



FY 2011 Budget Draft

As Recommended by the Finance Committee
and Accepted by the Executive Committee

November 8, 2010

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2011 Board of Directors Resolution Page 31

WBENC 2011 Budget Overview

As recommended by the Finance Committee and accepted by the
Executive Committee
November 8, 2010

Finance Committee 2011 Budget Recommendation

The Finance Committee reviewed the proposed 2011 Budget on October 18, 2010 and is recommending its approval by the Board of Directors at the November 17, 2010 meeting.

Executive Committee 2011 Budget Recommendation

The Executive Committee reviewed and accepted the 2011 Budget recommended by the Finance Committee on November 4, 2010.

The Finance and Executive Committees want to convey an important point about the recommended 2011 budget:

A new-revenue stream, the national application fee (discussed under the *Income* section below), will provide WBENC the opportunity to make additional investments in the organization. The expense side of the budget includes these additional investments, which are highlighted in the *Expense* section below (denoted by *New investment!*). The recommended, budgeted expenses represent maximum-expenditure guidelines. During 2011, we will monitor our progress, in accordance with our usual procedures, to assess risks in achieving our budgeted revenue goals.

The budgeted revenue is considered to be conservative. However, in the event the national application fee or other sources of income do not materialize to the level budgeted, spending will be curtailed. In addition, certain expenditures will be delayed until after the first quarter of the year; this will allow us to determine whether we are on track to attain key revenue sources—the national application fee, the Summit and Salute, membership, and Conference sponsorships—based on our progress against goals. New initiatives will not be implemented until they have been fully vetted by the appropriate committees.

The 2011 Budget Package

Accompanying this budget recommendation are the following documents:

- Consolidated unrestricted budget compared to the current 2010 forecast and the 2010 budget, which includes supporting worksheets for each major program area (department), listed below. Page 7

- *Alliance Relationships* (department 10) budget compared to the 2010 forecast and 2010 budget. Page 10
 - *Finance and Operations* (department 20) compared to the 2010 forecast and 2010 budget. Technology expenses for WBENCLink and the website are captured in Alliance Relationships and Marketing and Communications, respectively. Page 13
 - *Office of the President* (department 30) including governance activities and meetings and [non-MOU] external relationships budget compared to the 2010 forecast and 2010 budget. Page 16
 - *Programs* (department 40) budget compared to the 2010 forecast and 2010 budget. Page 19
 - *Membership and Development* (department 50) budget compared to the 2010 forecast and 2010 budget. Page 22
 - *Marketing and Communications* (department 60) compared to the 2010 forecast and 2010 budget. Page 25
 - *Events* (department 80) budget, which consists of the Summit and Salute, WIB, [Live and Silent] Auctions, and Student Mentor Program (held in conjunction with WIB), compared to the 2010 forecast and 2010 budget. Page 28
- Board of Directors' resolution to approve the 2011 recommend budget. Page 31

2011 Budget Overview

It is the Finance Committee's goal to restore WBENC's unrestricted net assets to 25% of annual expenses; the net income goal for 2011 is \$573,275.

The 2011 Proposed Budget

- Income \$8,701,000
 - \$1,007,000 *higher* than the 2010 forecast
 - \$1,092,000 *higher* than the 2010 budget.
- Expenses \$7,985,000
 - \$1,001,000 *higher* than the 2010 forecast
 - \$621,000 *higher* than the 2010 budget.
- **Net income \$715,000**
 - \$7,000 *higher* than the 2010 forecast
 - \$471,000 higher than the 2010 budgeted goal
 - \$142,000 *higher* than the 2011 targeted goal of \$573,275.

The 2010 Forecast

WBENC is on track to surpass the 2010 budgeted net income of \$245,000. As part of the budget development process, a comprehensive re-forecast of annual 2010 results was completed, yielding projected net income of \$709,000. The current

forecast is projected to surpass the 2010 approved budget by \$464,000. The forecast, which served as the foundation for development of the 2011 recommended budget is detailed on the attached consolidated budget worksheets.

The remaining sections of this overview highlight the variances between the 2011 budget and the 2010 forecast.

