

<b>ROTARY ZONES 30 &amp; 31 INSTITUTE</b>					
<b>Budget vs. Actuals: Budget - FY16 P&amp;L</b>					
January - December 2016					
		<b>Total</b>			
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
<b>Income</b>					
4100 Zone Institute Income				0.00	
4105 Institute Conference Packages				0.00	
4110 Conference Package - Institute	116,775.00	55,430.00	57,275.00	-1,845.00	96.78%
4118 Registrations-Rotary staff	1,335.00	2,720.00		2,720.00	
<b>Total 4110 Conference Package - Institute</b>	<b>\$ 118,110.00</b>	<b>\$ 58,150.00</b>	<b>\$ 57,275.00</b>	<b>\$ 875.00</b>	<b>101.53%</b>
4111 Conference Package - S/P Institute		19,590.00	32,085.00	-12,495.00	61.06%
4112 Conference Package - Training	36,400.00	57,270.00	57,070.00	200.00	100.35%
4113 Conference Package - S/P Training		20,750.00	25,935.00	-5,185.00	80.01%
4114 Conference Package - ERL Institute		2,765.00	3,950.00	-1,185.00	70.00%
4115 Conference Package - DRFC Institute		2,425.00	0.00	2,425.00	
4116 Conference Package -S/P of ERL or DRFC Institute			690.00	-690.00	0.00%
<b>Total 4105 Institute Conference Packages</b>	<b>\$ 154,510.00</b>	<b>\$ 160,950.00</b>	<b>\$ 177,005.00</b>	<b>-\$ 16,055.00</b>	<b>90.93%</b>
4117 Late Fees			0.00	0.00	
4120 Sponsorships				0.00	
4121 Event Sponsorships	3,000.00	7,500.00	7,500.00	0.00	100.00%
4122 Donations/Sponsorships	22,784.00	23,500.00	20,000.00	3,500.00	117.50%
<b>Total 4120 Sponsorships</b>	<b>\$ 25,784.00</b>	<b>\$ 31,000.00</b>	<b>\$ 27,500.00</b>	<b>\$ 3,500.00</b>	<b>112.73%</b>
4130 Ticketed meals				0.00	
4131 Wednesday dinner	900.00				
4132 Thursday dinner	415.00				
4133 Friday lunch	3,800.00	5,580.00	4,000.00	1,580.00	139.50%
4134 Friday dinner	18,035.00				
<b>Total 4130 Ticketed meals</b>	<b>\$ 23,150.00</b>	<b>\$ 5,580.00</b>	<b>\$ 4,000.00</b>	<b>\$ 1,580.00</b>	<b>139.50%</b>
4160 Reimbursements				0.00	
4162 TRF-major donor reception expenses*EXPECTED	2,729.70	3,500.00	3,500.00	0.00	100.00%
<b>Total 4160 Reimbursements</b>	<b>\$ 2,729.70</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>
4170 Other institute income				0.00	
4171 Exhibits/House of Friendship	1,900.00	2,305.00	1,800.00	505.00	128.06%
4172 Directory sales	130.00	144.00	100.00	44.00	144.00%
4176 Contributions to charitable project		125.00		125.00	
4179 Other	2,440.01	2,825.97		2,825.97	
<b>Total 4170 Other institute income</b>	<b>\$ 4,470.01</b>	<b>\$ 5,399.97</b>	<b>\$ 1,900.00</b>	<b>\$ 3,499.97</b>	<b>284.21%</b>
<b>Total 4100 Zone Institute Income</b>	<b>\$ 210,643.71</b>	<b>\$ 206,429.97</b>	<b>\$ 213,905.00</b>	<b>-\$ 7,475.03</b>	<b>96.51%</b>
4300 Optional Training Income				0.00	
