Agenda – Executive Policy Committee – January 15, 2014

REPORTS

Item No. 5 Access Advisory Committee – 2014 Operating Budget

COMMITTEE RECOMMENDATION:

On December 10, 2013, the Access Advisory Committee approved its 2014 Operating Budget and submitted the matter to Executive Policy Committee for information.

Operating	Spending Item	Reason for Spending	2013 Budget	& Projected to Dec 31	Proposed 2014
Meeting Costs	Parking	AAC Meetings	150	108.91	125
	Transportation	AAC Meetings	300	172.00	200
	Vol. Recog	AAC meetings	2600	3073.00	3200
	Subcom. Mtgs		2100	1842.14	2000
	Strategic Pln		1000	0.00	1000
	Outreach	Community Consult	1000	0.00	1000
		Project Partnerships	1000	142.01	500
		Disp Booths-Rent/Misc	500	117.99	250
	Subtotal		**8650**	**5456.05**	**8275**
Admin Supplies	Office Supplies		300	254.05	300
	Office Equip.		300	300.00	300
	Telephone		1000	983.10	1000
	Cell Phone		1400	1365.08	1400
	Postage Courier		50	0.00	50
	Printing		50	0.00	50
	Subtotal		**3100**	**2902.23**	**3100**
Communications	Annual Report	Writer Contract	1600	0.00	1700
		French Translation	600	0.00	200
		Layout	400	400.00	400
		Print & Distribution	1000	1240.00	1200
	Subtotal		**3600**	**1640.00**	**3500**

Awards		Printing and Advertising	1200	0.00	2000
		Marketing Strategy	0	5000.00	0
		Special Event Planning	0	2500.00	0
		Awards	3500	0.00	5000
		Speaker/ MC	2000	0.00	1000
		Meals	1300	0.00	5000
		A/V Equip.	150	0.00	800
		Site Visit exp.	600	0.00	700
		Photographer	250	0.00	250
		MAA & UofM sponsorship	0	0.00	0
		Rental Vehicle	200	0.00	0
		Hotel	400	0.00	0
		Misc. exp			1400
		Ticket Sales			-7500
		20th yr. Celebration Exp			2000
	Subtotal		**9600**	**7500.00**	**10650**
Website					
	Website	Maintenance	500	240.00	250
		Upgrade Proposed	500	1000.00	1000
	Subtotal		**1000**	**1240.00**	**1250**

Administrative Support	Salary		40000	40000.00	40000
		Coord. G.S.T..	0	609.62	609.62
	subtotal		**40000**	**40609.62**	**40609.62**
Special Projects	Professional Development		500	80.00	300
		Awareness Workshops	850	0.00	100
	Miscellaneous		900	575.17	715.38
Admin Expense	Internal	Audit Charge	300	300.00	300
		Booth Improvements	500	220.00	200
		Scholarships	0	0.00	0
	Subtotal		**3050**	**1175.17**	**1615.38**
Total Budget			**69000**	**60523.07**	**69000**
Surplus / Deficit				**8476.93**	**0**