

**TOASTMASTERS
INTERNATIONAL**

District #: 28
 Budget Currency: USD
 Fiscal Year 2011-12

| | Jul-11 | Aug-11 | Sep-11 | Oct-11 | Nov-11 | Dec-11 | Jan-12 | Feb-12 | Mar-12 | Apr-12 | May-12 | Jun-12 | Total |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|--------------|--------------|--------------|---------------|
| Membership Revenue | 582 | 332 | 9,455 | 5,575 | 1,848 | 935 | 509 | 566 | 10,760 | 5,624 | 1,817 | 1,878 | 39,881 |
| Conference Revenue | 200 | 200 | 200 | 200 | 7,045 | 200 | 200 | 200 | 200 | 200 | 7,045 | 200 | 16,090 |
| Fundraising Revenue | - | - | - | - | - | - | - | - | - | - | - | - | - |
| TLI Revenue | - | - | - | - | - | - | - | - | - | - | - | - | - |
| District Store Revenue | - | - | - | - | 1,000 | - | 1,000 | - | - | - | 1,000 | 1,000 | 4,000 |
| Other Revenue | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Revenue | 782 | 532 | 9,655 | 5,775 | 9,893 | 1,135 | 1,709 | 766 | 10,960 | 5,824 | 9,862 | 3,078 | 59,971 |
| Conference Expenses | - | - | - | 50 | 7,300 | - | - | - | - | 50 | 7,300 | - | 14,700 |
| Fundraising Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - |
| TLI Expenses | - | - | - | - | - | - | 3,700 | - | - | - | - | 3,700 | 7,400 |
| District Store Expenses | - | - | - | 1,000 | - | 1,000 | - | - | - | 1,000 | 1,000 | - | 4,000 |
| Marketing | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 3,300 |
| Communications & Public Relations | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 75 | 905 |
| Education & Training | 400 | - | - | - | - | - | - | - | - | - | - | - | 400 |
| Speech Contest | - | - | 2,250 | - | - | 2,250 | - | - | - | - | - | - | 4,500 |
| Administration | 480 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 5,430 |
| Travel | 2,437 | 7,037 | 437 | 437 | 437 | 437 | 437 | 437 | 437 | 437 | 437 | 837 | 14,250 |
| Other Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | 3,668 | 7,838 | 3,488 | 2,288 | 8,538 | 4,488 | 4,938 | 1,238 | 1,238 | 2,288 | 9,538 | 5,338 | 54,885 |
| District Net Income/(Loss) | (2,886) | (7,306) | 6,167 | 3,487 | 1,355 | (3,353) | (3,229) | (472) | 9,722 | 3,536 | 324 | (2,260) | 5,086 |

| | Total | Budget | % Policy Max |
|-----------------------------------|---------------|--------|--------------|
| Conference Expenses | 14,700 | | |
| Fundraising Expenses | - | | |
| District Store Expenses | 4,000 | | |
| Marketing | 3,300 | | |
| | <u>22,000</u> | 40.1% | Unlimited |
| TLI Expenses | 7,400 | | |
| Education & Training | 400 | | |
| | <u>7,800</u> | 14.2% | 30.0% |
| Communications & Public Relations | 905 | 1.6% | 25.0% |
| Speech Contest | 4,500 | 8.2% | 10.0% |
| Administration | 5,430 | 9.9% | 20.0% |
| Travel | 14,250 | 26.0% | 30.0% |
| Other Expenses | - | 0.0% | 10.0% |
| | <u>25,085</u> | | |
| Total Expenses | <u>54,885</u> | 100.0% | |

We, the undersigned, certify that this budget and narrative cover estimated receipts and expenditures for the district year. This budget directs the financial resources entrusted to the district toward achieving the district mission and will be presented to the district council for approval at its next meeting.

| | |
|-------------------------------------|---------|
| Heather Lane | 9/10/11 |
| District Governor | Date |
| Ida Vance | 9/10/11 |
| Lt. Governor Education and Training | Date |
| Susan Stillman | 9/10/11 |
| Lt. Governor Marketing | Date |
| Michael Sabatowski | 9/10/11 |
| District Treasurer | Date |

Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the district success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

Budgeted

Membership Revenue

39,881

This revenue is based on \$9 per membership per membership period. The number of membership payments last year were 4,833. The goal for membership would be 4,978. The district will encourage clubs to hold membership drives through various contests through the year, training at officer's training and encouraging clubs to hold open houses to further expose the community to Toastmasters. Per WHQ our budgeted amount for membership income should be \$39,881 however, we are still expected to meet the membership goal of 4,978.

Conference Net Income/(Loss)

1,390

The fall conference will be held in Toledo, OH and the Spring conference will be held in Southfield, MI. The revenue for the conferences is based on 70 attendees at the full conference price of \$99. The largest expense for the conferences will be for the food budget of \$57 per full conference attendee. It is anticipated that \$150 would be raised by a 50/50 raffle. Budgets for the 2012-2013 conferences have not been developed at this time.

Fundraising Net Income/(Loss)

-

The district doesn't plan on doing any additional fund raisers at this time.

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Budgeted

TLI Net Income/(Loss)

(7,400)

There will be two entire district wide training events per training period. One will be held in Michigan and one in Ohio. After that it will be done as the district leadership deems necessary, usually on a division by division basis. The district will not charge members to attend the TLI's. The largest expense is for food, typically breakfast which can run up to \$2,500 per training season depending on attendance at the sessions. The second largest expense will be for potential room rentals. This is estimated at \$750 per training season

District Store Net Income/(Loss)

-

The district has a district store. It is estimated based on prior years that it will generate \$4,000 in revenue and it will cost \$4,000 to keep an adequate inventory. All the merchandise is purchased from WHQ. The store is run by the district store manager who keeps a detailed list of sales and inventory. The district store is available during the two conferences and the district wide officer training sessions in Michigan and Ohio.

Other Revenue

-

The district doesn't anticipate any other revenue this year.

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Budgeted

Marketing

3,300

The main focus of the district is in helping individual clubs with recruiting new members and developing new clubs. This will be done by encouraging clubs to have membership building programs through district wide contests. The prizes for the contests will be certificates in varying amounts to the district stores.

Communications and Public Relations

905

The main thrust of communications and public relations is communication between the leadership, clubs and individual members. This is done through the district website at \$170 per year. The district newsletter is being distributed electronically and few printed copies are produced.

Education and Training

400

These expenses are for the training of area and division governors. The main thrust of the district training is for club officers and it is handled at the TLI's.

Speech contests

4,500

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Budgeted

The district holds four contests yearly, they are Humorous Speech, Table Topics, Evaluation, and International Speech contests. They are held in the Fall and Spring leading up to the conferences. The expenses incurred are for the cost of trophies.

Administration

5,430

The focus of the administration is to provide for a monthly meeting of the District Executive Committee. The \$375 budgeted monthly is to cover the cost of the room rental and provide a continental breakfast for 40 members of the District Executive Committee.

Travel

14,250

By budget this amount for travel the District is encouraging the DG, LGET, LGM, area and division governors to visit individual clubs as often as possible. Mileage is capped at \$100 for area and division governors. It is also capped at \$100 for the treasurer and secretary. The top three are capped at \$900. The remaining travel is allocated for the attendance at training for the Top three and the Treasurer. The second amounts of 300 and 400 represent travel expenses for the Mid year training for the top three.

Other Expenses

-

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(Numbers are pulled from Summary tab)

Budgeted

The district does not anticipate any other expenses.