



**TOASTMASTERS INTERNATIONAL
MONTHLY TREASURER'S REPORT - DISTRICT NO.**

FOR THE PERIOD JUNE 1, 2010 - JUNE 30, 2010

THIS REPORT MUST BE COMPLETED PRIOR TO OPENING YEAR END AUDIT REPORT

I. FUNDS AVAILABLE		MONTH ACTUAL (1)	Y-T-D ACTUAL (2)	BUDGET (3)
<u>Acct.#</u>	A. BALANCE IN DISTRICT RESERVE ACCOUNT AT WHQ:			
120	Beginning of the month/year	25,345.33	13,461.14	13,461.14
	B. FUNDS AVAILABLE FROM WHQ			
400	Add: Membership income	2,742.65	42,382.90	37,798.24
120	Less: Funds requests INPUT NEGATIVE NUMBER	(2,000.00)	(12,000.00)	
120	Less: District orders INPUT NEGATIVE NUMBER	(5,414.65)	(23,170.71)	
120	District reserve balance - End of the month	20,673.33	20,673.33	
	C. RECONCILED BALANCE IN DISTRICT LOCAL BANK ACCOUNTS:			
100	Beginning of the month/year	4,839.44	6,115.22	6,115.22
120	Add: Funds requests	2,000.00	12,000.00	
	D. OTHER INCOME (List specific sources):			
410	1. Fall conference net income (from page 4)	500.00	432.87	525.00
430	2. Spring conference net income (from page 5)	2,477.85	3,725.27	525.00
480	3. Interest		0.06	-
490	4. Other: Conference Video Sales Net Proceeds		65.71	500.00
	IBM Donation for Copier & Supplies		1,000.00	N/A
	N/A		-	N/A
	Total other income	2,977.85	5,223.91	1,550.00
	TOTAL FUNDS AVAILABLE	30,490.62	44,012.46	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)	2,182.61	12,922.70	13,700.00
610	B. Communications and public relations (from page 2)	179.53	360.33	6,450.00
620	C. Education and training (from page 2)	5,510.59	9,320.46	11,000.00
630	D. Speech contests (from page 2)	-	5,159.19	4,800.00
640	E. Administration (from page 2)	11.64	943.35	800.00
650	F. Travel (from page 3)	638.87	9,611.02	9,200.00
700	G. Other (from page 3)	420.00	870.01	1,000.00
	TOTAL EXPENSES	8,943.24	39,187.06	46,950.00
III. 570 LEADERSHIP INSTITUTE (from page 3)		607.82	2,257.40	2,500.00
IV. DISTRICT STORE				
450	1. Sales	80.00	3,182.87	2,500.00
551	2. Purchases from WHQ (INPUT NEGATIVE NUMBER)	(108.25)	(2,595.62)	(2,500.00)
559	3. Other store expenses (INPUT NEGATIVE NUMBER)		-	-
	DISTRICT STORE INCOME (LOSS), NET	(28.25)	587.25	-
V. ADJUSTMENT FOR Y-T-D DISTRICT ORDERS		5,414.65	23,170.71	N/A
VI. EXCESS OF FUNDS AVAILABLE OVER EXPENSES		26,325.96	26,325.96	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:	MONTH ACTUAL	Y-T-D ACTUAL
<u>Acct.#</u>		
A. 600 Marketing		
601 1. Building new clubs	1,939.78	5,804.90
602 2. Membership growth	24.62	4,848.94
603 3. Club coaches		1,282.55
604 4. Rebuilding		-
605 5. Recognition	185.83	550.43
606 6. Other	32.38	435.88
TOTAL Marketing (goes to page 1, Sec II. A)	2,182.61	12,922.70
B. 610 Communications and public relations		
611 1. District newsletter		-
612 2. Web page		156.00
613 3. Directory		-
614 4. Postage		24.80
615 5. Other	179.53	179.53
TOTAL Communications and public relations (goes to page 1, Sec II. B.)	179.53	360.33
C. 620 Education and training		
621 1. Distinguished clubs	2,424.10	3,561.60
622 2. Training club officers	433.00	1,948.72
623 3. Training division and area governors	952.24	1,950.61
624 4. Distinguished areas and divisions	1,080.00	1,180.00
625 5. Other	621.25	679.53
TOTAL Education and training (goes to page 1, Sec II. C.)	5,510.59	9,320.46
D. 630 Speech contests		
631 1. Awards and certificates		4,402.94
632 2. Other		756.25
TOTAL Speech contests (goes to page 1, Sec II. D.)	-	5,159.19
E. 640 Administration		
641 1. Stationery	3.72	70.22
642 2. Phone		-
643 3. Postage	7.92	15.84
644 4. Website		-
645 5. Other		857.29
TOTAL Administration (goes to page 1, Sec II. E.)	11.64	943.35

