

Category	2018 Budget	2018 Actual	2019 Budget	Change from 2018 budget
<b>Income</b>				
Group Contributions	\$ 20,000.00	\$ 21,143.17	\$ 21,000.00	Increased to reflect projected 2018 actual. Will be adjusted to match 2018 actual at the end of the year.
Individual Contributions	\$ 100.00	\$ -	\$ 100.00	
Area Meeting Contributions	\$ 900.00	\$ 953.55	\$ 900.00	
Area Assembly Contributions (Mini-Conference)	\$ 300.00	\$ 460.00	\$ 330.00	Increased to reflect projected 2018 actual. Will be adjusted to match 2018 actual at the end of the year.
Grapevine Sales	\$ 2,050.00	\$ 2,705.50	\$ 2,500.00	Increased to reflect projected 2018 actual. Will be adjusted to match 2018 actual at the end of the year.
Gratitude Breakfast	\$ 15,500.00	\$ 14,400.00	\$ 15,500.00	
Gratitude Breakfast GSO Contribution	\$ 1,750.00	\$ 2,129.81	\$ 1,750.00	
Miscellaneous Contributions	\$ 200.00	\$ 487.52	\$ 200.00	Kept the same as 2018 because we are not likely to get a YPAA contribution in 2019.
Miscellaneous Income		\$ 75.00		
XLV Spanish AA Convention Area Contribution		\$ 1,027.71		
Archives Comm Stepping Stones Trip Tkt Sales		\$ 300.00		
Returned Bank Fees		\$ -		
		\$ 791.44		
2017 Tax Return		\$ -		
Financial Breach Reimbursement		\$ 2,700.00	\$ 2,250.00	
<b>Total Income - Bank Statement</b>				
Total Income - WAGSA	\$ 40,800.00	\$ 47,173.70	\$ 42,280.00	
<b>Total Income - WAGSA (row)</b>		<b>\$ 47,173.70</b>		
<b>Disbursements</b>				
<b>Committees</b>				
Archives Committee	\$ 600.00	\$ 832.58	\$ 2,316.00	Increased to cover costs associated with the storage facility (\$2016). Lowered to be closer to actual copying costs.
Printing/Copying	\$ 600.00	\$ 120.58	\$ 300.00	
Travel		\$ -		
Storage facility costs			\$ 2,016.00	
Other (Stepping Stones Refunds)		\$ 536.00		
CPC Committee	\$ 500.00	\$ 32.00	\$ 150.00	Decreased to bring budget in line with comparable committees.
Printing/Copying		\$ -		
Literature		\$ -		
Travel/Parking		\$ 32.00		
Other		\$ -		
Public Information Committee	\$ 150.00	\$ -	\$ 150.00	
Printing/Copying		\$ -		
Literature		\$ -		
Travel/Parking		\$ -		
Other		\$ -		
Budget & Finance Committee	\$ 75.00	\$ 52.47	\$ 150.00	Increased to cover actual copying costs.
Printing/Copying		\$ 52.47		
Other		\$ -		
Bridging The Gap Committee	\$ 400.00	\$ -	\$ 150.00	
Literature		\$ -		
Printing/Copying		\$ -		
Postage		\$ -		
Travel		\$ -		
Other		\$ -		
Policy and Procedures Committee	\$ 800.00	\$ -	\$ 400.00	Anticipated copying costs associated with updates to the WAGSA
Printing/Copying		\$ -		
Other		\$ -		

Website Committee	\$ 50.00	\$ -	\$ 50.00	Kept same in consultation with the Website Committee chair.		
Printing/Copying		\$ -				
Domain Registration		\$ -				
Professional Services		\$ -				
Other		\$ -				
Grapevine Committee	\$ 2,250.00	\$ 2,473.52	\$ 2,800.00	Increased to reflect projected increase in sales.		
