

**OREGON ASSOCIATION OF MUNICIPAL RECORDERS
2021-2022 ANNUAL BUDGET**

2021-2022 Budget
Amended April 15, 2022

REVENUES

2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2020-2021 Estimated Actual	DESCRIPTION	2021-2022 PROPOSED	2021-2022 ADOPTED	Comments
Bend	Virtual	Virtual	Virtual	Academy/Education Sessions	Newport	Newport	
\$ 11,895.00	\$ 6,820.00	\$ 5,400.00	\$ 7,740.00	Mid-Year Academy	\$ 7,500.00	\$ 9,000.00	<i>Based on 60 registrants @ \$150</i>
\$ 2,175.00	\$ 1,260.00	\$ 1,500.00	\$ 2,950.00	Mid-Year Athenian Dialogue	\$ 2,250.00	\$ 2,250.00	<i>Based on 30 registrants @ \$75</i>
\$ 1,170.00	\$ 1,250.00	\$ 1,050.00	\$ 1,250.00	Annual Athenian Leadership	\$ 1,050.00	\$ 1,050.00	<i>Based on 30 registrants @ \$35 (\$50 if ALD only)</i>
\$ 10,825.00	\$ 5,920.00	\$ 12,000.00	\$ 8,125.00	Annual Academy	\$ 12,000.00	\$ 12,000.00	<i>Based on 80 registrants @\$150</i>
\$ 26,065.00	\$ 15,250.00	\$ 19,950.00	\$ 20,065.00	Total Academy Sessions	\$ 22,800.00	\$ 24,300.00	
Bend	Virtual	Newport	Virtual	Annual Conference	Newport	Newport	
\$ 37,508.00		\$ 31,000.00	\$ 11,250.00	Registration	\$ 31,000.00	\$ 31,000.00	<i>Based on 80 registrants @\$350, 10 @ \$300</i>
\$ 3,575.00		\$ 3,000.00	\$ 800.00	Exhibitors	\$ 1,200.00	\$ 1,200.00	<i>Exhibit only. 2021 payments carried over to 2022.</i>
\$ 9,450.00	\$ 6,400.00	\$ 5,500.00	\$ 8,450.00	Sponsors	\$ 1,500.00	\$ 1,500.00	<i>2021 payments carried over to 2022 conference</i>
\$ 50,533.00	\$ 6,400.00	\$ 39,500.00	\$ 20,500.00	Total Annual Conference	\$ 33,700.00	\$ 33,700.00	
Bend	Virtual	Newport	Virtual	Education/Scholarships	Newport	Newport	
\$ 3,933.00	\$ 2,071.00	\$ 4,500.00	\$ 1,000.00	Auctions	\$ 3,500.00	\$ 3,500.00	
\$ 2,483.00	\$ 2,780.00	\$ 3,000.00	\$ 2,000.00	Basket Raffle	\$ 2,500.00	\$ 2,500.00	
\$ 1,200.00	\$ 1,050.00	\$ 1,000.00	\$ 1,000.00	Pink Walk- Kathy Ishiara Fund	\$ 1,000.00	\$ 1,000.00	
\$ 697.66	\$ 2,291.65	\$ 1,000.00	\$ 600.00	Donations - General	\$ 1,000.00	\$ 1,000.00	
\$ 2,255.55	\$ 338.45	\$ 1,700.00	\$ 200.00	Other Fundraising	\$ 1,000.00	\$ 1,000.00	<i>Card cut, AmazonSmile, Fred Meyer</i>
\$ 30.00		\$ -		Misc Sales/Phone Ringing	\$ -	\$ -	
\$ 10,599.21	\$ 8,531.10	\$ 11,200.00	\$ 4,800.00	Total Education/Scholarship	\$ 9,000.00	\$ 9,000.00	
\$ 1,192.52	\$ 763.27	\$ 500.00	\$ 380.00	Interest	\$ 300.00	\$ 300.00	
\$ 13,595.00	\$ 13,655.00	\$ 12,800.00	\$ 13,015.00	Membership Dues	\$ 13,000.00	\$ 13,000.00	
\$ 5,328.17	\$ 631.76	\$ 500.00	\$ 348.00	Miscellaneous	\$ 350.00	\$ 350.00	
\$ 800.00	\$ 400.00	\$ 400.00	\$ 950.00	Newsletter Advertising	\$ 400.00	\$ 400.00	
\$ 108,112.90	\$ 45,631.13	\$ 84,850.00	\$ 60,058.00	TOTAL REVENUES	\$ 79,550.00	\$ 81,050.00	
\$ 59,096.63	\$ 77,245.18	\$ 75,130.00	\$ 92,979.79	Beginning Fund Balance	\$ 98,902.79	\$ 98,902.79	
\$ 167,209.53	\$ 122,876.31	\$ 159,980.00	\$ 153,037.79	GRAND TOTAL REVENUES	\$ 178,452.79	\$ 179,952.79	