4301 DRFC Training		1,075.00	2,000.00	-925.00	53.75%
4302 DRFC S/P			0.00	0.00	
4303 ERL Training	2,550.00	1,935.00	2,350.00	-415.00	82.34%
4304 COL	2,965.00		100.00	-100.00	0.00%
<b>Total 4300 Optional Training Income</b>	<b>\$ 5,515.00</b>	<b>\$ 3,010.00</b>	<b>\$ 4,450.00</b>	<b>-\$ 1,440.00</b>	<b>67.64%</b>
4900 Other Income				0.00	
4901 Interest	28.60	35.19	25.00	10.19	140.76%
<b>Total 4900 Other Income</b>	<b>\$ 28.60</b>	<b>\$ 35.19</b>	<b>\$ 25.00</b>	<b>\$ 10.19</b>	<b>140.76%</b>
<b>Total Income</b>	<b>\$ 216,187.31</b>	<b>\$ 209,475.16</b>	<b>\$ 218,380.00</b>	<b>-\$ 8,904.84</b>	<b>95.92%</b>
<b>Gross Profit</b>	<b>\$ 216,187.31</b>	<b>\$ 209,475.16</b>	<b>\$ 218,380.00</b>	<b>-\$ 8,904.84</b>	<b>95.92%</b>
<b>Expenses</b>					
6000 Committee Expenses				0.00	
6010 Arrangements committee				0.00	
6011 Event ticket printing		127.15	500.00	-372.85	25.43%
6012 Flowers/decorations	2,369.75	2,000.00	2,000.00	0.00	100.00%
6013 Entertainment	6,188.84	1,200.00	5,000.00	-3,800.00	24.00%

	Actual	Actual	Budget	over Budget	% of Budget
6017 Visual Impact		973.15	1,000.00	-26.85	97.32%
<b>Total 6010 Arrangements committee</b>	<b>\$ 8,558.59</b>	<b>\$ 4,300.30</b>	<b>\$ 8,500.00</b>	<b>-\$ 4,199.70</b>	<b>50.59%</b>
6020 Operations committee				0.00	
6021 Audio/visual	14,137.57	15,421.54	17,502.00	-2,080.46	88.11%
6023 Office supplies	800.04	725.92	800.00	-74.08	90.74%
6024 Signage	1,153.95	297.99	500.00	-202.01	59.60%
6025 Extra easels and tables	1,062.75		1,645.00	-1,645.00	0.00%
6026 Reception invitation printing			150.00	-150.00	0.00%
6028 HOF Refreshments	169.31				
6029 Event App	129.00	199.00	150.00	49.00	132.67%
<b>Total 6020 Operations committee</b>	<b>\$ 17,452.62</b>	<b>\$ 16,644.45</b>	<b>\$ 20,747.00</b>	<b>-\$ 4,102.55</b>	<b>80.23%</b>
6030 Program committee				0.00	
6031 Program	901.75	1,276.75	1,000.00	276.75	127.68%
6032 Table card programs at meals	404.75	285.28	500.00	-214.72	57.06%
6033 Memorial service	128.00		200.00	-200.00	0.00%
6034 Speakers	5,000.00	8,085.49	7,850.00	235.49	103.00%
6039 Others		2,000.00		2,000.00	
<b>Total 6030 Program committee</b>	<b>\$ 6,434.50</b>	<b>\$ 11,647.52</b>	<b>\$ 9,550.00</b>	<b>\$ 2,097.52</b>	<b>121.96%</b>
6040 Registration committee				0.00	
6041 DGN directories	90.00	93.83	100.00	-6.17	93.83%
6042 Zone directory printing	1,595.00	1,693.54	1,750.00	-56.46	96.77%
6043 Name badges	163.25	120.76	200.00	-79.24	60.38%
6046 Promotion	1,404.19		500.00	-500.00	0.00%
6048 Registration materials	235.85	46.18	250.00	-203.82	18.47%
6050 Database	942.75	814.50	950.00	-135.50	85.74%
6052 Bank/Credit card and gateway fee	5,573.79	6,706.04	8,563.00	-1,856.96	78.31%
