

**OREGON ASSOCIATION OF MUNICIPAL RECORDERS
2020-2021 ANNUAL BUDGET**

Amended 2020-2021 Budget
January 26, 2021

REVENUES

2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 AMENDED	2019-2020 Estimated Actual	DESCRIPTION	2020-2021 PROPOSED	2020-2021 AMENDED	Comments
Academy/Education Sessions							
\$ 9,000.00	\$ 11,895.00	\$ 12,000.00	\$ 3,300.00	Mid-Year Academy	\$ 5,400.00	\$ 5,400.00	Based on 60 registrants @ \$90 (Virtual)
\$ 2,550.00	\$ 2,175.00	\$ 2,250.00	\$ 1,490.00	Mid-Year Athenian Dialogue	\$ 1,500.00	\$ 1,500.00	Based on 30 registrants @ \$50 (Virtual)
\$ 1,265.00	\$ 1,170.00	\$ 1,050.00	\$ 790.00	Annual Athenian Leadership	\$ 1,050.00	\$ 1,050.00	Based on 30 registrants @ \$35 (\$50 if ALD only)
\$ 12,775.00	\$ 10,825.00	\$ 12,000.00	\$ 4,500.00	Annual Academy	\$ 12,000.00	\$ 12,000.00	Based on 80 registrants @\$150
\$ 25,590.00	\$ 26,065.00	\$ 27,300.00	\$ 10,080.00	Total Academy Sessions	\$ 19,950.00	\$ 19,950.00	
Annual Conference							
Portland \$ 32,472.75	Bend \$ 37,508.00	Eugene \$ 34,500.00	Virtual \$ -	Registration	Newport \$ 31,000.00	Newport \$ 31,000.00	Based on 80 registrants @\$350, 10 @ \$300
\$ 3,237.50	\$ 3,575.00	\$ 3,200.00	\$ -	Exhibitors	\$ 3,000.00	\$ 3,000.00	
\$ 5,750.00	\$ 9,450.00	\$ 5,500.00	\$ 6,400.00	Sponsors	\$ 5,500.00	\$ 5,500.00	
\$ 41,460.25	\$ 50,533.00	\$ 43,200.00	\$ 6,400.00	Total Annual Conference	\$ 39,500.00	\$ 39,500.00	
Education/Scholarships							
Portland \$ 5,866.50	Bend \$ 3,933.00	Eugene \$ 4,500.00	Virtual \$ 2,500.00	Auctions	\$ 4,500.00	\$ 4,500.00	
\$ 2,576.00	\$ 2,483.00	\$ 3,000.00	\$ 2,200.00	Basket Raffle	\$ 3,000.00	\$ 3,000.00	
\$ 1,075.00	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00	Pink Walk- Kathy Ishiara Fund	\$ 1,000.00	\$ 1,000.00	
\$ 288.61	\$ 697.66	\$ 1,000.00	\$ 425.00	Donations - General	\$ 1,000.00	\$ 1,000.00	
\$ 1,626.04	\$ 2,255.55	\$ 1,700.00	\$ 121.00	Other Fundraising	\$ 1,700.00	\$ 1,700.00	Card cut, AmazonSmile, Fred Meyer
\$ 40.00	\$ 30.00	\$ -	\$ -	Misc Sales/Phone Ringing	\$ -	\$ -	
\$ 11,472.15	\$ 10,599.21	\$ 11,200.00	\$ 6,246.00	Total Education/Scholarship	\$ 11,200.00	\$ 11,200.00	
\$ 974.42	\$ 1,192.52	\$ 500.00	\$ 689.00	Interest	\$ 500.00	\$ 500.00	
\$ 11,135.00	\$ 13,595.00	\$ 13,000.00	\$ 12,905.00	Membership Dues	\$ 12,800.00	\$ 12,800.00	
\$ 1,303.80	\$ 5,328.17	\$ 500.00	\$ 595.00	Miscellaneous	\$ 500.00	\$ 500.00	
\$ 1,200.00	\$ 800.00	\$ 800.00	\$ 400.00	Newsletter Advertising	\$ 400.00	\$ 400.00	
\$ 93,135.62	\$ 108,112.90	\$ 96,500.00	\$ 37,315.00	TOTAL REVENUES	\$ 84,850.00	\$ 84,850.00	
\$ 70,263.33	\$ 59,096.63	\$ 55,201.00	\$ 77,245.00	Beginning Fund Balance	\$ 75,130.00	\$ 75,130.00	
\$ 163,398.95	\$ 167,209.53	\$ 151,701.00	\$ 114,560.00	GRAND TOTAL REVENUES	\$ 159,980.00	\$ 159,980.00	