Printing/Copying		\$ -				
Supplies		\$ -				
Grapevine Purchase		\$ 2,236.34	\$ 2,500.00			
Shipping/Handling		\$ 9.98	\$ 100.00			
Other		\$ 227.20	\$ 200.00			
Gratitude Breakfast Committee	\$ 12,250.00	\$ 7,820.29	\$ 15,580.00	Increased to cover projected 2019 deposit (due in 2018). Projecting		
Facilities		\$ 6,500.00				
Tickets		\$ 80.62				
Spanish Interpretation		\$ 480.00				
Flyers		\$ -				
Guest Speaker Travel		\$ 507.55				
Miscellaneous		\$ 252.12				
Refunds		\$ -				
Gratitude Breakfast Deposit		\$ -				
Mini Conference	\$ 2,500.00	\$ 1,971.02	\$ 2,300.00	Projecting increase in translation from 60-70 per hr		
Facilities		\$ -				
Spanish Interpretation		\$ 780.00				
Flyers		\$ 402.93				
Guest Speaker Travel/Lodging		\$ -				
Refreshments		\$ 724.09				
Miscellaneous (Parking Reimbursement)		\$ 64.00				
Committees Subtotal	\$ 19,575.00	\$ 13,181.88	\$ 24,046.00			
Committees Subtotal (row)		\$ 13,181.88				
<i>General Service</i>						
Delegate's Expenses	\$ 1,200.00	\$ 558.00	\$ 1,000.00	Decreased by \$200, which was added to Alt. Delegate line item.		
Travel		\$ -				
Meals and Incidentals		\$ -				
Conference Sundries		\$ -				
Other		\$ -				
Alternate Delegate's Expenses	\$ 500.00	\$ 665.08	\$ 700.00	Increased by \$200 to better reflect 2018 actual expenses.		
Travel		\$ 529.73				
Meals and Incidentals		\$ -				
Other		\$ 79.37				
Area Contribution To General Service Conference	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00			
Gratitude Breakfast GSO Contribution	\$ 1,750.00	\$ -	\$ 1,750.00			
General Service Subtotal	\$ 5,950.00	\$ 3,723.08	\$ 5,950.00			
General Service Subtotal (row)		\$ 3,723.08				
<i>Travel, Conferences, and Workshops</i>						
Conference Registration (NERAASA) Fund	\$ 200.00	\$ 182.50	\$ 400.00	NERAASA 2019 is in Hunt Valley, MD. We expect many people from Area 13 will attend.		
NERAASA	\$ 4,994.00	\$ 2,843.70	\$ 2,746.80	NERAASA 2019 is in Hunt Valley, MD.		
Registration	\$ 140.00		\$ 120.00	Registration is \$20 per person (pp).		
Travel	\$ 1,221.00		\$ 100.80	Assume 6 people driving 120 miles roundtrip at \$0.14 per mile.		
Lodging	\$ 2,289.00		\$ 1,428.00	Assume \$119 pp per night for 2 nights.		
Meals and Incidentals	\$ 1,344.00		\$ 1,098.00	Assumes a max of \$61 pp per day for 3 days. Receipts are required for reimbursement.		
North East Regional Forum (NERF) ^	\$ -	\$ -	\$ 2,304.00	NERF 2019 is in Terrytown, NY (just north of NYC).		

Travel		\$ -	\$ 750.00	Assumes \$250 pp roundtrip.
Lodging		\$ -	\$ 870.00	Assumes \$145 pp per night for 2 nights.
Meals and Incidentals		\$ -	\$ 684.00	Assumes a max of \$76 pp per day for 4 days. Receipts are required for reimbursement.
NERD Conference	\$ 2,200.00	\$ 2,830.19	\$ 1,159.00	NERD 2019 is in Somerset, NJ.
Registration	\$ 50.00		\$ 40.00	Assumes \$20 pp.
Travel	\$ 950.00		\$ 112.00	Assumes 2 people driving 400 miles roundtrip at \$0.14 per mile.
Lodging	\$ 760.00		\$ 596.00	Assumes \$149 pp per night for three nights.
Meals and Incidentals	\$ 425.00		\$ 396.00	Assumes a max of \$66 pp per day for four days. Receipts are required for reimbursement.
Annual Dues	\$ 15.00		\$ 15.00	
Past Delegate Travel Stipend			\$ 500.00	
Service Workshops	\$ 2,000.00	\$ 854.41	\$ 1,000.00	Adjusted in light of 2018 expenses.