6059 Miscellaneous-registration gifts	2,121.25	1,820.75	2,000.00	-179.25	91.04%
<b>Total 6040 Registration committee</b>	<b>\$ 12,126.08</b>	<b>\$ 11,295.60</b>	<b>\$ 14,313.00</b>	<b>-\$ 3,017.40</b>	<b>78.92%</b>
6100 Executive committee				0.00	
6110 Lodging - executive committee				0.00	
6111 1st meeting	2,514.25				
6112 2nd meeting	1,810.26				
6113 3rd meeting	2,413.68		1,000.00	-1,000.00	0.00%
<b>Total 6110 Lodging - executive committee</b>	<b>\$ 6,738.19</b>	<b>\$ 0.00</b>	<b>\$ 1,000.00</b>	<b>-\$ 1,000.00</b>	<b>0.00%</b>
6120 Meals - executive committee				0.00	
6121 1st meeting-meals/snacks/breaks	941.71	265.00	500.00	-235.00	53.00%
6143 2nd meeting-meals/snacks/breaks	923.74		500.00	-500.00	0.00%
6153 3rd meeting-meals/snacks/break	130.80	1,162.32	500.00	662.32	232.46%
<b>Total 6120 Meals - executive committee</b>	<b>\$ 1,996.25</b>	<b>\$ 1,427.32</b>	<b>\$ 1,500.00</b>	<b>-\$ 72.68</b>	<b>95.15%</b>
6180 Travel - executive committee				0.00	
6181 1st meeting	4,627.62	2,079.01	2,340.00	-260.99	88.85%
6182 2nd meeting	2,871.93	2,342.82	2,690.00	-347.18	87.09%
6183 3rd meeting	4,791.24	2,287.35	3,150.00	-862.65	72.61%
6189 Other	690.58	120.87	500.00	-379.13	24.17%
<b>Total 6180 Travel - executive committee</b>	<b>\$ 12,981.37</b>	<b>\$ 6,830.05</b>	<b>\$ 8,680.00</b>	<b>-\$ 1,849.95</b>	<b>78.69%</b>
6190 Miscellaneous expense - executive committee				0.00	
6192 Postage, printing & supplies	266.33	50.33	300.00	-249.67	16.78%
6198 Speaker/Committee gifts	911.63	1,146.00	1,000.00	146.00	114.60%
6199 Other	91.56	500.00		500.00	
<b>Total 6190 Miscellaneous expense - executive committee</b>	<b>\$ 1,269.52</b>	<b>\$ 1,696.33</b>	<b>\$ 1,300.00</b>	<b>\$ 396.33</b>	<b>130.49%</b>
<b>Total 6100 Executive committee</b>	<b>\$ 22,985.33</b>	<b>\$ 9,953.70</b>	<b>\$ 12,480.00</b>	<b>-\$ 2,526.30</b>	<b>79.76%</b>
<b>Total 6000 Committee Expenses</b>	<b>\$ 67,557.12</b>	<b>\$ 53,841.57</b>	<b>\$ 65,590.00</b>	<b>-\$ 11,748.43</b>	<b>82.09%</b>
7000 Zone Institute Expenses				0.00	
7100 Lodging				0.00	
7111 Monday rooms paid by Institute	1,247.25	1,468.76	1,469.00	-0.24	99.98%
7112 Tuesday rooms paid by Institute	1,023.51	1,615.64	2,497.00	-881.36	64.70%

	Actual	Actual	Budget	over Budget	% of Budget
7113 Wednesday rooms paid by Institute	1,023.51	1,909.38	2,938.00	-1,028.62	64.99%
7114 Thursday rooms paid by Institute	1,801.65	2,937.52	2,791.00	146.52	105.25%
7115 Friday rooms paid by Institute	2,033.73	2,496.88	2,791.00	-294.12	89.46%
7116 Saturday rooms paid by Institute	1,809.94	2,496.88	2,791.00	-294.12	89.46%
7117 Sunday rooms paid by Institute	1,118.70				
7119 Hotel rooms comp	-1,887.07	-3,304.34	-2,350.00	-954.34	140.61%
