

**OREGON ASSOCIATION OF MUNICIPAL RECORDERS
2022-2023 ANNUAL BUDGET**

2022-2023 Adopted Budget

REVENUES

2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED	2021-2022 Estimated Actual	DESCRIPTION	2022-2023 PROPOSED	2022-2023 ADOPTED	Comments
Virtual	Virtual	Newport	Newport	Academy/Education Sessions	Spirit Mountain	Spirit Mountain	
\$ 6,820.00	\$ 7,740.00	\$ 9,000.00	\$ 8,063.00	Mid-Year Academy	\$ 10,500.00	\$ 10,500.00	Based on 60 registrants @ \$175
\$ 1,260.00	\$ 2,950.00	\$ 2,250.00	\$ 1,725.00	Mid-Year Athenian Dialogue	\$ 2,250.00	\$ 2,250.00	Based on 30 registrants @ \$75
\$ 1,250.00	\$ 935.00	\$ 1,050.00	\$ 1,050.00	Annual Athenian Leadership	\$ 2,250.00	\$ 2,250.00	Based on 30 registrants @ \$75
\$ 5,920.00	\$ 8,225.00	\$ 12,000.00	\$ 7,935.00	Annual Academy	\$ 14,000.00	\$ 14,000.00	Based on 80 registrants @\$175
\$ 15,250.00	\$ 19,850.00	\$ 24,300.00	\$ 18,773.00	Total Academy Sessions	\$ 29,000.00	\$ 29,000.00	
Virtual	Virtual	Newport	Newport	Annual Conference	Spirit Mountain	Spirit Mountain	
	\$ 9,725.00	\$ 31,000.00	\$ 26,381.00	Registration	\$ 33,250.00	\$ 33,250.00	Based on 80 registrants @\$375, 10 @ \$325
	\$ 1,200.00	\$ 1,200.00	\$ 2,250.00	Exhibitors	\$ 1,200.00	\$ 1,200.00	Exhibit only. 2021 payments carried over to 2022.
\$ 6,400.00	\$ 8,450.00	\$ 1,500.00	\$ 6,300.00	Sponsors	\$ 4,500.00	\$ 4,500.00	2021 payments carried over to 2022 conference
\$ 6,400.00	\$ 19,375.00	\$ 33,700.00	\$ 34,931.00	Total Annual Conference	\$ 38,950.00	\$ 38,950.00	
Virtual	Virtual	Newport	Newport	Education/Scholarships	Spirit Mountain	Spirit Mountain	
\$ 2,071.00	\$ -	\$ 3,500.00	\$ 3,500.00	Auctions	\$ 3,500.00	\$ 3,500.00	
\$ 2,780.00	\$ 1,770.00	\$ 2,500.00	\$ 2,500.00	Basket Raffle	\$ 2,500.00	\$ 2,500.00	
\$ 1,050.00	\$ 850.00	\$ 1,000.00	\$ 1,000.00	Pink Walk- Kathy Ishiara Fund	\$ 1,000.00	\$ 1,000.00	
\$ 2,291.65	\$ 677.00	\$ 1,000.00	\$ 1,000.00	Donations - General	\$ 1,000.00	\$ 1,000.00	
\$ 338.45	\$ 189.35	\$ 1,000.00	\$ 1,000.00	Other Fundraising	\$ 1,000.00	\$ 1,000.00	Card cut, AmazonSmile, Fred Meyer
		\$ -	\$ -	Misc Sales/Phone Ringing	\$ -	\$ -	
\$ 8,531.10	\$ 3,486.35	\$ 9,000.00	\$ 9,000.00	Total Education/Scholarship	\$ 9,000.00	\$ 9,000.00	
\$ 763.27	\$ 406.28	\$ 300.00	\$ 270.00	Interest	\$ 200.00	\$ 200.00	
\$ 13,655.00	\$ 13,435.00	\$ 13,000.00	\$ 13,075.00	Membership Dues	\$ 15,500.00	\$ 15,500.00	
\$ 631.76	\$ 372.00	\$ 350.00	\$ 84.00	Miscellaneous	\$ 24.00	\$ 24.00	
\$ 400.00	\$ 950.00	\$ 400.00	\$ 400.00	Newsletter Advertising	\$ 400.00	\$ 400.00	
\$ 45,631.13	\$ 57,874.63	\$ 81,050.00	\$ 76,533.00	TOTAL REVENUES	\$ 93,074.00	\$ 93,074.00	
\$ 77,245.18	\$ 92,829.79	\$ 98,902.79	\$ 92,829.79	Beginning Fund Balance	\$ 59,494.40	\$ 59,494.40	
\$ 122,876.31	\$ 150,704.42	\$ 179,952.79	\$ 169,362.79	GRAND TOTAL REVENUES	\$ 152,568.40	\$ 152,568.40	