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Academy/Education Sessions							
Portland	Bend	Eugene	Virtual	Mid-Year Expenses	Virtual		<i>NOTE: Mid-Year 2021 Virtual</i>
\$ 2,296.53	\$ 1,916.45	\$ 2,500.00	\$ 200.00	Athenian Leadership Speaker Expenses	\$ 200.00	\$ 200.00	17-18 & 18-19 Spkr Exp includes AV, Food & Bev
\$ 5,864.81	\$ 6,410.11	\$ 4,500.00	\$ 4,000.00	Academy Speaker Expenses	\$ 4,500.00	\$ 4,500.00	
		\$ 4,400.00	\$ -	ALD & Academy Food & Beverage	\$ -	\$ -	
		\$ 1,350.00	\$ 75.00	AV	\$ -	\$ -	
Total Mid-Year Expenses					\$ 4,700.00	\$ 4,700.00	
Annual ALD & Academy Sessions							
					Newport		
\$ 421.10	\$ 266.26	\$ 1,902.00	\$ 600.00	Annual Athenian Leadership Speaker Ex	\$ 200.00	\$ 200.00	
		\$ 450.00	\$ 75.00	ALD AV	\$ 300.00	\$ 300.00	
\$ 7,605.32	\$ 8,623.14	\$ 5,500.00	\$ 5,000.00	Annual Academy Speaker Expenses	\$ 5,500.00	\$ 5,500.00	
		\$ 4,000.00	\$ -	Annual Academy Food & Bev	\$ 2,700.00	\$ 2,700.00	
		\$ 900.00	\$ 900.00	Academy AV	\$ 360.00	\$ 360.00	
Total Annual ALD & Academy Expenses					\$ 9,060.00	\$ 9,060.00	
\$ 16,187.76	\$ 17,215.96	\$ 25,502.00	\$ 10,850.00	Total Academy/Education Sessions	\$ 13,760.00	\$ 13,760.00	
Annual Conference							
Portland	Bend	Eugene	Virtual		Newport		<i>NOTE: 2020 Conference Virtual due to COVID-19</i>
		\$ 3,400.00	\$ 3,400.00	Audio-Visual	\$ 1,200.00	\$ 1,200.00	19-20 Est actual includes Zoom costs
\$ 135.96	\$ 311.44	\$ 250.00	\$ 250.00	Awards	\$ 250.00	\$ 250.00	
\$ 662.53	\$ 586.42	\$ 875.00	\$ -	Banquet Expenses	\$ 875.00	\$ 875.00	
\$ 433.00	\$ 247.44	\$ 360.00	\$ 360.00	Conference Chair Expense	\$ 360.00	\$ 360.00	
\$ 1,000.00	\$ -	\$ 2,500.00	\$ 600.00	Conference Swag	\$ 2,500.00	\$ 2,500.00	Conference Bags, first-timer swag, attendee swag
		\$ 740.00	\$ -	Exhibitor Tables	\$ 450.00	\$ 450.00	
\$ -	\$ -	\$ 2,500.00	\$ 1,250.00	Future Conference Site Deposits	\$ 2,500.00	\$ 2,500.00	
\$ 3,570.28	\$ 3,792.45	\$ 4,600.00	\$ 100.00	Hospitality	\$ 4,600.00	\$ 4,600.00	Honored Guest Conf registration, dinner, gifts.
\$ 18,065.82	\$ 21,996.78	\$ 19,800.00	\$ -	Food & Beverage	\$ 15,500.00	\$ 15,500.00	
		\$ 500.00	\$ -	Meeting Setup	\$ 800.00	\$ 800.00	
\$ 284.75	\$ 300.00	\$ 400.00	\$ 400.00	Miscellaneous	\$ 500.00	\$ 500.00	Includes conference logo
\$ -	\$ -	\$ -	\$ -	Postage	\$ -	\$ -	
\$ 2,083.38	\$ 2,479.32	\$ 1,450.00	\$ -	Welcome Reception/Special Event	\$ 1,500.00	\$ 1,500.00	
\$ 785.00	\$ 843.00	\$ 750.00	\$ 100.00	Printing Handbook	\$ 750.00	\$ 750.00	Handbook only
\$ 1,019.23	\$ 2,719.02	\$ 6,650.00	\$ -	Speaker Expenses	\$ 6,650.00	\$ 6,650.00	Concurrent/Gen Academy/Future Deposits
\$ 28,039.95	\$ 33,275.87	\$ 44,775.00	\$ 6,460.00	Total Annual Conference	\$ 38,435.00	\$ 38,435.00	
\$ 828.00	\$ 2,007.90	\$ 200.00	\$ 200.00	Internet/Website	\$ 7,650.00	\$ 7,650.00	Includes web costs and Zoom costs of \$5,600
\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	IIMC Foundation Unrestricted Donation	\$ -	\$ -	\$600 elimated and moved to IIMC scholarship
Membership							
\$ -	\$ -	\$ 25.00	\$ 15.00	Postage	\$ 25.00	\$ 25.00	

