

OPERATING COST CENTERS	2019-20 ADJUSTED	FIXED MONTHLY	NOTES
Board Meeting Expense	\$9,000		
Board Travel Expense	\$3,000		
Board Office Expense	\$0		
Board Misc.	\$500		
CFLA Travel/Meeting Exp	\$500		
RMC Travel/Meeting Exp	\$0		
MDC Travel/Meeting Exp	\$0		
TOTAL BOARD/COMMISSION	\$13,000	\$0	<i>MARCH MEETING COSTS FROZEN</i>
Recruitment Activities/Travel	\$10,000	\$0	<i>SUSPEND ALL OUTREACH TRAVEL</i>
Recruitment/Operations/Materials	\$3,500	\$0	<i>FREEZE SPENDING</i>
Bank Transaction Fees	\$12,500	\$1,000	
Member Benefits/CLC	\$21,000	\$600	
Taxes/Other	\$750	\$0	<i>ANNUAL EXPENSE</i>
Insurance/D&O/Liability	\$4,000	\$260	<i>HARTFORD/D&O LIABILITY IS ANNUAL</i>
Copies/Postage/Shipping	\$1,200	\$100	
Printing/Graphics	\$500	\$0	<i>FREEZE SPENDING</i>
Office Supplies	\$4,500	\$0	<i>FREEZE SPENDING</i>
Phone/Fax./Internet	\$3,200	\$290	
Equipment Purchase/Lease	\$4,600	\$500	<i>CANON AND PITNEY BOWES</i>
Facilities/Storage/Parking	\$38,050	\$3,200	
Dues/Subscriptions/Software Renew	\$4,000	\$0	<i>ANNUAL EXPENSE</i>
Staff Travel/Meals	\$3,000	\$0	<i>FREEZE SPENDING</i>
Communications/Hosting Service	\$5,000	\$100	<i>MONTHLY FEE PLUS ANNUAL LICENSE IN OCTOBER</i>
TOTAL OPERATIONS	\$115,800	\$6,050	
Salaries/Payroll Tax	\$289,846	\$24,000	<i>SALARIES AND TAX OBLIGATION PER MONTH</i>
Benefits/Health & Dental	\$38,000	\$3,200	<i>MONTHLY BENEFIT COST</i>
TOTAL SALARIES/BENEFITS	\$327,846	\$27,200	
Advocacy Retainer	\$30,285	\$3,200	
O/S Labor/Graphics Design	\$0		
O/S Labor/Network Maintenance	\$4,000		
O/S Labor/Auditor	\$4,000		
O/S Labor/Bookkeeper	\$22,000	\$1,600	<i>2021 RENEWAL</i>
O/S Labor/Clerical	\$1,500		
O/S Labor/Meeting Planner	\$19,500	\$1,500	<i>6/2020 RENEWAL PENDING</i>

O/S Labor/Editorial
Special Projects
TOTAL OUTSOURCED LABOR
TOTAL MONTHLY FIXED COSTS

\$2,000	
\$9,000	
\$92,285	\$6,300
	\$39,550

AVERAGE MONTHLY REVENUE

\$42,459.00 CALCULATED AT 19/20 ACTUAL AVERAGED AT 7 MONTHS