What's New or Enhanced in the 2011 Recommended Budget

Income

The 2011 recommended budget income is \$1,007,000 higher than the 2010 forecast and includes a new revenue source that is expected to generate 97% of the increase in income over the 2010 forecast. The ***national application fee*** is anticipated to be launched February 1, 2011 and is expected to generate \$980,000. This is the \$100 fee that will be charged to each WBE upon submission of a new certification or recertification application. The revenue calculation is solely based on the current WBE base of 10,500, excluding January 2011 renewals of 700. The historical annual growth rate has been between 10-20% (1,050 at a 10% growth rate) plus about 20% of annual applicants are denied certification (2,000); so the annual application fee base could reach 13,550.

WBENC has never received funding for certification-related operating costs. The purpose of this revenue stream is to recover these previously unfunded costs, thereby making funds available for needed investments throughout the organization.

Expenses

The 2011 recommended expense budget is \$1,001,000 higher than the 2010 forecast; the increase is comprised of several major pieces:

- \$519,000 increase in salaries, fringes benefits and payroll taxes related to three new positions commencing January 1, 2011—an Executive Director of the Capacity Institute and two program managers. [In addition, recruiting fees of \$27,500 are included for the two new program-manager positions.] ***New investments!***

- \$139,000 in enhanced marketing and communications funding, excluding the expense side of the increase in the in-kind media sponsorships at the two events. About 70% or \$97,000 of the increase is related professional fees for
 - Dedicated website hosting fees to increase bandwidth/speed.
 - Expanded public relations/media consulting.
 - New contractor specializing in TV to pursue positive TV exposure.
 - Supplemental video development from the two events for the website.

- Enhanced video editing and production services for the President's report, WBENC National News, etc. for the website.

Another 12% or \$17,000 of the increase is for re-design and printing of 10-point [certification] card; design of a new WBE certification handbook; refreshing the WBENC booth and banners; and for giveaways at WBENC and non-WBENC events (miscellaneous expense: \$5,000.) *New investments!*

- \$165,000 more in the RPO allocation. This is directly related to the 17% share of the \$980,000 in national online application fee income. [Also related to the national online application fees are increased credit-card processing fees of \$29,000.]
- \$153,000 in additional in food and beverage expenses for the Summit & Salute, WIB, and Student Mentor Program held during WIB.
- \$64,000 additional for event travel expenses:
 - Alliance Relationships-- Second voucher for each RPO included in 2011 budget; not used by RPOs in 2010. Additional cost is \$15,000.
 - Office of the President—staff- and non-staff-travel for governance-related meetings: new board- member training, ad hoc committee meetings to review/re-write the bylaws, and updating the WBENC Strategic Plan. Additional cost is \$25,000. [Updating the strategic plan would also involve the services of an outside facilitator at \$12,000. Food and beverage also associated with these additional meetings is \$6,500.] *New investments!*
 - Events—staff airfare to Las Vegas included in WIB; no airfare to Baltimore in 2010; also increased need for students flying to Las Vegas compared to travel mode to Baltimore in 2010. Additional cost is \$24,000.
- Other new initiatives included in the 2011 budget (total income of \$30,000 and total expenses of \$21,300) :
 - Alliance Relationships-- Project Kermit is currently in the needs assessment phase. Research and system development is slated for 2011; resources involved will be staff time and travel expenses of \$6,200. *New investment!*
 - Alliance Relationships— National Certification Committee retreat did not occur in 2010, but is included in 2011. Costs include event meeting space (site, production, and décor) of \$2,500 and staff travel expenses of \$1,600.
 - Programs-- income of \$15,000 and expense of \$9,000 related to introduction of three webinars. *New Investment!*
 - Programs— since WBENC will longer be involved with the Zenith program (see first bullet in next section below), a replacement program will be

under development. Sponsorship income of \$15,000 and event-printing expenses of \$2,000 are assumed for this program. *New investment!*

Expenses Not in the 2011 Budget That Are in the 2010 Forecast

- Programs— WBENC's participation in the Zenith program will be discontinued after 2010. This means a \$35,000 loss in net income in 2011 compared to the 2010 forecast: income of \$85,000 less expenses of \$50,000.
- Finance and Operations-- recruiting fees for the President & CEO position at \$104,000.
- Finance and Operations— write off of unused, expired vouchers estimated at \$46,000. No voucher write off anticipated in the 2011 budget since we expect better alignment of prevailing restrictions and costs through the new in-kind airline agreement.
- Finance and Operations—expense reduction of \$11,000 for the contingent IRS penalty that was accrued at December 31, 2009 and waived in 2010; the 2009 accrued expense was reversed in 2010.
- Office of the President— professional fees for development of the Capacity Institute at \$30,000.