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VII. DETAIL OF EXPENSES (con't):	<u>MONTH ACTUAL</u>	<u>Y-T-D ACTUAL</u>
<u>Acct.#</u>		
F. 650 Travel		
651 1. Within district		
652 a. District governor/lt. governor	155.67	1,292.23
653 b. Division governors	101.04	1,784.65
654 c. Area governors	352.16	2,294.73
655 d. Other district officers	30.00	498.00
651 Total travel within district	638.87	5,869.61
660 2. Mid year training (DG & LGS)		
661 a. Transportation		51.40
662 b. Accommodation/registration		632.91
660 Total mid year training	-	684.31
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)	638.87	9,611.02
G. 700 Other		
705 a. Equipment purchase		450.01
710 b. Miscellaneous	420.00	420.00
700 TOTAL Other expenses (goes to page 1, Section II. G)	420.00	870.01
VIII. LEADERSHIP INSTITUTE:		
470 Donation basket		-
570 Leadership institute expenses		
571 1. Supplies from WHQ		-
572 2. Other supplies	465.84	2,059.69
573 3. Program and printing	78.02	93.62
574 4. Audiovisual equipment		-
575 4. Meeting room	30.00	70.13
576 4. Awards, certificates	33.96	33.96
577 4. Postage		-
579 5. Other		-
570 TOTAL LEADERSHIP INSTITUTE (goes to page 1, Sec III.)	607.82	2,257.40

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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			868.03
514	4. Audiovisual equipment			-
515	5. Hotel / meeting room expenses			12,112.45
516	6. Awards, certificates, etc.			159.34
517	7. Postage			8.12
518	8. Meal expense			-
519	9. Other			127.54
				92.01
				-
				-
510	TOTAL Fall conference expenses		(500.00)	13,612.13
410	NET FALL CONFERENCE INCOME (LOSS) (A - B)		500.00	432.87
	(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.	1	Member registrations	at	\$1,846.23		1,846.23	7,356.23
432		2.		Spouse / guest registrations	at			-	239.00
433		3.	1	Late registrations	at	\$797.47		797.47	3,747.47
434		4.		Luncheon tickets	at			-	180.00
435		5.		Banquet tickets	at			-	520.00
436		6.		Speech contest	at			-	450.00
437		7.		Other revenue - Raffle					-
438				New Braunfels Club Donation					775.00
				Basket/Auction Sales					969.75
				0					18.00
								2,643.70	14,255.45
430	TOTAL Spring conference income								
530	B.	Spring conference expenses							
531		1.		Supplies purchased from TI					100.90
532		2.		Other supplies					105.32
533		3.		Programs and printing					276.69
534		4.		Audiovisual equipment					-
535		5.		Hotel / meeting room expenses					9,625.97
536		6.		Awards, certificates, etc.					226.01
537		7.		Postage					-
538		8.		Meal expense					-
539		9.		Other					28.10
				Acteva Online Fees				165.85	167.19
				0					-
				N/A					-
								165.85	10,530.18
530	TOTAL Spring conference expenses								
								2,477.85	3,725.27
NET SPRING CONFERENCE INCOME (LOSS) (A - B)								<u>2,477.85</u>	<u>3,725.27</u>
(goes to page 1, Sec I./D. 2.)									

