

# SCANS

## PROPOSED 2018 BUDGET

Please note that a minus in the variance column of the income section means that we budget for less income than 2017 Actual; while a minus in the variance column of the expense section means that we budget to spend less than 2017 Actual.

		2017 Actual	2018 Proposed Budget	\$ Proposed Budget over 2017 Actual
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
	Interest Income	429.47	400.00	-29.47
	Reception Revenue	2,000.00	0.00	-2,000.00
	Donations - Halifax Special Lectures	1,720.73	1,200.00	-520.73
	Donations - Truro lectures	342.80	0.00	-342.80
	Donations General	71.75	0.00	-71.75
	Membership Dues	87,879.85	89,226.31	1,346.46
	<b>Total Income</b>	<b>92,444.60</b>	<b>90,826.31</b>	<b>-1,618.29</b>
<b>Expense</b>				
<b>COST OF COURSE DELIVERY</b>				
<b>Course Delivery HRM</b>				
	Honoraria	10,500.00	10,800.00	300.00
	Travel	1,531.08	1,550.00	18.92
	Facility Costs	3,788.78	3,720.00	-68.78
	<b>Total - Course Delivery HRM</b>	<b>15,819.86</b>	<b>16,070.00</b>	<b>250.14</b>
<b>Course delivery - Mahone Bay</b>				
	Honoraria	2,400.00	2,700.00	300.00
	Travel	1,409.52	1,400.00	-9.52
	Facility Costs	1,440.00	1,620.00	180.00
	<b>Total - Course delivery - Mahone Bay</b>	<b>5,249.52</b>	<b>5,720.00</b>	<b>470.48</b>
<b>Course Delivery - Truro</b>				
	Honoraria	2,400.00	2,700.00	300.00
	Travel	1,108.42	1,100.00	-8.42
	Facility Costs	195.65	351.00	155.35
	<b>Total - Course Delivery - Truro</b>	<b>3,704.07</b>	<b>4,151.00</b>	<b>446.93</b>
<b>Course Delivery - Liverpool</b>				
	Honoraria	1,500.00	1,500.00	0.00
	Travel	608.16	610.00	1.84
	Facility Costs	1,160.00	1,200.00	40.00
	<b>Total - Course Delivery - Liverpool</b>	<b>3,268.16</b>	<b>3,310.00</b>	<b>41.84</b>
<b>Course Delivery - Chester</b>				

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				2017 Actual	2018 Proposed Budget	\$ Proposed Budget over 2017 Actual
		Honoraria		1,500.00	1,800.00	300.00
		Travel		473.28	630.00	156.72
		Facility Costs		1,850.00	1,800.00	-50.00
		<b>Total - Course Delivery - Chester</b>		<b>3,823.28</b>	<b>4,230.00</b>	<b>406.72</b>
		<b>Special Lectures</b>				
		Honoraria		500.00	600.00	100.00
		Refreshments		264.93	240.00	-24.93
		Facility Costs		384.37	0.00	-384.37
		Travel		0.00	0.00	0.00
		<b>Total - Special Lectures</b>		<b>1,149.30</b>	<b>840.00</b>	<b>-309.30</b>
		<b>Total - COST OF COURSE DELIVERY</b>		<b>33,014.19</b>	<b>34,321.00</b>	<b>1,306.81</b>
		<b>General &amp; Admin Costs</b>				
		Office Space		3,300.00	6,000.00	2,700.00
		Advertising & Promotion		85.00	200.00	115.00
		Accounting Fees		100.00	150.00	50.00
		Bank charges & cheques		197.06	200.00	2.94
		Web hosting		548.76	150.00	-398.76
		Gifts		0.00	100.00	100.00
		Phone		445.54	450.00	4.46
		Dues, Fees, Subscriptions		31.15	50.00	18.85
		Board travel		961.86	1,000.00	38.14
		Insurance		1,247.00	1,271.94	24.94
		Professional Development		0.00	800.00	800.00
		Office Supplies		411.92	400.00	-11.92
		General Printing		765.40	1,000.00	234.60
		Equipment		2,251.76	1,500.00	-751.76
		Darkening MCPA lecture rooms			900.00	900.00
		Postage		507.85	600.00	92.15
		PayPal expense		834.57	801.31	-33.26
		Meetings		290.83	0.00	-290.83
		Registration Days, all chapters		1,273.83	1,000.00	-273.83
		Socials		3,549.96	1,500.00	-2,049.96
		Contingencies (±2% of G&A Costs + Course Delivery)		1,644.83	1,047.89	-596.94
		<b>Total - General &amp; Admin Costs</b>		<b>18,447.32</b>	<b>19,121.14</b>	<b>673.82</b>

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	2017 Actual	2018 Proposed Budget	\$ Proposed Budget over 2017 Actual
<b>Payroll Expenses</b>			
Wages	35,006.40	35,706.53	700.13
Benefit		850.00	850.00
CPP Expense	1,559.52	1,590.71	31.19
EI Expense	808.85	818.96	10.11
<b>Total - Payroll Expenses</b>	<b>37,374.77</b>	<b>38,966.20</b>	<b>1,591.43</b>
<b>Reconciliation discrepancy</b>	<b>-\$0.01</b>		
<b>Total Income</b>	<b>\$92,444.60</b>	<b>\$90,826.31</b>	<b>-1,618.29</b>
<b>Total Expense</b>	<b>\$88,836.28</b>	<b>\$92,408.34</b>	<b>3,572.06</b>
<b>Gross Surplus/Loss</b>	<b>\$3,608.31</b>	<b>-\$1,582.02</b>	<b>-5,190.34</b>
Transfer 2017 surplus from Operating Fund		\$3,608.31	
<b>Net Surplus/Loss for 2018</b>		<b>\$2,026.29</b>	