Expenses Not in the 2011 Budget That May Impact 2011 Finances

- WBENC's lease for the DC office space expires on October 31, 2011. At this time, because there are so many variables, it is extremely difficult to assess the costs related to a new lease without specific options at hand. Costs over the life of the lease will be the key factor in making any decisions. The 2011 budget includes the 12 months under the current lease, reduced by sublease income and deferred rent recognition.
- Because the Capacity Institute concept is in the research phase, it is very difficult to determine what the actual business plan will look like. Except for the salary and benefits of the Executive Director of the Capacity Institute, no income or expenses related to the Capacity Institute are included in the 2011 budget.

WBENC Consolidated Budget 2011

		WBENC				
		2011 Budget Worksheet				
				2011 +(-) 2010 Forecast		2011 +(-) 2010 Budget
		2011	2010 Forecast	Forecast	2010 Budget	Budget
WBENC CONSOLIDATED						
INCOME						
4000	Membership	3,110,000	3,044,000	66,000	3,044,000	66,000
4000IK	In-kind membership	55,000	66,000	(11,000)	66,000	(11,000)
4100	Sponsorships	2,636,100	2,598,900	37,200	2,752,000	(115,900)
4100IK	In-kind Sponsorships	374,900	325,360	49,540	223,500	151,400
4200	Contributions	35,000	6,620	28,380	40,000	(5,000)
4200IK	In-kind contributions	85,000	85,000	-	85,000	-
4300	Grants	5,000	-	5,000	15,000	(10,000)
4500	Registration fees	807,100	853,634	(46,534)	784,519	22,581
4600	Exhibitor fees	400,000	433,790	(33,790)	400,000	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	980,000	-	980,000	-	980,000
4800	Interest Income	-	-	-	-	-
4900	Other income	212,750	280,214	(67,464)	199,000	13,750
TOTAL INCOME		8,700,850	7,693,518	1,007,332	7,609,019	1,091,831
EXPENSES						
Salaries		1,704,874	1,319,357	385,517	1,345,228	359,646
6000	Salaries	1,704,874	1,319,357	385,517	1,345,228	359,646
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		208,013	157,709	50,304	161,862	46,151
6010	Administaff fees/Payroll taxes	208,013	157,709	50,304	161,862	46,151
Employee benefits		246,436	163,696	82,740	205,546	40,890
6021	Health Insurance	96,960	62,419	34,541	82,960	14,000
6022	Other Employee Insurance	29,266	21,303	7,963	22,594	6,672
6023	Employer Contribution 401K	35,330	33,987	1,343	37,992	(2,662)
6024	SERP	80,000	40,000	40,000	60,000	20,000
6025	Tuition Reimbursement	2,000	1,000	1,000	2,000	-
6029	Other Employee Benefits	2,880	4,987	(2,107)	-	2,880
Staff development and training		44,540	31,726	12,814	39,152	5,388
6030	Staff development and training	44,540	31,726	12,814	39,152	5,388
Conference, events, and meetings (Only WBENC-sponsored events)		3,100,973	2,813,848	287,125	3,051,498	49,475
<i>Event Professional Fees</i>		1,083,943	1,013,716	70,227	1,047,448	36,495
6111	Event Management	376,476	351,016	25,460	310,750	65,726
6112	Speaker Fees	277,835	256,973	20,862	319,000	(41,165)
6113	Entertainment	20,000	15,649	4,351	26,000	(6,000)
6114	Advertising/Media	200,000	155,210	44,790	90,000	110,000
6119	Other Event Professional Fees	209,632	234,868	(25,236)	301,698	(92,066)
6120	Food & Beverage	1,015,390	845,559	169,831	910,095	105,295
<i>Site, production & décor</i>		470,192	533,448	(63,256)	610,860	(140,668)
6131	Event Set Up/Equipment	50,000	51,430	(1,430)	60,000	(10,000)
6132	Event Audio Visual/Sound	123,091	135,349	(12,258)	156,550	(33,459)
6133	Event Décor	142,401	172,254	(29,853)	185,000	(42,599)
6134	Event Space Rental	114,200	139,600	(25,400)	152,010	(37,810)

