

Finance Manager Report
Tim Spezia, Finance Manager
District 8

October 19, 2019
Finance Report
Profit and Loss (August 31, 2019)
Concur

Finance Manager Report

- Mileage Rate Change to standard charitable rate
 - \$0.14 per mile for all reimbursable mileage starting 10/17/2019
- Budget approved and submitted to TI
- P & L listed
 - July 31
 - August 31
- District Revenue explained.
- Concur Mileage Receipts

Finance Manager Report

Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 07/31/2019				07/01/2019 Through 07/31/2019		
Actual	Budget	Variance		Actual	Budget	Variance
			▼ District Revenue			
311.00	311.00	0.00	▶ Membership Revenue	311.00	311.00	0.00
311.00	311.00	0.00	Total District Revenue	311.00	311.00	0.00
			▼ District Expenses			
(950.00)	0.00	(950.00)	▶ Marketing Expense	(950.00)	0.00	(950.00)
235.10	290.00	(54.90)	▶ Communications & PR Expenses	235.10	290.00	(54.90)
(400.00)	544.00	(944.00)	▶ Education & Training Expense	(400.00)	544.00	(944.00)
73.83	0.00	73.83	▶ Speech Contest Expenses	73.83	0.00	73.83
97.00	182.66	(85.66)	▶ Administration Expenses	97.00	182.66	(85.66)
(779.04)	1,080.90	(1,859.94)	▶ Travel Expense	(779.04)	1,080.90	(1,859.94)
307.49	179.06	128.43	▶ Other Expenses	307.49	179.06	128.43
(1,415.62)	2,276.62	(3,692.24)	Total District Expenses	(1,415.62)	2,276.62	(3,692.24)
1,726.62	(1,965.62)	3,692.24	Total Net Income	1,726.62	(1,965.62)	3,692.24

Finance Manager Report

Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 08/31/2019				07/01/2019 Through 08/31/2019		
Actual	Budget	Variance		Actual	Budget	Variance
			▼ District Revenue			
1,336.84	1,336.84	0.00	▶ Membership Revenue	1,647.84	1,647.84	0.00
(11.88)	0.00	(11.88)	▶ TLI Revenue	(11.88)	0.00	(11.88)
1,324.96	1,336.84	(11.88)	Total District Revenue	1,635.96	1,647.84	(11.88)
			▼ District Expenses			
75.00	0.00	75.00	▶ Conference Expenses	75.00	0.00	75.00
378.80	0.00	378.80	▶ TLI Expenses	378.80	0.00	378.80
108.64	0.00	108.64	▶ Marketing Expense	(841.36)	0.00	(841.36)
189.64	150.00	39.64	▶ Communications & PR Expenses	424.74	440.00	(15.26)
804.61	265.00	539.61	▶ Education & Training Expense	404.61	809.00	(404.39)
0.00	0.00	0.00	▶ Speech Contest Expenses	73.83	0.00	73.83
97.00	197.66	(100.66)	▶ Administration Expenses	194.00	380.32	(186.32)
232.90	6,229.02	(5,996.12)	▶ Travel Expense	(546.14)	7,309.92	(7,856.06)
258.58	179.06	79.52	▶ Other Expenses	566.07	358.12	207.95
2,145.17	7,020.74	(4,875.57)	Total District Expenses	729.55	9,297.36	(8,567.81)
(820.21)	(5,683.90)	4,863.69	Total Net Income	906.41	(7,649.52)	8,555.93

Finance Manager Report

- Primary District Revenue Source Explained
- For Each district club member dues, \$22.50 is received.
 - Paid semi annually at \$11.25
- Prorated as follows:

Join Month	Amount
May or November	\$9.38
June or December	\$7.50
July or January	\$5.62
August or February	\$3.75
September or March	\$1.88

Finance Manager Report

- TI Allocation Explained
- Starting July 31, 2019 and each month thereafter, each district contributes a portion (5%) of the previous years membership income.
- Total yearly membership income divided by 12
- For District 8 TI Allocation for 2019-2020:
 - $\$43,057.68 * 5\% / 12 \text{ months} = \179.40

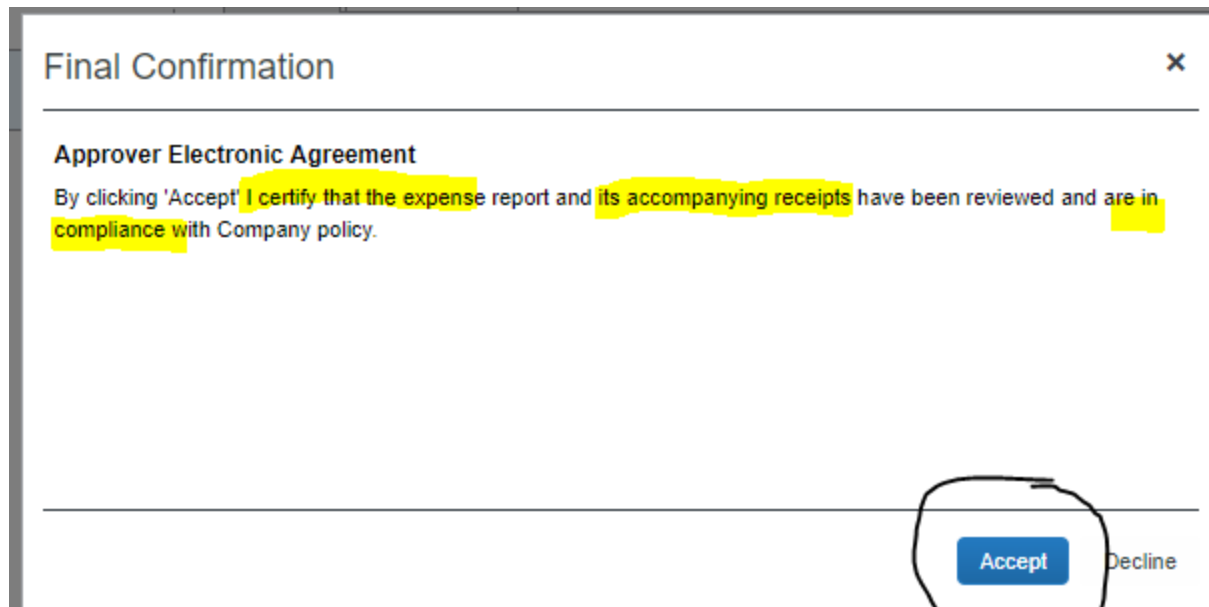
Source: Toastmasters International

Finance Manager Report

- Concur this year
 - Mileage Receipts
 - Place club name/number on summary page
 - Show total mileage
 - Use exact mileage figure and \$0.14 per mile
 - Reason for visit
 - District method of reimbursement
 - Submit all expenses in a timely matter. No carry over expense item past sixty days.

Finance Manager Report

- Concur this year
 - Accuracy is important
 - Finance manager is presented this dialogue



Final Confirmation ×

Approver Electronic Agreement

By clicking 'Accept' I certify that the expense report and its accompanying receipts have been reviewed and are in compliance with Company policy.

Finance Manager Report

- End of Report

See me for any questions

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