



TOASTMASTERS INTERNATIONAL
MONTHLY TREASURER'S REPORT - DISTRICT NO.
FOR THE PERIOD FEBRUARY 1, 2010 - FEBRUARY 28, 2010

		MONTH ACTUAL (1)	Y-T-D ACTUAL (2)	BUDGET (3)
I.	FUNDS AVAILABLE			
	Acct.# A. BALANCE IN DISTRICT RESERVE ACCOUNT AT WHQ:			
	120 Beginning of the month/year	13,736.38	13,461.14	13,461.14
	B. FUNDS AVAILABLE FROM WHQ			
	400 Add: Membership income	400.43	21,359.98	37,798.24
	120 Less: Funds requests INPUT NEGATIVE NUMBER		(7,000.00)	
	120 Less: District orders INPUT NEGATIVE NUMBER		(13,684.31)	
	120 District reserve balance - End of the month	14,136.81	14,136.81	
	C. RECONCILED BALANCE IN DISTRICT LOCAL BANK ACCOUNTS:			
	100 Beginning of the month/year	8,038.22	6,115.22	6,115.22
	120 Add: Funds requests	-	7,000.00	
	D. OTHER INCOME (List specific sources):			
	410 1. Fall conference net income (from page 4)	-	493.38	525.00
	430 2. Spring conference net income (from page 5)	(300.00)	3,438.00	525.00
	480 3 Interest		0.06	-
	490 4. Other: Spring Conference Video Sales Net Proceeds		84.95	500.00
	IBM Donation for Copier & Supplies		1,000.00	N/A
	N/A		-	N/A
	Total other income	(300.00)	5,016.39	1,550.00
	TOTAL FUNDS AVAILABLE	21,875.03	32,268.42	58,924.60
	(Adds lines in I.A, I.B, I.C and I.D for columns 1, 2, and 3.)			
II.	EXPENSES:			
	600 A. Marketing (from page 2)	-	9,119.25	13,700.00
	610 B. Communications and public relations (from page 2)	-	156.00	6,450.00
	620 C. Education and training (from page 2)	91.85	2,188.28	11,000.00
	630 D. Speech contests (from page 2)	780.00	5,009.30	4,800.00
	640 E. Administration (from page 2)	117.89	912.99	800.00
	650 F. Travel (from page 3)	636.54	7,306.07	9,200.00
	700 G. Other (from page 3)	-	450.01	1,000.00
	TOTAL EXPENSES	1,626.28	25,141.90	46,950.00
III.	570 LEADERSHIP INSTITUTE (from page 3)	-	40.13	2,500.00
IV.	DISTRICT STORE			
	450 1. Sales		995.72	2,500.00
	551 2. Purchases from WHQ (INPUT NEGATIVE NUMBER)		(1,517.67)	(2,500.00)
	559 3. Other store expenses (INPUT NEGATIVE NUMBER)		-	-
	DISTRICT STORE INCOME (LOSS), NET	-	(521.95)	-
V.	ADJUSTMENT FOR Y-T-D DISTRICT ORDERS	-	13,684.31	N/A
VI.	EXCESS OF FUNDS AVAILABLE OVER EXPENSES	20,248.75	20,248.75	9,474.60
	(Totals: Sec.I. - Sec.II. - Sec.III. + Sec.IV.)			

A Treasurer's report must be provided to the district governor and Lt. governor within 45 days of month-end, beginning with the July period. Treasurer's reports for the period ending September 30 and for the period ending March 31 must be received at World Headquarters within 45 days of these periods. Toastmasters International policy also requires that a Treasurer's report be presented at every district executive committee and district council meeting.

