FY12 Budget Narrative Debbie Rabidue, Finance Coordinator Revised - 9/24/11 - Approved by the Board of Directors 9/26/11

	Increase or (decrease) on the			
		FY12 Budget compared to FY11		Notes or
	Budget Item	Budget	Proposed Budget Highlights	Comments:
Inc	ome:			
	Board Led		New budget items. \$6000 revenue and \$600	
	<u>Fundraising</u>	5,400	expense	BoD to finalize amount
			Membership revenue is being increased by	
			\$20,000 and is based off of budgeting flat to the	
1)	Memberships:	20,000	FY11 actual revenue.	
N	Development	(5,000)	Development revenue has been decreased and	
2)	Development:	(5,000)	based off of FY11 projected revenue	-
	Evente/Ce		Events & Cost of events (net) has been decreased	Finance Committee has
3)	Events/Co- sponsorship	(3,400)	based off of FY11 projected revenue	requested a Development
3)	•	(3,400)	Book & Record sale (net) decreased due to less	revenue plan
4)	Book & Record Sale	(900)	public interest in used books/records	
4)	Promotional	(900)	Promotional sales increased due to interest in	
5)	Sales	1,000	new t-shirt designs & activity at tabling	
3)	Jaies	1,000	Decreased based on FY11 projected actuals and	
6)	Underwriting:	(5,000)	historical trend	
0)	Allow, for Bad	(3,000)		
7)	Debt	500	CPA suggests budgeting for uncollectible debt	
ŕ			SCA rental contracts have decreased substantially	
			in FY11 and budgeted at zero on the FY12 budget.	
			SCA may be discontinued due to lack of viable	
8)	SCA Contracts	(25,500)	revenue source	
			Interest Income is projected to decrease due to	
			less cash in the bank & low bank yields that are	Confirmed with Anthony
9)	Interest Income	(1,600)	not projected to increase until mid-year 2012	Petchel - BOTC

Budgeted Income

(14,500)

Budgeted income is **\$646,450** a decrease of (\$14,500) from the

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Note: The Auxiliary Budget has been eliminated starting in FY12. All expenses will now be included with **Expenses:**

Staff 9.43% decrease in staff salary/tax in order to keep the overall deficit at \$15,000. Finance Committee recomends a lump dolar amount of \$327,000 to be allocated to salary & Taxes. Staffing/hours cuts to be compensation: (34,102) Finance Committee recomends that the decided by the Board. Each month that employee cuts are not decided upon it will add \$2900 to the budgeted deficit. (Internal cash controls) were approved by the Board through \$307(11). With the absence of a manager, if we want to continue doing this until a staff/management structure is in place, we will need the Board to approve through \$307(11). With the absence of a manager, if we want to continue doing this until a staff/management structure is in place, we will need the Board to approve through \$307(11). With the absence of a manager, if we want to continue doing this until a staff/management structure is in place, we will need the Board to approve through \$307(11). With the absence of a manager, if we want to continue doing this until a staff/management structure is in place, we will need the Board to approve the benefits. A contigency amount has been built in to cover 1 month of benefits in order to give the Board and management time to approve the staffing budget. Needs Board action on interim positions: BoD weeds Action for expense reduction in deficit years. The Board has to make an annual decision if retirement will be funded, after Dec. 2011 calendar year end 3) Retirement: 0 this is done at beginning of the calendar year. Requires Board action after Dec. 2011 calendar year end 4) Services: (2,100) to allow for a nanual review insted of an autil to approve instead of an autil to an annual review instead of an autil to abasing of bylaw for CPA eview Needs A		<u>penses:</u>			
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Building					recommends extra budget for
	9)		500	Budget is based on average of 3 year actual cost.	computer upgrades
10) Maintenance (500)		Building			
		-	(=)		

FY12 Budget Narrative Debbie Rabidue, Finance Coordinator Revised - 9/24/11 - Approved by the Board of Directors 9/26/11

<u> </u>		Keviscu - <i>312</i>	4/11 - Approved by the Board of Directors 9/26/11	
			Budget based on actuals for FY11 Includes local, long	
			distance, transmitter, engineer cell & DSL. Decrease in	
			DSL (live remote), increase in engineer cell costs &	
			decrease in local-long distance due to telephone	
11)	Telephone/DSL	(900)	contract renewal.	
	Programming	500	Increased to reflect current spending trends for	
12)	Supplies	500	increase in programming supplies for volunteers.	
			Decreased from \$2000 to \$1000. Record & CD	
10	Record & CD	(1.000)	purchase expense is for adding content to the music	
13)	Purchases	(1,000)	library Program department is going to eliminate the Newsire	
	Newswire		service with AFP, and obtain news content on their own	
11	Service	(6,000)	for FY12.	
14)	Service	(0,000)		
	Program		Decrease due to eliminating some program purchases.	
15)	Purchases	(1,750)	Keeping Pacifica for Democracy Now & FAIR.	
		(.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
			Membership dept. will be looking at ways to decrease	
	Printing -		the printing & postage costs. Subtracted an additional	
16)	Postage	(9,200)	\$2500 that was budgeted for the quarterly newsletter	
́	y		Promotional replacement for the quarterly member	
	Promotional		newsletter. Board may look at adding a budget for	
17)	Advertising	6,000	promotional advertising	
	Development		Decrease in expense is due to decrease in projected	
18)	Expense	(1,600)	Development revenue	
10)	Dramiuma	(0,500)		
19)	Premiums	(2,500)		
20)	Publications	400		
			Budget may be added for Staff, Board and Volunteer	
21)	Training:	(2,500)	training per Strategic Plan schedule for FY12	
	Volunteer		Volunteer expenses decreased to reflect current	
22)	Expenses	(500)	spending trend.	
	Web		Software upgrades for web coordinator's computer in	
221		1,000		
23)	Development	1,000	order to manage the website Less \$300 in engineer travel & increase on translator	
		(1,250)	rent @ Corvallis & \$1,000 decrease in Office Supplies	
Buc	geted Expense	() · · · /	Budgeted operating expense is \$661,421, a decrease	
	2 variance to	(47,708)	of \$33,208 from the FY11 budget.	
		(14,971)	Operating Budgeted Deficit: Decreased budgeted operational deficit will be dependant on cuts to employee costs. If no cuts are made the projected deficit will be over \$50,000 (or half of the cash surplus left in the bank)	

of FY12: Revised 9/24/11