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\$ -	\$ -	\$ 25.00	\$ 25.00	Printing	\$ 25.00	\$ 25.00	
\$ 188.00	\$ 153.00	\$ 250.00	\$ 210.00	Supplies	\$ 250.00	\$ 250.00	Name tags, dangles, etc.
\$ 188.00	\$ 153.00	\$ 300.00	\$ 250.00	Total Membership	\$ 300.00	\$ 300.00	

Miscellaneous

\$ 624.76	\$ 1,079.93	\$ 1,800.00	\$ 1,800.00	Credit Card Fees	\$ 1,800.00	\$ 1,800.00	
\$ -	\$ 800.00	\$ 1,200.00	\$ 1,023.00	Tax Accountant/Bookkeeping Consultant	\$ 1,200.00	\$ 1,200.00	
		\$ 425.00	\$ 300.00	Annual Filing Fees & Insurance	\$ 430.00	\$ 430.00	
\$ 995.15	\$ 495.99	\$ 300.00	\$ 142.00	Other	\$ 500.00	\$ 500.00	Condolence flowers/Misc bank fees
\$ 1,619.91	\$ 2,375.92	\$ 3,725.00	\$ 3,265.00	Total Miscellaneous	\$ 3,930.00	\$ 3,930.00	

Newsletter

\$ 18.35	\$ -	\$ -	\$ -	Postage	\$ -	\$ -	
\$ 4.03	\$ 25.58	\$ 50.00	\$ 29.00	Advertiser Printing & Postage	\$ 50.00	\$ 50.00	
\$ 2.53		\$ -	\$ -	Supplies	\$ -	\$ -	
\$ 24.91	\$ 25.58	\$ 50.00	\$ 29.00	Total Newsletter	\$ 50.00	\$ 50.00	

\$ 1,928.30	\$ 2,071.50	\$ 10,460.00	\$ 10,460.00	NW Clerks Institute Director	\$ 2,200.00	\$ 2,200.00	1/3 share of IIMC travel reimbursement; Mid-Year reg. & Conf registration and lodging. 19-20 Amended from \$2,200 to \$10,460 from contingency for NCI cancellation invoice WSU (04/27/2020)
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Office Supplies

\$ 20.00	\$ -	\$ 50.00	\$ 20.00	Postage	\$ 50.00	\$ 50.00	
\$ 24.48	\$ 29.26	\$ 50.00	\$ 18.00	Supplies/Stationary/Envelopes/etc.	\$ 280.00	\$ 280.00	Includes Treasurer checks, deposit slips & stamp
\$ 0.05	\$ 49.00	\$ 175.00	\$ 75.00	Miscellaneous	\$ 100.00	\$ 100.00	
\$ 44.53	\$ 78.26	\$ 275.00	\$ 113.00	Total Office Supplies	\$ 430.00	\$ 430.00	

Officers Expenses

1st Vice President

\$ 1,565.15	\$ -	\$ 2,000.00	\$ -	IIMC Conference	\$ 2,000.00	\$ 2,000.00	Travel and lodging only
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2nd Vice President

\$ 108.56	\$ 238.96	\$ 500.00	\$ 65.00	Future Conference Site Tours	\$ 500.00	\$ 500.00	
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Director - Region IX

\$ 1,259.12	\$ 1,250.00	\$ 1,350.00	\$ 1,350.00	Region IX, IIMC, Meetings, Assmnt, Etc.	\$ 1,350.00	\$ 2,350.00	Outgoing Reg IX Dir Gift (\$100), Reg IX Assmnt (\$5/member); Amended 01/26/21 to add \$1000 for hosting IIMC dinner/rcptn
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President