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2022-2023 Adopted Budget

EXPENSES

2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED	2021-2022 Estimated ACTUAL	DESCRIPTION	2022-2023 PROPOSED	2022-2023 ADOPTED	Comments
Academy/Education Sessions							
Virtual	Virtual	Newport	Newport	Mid-Year Expenses	Spirit Mountain	Spirit Mountain	
\$ 200.00	\$ -	\$ 700.00	\$ 200.00	Athenian Leadership Speaker Expenses	\$ 2,000.00	\$ 2,000.00	
\$ 4,000.00	\$ 4,500.00	\$ 5,000.00	\$ 4,500.00	Academy Speaker Expenses	\$ 5,500.00	\$ 5,500.00	
\$ -	\$ -	\$ 3,700.00	\$ -	ALD & Academy Food & Beverage	\$ 4,200.00	\$ 4,200.00	
\$ 74.95	\$ -	\$ 360.00		AV	\$ 1,000.00	\$ 1,000.00	
\$ 4,274.95	\$ 4,500.00	\$ 9,760.00	\$ 4,700.00	Total Mid-Year Expenses	\$ 12,700.00	\$ 12,700.00	
Virtual	Virtual	Newport	Newport	Annual ALD & Academy Sessions	Spirit Mountain	Spirit Mountain	
\$ 601.40	\$ -	\$ 700.00	\$ 700.00	Annual Athenian Leadership Speaker Exp	\$ 2,000.00	\$ 2,000.00	<i>Travel expenses erroneously missing from adopted 2020-2021</i>
	\$ -	\$ 360.00	\$ 200.00	ALD AV	\$ 500.00	\$ 500.00	
\$ 3,312.50	\$ 4,157.40	\$ 6,100.00	\$ 6,100.00	Annual Academy Speaker Expenses	\$ 6,100.00	\$ 6,100.00	
\$ -	\$ -	\$ 3,300.00	\$ 2,000.00	Annual Academy Food & Bev	\$ 3,300.00	\$ 3,300.00	
\$ 74.95	\$ -	\$ 360.00	\$ 360.00	Academy AV	\$ 500.00	\$ 500.00	
\$ 3,988.85	\$ 4,157.40	\$ 10,820.00	\$ 9,360.00	Total Annual ALD & Academy Expenses	\$ 12,400.00	\$ 12,400.00	
\$ 8,263.80	\$ 8,657.40	\$ 20,580.00	\$ 14,060.00	Total Academy/Education Sessions	\$ 25,100.00	\$ 25,100.00	
Virtual	Virtual	Newport	Newport	Annual Conference	Spirit Mountain	Spirit Mountain	NOTE: 2020 & 2021 Conference Virtual due to COVID-19
\$ 929.36	\$ -	\$ 1,200.00	\$ 1,200.00	Audio-Visual	\$ 1,200.00	\$ 1,200.00	<i>19-20 actual includes Zoom costs</i>
\$ 219.25	\$ 221.00	\$ 300.00	\$ 300.00	Awards	\$ 300.00	\$ 300.00	
\$ -	\$ -	\$ 875.00	\$ 875.00	Banquet Expenses	\$ 875.00	\$ 875.00	
\$ 262.09	\$ 150.95	\$ 360.00	\$ 360.00	Conference Chair Expense	\$ 360.00	\$ 360.00	
\$ 345.00	\$ 1,999.28	\$ 2,000.00	\$ 2,000.00	Conference Swag	\$ 2,000.00	\$ 2,000.00	<i>Conference Bags, first-timer swag, attendee swag</i>
\$ -	\$ -	\$ 450.00	\$ 450.00	Exhibitor Tables	\$ 450.00	\$ 450.00	
\$ 1,250.00	\$ -	\$ 2,500.00	\$ 2,500.00	Future Conference Site Deposits	\$ 2,500.00	\$ 2,500.00	
\$ 787.55	\$ 2,600.15	\$ 4,600.00	\$ 4,600.00	Hospitality	\$ 4,600.00	\$ 4,600.00	<i>Honored Guest Conf registration, dinner, gifts.</i>
\$ -	\$ -	\$ 17,500.00	\$ 17,500.00	Food & Beverage	\$ 19,000.00	\$ 19,000.00	
\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	Meeting Setup	\$ 9,700.00	\$ 9,700.00	
\$ 400.00	\$ 300.00	\$ 600.00	\$ 600.00	Miscellaneous	\$ 700.00	\$ 700.00	<i>Includes conference logo</i>
\$ -	\$ -	\$ -	\$ -	Postage	\$ -	\$ -	
\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	Welcome Reception/Special Event	\$ 1,500.00	\$ 1,500.00	
\$ 100.00	\$ -	\$ 800.00	\$ 800.00	Printing Handbook	\$ 850.00	\$ 850.00	<i>Handbook only</i>
\$ -	\$ 4,000.00	\$ 7,325.00	\$ 7,325.00	Speaker Expenses	\$ 7,325.00	\$ 7,325.00	<i>Concurrent/Gen Academy/Future Deposits</i>
\$ 4,293.25	\$ 9,271.38	\$ 41,010.00	\$ 41,010.00	Total Annual Conference	\$ 51,360.00	\$ 51,360.00	
\$ 72.00	\$ 2,493.75	\$ 1,800.00	\$ 1,800.00	Internet/Website	\$ 3,180.00	\$ 3,180.00	
\$ 600.00	\$ -	\$ -	\$ -	IIMC Foundation Unrestricted Donation	\$ -	\$ -	<i>\$600 elimated and moved to IIMC scholarship</i>
Membership							
\$ 15.00	\$ -	\$ 25.00	\$ 25.00	Postage	\$ 25.00	\$ 25.00	
\$ 25.00	\$ -	\$ 25.00	\$ 25.00	Printing	\$ 25.00	\$ 25.00	
\$ 210.00	\$ 105.50	\$ 250.00	\$ 250.00	Supplies	\$ 250.00	\$ 250.00	<i>Name tags, dangles, etc.</i>
\$ 250.00	\$ 105.50	\$ 300.00	\$ 300.00	Total Membership	\$ 300.00	\$ 300.00	