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VII. DETAIL OF EXPENSES:	<u>MONTH ACTUAL</u>	<u>Y-T-D ACTUAL</u>
Acct.#		
A. 600 Marketing		
601 1. Building new clubs		3,188.37
602 2. Membership growth		4,648.33
603 3. Club coaches		1,282.55
604 4. Rebuilding		-
605 5. Recognition		-
606 6. Other		-
TOTAL Marketing (goes to page 1, Sec II. A)	-	9,119.25
B. 610 Communications and public relations		
611 1. District newsletter		-
612 2. Web page		156.00
613 3. Directory		-
614 4. Postage		-
615 5. Other		-
TOTAL Communications and public relations (goes to page 1, Sec II. B.)	-	156.00
C. 620 Education and training		
621 1. Distinguished clubs		95.00
622 2. Training club officers	70.63	1,509.15
623 3. Training division and area governors	21.22	605.35
624 4. Distinguished areas and divisions		-
625 5. Other		(21.22)
TOTAL Education and training (goes to page 1, Sec II. C.)	91.85	2,188.28
D. 630 Speech contests		
631 1. Awards and certificates	780.00	4,253.05
632 2. Other		756.25
TOTAL Speech contests (goes to page 1, Sec II. D.)	780.00	5,009.30
E. 640 Administration		
641 1. Stationery		66.50
642 2. Phone		-
643 3. Postage		-
644 4. Website		-
645 5. Other	117.89	846.49
TOTAL Administration (goes to page 1, Sec II. E.)	117.89	912.99

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	MONTH ACTUAL	Y-T-D ACTUAL
VII. DETAIL OF EXPENSES (con't):		
<u>Acct.#</u>		
F. 650 Travel		
651 1. Within district		
652 a. District governor/lt. governor		1,076.56
653 b. Division governors	220.16	1,064.44
654 c. Area governors.	416.38	1,373.85
655 d. Other district officers		209.12
651 Total travel within district	636.54	3,723.97
660 2. Mid year training (DG & LGS)		
661 a. Transportation		-
662 b. Accommodation/registration		525.00
660 Total mid year training	-	525.00
670 3. Regional conference transportation/registration/accommodation		
671 a. District governor elect		-
672 b. Lt. governor-elect		-
673 c. Current district governor		-
674 d. District treasurer		-
675 e. District public relations officer		-
670 Total regional conference expense	-	-
680 4. International convention transportation/registration/accommodation		
681 a. District governor		527.00
682 b. Lt. governor education & training		926.70
683 c. Lt governor marketing		1,014.00
684 d. Immediate past district governor		589.40
680 Total international convention expense	-	3,057.10
650 TOTAL Travel expense (goes to page 1, Section II. F)	636.54	7,306.07
G. 700 Other		
705 a. Equipment purchase		450.01
710 b. Miscellaneous		-
700 TOTAL Other expenses (goes to page 1, Section II. G)	-	450.01
VIII. LEADERSHIP INSTITUTE:		
470 Donation basket		-
570 Leadership institute expenses		
571 1. Supplies from WHQ		-
572 2. Other supplies		-
573 3. Program and printing		-
574 4. Audiovisual equipment		-
575 4. Meeting room		40.13
576 4. Awards, certificates		-
577 4. Postage		-
579 5. Other		-
570 TOTAL LEADERSHIP INSTITUTE (goes to page 1, Sec III.)	-	40.13

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			<u>MONTH ACTUAL</u>	<u>Y-T-D ACTUAL</u>
IX. FALL CONFERENCE INCOME AND EXPENSE				
<u>Acct.#</u>				
410 A.	Fall conference income			
411	1. Member registrations	at 	-	14,155.00
412	2. Spouse / guest registrations	at 	-	(860.00)
413	3. Late registrations	at 	-	480.00
414	4. Luncheon tickets	at 	-	165.00
415	5. Banquet tickets	at 	-	75.00
416	6. Speech contest	at 	-	30.00
417	7. Other revenue - Raffle			-
418				-
				-
				-
410	TOTAL Fall conference income		-	14,045.00
510 B.	Fall conference expenses			
511	1. Supplies purchased from TI			-
512	2. Other supplies			244.64
513	3. Programs and printing			846.11
514	4. Audiovisual equipment			-
515	5. Hotel / meeting room expenses			12,112.45
516	6. Awards, certificates, etc.			159.34
517	7. Postage			5.71
518	8. Meal expense			-
519	9. Other			91.36
				92.01
				-
				-
510	TOTAL Fall conference expenses		-	13,551.62
410	NET FALL CONFERENCE INCOME (LOSS) (A - B)		-	493.38
	(goes to page 1, Sec I./D. 1.)			