Facility Rent		\$ -		
Printing/Copying		\$ -		
Spanish Interpretation		\$ -		
Flyers		\$ -		
Guest Speaker Travel		\$ -		
Refreshments		\$ 854.41		
Miscellaneous		\$ -		
Travel, Conferences, and Workshops Subtotal	\$ 9,394.00	\$ 6,710.80	\$ 8,109.80	
Travel, Conferences, and Workshops Subtotal (row)		\$ 6,710.80		
<i>Area Assemblies and Meetings</i>				
Area Committee Meetings	\$ 3,250.00	\$ 1,623.53	\$ 3,250.00	Rent (\$1320) is due in December. Will be adjusted to match 2018 actual at the end of the year.
Interpretation		\$ 1,180.00		
Facility Rent	\$ 1,320.00	\$ -		
Refreshments		\$ 443.53		
Area Assemblies	\$ 2,100.00	\$ 2,809.87	\$ 2,100.00	
Facility Rent		\$ -		
Spanish Interpretation		\$ 1,740.00		
Refreshments		\$ 1,037.87		
Area Assemblies and Meetings Subtotal	\$ 5,350.00	\$ 4,433.40	\$ 5,350.00	
Area Assemblies and Meetings Subtotal (row)		\$ 4,433.40		
<i>Administrative</i>				
Literature	\$ 1,250.00	\$ 642.73	\$ 500.00	Adjusted in light of 2018 expenses.
Service Manuals				
WAGSA Handbooks				
Pamphlets				
Other				
Miscellaneous	\$ 200.00	\$ 231.00	\$ 200.00	
PO Box	\$ 200.00	\$ 400.00	\$ 200.00	
Postage	\$ 75.00	\$ 50.00	\$ 25.00	Adjusted in light of 2018 expenses.
General Printing/Copying	\$ 1,300.00	\$ 1,010.60	\$ 900.00	Much of the Secretary's and Registrar's 2018 copying expenses were donated.
WAGSA Equipment	\$ 500.00	\$ 2,573.72	\$ -	The Area purchased a new sound system in 2018.
Hardware		\$ 2,573.72		
Software		\$ -	\$ 891.60	Proposed Technology expenses; \$60 Airtables, \$0 G Suites (free for Non Profits), \$102 MailChimp, \$180 MailClerk, \$129.60 Square Space, \$216 TypeForm, \$204 Zapier
Audio		\$ -		
Other		\$ -		
Fidelity Bond/Insurance	\$ 250.00	\$ 144.00	\$ 144.00	

Bank Ser.Chg./ Maint. Fee	\$ 25.00	\$ -	\$ 25.00			
Transfer to Prudent Reserve		\$ -				
Administrative Subtotal	\$ 3,800.00	\$ 5,052.05	\$ 2,885.60			
Administrative Subtotal (row)		\$ 5,052.05				
<b>Total Disbursements - WAGSA</b>	<b>\$ 44,069.00</b>	<b>\$ 33,101.21</b>	<b>\$ 46,341.40</b>			
<b>Total Disbursements - WAGSA (row)</b>		<b>\$ 33,101.21</b>				
<b>Operating Account Balance - Bank Statement</b>	<b>\$10,374.64</b>					
Income - Expenses	\$ (3,269.00)	\$ 14,072.49	\$ (4,061.40)			
<b>Prudent Reserve Balance (12/31/18)</b>			\$ 9,100.00			
<b>Operating Account Balance (12/31/18) -- note that the \$2129.81 check to GSO from the gratitude breakf</b>			16,035.17			
Maximum amount allowed in our Operating and Prudent Reserve Accounts: ^^			\$ 13,295.70			
^ NERF is in odd-numbered years only.						
^^ In the spirit of Concept Twelve, Area 13 will regularly assess that it has no more than 50% of its projected annual budget (minus the income expected for "breakeven" budget items such as the Grapevine literature in the operating and prudent reserve accounts.						
<b>Comments: budgetandfinance@area13aa.org</b>						