	178,734
2008	149,866
2009	201,530
2010	142,264
2011	178,789
2012	184,426
2013	122,546
2014	201,578

### Expense

Exec Director Compensation	24,000
Exec Assistant Compensation	19,200
Exec Treasurer Compensation	12,000
Exec Director Travel	3,800
Exec Assistant Travel	1,800
Exec Treasurer Travel	1,750
Exec Board Expense	26,000
Executive Board Catering	3,600
Committee Expense	10,000
2016 Conf Expense	124,638
2018 Conf Prepayment	
Equipment/Maintenance	250
Telephone	1,000
Postage	660
Printing	3,500
Supplies	1,500
Surety Bond/Liability Ins	1,325
Corp/Tax exempt fees	125
Miscellaneous	1,000
Crumbine Expenses	4,000
Web Site Support	1,500
Legal	1,000
Tax Preparation	850
Audit	0
Local Partnership	0
Grant	0
<b>TOTAL EXPENSE</b>	<b>\$ 243,498</b>
<b>CARRYOVER - 2016</b>	<b>\$190,560</b>

2015 93,123 *projected*

# Conference for Food Protection 2016 Boise Budget



## Revenues

			Projected		Actual 2016
Conference only	269	\$495	\$133,155	238	\$68,765
Workshop only	13	\$175	\$2,275	51	\$6,526
Conf & Wkshp	169	\$620	\$104,780	221	\$136,680
Sponsorships			\$116,000		\$140,050
Issue Sales	54	\$25	\$1,350	41	\$1,025
Local Arrangements			\$20,000		\$19,700
FDA Grant			\$50,000		\$50,000
<b>TOTAL</b>			<b>\$427,560</b>		<b>\$422,746</b>

## Disbursements

Rooms and parking		\$4,500		\$0
Supplies		\$100		\$2,426
Postage		\$400		\$304
Printing		\$8,500		\$7,151
Telephone		\$750		\$120
AV Rental		\$19,000		\$12,460
Workshop		\$10,000		\$5,191
Clerical		\$1,000		\$0
Assembly Transcript		\$1,000		\$363
Acknowledgements		\$1,000		\$0
Insurance		\$200		\$325
Local Arrangements		\$20,000		\$22,158
Catering		\$50,000		\$57,848
Eventbrite and Credit Cd Fee		\$7,488		\$8,917
Conference Center Rental		\$20,700		\$20,800
FDA Grant		\$50,000		\$50,000
IT Services		\$0		\$3,189
<b>TOTAL</b>		<b>\$194,638</b>	2.20	<b>\$186,061</b>
			rev/exp	rev/exp
<b>NET</b>		<b>\$232,922</b>		<b>\$236,685</b>



# Conference for Food Protection 2014 Orlando Budget



## Revenues

	Projected		Actual 2014
Registration 300 pd @ \$445	\$133,500	Conf only	\$119,705
Workshop 200 pd @ \$150	\$30,000	Wkshop only	\$1,950
Sponsorships	\$116,000	Conf & Wkshp	\$96,330
Issue Sales/Guest Passes	\$1,000	Sponsorship	\$105,000
Local Partnership	\$40,000	Issue Sales	\$1,350
		LAC	\$43,000
<b>TOTAL</b>	<b>\$320,500</b>		<b>\$367,335</b>

## Disbursements

Rooms and parking	\$4,500	\$0
Supplies	\$100	\$462
Postage	\$400	\$122
Printing	\$8,500	\$7,372
Telephone	\$750	\$180
AV Rental	\$19,000	\$19,372
Workshop	\$10,000	\$3,091
Clerical	\$1,000	\$0
Assembly Transcript	\$1,000	\$1,073
Acknowledgements	\$1,000	\$0
Insurance	\$200	\$0
Local Partnership	TBD	\$1,547
Catering	\$50,000	\$93,712
Eventbrite and Credit Cd Fee	\$8,317	\$7,488

<b>TOTAL</b>	<b>\$104,767</b>	3.06	<b>\$134,419</b> 2.73
<b>NET</b>	<b>\$215,733</b>		<b>\$232,916</b> rev/exp