<b>Total 7100 Lodging</b>	<b>\$ 8,171.22</b>	<b>\$ 9,620.72</b>	<b>\$ 12,927.00</b>	<b>-\$ 3,306.28</b>	<b>74.42%</b>
<b>7200 Meals and breaks</b>				0.00	
7211 Thursday dinner	981.00	19,176.09	17,010.00	2,166.09	112.73%
7213 Friday breakfast	6,409.20				
7214 Friday lunch	14,330.45	24,466.46	28,125.00	-3,658.54	86.99%
7215 Friday dinner	18,000.00				
7216 Saturday breakfast	6,655.10				
7217 Saturday lunch	9,369.20	14,912.89	17,010.00	-2,097.11	87.67%
7218 Saturday Directors banquet	17,563.82	21,538.05	24,570.00	-3,031.95	87.66%
7219 Sunday breakfast	5,815.37	7,558.27	15,543.00	-7,984.73	48.63%
7220 Refreshment breaks	2,394.94	7,767.14	14,433.00	-6,665.86	53.82%
<b>Total 7200 Meals and breaks</b>	<b>\$ 81,519.08</b>	<b>\$ 95,418.90</b>	<b>\$ 116,691.00</b>	<b>-\$ 21,272.10</b>	<b>81.77%</b>
<b>7300 Receptions</b>				0.00	
7311 Thursday all spouses reception	956.48	900.73	1,000.00	-99.27	90.07%
7312 Thursday DG reception	104.64		392.00	-392.00	0.00%
7316 Saturday TRF DM/BS reception	2,370.65	7,039.38	8,000.00	-960.62	87.99%
7317 Saturday DGE reception	117.72	214.00	392.00	-178.00	54.59%
7318 Director's VIP Receptions	1,075.03	182.82	2,000.00	-1,817.18	9.14%
<b>Total 7300 Receptions</b>	<b>\$ 4,624.52</b>	<b>\$ 8,336.93</b>	<b>\$ 11,784.00</b>	<b>-\$ 3,447.07</b>	<b>70.75%</b>
<b>7400 Transportation and related</b>					
7404 Friday evening	4,151.34				
<b>Total 7400 Transportation and related</b>	<b>\$ 4,151.34</b>				
<b>7600 Miscellaneous expenses</b>					
7621 Promotion next institute	1,267.67				
7623 Souvenirs-gifts	462.12				
7624 Transportation	5,873.45				
7631 Train the Trainer		1,270.53	3,500.00	-2,229.47	36.30%
7632 Membership Summit	350.00				
7691 Other		1,500.00		1,500.00	
<b>Total 7600 Miscellaneous expenses</b>	<b>\$ 7,953.24</b>	<b>\$ 2,770.53</b>	<b>\$ 3,500.00</b>	<b>-\$ 729.47</b>	<b>79.16%</b>
<b>Total 7000 Zone Institute Expenses</b>	<b>\$ 106,419.40</b>	<b>\$ 116,147.08</b>	<b>\$ 144,902.00</b>	<b>-\$ 28,754.92</b>	<b>80.16%</b>
<b>8000 Pre-Institute Training Expenses</b>				0.00	
<b>8010 Meals</b>				0.00	
8011 Tuesday lunch	3,429.58				
8012 Tuesday DGE/DGN welcome reception		107.00	196.00	-89.00	54.59%
8013 Tuesday DGE dinner	2,846.21	3,168.99	2,408.00	760.99	131.60%
8014 Tuesday DGN dinner	2,511.36	3,168.99	2,408.00	760.99	131.60%
8015 Tuesday breaks	227.59		0.00	0.00	
8021 Wednesday DGE/DGN breakfast	2,124.19				
8022 Wednesday DGE/DGN lunch	3,406.03	4,721.31	4,815.00	-93.69	98.05%
8024 Wednesday dinner* Refund for deposit received 2017	7,719.93	7,908.50	5,247.00	2,661.50	150.72%
8025 Wednesday breaks	638.30	1,686.58	2,326.00	-639.42	72.51%
