

**English Language Arts Council**  
**Financial Statements**  
July 1, 2017 to March 31, 2018

**Profit & Loss - Budget v. Actual**

	YTD Actual	2017-18 Approved Budget	Budget Variance	Executive Notes
<b>Income</b>				
ATA Provincial Grant	\$ 42,400	\$ 43,000	\$ (600)	
Membership Fees	\$ 582	\$ 1,000	\$ (418)	
Special Projects Grant	\$ -	\$ 2,000	\$ (2,000)	Strategic Planning Grant
<b>Total Council Income</b>	<b>\$ 42,982</b>	<b>\$ 46,000</b>	<b>\$ (3,018)</b>	
<b>Conference Income</b>				
Display/Sponsorship/Vendors	\$ -	\$ 2,000	\$ (2,000)	2018 Conference
Registration	\$ -	\$ 51,000	\$ (51,000)	
Other Income	\$ -	\$ 500	\$ (500)	
Seed money from ELAC	\$ -	\$ 3,900	\$ (3,900)	
<b>Total Conference Income</b>	<b>\$ -</b>	<b>\$ 57,400</b>	<b>\$ (57,400)</b>	
Transfer from Surplus	\$ -	\$ 3,550	\$ (3,550)	
<b>Total Conference Income</b>	<b>\$ -</b>	<b>\$ 60,950</b>	<b>\$ (60,950)</b>	
<b>Total Income</b>	<b>\$ 42,982</b>	<b>\$ 106,950</b>	<b>\$ (63,968)</b>	
<b>Expense</b>				
<b>Conference Expenses</b>				
Advertising & Promotion	\$ -	\$ 1,500	\$ (1,500)	
Beanstream Fees/Event Wizard	\$ 2,895	\$ 1,000	\$ 1,895	
<b>Committee Expense</b>				
Meetings	\$ -	\$ 500	\$ (500)	
Travel and Accomodation	\$ -	\$ 1,000	\$ (1,000)	
Other (Emergency box materials)	\$ -	\$ 200	\$ (200)	
<b>Total Committee Expenses</b>	<b>\$ -</b>	<b>\$ 1,700</b>	<b>\$ (1,700)</b>	
Entertainment and Social	\$ -	\$ 2,000	\$ (2,000)	
<b>Facility Costs</b>				
Catering	\$ -	\$ 23,000	\$ (23,000)	
Conference Venue	\$ -	\$ 5,000	\$ (5,000)	
Equipment Rental	\$ -	\$ 1,500	\$ (1,500)	
Other Refreshments (Reception)	\$ -	\$ 1,000	\$ (1,000)	
<b>Total Facility Costs</b>	<b>\$ -</b>	<b>\$ 30,500</b>	<b>\$ (30,500)</b>	
Accommodation (Conference)	\$ -	\$ 1,500	\$ (1,500)	Committee members at Conference
Disaster Fund	\$ -	\$ 500	\$ (500)	
GST Expense	\$ -	\$ 1,500	\$ (1,500)	
Printing & Photocopying	\$ -	\$ 500	\$ (500)	
Registration Software	\$ -	\$ 100	\$ (100)	
Conference Swag	\$ -	\$ 2,000	\$ (2,000)	
Speaker Fees (Travel and Accommodation)	\$ -	\$ 8,500	\$ (8,500)	
Speaker Gifts & Expenses	\$ -	\$ 500	\$ (500)	
Seed money paid to ELAC	\$ -	\$ 3,900	\$ (3,900)	
<b>Total Conference Expenses</b>	<b>\$ 2,895</b>	<b>\$ 55,700</b>	<b>\$ (52,805)</b>	
Depreciation	\$ -	\$ -	\$ -	
<b>Executive</b>				
Accommodation	\$ 3,394	\$ 6,500	\$ (3,106)	
Registrations	\$ 6,000	\$ -	\$ 6,000	
Meals	\$ 2,588	\$ 5,000	\$ (2,412)	
Meetings	\$ 2,677	\$ 1,000	\$ 1,677	
NCTE Affiliate Meeting	\$ 2,486	\$ 2,500	\$ (14)	
NCTE Dues	\$ 839	\$ 700	\$ 139	
Sub costs	\$ -	\$ 1,000	\$ (1,000)	
Travel	\$ 5,418	\$ 7,500	\$ (2,082)	
Other	\$ 191	\$ 200	\$ (9)	
<b>Total Executive Expenses</b>	<b>\$ 23,593</b>	<b>\$ 24,400</b>	<b>\$ (807)</b>	
<b>Inclusive Literature Committee</b>				
Materials and Shipping	\$ 50	\$ 500	\$ (450)	
Meetings	\$ -	\$ 200	\$ (200)	
<b>Member Programs</b>				
ATA Educational Trust Contribution	\$ -	\$ 500	\$ (500)	
Beginning Teachers' Liaison	\$ 1,845	\$ 1,000	\$ 845	BTL for Edmonton and Calgary
Conference Support-Grant in Aid	\$ -	\$ 2,000	\$ (2,000)	Conference reg. support for members
Member Awards	\$ -	\$ 750	\$ (750)	
Research Grants	\$ -	\$ 2,000	\$ (2,000)	
Special Projects	\$ -	\$ 3,000	\$ (3,000)	Literature and PD grants
<b>Total Member Programs</b>	<b>\$ 1,845</b>	<b>\$ 9,250</b>	<b>\$ (7,405)</b>	

