Minutes – Executive Policy Committee – December 7, 2016

REPORTS

Item No. 8 Access Advisory Committee – 2017 Operating Budget

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the Access Advisory Committee's 2017 Operating Budget.

DECISION MAKING HISTORY:

Moved by Councillor Pagtakhan,
That the Access Advisory Committee's 2017 Operating Budget be received as information.

Carried

COMMITTEE RECOMMENDATION:

On November 29, 2016, the Access Advisory Committee approved its 2017 Operating Budget and submitted the matter to the Executive Policy Committee for information.

Operating	Spending Item	Reason for Spending	2016 Budget	2016 Actual as at Nov 10	Dec Exp.	2016 Projected Year End	Proposed 2017
Meeting Costs	Parking	AAC Meetings	650	617.86	100.00	717.86	700
	Transp.	AAC Meetings/Vouchers	150	17.14	20.00	37.14	50
	Vol. Recog	AAC meetings	2000	1500.00	200.00	1700.00	2000
	Subcom. Mtgs		1500	1176.37	100.00	1276.37	1500
	Strategic Pln		0			0.00	0
	Outreach	Consultations	750	3516.25	800.00	4316.25	0
		Project Partnerships	0			0.00	0
		Year End Wrap Up	500		1200.00	1200.00	1200
		Disp Booths-Rent/Misc	0			0.00	0
	Subtotal		**5550**	**6827.62**		**9247.62**	**5450**
Admin Supplies	Office Supplies		300	115.77	100.00	215.77	300
	Office Equip.		100		100.00	100.00	100
	Telephone		1000	925.92	100.00	1025.92	1000
	Cell Phone		1200	1116.77	100.00	1216.77	1200
	Postage Courier		0	42.69		42.69	0
	Printing		0			0.00	0
	Subscriptions					0.00	
	Subtotal		**2600**	**2201.15**		**2601.15**	**2600**

Comm.	Annual Report	Writer Contract Paid in 2015 for Report in 2016	1700	0.00		0.00	1700
		French and Alternate Formatting and Translation	0	0.00		0.00	0
		Print and Layout	300	167.15		167.15	300
			0	0.00		0.00	0
	Subtotal		**2000**	**167.15**		**167.15**	**2000**
Awards		**Printing and Advertising**	0	0.00		0.00	0
		Marketing Strategy	0	0.00		0.00	0
		Special Event Planning	0	0.00		0.00	0
		Awards	0	0.00	3135.72	3135.72	0
		Speaker/ MC	0	0.00		0.00	0
		Meals	0	0.00		0.00	0
		A/V Equip.	0	0.00		0.00	0
		Site Visit exp.	0	0.00		0.00	0
		Photographer	0	0.00		0.00	0
		Sponsorships	0	0.00		0.00	0
		Misc. exp	0			0.00	0
		Ticket Sales	0			0.00	0
		Luncheons,Receptions, and Events		0.00		0.00	
		Bounce Designs			1130.00	1130.00	
		Access Awards Combined	9750	0.00		0.00	9750
	Subtotal		**9750**	**0.00**		**4265.72**	**9750**

Web Site	Website	Hosting	275	0.00	252.00	252.00	275
		Updates & Maint.	1000	500.00	500.00	1000.00	1000
	Subtotal		**1275**	**500.00**		**1252.00**	**1275**
Admin Support	Salary		44000	44000.00		44000.00	44000
		Other Co-ord Expense Accrued Wages December 27-31 (2015) and Dec 27-31 (2016)	0	447.13	500.00	947.13	0
	subtotal		**44000**	**44447.13**		**44947.13**	**44000**
Special Projects	Professional Development		300	0.00		0.00	300
		Conferences	300	0.00		0.00	600
		Awareness Workshops	300	325.00		325.00	0
	MISC.		555	92.00	0.00	92.00	555
Admin Expense	Internal	Subscriptions	250	240.00	0.00	240.00	250
			0	0.00		0.00	0
		Other Operating	0	44.35		44.35	100
		Volunteer Recognition			500.00	500.00	
	Subtotal		**1705**	**701.35**		**1201.35**	**1805**
Total Budget			**66880**	**54844.40**		**63682.12**	**66880**
Surplus / Deficit			**0**	**12035.60**		**3197.88**	**$ -**