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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)

Membership dues for 59 renewals, 139 new members, and 250 charter members. \$5,414.65 in district orders for bookstore, club building, recognition, TLI, and incoming DEC badges. The district also transferred \$2,000.00 from the district TI account to the local checking account. Fall conference net income reflects deposit from Fall 2010 conference income to offset related conference facility deposit. Spring conference net income reflects final deposit of online registration income and payment of related service fees.

Marketing (Section II, A)

Building new clubs - \$1,979.38 for new club charter materials & postage, copies, new club lecturns, pins, and banner bags, and various items for new club starter kits; Membership growth - \$24.62 for postage to send marketing materials; Recognition - \$185.83 for 09-10 Of the Year Awards and recognition postage; Other - \$32.38 for ID marketing visit expenses

Communications and public relations (Section II, B)

Other - \$179.53 for distinguished district banner and Trio planning meeting expenses

Education and training (Section II, C)

Distinguished Clubs - \$2,374.10 for Distinguished Club banner ribbons and \$50 accounting for IRS incentive awards (district gift certificates) redeemed in bookstore (and credited as bookstore sales) for areas achieving distinguished status by 4/15/10; Training Club Officers - \$433.00 for DCP banner ribbons given to incoming club officers at training; Training Area & Division Governors - \$952.24 for 6/5/10 DEC meeting room rental, copies for AG training at DEC meeting, plaque for host club sponsoring AG/DG training retreat, supplies for AG/DG training retreat; Distinguished Areas/Divisions - \$1,080.00 for Distinguished District trophies; Other - \$621.25 for incoming DEC badges

Speech contests (Section II, D)

Administration (Section II, E)

Stationary - \$3.72 for copies for DEC meeting; Postage - \$7.92 for stamps for District Treasurer mailing

Travel (Section II, F)

Within the District: \$155.67 for Lt. Governors' travel to AG/DG training retreat; \$101.04 for Division Governor travel to 6/5/10 DEC meeting and AG/DG training retreat; \$352.16 for Area Governor travel to 6/5/10 DEC meeting and AG/DG training retreat; \$30.00 for other district officer travel for AG/DG training retreat

Other (Section II, G)

Miscellaneous - \$420.00 for Distinguished District trophies

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Leadership Institute (Section III)

Other Supplies - \$465.84 for club officer manual sets, speaker to trainer module, San Antonio and Corpus Christi TLI supplies; Programs & Printing - \$78.02 for San Antonio and Corpus Christi TLI copies & printing; Meeting Room - \$30.00 for Corpus Christi TLI meeting room rental; Awards/Certificates - \$33.96 for San Antonio TLI certificates and frames

District Store Income and Expenses (Section IV)

The district bookstore recorded \$108.25 in sales, received \$30.00 in Spring Conference bookstore sales income, and received \$50.00 in bookstore sales from the redemption of district gift certificates accounted as an education & training expense IRS incentive awards; the \$108.25 in bookstore orders from TI were to fulfill orders made for items not in inventory.

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

The district deposited \$500.00 from incoming Fall 2010 conference income to offset the previous expenditure for the facility deposit related to that event.

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

The district deposited \$2,643.70 in online registration income and accounted for \$165.85 in online service fees, for a net income of \$2,477.85.

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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:

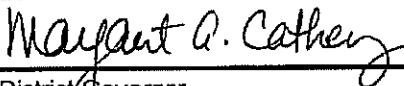
Toastmasters International

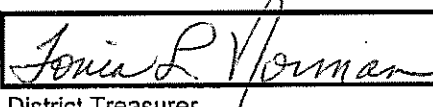
Attn: Volunteer Support Services

P.O. Box 9052

Mission Viejo, CA 92690

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

	7/27/2010
District Governor	Date

	7/27/2010
District Treasurer	Date