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**Profit & Loss - Budget v. Actual**

	YTD Actual	2017-18 Approved Budget	Budget Variance	Executive Notes
<b>Operational Expenses</b>				
Bank Charges	\$ 235	\$ 200	\$ 35	
<b>Computers</b>				
Computer Supplies	\$ -	\$ 200	\$ (200)	
Website	\$ 62	\$ 1,000	\$ (938)	Annual website costs
<b>Total Computers</b>	<b>\$ 62</b>	<b>\$ 1,200</b>	<b>\$ (1,138)</b>	
Miscellaneous	\$ -	\$ 200	\$ (200)	
Postage	\$ 202	\$ 200	\$ 2	
Printing	\$ 145	\$ 500	\$ (355)	
Promotion	\$ 62	\$ 500	\$ (438)	
Stationery	\$ -	\$ 100	\$ (100)	
<b>Total Operational Expenses</b>	<b>\$ 706</b>	<b>\$ 2,900</b>	<b>\$ (2,195)</b>	
<b>Regionals</b>				
Calgary Regional	\$ 127	\$ 2,000	\$ (1,873)	
Central Regional	\$ 347	\$ 2,000	\$ (1,653)	
Edmonton Regional	\$ 96	\$ 2,000	\$ (1,904)	
Greater South Regional	\$ -	\$ 2,000	\$ (2,000)	
<b>Total Regionals</b>	<b>\$ 570</b>	<b>\$ 8,000</b>	<b>\$ (7,430)</b>	
Summer Conference	\$ -	\$ 1,000	\$ (1,000)	
<b>Voices</b>				
Honoraria	\$ -	\$ 500	\$ (500)	
Outreach/Printing Publications	\$ -	\$ 500	\$ (500)	
Postage	\$ 424	\$ 1,500	\$ (1,076)	
Printing	\$ -	\$ 1,500	\$ (1,500)	
Writing Contest	\$ 1,183	\$ 1,000	\$ 183	
<b>Total Voices</b>	<b>\$ 1,607</b>	<b>\$ 5,000</b>	<b>\$ (3,393)</b>	
<b>Total Expense</b>	<b>\$ 31,266</b>	<b>\$ 106,950</b>	<b>\$ (75,684)</b>	
<b>Net Income</b>	<b>\$ 11,716</b>	<b>\$ -</b>	<b>\$ 11,716</b>	

**Cash Flow Budget**

Accumulated cash surplus, beginning of year	\$ 63,306
Current yr Budgeted surplus/(deficit)	\$ 11,716
Projected total cash surplus end of year	\$ 75,022

At the beginning of 2017-18 according to budget, the surplus was \$83,787

Conclusion: Based on 2017-18 budget, the projected year-end surplus is \$80,882. Council is on track to meet the surplus requirement per 2010 ARA Resolution.

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**Balance Sheet**

**ASSETS**

**Current Assets**

**Chequing/Savings**

ATA Grant Account	\$ -
Royal Bank - Current Account	\$ 165,106
<b>Total Chequing/Savings</b>	<u>\$ 165,106</u>

**Other Current Assets**

Conference Prepays	\$ 1,316
Other Receivable	\$ 3,000
<b>Total Other Current Assets</b>	<u>\$ 4,316</u>

<b>Total Current Assets</b>	<u>\$ 169,423</u>
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**Fixed Assets**

Computer Equipment	\$ 2,785
Accumulated Depreciation	\$ (2,785)
<b>Total Computer Equipment</b>	<u>\$ -</u>

<b>Total Fixed Assets</b>	<u>\$ -</u>
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<b>TOTAL ASSETS</b>	<u><u>\$ 169,423</u></u>
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2018 Conference Giveaways  
Hotel Deposit for Conference 2018 05

**LIABILITIES & EQUITY**

**LIABILITIES**

**Current Liabilities**

Accrued Payables	\$ 94,401
Other Liability	\$ -
<b>Total Current Liabilities</b>	<u>\$ 94,401</u>

2018 Conference registration

**STATEMENT OF SURPLUS**

Surplus, beginning of the year	\$ 63,306
Net Income	\$ 11,716

<b>TOTAL SURPLUS</b>	<u>\$ 75,022</u>
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 169,423</u></u>
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**Note 1 Total surplus consists of:**

Cash (Chequing less Liabilities)	\$ 165,106
Conference Prepays	\$ 1,316
Other Receivable	\$ 3,000
Fixed Assets	\$ -
<b>Total</b>	<u><u>\$ 169,423</u></u>