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Miscellaneous							
\$ 1,215.58	\$ 2,037.07	\$ 2,000.00	\$ 2,000.00	Credit Card Fees	\$ 2,500.00	\$ 2,500.00	
\$ 1,023.00	\$ 950.00	\$ 1,200.00	\$ 1,050.00	Tax Accountant/Bookkeeping Consultant	\$ 1,200.00	\$ 1,200.00	
\$ 300.00	\$ 359.00	\$ 450.00	\$ 425.00	Annual Filing Fees & Insurance	\$ 450.00	\$ 450.00	
		\$ 19,170.00	\$ 19,170.00	Strategic Planning	\$ -	\$ -	
		\$ 700.00	\$ 700.00	Tablets and card swipe for payments			
\$ 201.41	\$ 369.94	\$ 750.00	\$ 750.00	Other	\$ 750.00	\$ 750.00	Condolence flowers/Misc bank fees
\$ 2,739.99	\$ 3,716.01	\$ 24,270.00	\$ 24,095.00	Total Miscellaneous	\$ 4,900.00	\$ 4,900.00	
Newsletter							
\$ -	\$ 20.30		\$ -	Postage			
\$ 28.54	\$ -	\$ 50.00	\$ 50.00	Advertiser Printing & Postage	\$ 50.00	\$ 50.00	
\$ -	\$ -		\$ -	Supplies			
\$ 28.54	\$ 20.30	\$ 50.00	\$ 50.00	Total Newsletter	\$ 50.00	\$ 50.00	
\$ 8,437.74	\$ -	\$ 2,500.00	\$ 2,200.00	NW Clerks Institute Director	\$ 2,500.00	\$ 2,500.00	1/3 share of IIMC travel reimbursement; Mid-Year reg. & Conf registration and lodging. 19-20 includes NCI cancellation invoice WSU (04/27/2020)
Office Supplies							
\$ 26.05	\$ 7.95	\$ 50.00	\$ 25.00	Postage	\$ 50.00	\$ 50.00	
\$ 18.00		\$ 100.00	\$ 100.00	Supplies/Stationary/Envelopes/etc.	\$ 100.00	\$ 100.00	
\$ 75.00	\$ 272.18	\$ 100.00	\$ 100.00	Miscellaneous	\$ 100.00	\$ 100.00	
\$ 119.05	\$ 280.13	\$ 250.00	\$ 225.00	Total Office Supplies	\$ 250.00	\$ 250.00	
Officers Expenses							
1st Vice President							
\$ -	\$ 542.76	\$ 2,000.00	\$ 2,104.00	IIMC Conference	\$ 2,200.00	\$ 2,200.00	Travel and lodging only
2nd Vice President							
\$ 64.29	\$ -	\$ 500.00	\$ 250.00	Future Conference Site Tours	\$ 500.00	\$ 500.00	
Director - Region IX							
	\$ 1,313.25	\$ 1,400.00	\$ 1,400.00	Region IX, IIMC, Meetings, Assmnt, Etc.	\$ 1,400.00	\$ 1,400.00	Outgoing Reg IX Dir Gift (\$100), Reg IX Assessment (\$5 per member)
President							
\$ -	\$ 2,249.61	\$ 2,600.00	\$ 2,744.00	IIMC Annual Conference	\$ 2,750.00	\$ 2,750.00	
\$ 150.00		\$ 500.00	\$ -	OAMR Representation (President)	\$ 500.00	\$ 500.00	Other non-Reg IX meetings, such as OCCMA.
\$ 1,357.46	\$ 729.11	\$ 3,000.00	\$ 2,434.00	Region IX Conferences (AK,CA, WA)	\$ 3,000.00	\$ 3,000.00	
				Other			
\$ 1,507.46	\$ 2,978.72	\$ 6,100.00	\$ 5,178.00	Total President Expenses	\$ 6,250.00	\$ 6,250.00	
\$ -	\$ -	\$ 700.00	\$ -	OAMR Region Directors	\$ 700.00	\$ 700.00	
\$ -	\$ -	\$ 750.00	\$ 700.00	OAMR Representation (LOC, other assoc)	\$ 750.00	\$ 750.00	OAMR booth
\$ 1,571.75	\$ 4,834.73	\$ 11,450.00	\$ 8,932.00	Total Officers Expenses	\$ 11,800.00	\$ 11,800.00	
	\$ -	\$ 135.39	\$ 135.39	Photography/Historian	\$ 200.00	\$ 200.00	