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EXPENSES

2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2020-2021 Estimated ACTUAL	DESCRIPTION	2021-2022 PROPOSED	2021-2022 ADOPTED	Comments
Academy/Education Sessions							
Bend	Virtual	Virtual	Virtual	Mid-Year Expenses	Newport	Newport	<i>NOTE: Mid-Year 2021 Virtual</i>
\$ 1,916.45	\$ 200.00	\$ 200.00	\$ 200.00	Athenian Leadership Speaker Expenses	\$ 700.00	\$ 700.00	18-19 Spkr Exp includes AV, Food & Bev
\$ 6,410.11	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	Academy Speaker Expenses	\$ 5,000.00	\$ 5,000.00	
	\$ -	\$ -	\$ -	ALD & Academy Food & Beverage	\$ 3,700.00	\$ 3,700.00	
	\$ 74.95	\$ -		AV	\$ 360.00	\$ 360.00	
\$ 8,326.56	\$ 4,274.95	\$ 4,700.00	\$ 4,700.00	Total Mid-Year Expenses	\$ 9,760.00	\$ 9,760.00	
Annual ALD & Academy Sessions							
Bend	Virtual	Newport	Virtual	Annual ALD & Academy Sessions	Newport	Newport	
\$ 266.26	\$ 601.40	\$ 200.00	\$ 200.00	Annual Athenian Leadership Speaker Exp	\$ 700.00	\$ 700.00	Travel expenses erroneously missing from adopted 2020-2021
		\$ 300.00	\$ -	ALD AV	\$ 360.00	\$ 360.00	
\$ 8,623.14	\$ 3,312.50	\$ 5,500.00	\$ 5,500.00	Annual Academy Speaker Expenses	\$ 6,100.00	\$ 6,100.00	
	\$ -	\$ 2,700.00	\$ -	Annual Academy Food & Bev	\$ 3,300.00	\$ 3,300.00	
	\$ 74.95	\$ 360.00	\$ 360.00	Academy AV	\$ 360.00	\$ 360.00	
	\$ 3,988.85	\$ 9,060.00	\$ 6,060.00	Total Annual ALD & Academy Expenses	\$ 10,820.00	\$ 10,820.00	
\$ 8,326.56	\$ 8,263.80	\$ 13,760.00	\$ 10,760.00	Total Academy/Education Sessions	\$ 20,580.00	\$ 20,580.00	
Annual Conference							
Bend	Virtual	Newport	Virtual	Annual Conference	Newport	Newport	<i>NOTE: 2020 & 2021 Conference Virtual due to COVID-19</i>
	\$ 929.36	\$ 1,200.00	\$ -	Audio-Visual	\$ 1,200.00	\$ 1,200.00	19-20 actual includes Zoom costs
\$ 311.44	\$ 219.25	\$ 250.00	\$ 250.00	Awards	\$ 300.00	\$ 300.00	
\$ 586.42	\$ -	\$ 875.00	\$ -	Banquet Expenses	\$ 875.00	\$ 875.00	
\$ 247.44	\$ 262.09	\$ 360.00	\$ 360.00	Conference Chair Expense	\$ 360.00	\$ 360.00	
\$ -	\$ 345.00	\$ 2,500.00	\$ 2,500.00	Conference Swag	\$ 2,000.00	\$ 2,000.00	Conference Bags, first-timer swag, attendee swag
	\$ -	\$ 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	
\$ 3,792.45	\$ 787.55	\$ 4,600.00	\$ -	Hospitality	\$ 4,600.00	\$ 4,600.00	Honored Guest Conf registration, dinner, gifts.
\$ 21,996.78	\$ -	\$ 15,500.00	\$ -	Food & Beverage	\$ 17,500.00	\$ 17,500.00	
	\$ -	\$ 800.00	\$ -	Meeting Setup	\$ 1,000.00	\$ 1,000.00	
\$ 300.00	\$ 400.00	\$ 500.00	\$ 500.00	Miscellaneous	\$ 600.00	\$ 600.00	Includes conference logo
\$ -	\$ -	\$ -	\$ -	Postage	\$ -	\$ -	
\$ 2,479.32	\$ -	\$ 1,500.00	\$ -	Welcome Reception/Special Event	\$ 1,500.00	\$ 1,500.00	
\$ 843.00	\$ 100.00	\$ 750.00	\$ -	Printing Handbook	\$ 800.00	\$ 800.00	Handbook only
\$ 2,719.02	\$ -	\$ 6,650.00	\$ 6,650.00	Speaker Expenses	\$ 7,325.00	\$ 7,325.00	Concurrent/Gen Academy/Future Deposits
\$ 33,275.87	\$ 4,293.25	\$ 38,435.00	\$ 12,760.00	Total Annual Conference	\$ 41,010.00	\$ 41,010.00	
\$ 2,007.90	\$ 72.00	\$ 7,650.00	\$ 2,420.00	Internet/Website	\$ 1,800.00	\$ 1,800.00	Website fees not due until Dec. 22
\$ 600.00	\$ 600.00	\$ -	\$ -	IIMC Foundation Unrestricted Donation	\$ -	\$ -	\$600 elimated and moved to IIMC scholarship
Membership							
\$ -	\$ 15.00	\$ 25.00	\$ 25.00	Postage	\$ 25.00	\$ 25.00	
\$ -	\$ 25.00	\$ 25.00	\$ 25.00	Printing	\$ 25.00	\$ 25.00	
\$ 153.00	\$ 210.00	\$ 250.00	\$ 250.00	Supplies	\$ 250.00	\$ 250.00	Name tags, danglers, etc.
\$ 153.00	\$ 250.00	\$ 300.00	\$ 300.00	Total Membership	\$ 300.00	\$ 300.00	