WBENC Consolidated Budget 2011

		WBENC				
		2011 Budget Worksheet				
				2011 +(-) 2010 Forecast		
		2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
WBENC CONSOLIDATED						
6135	Event Electrical	15,000	10,212	4,788	39,000	(24,000)
6136	Event Internet	25,500	24,603	897	18,300	7,200
<i>Event Design, Printing, & Production</i>		286,196	243,703	42,493	240,525	45,671
6141	Event Design	47,000	41,408	5,592	50,000	(3,000)
6142	Event Printing and Production	227,196	185,992	41,204	167,550	59,646
6143	Marketing, Design, Printing & Production	11,000	4,473	6,527	13,600	(2,600)
6149	Other Event Design Printing and Production	1,000	11,830	(10,830)	9,375	(8,375)
<i>Event Travel</i>		192,129	132,515	59,614	170,385	21,744
6151	Event Staff Travel	72,056	38,479	33,577	63,560	8,496
6152	Event Non-staff Travel	120,073	94,036	26,037	106,825	13,248
6160	On-site Transportation	19,185	10,889	8,296	26,500	(7,315)
6170	Event postage & shipping	19,949	13,118	6,831	18,375	1,574
6190	Other conference, events, & meetings expense	13,989	20,900	(6,911)	27,310	(13,321)
Professional fees & outside services		528,500	540,402	(11,902)	638,250	(109,750)
6301	Technology fees	90,200	78,000	12,200	109,800	(19,600)
6302	Legal Fees	36,000	30,223	5,777	30,000	6,000
6303	Surveys	-	-	-	10,200	(10,200)
6304	Audit fees	28,000	25,269	2,731	28,000	-
6305	Staff recruitment	27,500	103,750	(76,250)	70,000	(42,500)
6306	Temporary Help	73,000	72,960	40	136,800	(63,800)
6309	Other Professional Fees	273,800	230,200	43,600	253,450	20,350
Travel		129,235	145,921	(16,686)	104,655	24,580
6350	<i>Staff Travel</i>	129,235	143,221	(13,986)	104,655	24,580
6351	Staff Travel-Airfare	60,960	93,001	(32,041)	54,025	6,935
6352	Staff Travel-Accommodations	35,095	24,355	10,740	27,270	7,825
6353	Staff Travel-Meals	15,985	12,355	3,630	11,875	4,110
6354	Staff Travel-Incidentals	17,195	13,510	3,685	11,485	5,710
6357	Non-staff Travel	-	2,700	(2,700)	-	-
Occupancy		192,000	219,336	(27,336)	219,336	(27,336)
6401	Rent	192,000	219,336	(27,336)	219,336	(27,336)
6402	Utilities	-	-	-	-	-
6409	Other Occupancy Expenses	-	-	-	-	-
Supplies		24,610	19,333	5,277	18,850	5,760
6411	Office supplies	10,900	9,983	917	9,450	1,450
6412	Computer supplies	4,410	5,850	(1,440)	5,850	(1,440)
6419	Other supplies	9,300	3,500	5,800	3,550	5,750
Telecommunications		54,755	48,185	6,570	57,930	(3,175)
6421	Telephone	14,500	18,500	(4,000)	21,000	(6,500)
6422	Conference calls	13,275	8,056	5,219	16,200	(2,925)
6423	Internet	11,020	8,820	2,200	6,500	4,520
6424	Wireless	15,960	12,809	3,151	14,230	1,730
Postage & shipping		24,860	16,750	8,110	22,950	1,910