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EXPENSES

2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED	2021-2022 Estimated ACTUAL	DESCRIPTION	2022-2023 PROPOSED	2022-2023 ADOPTED	Comments
Fundraising Expenses							
\$ 150.00	\$ -	\$ 150.00	\$ 150.00	Misc	\$ 150.00	\$ 150.00	2VP Discretion
\$ 165.40	\$ -	\$ 350.00	\$ 200.00	Printing or online hosting	\$ 350.00	\$ 350.00	Auction Sheets or Online Auction
\$ 315.40	\$ -	\$ 500.00	\$ 350.00	Total Fundraising Expense	\$ 500.00	\$ 500.00	
Scholarships							
\$ -	\$ 1,950.00	\$ 30,650.00	\$ 3,500.00	IIMC Certification Programs (PD)	\$ 8,200.00	\$ 8,200.00	4 PD @ \$725 (PD I-III); 2 @ \$625 (PD IV); 3 PD @ 1350
\$ 665.00	\$ 90.00	\$ 1,500.00	\$ -	Mid-Year Academy	\$ 1,750.00	\$ 1,750.00	10 scholarships @ \$175
	\$ -	\$ 1,400.00	\$ 1,400.00	President Awards Scholarships	\$ 750.00	\$ 750.00	PAD and ROY
\$ 540.00	\$ 550.00	\$ 7,500.00	\$ 5,000.00	OAMR Conference/Academy Session	\$ 5,500.00	\$ 5,500.00	10 Academy & 10 Conference
\$ -	\$ 475.00	\$ 1,300.00	\$ 1,415.00	Continuation Davis/Harris Scholarship	\$ -	\$ -	Completed
	\$ 1,000.00	\$ 6,000.00	\$ 1,396.00	OAMR IIMC Conference Scholarships	\$ 6,000.00	\$ 6,000.00	2 @ \$2500 ; 1 @ \$1000
\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	IIMC Foundation-OAMR Edu. Endowment Fund	\$ 4,000.00	\$ 4,000.00	
\$ 3,205.00	\$ 6,065.00	\$ 52,350.00	\$ 16,711.00	Total Scholarships	\$ 26,200.00	\$ 26,200.00	
\$ 29,896.52	\$ 35,444.20	\$ 155,195.39	\$ 109,868.39	Total Expenditures before Contingency	\$ 126,340.00	\$ 126,340.00	
	\$ -	\$ 24,757.40		Contingency	\$ 26,228.40	\$ 26,228.40	
\$ 29,896.52	\$ 35,444.20	\$ 179,952.79	\$ 109,868.39	TOTAL EXPENDITURES	\$ 152,568.40	\$ 152,568.40	
\$ 122,876.31	\$ 150,704.42	\$ 179,952.79	\$ 169,362.79	Revenues (from front page)	\$ 152,568.40	\$ 152,568.40	
92,979.79	115,260.22	\$ -	59,494.40	ENDING FUND BALANCE	\$ -	\$ -	