\$ 2,421.16	\$ 2,532.21	\$ 2,600.00	\$ -	IIMC Annual Conference	\$ 2,600.00	\$ 2,600.00	
\$ 1,193.85	\$ -	\$ 500.00	\$ 150.00	OAMR Representation (President)	\$ 500.00	\$ 500.00	Other non-Reg IX meetings, such as OCCMA.
\$ 2,991.55	\$ 2,768.88	\$ 3,500.00	\$ 1,358.00	Region IX Conferences (AK, CA, WA)	\$ 3,000.00	\$ 3,000.00	
	\$ 191.40	\$ -		Other	\$ -	\$ -	
\$ 6,606.56	\$ 5,492.49	\$ 6,600.00	\$ 1,508.00	Total President Expenses	\$ 6,100.00	\$ 6,100.00	

\$ -		\$ 150.00	\$ -	OAMR Region Directors	\$ 150.00	\$ 150.00	
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		\$ 750.00	\$ -	OAMR Representation (LOC, other assoc)	\$ 750.00	\$ 750.00	OAMR booth
\$ 9,539.39	\$ 6,981.45	\$ 11,350.00	\$ 2,923.00	Total Officers Expenses	\$ 10,850.00	\$ 11,850.00	
\$ 50.18	\$ -	\$ 100.00	\$ 100.00	Photography/Historian	\$ 100.00	\$ 100.00	
Fundraising Expenses							
\$ -	\$ 53.91	\$ 150.00	\$ 150.00	Misc	\$ 150.00	\$ 150.00	2VP Discretion
\$ -	\$ -	\$ 200.00	\$ 200.00	Printing or online hosting	\$ 250.00	\$ 250.00	Auction Sheets or Online Auction
\$ -	\$ -	\$ -		Prize Expense	\$ -	\$ -	Raffle license or big prize
\$ -	\$ 53.91	\$ 350.00	\$ 350.00	Total Fundraising Expense	\$ 400.00	\$ 400.00	
<i>Note : Proposed 2020-2021 increase due to COVID and city budget constraints</i>							
Scholarships							
\$ 18,650.00	\$ 9,175.00	\$ 13,125.00	\$ -	IIMC Certification Programs	\$ 25,000.00	\$ 25,000.00	24 PD @ \$625 (2021) + Online Oct-Dec 2020 (\$10,000)
\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	Kathy Ishiara Scholarship	\$ -	\$ -	See OAMR IIMC Scholarships
\$ 1,950.00	\$ 1,200.00	\$ 1,800.00	\$ 790.00	Mid-Year Academy	\$ 1,875.00	\$ 1,875.00	15 scholarships @ 125
\$ 300.00	\$ 700.00	\$ 700.00	\$ 500.00	President Awards Scholarships	\$ 700.00	\$ 700.00	PAD and ROY
\$ 10,050.00	\$ 7,100.00	\$ 8,000.00	\$ 540.00	OAMR Conference/Academy Session	\$ 10,000.00	\$ 10,000.00	20 Academy & 20 Conference
\$ -	\$ -	\$ 1,000.00	\$ -	Marge Price Scholarship	\$ -	\$ -	See OAMR IIMC Scholarships
\$ 1,201.39	\$ 1,150.00	\$ -	\$ -	Davis/Harris Scholarship	\$ -	\$ -	Discontinued
\$ 2,600.00	\$ 2,450.00	\$ 2,600.00	\$ -	Continuation Davis/Harris Scholarship	\$ 2,600.00	\$ 2,600.00	One remaining FY 21-22 to fund @ \$1300
				OAMR IIMC Scholarships	\$ 6,000.00	\$ 6,000.00	Kathy Ishiara & Marge Price combined. 2020=1@1000, 21=2@2500
				IIMC Foundation-OAMR Edu. Endowment Fund	\$ 2,000.00	\$ 2,000.00	
\$ 45,751.39	\$ 24,775.00	\$ 30,225.00	\$ 3,830.00	Total Scholarships	\$ 48,175.00	\$ 48,175.00	
\$ 104,802.32	\$ 89,614.35	\$ 127,912.00	\$ 39,430.00	Total Expenditures before Contingency	\$ 126,280.00	\$ 127,280.00	
		\$ 23,789.00	\$ -	Contingency	\$ 33,700.00	\$ 32,700.00	
\$ 104,802.32	\$ 89,614.35	\$ 151,701.00	\$ 39,430.00	TOTAL EXPENDITURES	\$ 159,980.00	\$ 159,980.00	
\$ 163,398.95	\$ 167,209.53	\$ 151,701.00	\$ 114,560.00	Revenues (from front page)	\$ 159,980.00	\$ 159,980.00	
58,596.63	77,595.18	0.00	75,130.00	ENDING FUND BALANCE	0.00	0.00	