

# 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

Executive Treasurer's Report



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

#### REVENUE

	Balance on Hand 1/1/2016 Revenue Qtr 1 Revenue Qtr 2 Revenue Qtr 3 Revenue Qtr 4	\$131,204 \$157,577 \$231,169 \$0 \$0	
	Total	-	\$519,950
<i>less</i> EXPENSE BALANCE	Qtr 1 Qtr 2 Qtr 3 Qtr 4 Total	\$34,350 \$192,047 \$0 \$0	<u>\$226,397</u> <u>\$293,553</u>
ASSETS	Current Assets Checking Money Market Total Checking/Savings Total Current Assets	\$70,005 \$223,549 \$293,554	\$293,554

TOTAL ASSETS

\$293,554

Difference due to rounding

#### Respectfully submitted by:

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CFP Financial Report March 31, 2016

Revenues	В	udgeted	R	eceived					Cı	umulative	E	alance
				uarter 1	С	Quarter 2	Quarter 3	Quarter 4				
						•••••						
Interest Checking/Sav	\$	375	\$	31	\$	56			\$	87	\$	288
Membership	\$	3,489	\$	(150)		4,408			\$		\$	(769)
Crumbine	\$	-		( /	\$	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		,			\$	,	\$	19,500
Miscellaneous		,			\$	4,501			\$	4,501		,
Grant	\$	50,000			\$	50,000			\$	50,000	\$	-
		,				,				,		
Total	\$	431,424	\$	157,577	\$	231,169	\$-	\$-	\$	388,746	\$	47,179
	\$	42,678						-				
		,										
Disbursements	-		Q	uarter 1	C	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			\$		\$	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 <i>,</i> 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	\$	-
Total	\$	313,839	\$	34,350	\$	192,047	\$-	\$-	\$	226,397	\$	87,442

hecking/Sav         \$         750           rerence Revenue         \$         6,977           isors         \$         6,977           isors         \$         116,000           IPartnership         \$         349,062         \$           Budgeted         \$         349,062         \$           itor Comp         \$         349,062         \$           tor Travel         \$         349,060         I           tor Travel         \$         3,000         I           tor Travel         \$         3,000         I           tor Travel         \$         3,000         I           tor Travel         \$         2,000         I           tor Travel         \$         3,000         I           tor Travel         \$	Revenues		Budgeted	Received				-																																																			
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# Conference for Food Protection Budget 2016 2017



Revenue	12				Ending Ba	alances
Carryover 2015	131,204					
Interest Checking/Sav	750				2005	137,921
Membership	6,977				2006	110,109
Crumbine	8,000				2007	178,734
2016 Registrations	241,560				2008	149,866
2016 Sponsors	116,000				2009	201,530
2016 Local Partnership	20,000				2010	142,264
Miscellaneous					2011	178,789
Grant	0				2012	184,426
TOTAL REVENUE			\$524,491		2013	122,546
					2014	201,578
Expense					2015	131,204
Exec Director Compensation	48,000				2016	101/201
Exec Assistant Compensation	38,400				2017	
Exec Treasurer Compensation	24,000				2017	
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					
TOTAL EXPENSE	0	Ś	374,568			
CARRYOVER - 2017		4	2/ 4,300	\$149,923		
				9149,923		

### Conference for Food Protection 2016 Budget



#### Revenue

#### **Ending Balances**

Carryover 2015	93,123	projected
Interest Checking/Sav	400	
Membership	1,200	
Crumbine	4,000	
2016 Registrations 2016 Sponsors	219,335 116,000	
2016 Local Partnership	110,000	
Miscellaneous		
Grant		\$424 OE9
TOTAL REVENUE		<b>\$434,058</b>
Expense		
Exec Director Compensation	24,000	
Exec Assistant Compensation	19,200	
Exec Treasurer Compensation	12,000	
Exec Director Travel Exec Assistant Travel	3,800 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	
TOTAL EXPENSE		\$ 243,498
CARRYOVER - 2016		\$190,560

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	

2015 93,123 projected

### Conference for Food Protection 2016 Boise Budget



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

# 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 pd w grant
Clerical	\$1,000	\$0
Assembly Transcript	\$1,000	\$363
Acknowledgements	\$1,000	\$0 incl in supplies
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
TOTAL	<b>\$194,638</b> 2.20	\$186,061 2.27
	rev/exp	rev/exp
NET	\$232,922	\$236,685

### Conference for Food Protection 2014 Orlando Budget



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

# 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

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