8031 Thursday breakfast	2,838.36				
8032 Thursday DG/DGE/DGN lunch	6,618.48	6,019.53	7,515.00	-1,495.47	80.10%
8035 Thursday breaks	847.58	1,553.43	3,630.00	-2,076.57	42.79%
8041 Emerging Leaders breakfast	291.68				
<b>Total 8010 Meals</b>	<b>\$ 33,499.29</b>	<b>\$ 28,334.33</b>	<b>\$ 28,545.00</b>	<b>-\$ 210.67</b>	<b>99.26%</b>
<b>8060 Other training expense</b>				0.00	
8061 Binders & other materials	1,064.81	19.34	500.00	-480.66	3.87%
8062 Training materials & printing	250.54				

	Actual	Actual	Budget	over Budget	% of Budget
8074 Transportation-Wednesday evening	1,383.78	2,012.61	2,700.00	-687.39	74.54%
Total 8060 Other training expense	\$ 2,699.13	\$ 2,031.95	\$ 3,200.00	-\$ 1,168.05	63.50%
Total 8000 Pre-Institute Training Expenses	\$ 36,198.42	\$ 30,366.28	\$ 31,745.00	-\$ 1,378.72	95.66%
9000 Zone Expenses				0.00	
9001 Web site expenses	489.40	239.40	600.00	-360.60	39.90%
9002 QuickBooks annual fee	366.66	365.29	400.00	-34.71	91.32%
9003 Sunday Nominations Committee	1,015.01				
9009 Donation to Polio Plus/Endowment Fund		12,000.00			
Total 9000 Zone Expenses	\$ 1,871.07	\$ 12,604.69	\$ 1,000.00	\$ 11,604.69	1260.47%
Total Expenses	\$ 212,046.01	\$ 212,959.62	\$ 243,237.00	-\$ 30,277.38	87.55%
Net Operating Income	\$ 4,141.30	-\$ 3,484.46	-\$ 24,857.00	\$ 21,372.54	14.02%
Other Income					
9800 Income Not Related To Current Year Institute				0.00	
9801 Current year convention event income	13,000.00	13,125.00		13,125.00	
9804 Success Seminars income	5,860.00	5,555.00		5,555.00	
Total 9800 Income Not Related To Current Year Institute	\$ 18,860.00	\$ 18,680.00	\$ 0.00	\$ 18,680.00	
Total Other Income	\$ 18,860.00	\$ 18,680.00	\$ 0.00	\$ 18,680.00	
Other Expenses					
9900 Expense Not Related To Current Year Institute				0.00	
9901 Current year convention event expenses	10,171.06	13,560.00		13,560.00	
9902 Next year convention event expenses	45.00				
9903 Next year Institute prepaid expenses	3,011.44				
9904 Success Seminars expense	6,037.18	5,196.87		5,196.87	
Total 9900 Expense Not Related To Current Year Institute	\$ 19,264.68	\$ 18,756.87	\$ 0.00	\$ 18,756.87	
Reconciliation Discrepancies	152.80	-166.30		-166.30	
Total Other Expenses	\$ 19,417.48	\$ 18,590.57	\$ 0.00	\$ 18,590.57	
Net Other Income	-\$ 557.48	\$ 89.43	\$ 0.00	\$ 89.43	
Net Income	\$ 3,583.82	-\$ 3,395.03	-\$ 24,857.00	\$ 21,461.97	13.66%
Net Assets or Fund Balance at Beginning of Year		\$ 84,515.56			
Excess for the year 2016		\$ (3,395.03)			
Other Changes in Net Assets or Fund Balance		\$ -			
Net Assests or Fund Balance at End of Year		\$ 81,120.53			
Certified					
Chair		Date			
Convener		Date			
Treasurer		Date			