## December Report for IG 12/12/2020

## As of 12/5/2020:

November checkbook balance:	\$7887.50
Workshop book order (-3)	527.00
Constant Contact	346.50
WSO 4 <sup>th</sup> quarter	125.00
Region 5 4th quarter	50.00
	\$6839.00
Venmo contributions	185.00
	\$7024.00

Outstanding expense: postage for 3 books going overseas & website maintenance, Zoom?

Other income: more from Venmo and bank deposit

Budget committee met and devised draft for 2021 (see other attachment). We will conduct an audit of our treasury on Jan 23, 2021 for 2020. In order to do that, I will need to establish our online banking account.

Lynn

Income		BUDGET				
Contri/Venmo/Paypal           Special Events           Reimbursements           Literature         \$500.00           Carry Over         \$6,800.00           Total         \$11,800.00           Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Prudent Reserve         \$1,000.00	Income		Jan	Feb	Mar	
Special Events           Reimbursements           Literature         \$500.00           Carry Over         \$6,800.00           Total         \$11,800.00           Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Contributions/ Bank	\$4,500.00				
Reimbursements           Literature         \$500.00           Carry Over         \$6,800.00           Total         \$11,800.00           Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Contri/Venmo/Paypal					
Literature         \$500.00           Carry Over         \$6,800.00           Total         \$11,800.00           Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Special Events					
Carry Over         \$6,800.00           Total         \$11,800.00           Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Reimbursements					
Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Literature	\$500.00				
Expenses         Budget           Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Carry Over	\$6,800.00				
Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Total	\$11,800.00				
Website Maintenance         \$1,500           Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00						
Website renewal         \$400           Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Expenses	Budget				
Zoom         \$180           Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Website Maintenance	\$1,500				
Newsletter/We Care List         \$100.00           Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Website renewal	\$400				
Incorp/Tax Exempt         \$20.00           Literature         \$150.00           Rent         \$60.00           PO Box         \$125.00           New Meeting Support         \$300.00           Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	Zoom	\$180				
Literature       \$150.00         Rent       \$60.00         PO Box       \$125.00         New Meeting Support       \$300.00         Supplies       \$55.00         Constant Contact       \$400.00         Public Info/ Events       \$1,690.00         Region 5 Contributions       \$200.00         WSO Contributions       \$500.00         Delegates Region/WSO       \$2,420.00         Facebook Campaign       \$2,500.00         Newcomer Packets/Etc       \$200.00         Prudent Reserve       \$1,000.00	Newsletter/We Care List	\$100.00				
Rent       \$ 60.00         PO Box       \$125.00         New Meeting Support       \$300.00         Supplies       \$55.00         Constant Contact       \$400.00         Public Info/ Events       \$1,690.00         Region 5 Contributions       \$200.00         WSO Contributions       \$500.00         Delegates Region/WSO       \$2,420.00         Facebook Campaign       \$2,500.00         Newcomer Packets/Etc       \$200.00         Prudent Reserve       \$1,000.00	Incorp/Tax Exempt	\$20.00				
PO Box       \$125.00         New Meeting Support       \$300.00         Supplies       \$55.00         Constant Contact       \$400.00         Public Info/ Events       \$1,690.00         Region 5 Contributions       \$200.00         WSO Contributions       \$500.00         Delegates Region/WSO       \$2,420.00         Facebook Campaign       \$2,500.00         Newcomer Packets/Etc       \$200.00         Prudent Reserve       \$1,000.00	Literature	\$150.00				
New Meeting Support       \$300.00         Supplies       \$55.00         Constant Contact       \$400.00         Public Info/ Events       \$1,690.00         Region 5 Contributions       \$200.00         WSO Contributions       \$500.00         Delegates Region/WSO       \$2,420.00         Facebook Campaign       \$2,500.00         Newcomer Packets/Etc       \$200.00         Prudent Reserve       \$1,000.00	Rent	\$ 60.00				
Supplies         \$55.00           Constant Contact         \$400.00           Public Info/ Events         \$1,690.00           Region 5 Contributions         \$200.00           WSO Contributions         \$500.00           Delegates Region/WSO         \$2,420.00           Facebook Campaign         \$2,500.00           Newcomer Packets/Etc         \$200.00           Prudent Reserve         \$1,000.00	PO Box	\$125.00				
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Public Info/ Events \$1,690.00  Region 5 Contributions \$200.00  WSO Contributions \$500.00  Delegates Region/WSO \$2,420.00  Facebook Campaign \$2,500.00  Newcomer Packets/Etc \$200.00  Prudent Reserve \$1,000.00	Supplies	\$55.00				
Region 5 Contributions \$200.00 WSO Contributions \$500.00 Delegates Region/WSO \$2,420.00 Facebook Campaign \$2,500.00 Newcomer Packets/Etc \$200.00 Prudent Reserve \$1,000.00	Constant Contact	\$400.00				
WSO Contributions \$500.00  Delegates Region/WSO \$2,420.00  Facebook Campaign \$2,500.00  Newcomer Packets/Etc \$200.00  Prudent Reserve \$1,000.00	Public Info/ Events	\$1,690.00				
Delegates Region/WSO \$2,420.00 Facebook Campaign \$2,500.00 Newcomer Packets/Etc \$200.00 Prudent Reserve \$1,000.00	Region 5 Contributions	\$200.00				
Facebook Campaign \$2,500.00  Newcomer Packets/Etc \$200.00  Prudent Reserve \$1,000.00	WSO Contributions	\$500.00				
Newcomer Packets/Etc \$200.00 Prudent Reserve \$1,000.00	Delegates Region/WSO	\$2,420.00				
Prudent Reserve \$1,000.00	Facebook Campaign	\$2,500.00				
	Newcomer Packets/Etc	\$200.00				
<b>Total</b> \$11,800.00	Prudent Reserve	\$1,000.00				
	Total	\$11,800.00				

## **Carry Over**

## Results/Totals

Checkbook(expenses)

Checkbook(income)

**Checkbook Total**