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Miscellaneous							
\$ 1,079.93	\$ 1,215.58	\$ 1,800.00	\$ 1,800.00	Credit Card Fees	\$ 2,000.00	\$ 2,000.00	
\$ 800.00	\$ 1,023.00	\$ 1,200.00	\$ 1,200.00	Tax Accountant/Bookkeeping Consultant	\$ 1,200.00	\$ 1,200.00	
	\$ 300.00	\$ 430.00	\$ 430.00	Annual Filing Fees & Insurance	\$ 450.00	\$ 450.00	
				Strategic Planning	\$ -	\$ 16,170.00	\$16,170 moved from Contingency on 11/29/21
\$ 495.99	\$ 201.41	\$ 500.00	\$ 500.00	Other	\$ 750.00	\$ 750.00	Condolence flowers/Misc bank fees
\$ 2,375.92	\$ 2,739.99	\$ 3,930.00	\$ 3,930.00	Total Miscellaneous	\$ 4,400.00	\$ 20,570.00	
Newsletter							
\$ -	\$ -	\$ -	\$ -	Postage			
\$ 25.58	\$ 28.54	\$ 50.00	\$ 50.00	Advertiser Printing & Postage	\$ 50.00	\$ 50.00	
	\$ -	\$ -	\$ -	Supplies			
\$ 25.58	\$ 28.54	\$ 50.00	\$ 50.00	Total Newsletter	\$ 50.00	\$ 50.00	
\$ 2,071.50	\$ 8,437.74	\$ 2,200.00	\$ 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	\$ 50.00	\$ 50.00	Postage	\$ 50.00	\$ 50.00	
\$ 29.26	\$ 18.00	\$ 280.00	\$ 280.00	Supplies/Stationary/Envelopes/etc.	\$ 100.00	\$ 100.00	19-20 Included Treasurer checks, deposit slips & stamp
\$ 49.00	\$ 75.00	\$ 100.00	\$ 100.00	Miscellaneous	\$ 100.00	\$ 100.00	
\$ 78.26	\$ 119.05	\$ 430.00	\$ 430.00	Total Office Supplies	\$ 250.00	\$ 250.00	
Officers Expenses							
1st Vice President							
\$ -	\$ -	\$ 2,000.00	\$ 545.00	IIMC Conference	\$ 2,000.00	\$ 2,000.00	Travel and lodging only
2nd Vice President							
\$ 238.96	\$ 64.29	\$ 500.00	\$ 200.00	Future Conference Site Tours	\$ 500.00	\$ 500.00	
Director - Region IX							
\$ 1,250.00		\$ 1,350.00	\$ 1,350.00	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							
\$ 2,532.21	\$ -	\$ 2,600.00	\$ 2,250.00	IIMC Annual Conference	\$ 2,600.00	\$ 2,600.00	
\$ -	\$ 150.00	\$ 500.00	\$ -	OAMR Representation (President)	\$ 500.00	\$ 500.00	Other non-Reg IX meetings, such as OCCMA.
\$ 2,768.88	\$ 1,357.46	\$ 3,000.00	\$ 625.00	Region IX Conferences (AK,CA, WA)	\$ 3,000.00	\$ 3,000.00	
\$ 191.40		\$ -		Other			
\$ 5,492.49	\$ 1,507.46	\$ 6,100.00	\$ 2,875.00	Total President Expenses	\$ 6,100.00	\$ 6,100.00	
	\$ -	\$ 150.00	\$ -	OAMR Region Directors	\$ 700.00	\$ 700.00	
	\$ -	\$ 750.00	\$ -	OAMR Representation (LOC, other assoc)	\$ 750.00	\$ 750.00	OAMR booth
\$ 6,981.45	\$ 1,571.75	\$ 10,850.00	\$ 4,970.00	Total Officers Expenses	\$ 11,450.00	\$ 11,450.00	
\$ -		\$ 100.00	\$ 100.00	Photography/Historian	\$ 100.00	\$ 135.39	\$35.39 moved from Contingency on 04/15/2022