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			<u>MONTH ACTUAL</u>	<u>Y-T-D ACTUAL</u>
X. SPRING CONFERENCE INCOME AND EXPENSE				
<u>Acct.#</u>				
430	A. Spring conference income			
431	1. Member registrations	at	-	3,649.00
432	2. Spouse / guest registrations	at	-	83.00
433	3. Late registrations	at	-	6.00
434	4. Luncheon tickets	at	-	-
435	5. Banquet tickets	at	-	-
436	6. Speech contest	at	-	-
437	7. Other revenue - Raffle			-
438	 N/A			-
	 N/A			-
	 N/A			-
430	TOTAL Spring conference income		<hr/>	3,738.00
530	B. Spring conference expenses			
531	1. Supplies purchased from TI			-
532	2. Other supplies			-
533	3. Programs and printing			-
534	4. Audiovisual equipment			-
535	5. Hotel / meeting room expenses		300.00	300.00
536	6. Awards, certificates, etc.			-
537	7. Postage			-
538	8. Meal expense			-
539	9. Other			-
	 N/A			-
	 N/A			-
	 N/A			-
530	TOTAL Spring conference expenses		<hr/> 300.00	300.00
NET SPRING CONFERENCE INCOME (LOSS) (A - B)			<hr/> <u>(300.00)</u>	<hr/> <u>3,438.00</u>
<p style="text-align: center;">(goes to page 1, Sec I./D. 2.)</p>				

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Following is a brief description/explanation of the actual expenses as compared to what was budgeted. Any variance, positive or negative requires an explanation of what caused the variance. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.**

Funds available (Section I)

February 2010 membership dues from 11 renewals and 129 new members. Negative net spring conference income related to payment of required conference hotel deposit.

Marketing (Section II, A)

Communications and public relations (Section II, B)

Education and training (Section II, C)

Training of club officers - expenses related to Division K event; training of area & division governors - drinks & cups for 1/30/10 DEC meeting

Speech contests (Section II, D)

Local purchase of contest trophies and engraving

Administration (Section II, E)

Purchase of sympathy and get well flowers for district Toastmasters

Travel (Section II, F)

Travel within the district by division governors - Division G travel to 1/30/10 DEC meeting and Pharr new club charter ceremony; travel within the district by area governors - Area G92 club visits, DEC Meetings, and officer training trips; Area G90 travel to 1/30/10 DEC meeting

Other (Section II, G)

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Leadership Institute (Section III)

District Store Income and Expenses (Section IV)

Fall Conference Net Income (Section I, C, 1)

Spring Conference Net Income (Section I, C, 2)

Payment of \$300.00 deposit to YO Ranch Resort & Hotel to hold facilities for April 30-May2, 2010 conference functions

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INSTRUCTIONS:

1. Print out entire monthly treasurer's report including narrative and certification sheet.
2. Sign and date in the white boxed cells. **This certification must be complete in order for the report to be considered received by WHQ.**
3. Send the original to the district governor for signature.
4. Send a copy to the lt. governor.

NOTE:

Submit approved report to World Headquarters
Any one of the following methods is acceptable:

* Scan and email to kvangunst@toastmasters.org

* Fax to 949-858-1207

* Mail to:

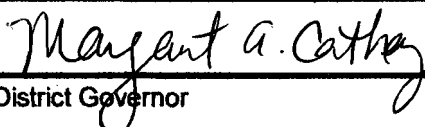
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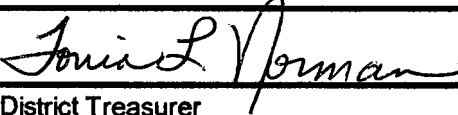
Attn: Volunteer Support Services

P.O. Box 9052

Mission Viejo, CA 92690

We, the undersigned, certify that this report reflects the financial operations for the period shown above.

	3/26/2010
District Governor	Date

	3/26/2010
District Treasurer	Date