

Management Report

Coastal Bend SHRM

For the period ended December 31, 2017



Prepared on

January 4, 2018

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Profit and Loss

January - December 2017

	Total
INCOME	
400 CB SHRM Dues Income	9,124.97
406 Meeting Sponsorships Income	1,600.00
410 Monthly Meeting Income	11,775.00
416 Labor Law Seminar Income	10,105.00
416.01 Labor Law Sponsorship	700.00
Total 416 Labor Law Seminar Income	10,805.00
425 Career Expo Income	9,050.00
430 SHRM Support CFSP Income	1,648.00
440 Certification Income	4,335.00
496 SHRM Foundation Income	1,238.00
497 HR Excellence Awards Sponsorship	13,775.00
498 Other Income	9.99
Uncategorized Income	0.76
Total Income	63,361.72
COST OF GOODS SOLD	
505 PayPal Expense	1,199.19
506 QuickBooks Payments Fees	917.25
510 Monthly Meeting Expense	13,670.92
512 Monthly Drawing Give Away	19.23
516 Labor Law Seminar Expense	5,184.25
525 Career Expo Expense	3,284.02
Total Cost of Goods Sold	24,274.86
GROSS PROFIT	39,086.86
EXPENSES	
504 HR Certification Reimbursement	130.00
602 SHRM Foundation Donation	1,678.00
604 Speaker Fees	1,500.00
631 Awards Banquet	
631.1 Equipment Rental	2,053.50
631.2 Room Rental	10,340.17
631.3 Cost of Awards	1,165.11
631.4 Other Miscellaneous Service Cost	300.95
Total 631 Awards Banquet	13,859.73
635 Certification	
635.1 Materials	3,850.00
635.2 Platform (GoToMeeting)	130.95
Total 635 Certification	3,980.95
645 CB SHRM Scholarship	1,000.00
650 SHRM TSC Membership Dues	410.00
670 Board Awards & Gifts	319.05
680 Marketing	544.83

	Total
682 Website/Telecommunications	173.52
692 Travel Expenses	
692.1 Leadership Conference	1,421.27
692.2 Southwest Conference	1,947.85
692.3 State Council Meetings	2,507.22
692.4 SHRM National Conference	4,088.99
692.5 SHRM Law Conference	3,868.79
Total 692 Travel Expenses	13,834.12
698 Other Expenses	2.00
702 Temporary Staffing Services	1,327.50
706 Officer Board Expense	687.35
708 Officer SHRM Dues	1,500.00
712 Legal & Professional Fees	2,559.20
716 Office Supplies	694.32
719 QuickBooks Subscription	73.25
728 Subscriptions	500.00
730 Bank Charge	121.76
Total Expenses	44,895.58
NET OPERATING INCOME	-5,808.72
OTHER INCOME	
884 Interest Earned Income	11.23
886 Dividend Income	135.86
Total Other Income	147.09
NET OTHER INCOME	147.09
NET INCOME	\$ -5,661.63

Balance Sheet

As of December 31, 2017

	Total
ASSETS	
Current Assets	
Bank Accounts	
100 Frost National Bank	2,531.38
102 Frost Bank Money Market	27,222.24
108 Navy Army Savings	385.07
110 Navy Army - CD	30,354.41
112 PayPal	228.55
115 Petty Cash	40.00
Total Bank Accounts	60,761.65
Accounts Receivable	
130 Accounts Receivable	410.00
Total Accounts Receivable	410.00
Total Current Assets	61,171.65
Fixed Assets	
150 Equipment	611.35
180 Accumulated Depreciation	-611.35
Total Fixed Assets	0.00
TOTAL ASSETS	\$61,171.65
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Change in Net Assets	24,996.01
Net Assets-Unrestricted	41,837.27
Net Income	-5,661.63
Total Equity	61,171.65
TOTAL LIABILITIES AND EQUITY	\$61,171.65

Coastal Bend SHRM
Budget vs. Actuals: CBSHRM 2017 Budget - FY17
 January - December 2017