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Fundraising Expenses							
\$ 53.91	\$ 150.00	\$ 150.00	\$ 150.00	Misc	\$ 150.00	\$ 150.00	2VP Discretion
\$ -	\$ 165.40	\$ 250.00	\$ 200.00	Printing or online hosting	\$ 350.00	\$ 350.00	Auction Sheets or Online Auction
\$ 53.91	\$ 315.40	\$ 400.00	\$ 350.00	Total Fundraising Expense	\$ 500.00	\$ 500.00	
Scholarships							
\$ 9,175.00	\$ -	\$ 25,000.00	\$ 1,950.00	IIMC Certification Programs (PD)	\$ 30,650.00	\$ 30,650.00	39 PD @ \$625 (PD I-III); 5 @ \$475 (PD IV); 3 PD @ 1300
\$ 1,000.00	\$ -	\$ -	\$ -	Kathy Ishiara Scholarship	\$ -	\$ -	See OAMR IIMC Conference Scholarships
\$ 1,200.00	\$ 665.00	\$ 1,875.00	\$ 90.00	Mid-Year Academy	\$ 1,500.00	\$ 1,500.00	10 scholarships @ \$150
\$ 700.00		\$ 700.00	\$ 350.00	President Awards Scholarships	\$ 1,400.00	\$ 1,400.00	PAD and ROY (includes 2020 recipients)
\$ 7,100.00	\$ 540.00	\$ 10,000.00	\$ 10,000.00	OAMR Conference/Academy Session	\$ 7,500.00	\$ 7,500.00	15 Academy & 15 Conference
\$ 1,150.00	\$ -	\$ -	\$ -	Davis/Harris Scholarship	\$ -	\$ -	See IIMC Certification Program Scholarships
\$ 2,450.00	\$ -	\$ 2,600.00	\$ 475.00	Continuation Davis/Harris Scholarship	\$ 1,300.00	\$ 1,300.00	One remaining FY 21-22 to fund @ \$1300
		\$ 6,000.00	\$ 1,000.00	OAMR IIMC Conference Scholarships	\$ 6,000.00	\$ 6,000.00	2 @ \$2500 ; 1 @ \$1000
\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	IIMC Foundation-OAMR Edu. Endowment Fund	\$ 4,000.00	\$ 4,000.00	
\$ 24,775.00	\$ 3,205.00	\$ 48,175.00	\$ 15,865.00	Total Scholarships	\$ 52,350.00	\$ 52,350.00	
\$ 80,724.95	\$ 29,896.52	\$ 126,280.00	\$ 54,135.00	Total Expenditures before Contingency	\$ 135,290.00	\$ 151,495.39	
		\$ 33,700.00	\$ -	Contingency	\$ 43,162.79	\$ 28,457.40	Amended 11/29/21 and 04/15/2022
\$ 80,724.95	\$ 29,896.52	\$ 159,980.00	\$ 54,135.00	TOTAL EXPENDITURES	\$ 178,452.79	\$ 179,952.79	
\$ 167,209.53	\$ 122,876.31	\$ 159,980.00	\$ 153,037.79	Revenues (from front page)	\$ 178,452.79	\$ 179,952.79	
86,484.58	92,979.79	0.00	98,902.79	ENDING FUND BALANCE	\$ -	\$ -	