

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

**Membership Revenue**

Actual membership revenue in May was \$2,682 actual vs \$2,737 budgeted. YTD membership revenue is \$59,502.11 actual vs. \$57,064 budgeted, a surplus of \$2,438.11.

**Conference Net Income/(Loss)**

Total spring 2012 conference revenue collected through May 31 was \$16,386.51 actual vs. \$23,205 budgeted. Conference expenses incurred through May 31 were \$13,700.15 actual vs. \$23,205 budgeted. Spring conference revenue exceeded expenses by \$2,686.36. Spring conference auction revenue was \$429.50 actual vs. \$1,000 budgeted. \$3,420 has been received in preconference registration revenue for the fall 2012 conference. Congratulations to Conference Co-Chairs DeShawna McCray, Diana Del Angel, and Elizabeth Benson-Landau and the rest of the conference team in keeping the conference within budget.

**Fundraising Net Income/(Loss)**

There were no fundraising events in May.

**TLI Net Income/(Loss)**

There was no other revenue or expenses for TLI in May. YTD TLI revenue is \$166.18 actual vs. \$0 budgeted and \$1,395.03 actual vs. \$3,440 budgeted in expenses. The TLI chairs have been able to find meeting locations for no or little cost to the District.

**District Store Net Income/(Loss)**

District Store Revenue in May was \$434.33. YTD District Store revenue was \$2,686.59 actual vs. \$5,000 budgeted. Sales at the fall and spring conferences were not as high as anticipated. District Store expenses in May were \$4.02 (credit card fees). YTD District Store expenses are \$3,875.42 actual vs. \$5,000 budgeted. Congratulations to Ken Estes and Michael Joseph for keeping expenses under budget. There will be additional District Store revenue from the June TLIs reflected in the June financials.

**Other Revenue**

No other revenue was collected in May.

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**Marketing**

Marketing expenses in May were \$998.60 actual vs. \$140 budgeted. The Lieutenant Governor of Marketing ordered several incentive items in May and it is a question of timing, not being over budget. YTD marketing expenses are \$9,368.92 actual vs. \$13,500.00 budgeted. It is anticipated that several clubs will redeem their District 55 gift certificates before the June 15 deadline and will be reflected in the June financials.

**Communications and Public Relations**

Communications and Public Relations expenses for May were \$207.07 actual vs. \$642.50 budgeted. The PRO did not participate in any trade shows in May. YTD communications and public relations expenses are \$1,495.91 actual vs. \$4,727.50 budgeted. The discrepancy is due to the Facebook campaign not being as expensive as anticipated and the PRO not attending any trade shows in May.

**Education and Training**

Education and Training expenses in May were \$3,515.74 actual vs. \$701 budgeted. The discrepancy is due to timing of orders placed by the Lt. Governor of Education and Training for Distinguished Club Incentives. YTD education training expenses are \$10,513.29 actual vs. \$12,194.50 budgeted. This is due to some of the incentives being less expensive than anticipated.

**Speech contests**

There were no speech contest expenses in May. YTD speech contest expenses are \$3,419.24 actual vs. \$4,913.80 budgeted. The discrepancy is due to the speech contest packets being less expensive than budgeted.

**Administration**

Administration expenses in May were \$228.67 actual vs. \$221 budgeted. YTD administration expenses are \$5,521.17 actual vs. \$6,822 budgeted. The discrepancy is due to printing and ink cartridge expenses being less than anticipated.

**Travel**

May travel expenses were \$3,809.49 actual vs. \$300 budgeted. The discrepancy is due to several Area and Division Governors claiming spring conference mileage and lodging reimbursements in May rather than April-the spring conference was held at the end of April. YTD travel expenses are \$9,807.10 actual vs. \$13,293.18 budgeted. Several area governors and a few District officers did not attend the spring or fall conference so they did not receive reimbursement.

**Other Expenses**

There were no other expenses in May. YTD other expenses are \$960.73 vs. \$2,050 budgeted. The Guest Speaker series scheduled for May did not occur.