	Total			% of Budget
	Actual	Budget	over Budget	
Income				
400 CB SHRM Dues Income	9,124.97	11,400.00	-2,275.03	80.04%
406 Meeting Sponsorships Income	1,600.00	2,500.00	-900.00	64.00%
410 Monthly Meeting Income	11,775.00	13,000.00	-1,225.00	90.58%
416 Labor Law Seminar Income	10,105.00	13,000.00	-2,895.00	77.73%
416.01 Labor Law Sponsorship	700.00	0.00	700.00	
Total 416 Labor Law Seminar Income	\$ 10,805.00	\$ 13,000.00	-\$ 2,195.00	83.12%
425 Career Expo Income	9,050.00	10,000.00	-950.00	90.50%
430 SHRM Support CFSP Income	1,648.00	1,450.00	198.00	113.66%
434 TSC Rebate Income	0.00	200.00	-200.00	0.00%
440 Certification Income	4,335.00	2,400.00	1,935.00	180.63%
496 SHRM Foundation Income	1,238.00	1,500.00	-262.00	82.53%
497 HR Excellence Awards Sponsorship	13,775.00	18,500.00	-4,725.00	74.46%
498 Other Income	9.99	0.00	9.99	
Uncategorized Income	0.76	0.00	0.76	
Total Income	\$ 63,361.72	\$ 73,950.00	-\$ 10,588.28	85.68%
Cost of Goods Sold				
505 PayPal Expense	1,199.19	750.00	449.19	159.89%
506 QuickBooks Payments Fees	917.25	785.00	132.25	116.85%
510 Monthly Meeting Expense	13,670.92	12,500.00	1,170.92	109.37%
510.1 Paid Guest Expense	0.00	500.00	-500.00	0.00%
510.2 Student Chapter Expense	0.00	200.00	-200.00	0.00%
Total 510 Monthly Meeting Expense	\$ 13,670.92	\$ 13,200.00	\$ 470.92	103.57%
512 Monthly Drawing Give Away	19.23	775.00	-755.77	2.48%
516 Labor Law Seminar Expense	5,184.25	3,500.00	1,684.25	148.12%
525 Career Expo Expense	3,284.02	3,000.00	284.02	109.47%
Total Cost of Goods Sold	\$ 24,274.86	\$ 22,010.00	\$ 2,264.86	110.29%
Gross Profit	\$ 39,086.86	\$ 51,940.00	-\$ 12,853.14	75.25%
Expenses				
504 HR Certification Reimbursement	130.00	0.00	130.00	
602 SHRM Foundation Donation	1,678.00	5,000.00	-3,322.00	33.56%
602.1 Speaker Donation to SHRM	0.00	400.00	-400.00	0.00%
Total 602 SHRM Foundation Donation	\$ 1,678.00	\$ 5,400.00	-\$ 3,722.00	31.07%
604 Speaker Fees	1,500.00	1,000.00	500.00	150.00%
631 Awards Banquet	0.00	0.00	0.00	
631.1 Equipment Rental	2,053.50	4,500.00	-2,446.50	45.63%
631.2 Room Rental	10,340.17	9,000.00	1,340.17	114.89%
631.3 Cost of Awards	1,165.11	2,000.00	-834.89	58.26%
631.4 Other Miscellaneous Service Cost	300.95	1,500.00	-1,199.05	20.06%

Total 631 Awards Banquet	\$ 13,859.73	\$ 17,000.00	-\$ 3,140.27	81.53%
632 Membership Development	0.00	2,000.00	-2,000.00	0.00%
635 Certification	0.00	0.00	0.00	
635.1 Materials	3,850.00	2,400.00	1,450.00	160.42%
635.2 Platform (GoToMeeting)	130.95	500.00	-369.05	26.19%
Total 635 Certification	\$ 3,980.95	\$ 2,900.00	\$ 1,080.95	137.27%
645 CB SHRM Scholarship	1,000.00	1,000.00	0.00	100.00%
646 Chief Simpson Scholarship	0.00	1,500.00	-1,500.00	0.00%
650 SHRM TSC Membership Dues	410.00	400.00	10.00	102.50%
670 Board Awards & Gifts	319.05	1,200.00	-880.95	26.59%
680 Marketing	544.83	2,000.00	-1,455.17	27.24%
682 Website/Telecommunications	173.52	0.00	173.52	
692 Travel Expenses	0.00	0.00	0.00	
692.1 Leadership Conference	1,421.27	2,500.00	-1,078.73	56.85%
692.2 Southwest Conference	1,947.85	4,500.00	-2,552.15	43.29%
692.3 State Council Meetings	2,507.22	4,000.00	-1,492.78	62.68%
692.4 SHRM National Conference	4,088.99	4,900.00	-811.01	83.45%
692.5 SHRM Law Conference	3,868.79	2,500.00	1,368.79	154.75%
Total 692 Travel Expenses	\$ 13,834.12	\$ 18,400.00	-\$ 4,565.88	75.19%
698 Other Expenses	2.00	0.00	2.00	
702 Temporary Staffing Services	1,327.50	3,000.00	-1,672.50	44.25%
706 Officer Board Expense	687.35	750.00	-62.65	91.65%
708 Officer SHRM Dues	1,500.00	2,000.00	-500.00	75.00%
710 Director & Officer Insurance	0.00	1,300.00	-1,300.00	0.00%
712 Legal & Professional Fees	2,559.20	1,000.00	1,559.20	255.92%
716 Office Supplies	694.32	100.00	594.32	694.32%
719 QuickBooks Subscription	73.25	570.00	-496.75	12.85%
720 Postage	0.00	100.00	-100.00	0.00%
728 Subscriptions	500.00	840.00	-340.00	59.52%
730 Bank Charge	121.76	60.00	61.76	202.93%
731 Processing Fees	0.00	890.00	-890.00	0.00%
Dues & Subscriptions	0.00	500.00	-500.00	0.00%
Total Expenses	\$ 44,895.58	\$ 63,910.00	-\$ 19,014.42	70.25%
Net Operating Income	-\$ 5,808.72	-\$ 11,970.00	\$ 6,161.28	48.53%
Other Income				
884 Interest Earned Income	11.23	1.00	10.23	1123.00%
886 Dividend Income	135.86	500.00	-364.14	27.17%
Total Other Income	\$ 147.09	\$ 501.00	-\$ 353.91	29.36%
Net Other Income	\$ 147.09	\$ 501.00	-\$ 353.91	29.36%
Net Income	-\$ 5,661.63	-\$ 11,469.00	\$ 5,807.37	49.36%