WBENC Consolidated Budget 2011

		WBENC				
		2011 Budget Worksheet				
				2011 +(-) 2010 Forecast		
		2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
WBENC CONSOLIDATED						
6431	General Postage	4,260	4,450	(190)	4,650	(390)
6432	Expedited Shipping (1-3 days)	10,950	5,700	5,250	8,800	2,150
6433	Ground Shipping	9,650	6,600	3,050	9,500	150
Printing and production		53,300	55,450	(2,150)	54,500	(1,200)
6440	Design, printing & production	53,300	55,450	(2,150)	54,500	(1,200)
Equipment Rental, Maintenance & Repair		17,500	16,350	1,150	16,350	1,150
6450	Equipment Rental, Maintenance & Repair	17,500	16,350	1,150	16,350	1,150
Bank fees & interest		100,000	70,654	29,346	49,500	50,500
6461	Credit card processing fees	100,000	70,654	29,346	48,000	52,000
6462	Finance charges	-	-	-	-	-
6469	Other Bank Fees	-	-	-	1,500	(1,500)
Dues & subscriptions		12,410	10,890	1,520	8,906	3,504
6470	Dues & subscriptions	12,410	10,890	1,520	8,906	3,504
Insurance		8,400	8,292	108	8,292	108
6481	D&O Insurance	8,400	8,292	108	4,296	4,104
6482	General insurance	-	-	-	3,996	(3,996)
Bad debt expense		25,000	25,000	-	25,000	-
6550	Bad debt expense	25,000	25,000	-	25,000	-
Depreciation		75,000	89,950	(14,950)	75,550	(550)
6560	Depreciation	75,000	89,950	(14,950)	75,550	(550)
Gain/Loss on Disposal of Assets		-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-	-	-
Payments to Affiliated Organizations		1,391,612	1,226,917	164,695	1,229,868	161,744
6610	RPO Allocations	1,391,612	1,226,917	164,695	1,229,868	161,744
6620	Out of region expenses and bonuses	-	-	-	-	-
6630	Membership Referral Bonus	-	-	-	-	-
6690	Other Payments to RPOs	-	-	-	-	-
Miscellaneous		43,450	4,941	38,509	31,100	12,350
6910	Gifts	13,000	5,950	7,050	2,500	10,500
6920	Awards and scholarships	-	(11,509)	11,509	5,000	(5,000)
6990	Miscellaneous Expenses	30,450	10,500	19,950	23,600	6,850
TOTAL EXPENSES		7,985,468	6,984,707	1,000,761	7,364,323	621,145
NET INCOME		715,382	708,811	6,571	244,696	470,686

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
10	Alliance Relationships					
INCOME						
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	-	-	-	-	-
4100IK	In-kind Sponsorships	-	-	-	-	-
4200	Contributions	-	-	-	-	-
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	-	-	-	-	-
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	980,000	-	980,000	-	980,000
4800	Interest Income	-	-	-	-	-
4900	Other income	-	-	-	-	-
	TOTAL INCOME	980,000	-	980,000	-	980,000
EXPENSES						
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		4,500	4,307	193	3,000	1,500
6030	Staff development and training	4,500	4,307	193	3,000	1,500
Conference, events, and meetings		76,600	31,000	45,600	74,270	2,330
(Only WBENC-sponsored events)						
	<i>Event Professional Fees</i>	27,500	4,000	23,500	29,000	(1,500)
6111	Event Management	-	-	-	-	-
6112	Speaker Fees	20,000	4,000	16,000	29,000	(9,000)
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	7,500	-	7,500	-	7,500
6120	Food & Beverage	9,000	-	9,000	-	9,000
	<i>Site, production & décor</i>	3,500	-	3,500	-	3,500
6131	Event Set Up/Equipment	-	-	-	-	-

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
10	Alliance Relationships					
6132	Event Audio Visual/Sound	1,000	-	1,000		1,000
6133	Event Décor	-	-	-		-
6134	Event Space Rental	2,500	-	2,500		2,500
6135	Event Electrical	-	-	-		-
6136	Event Internet	-	-	-		-
	<i>Event Design, Printing, & Production</i>	-	-	-	-	-
6141	Event Design	-	-	-		-
6142	Event Printing and Production	-	-	-		-
6143	Marketing, Design, Printing & Production	-	-	-		-
6149	Other Event Design Printing and Production	-	-	-		-
	<i>Event Travel</i>	36,600	22,000	14,600	36,810	(210)
6151	Event Staff Travel	-	-	-	1,560	(1,560)
6152	Event Non-staff Travel	36,600	22,000	14,600	35,250	1,350
6160	On-site Transportation	-	-	-		-
6170	Event postage & shipping	-	-	-		-
6190	Other conference, events, & meetings expenses	-	5,000	(5,000)	8,460	(8,460)
	Professional fees & outside services	86,500	86,000	500	86,500	-
6301	Technology fees	50,000	50,000	-	50,000	-
6302	Legal Fees	-	-	-		-
6303	Surveys	-	-	-		-
6304	Audit fees	-	-	-		-
6305	Staff recruitment	-	-	-		-
6306	Temporary Help	36,000	36,000	-	36,000	-
6309	Other Professional Fees	500	-	500	500	-
	Travel	79,300	71,065	8,235	63,820	15,480
6350	<i>Staff Travel</i>	79,300	71,065	8,235	63,820	15,480
6351	Staff Travel-Airfare	37,600	35,580	2,020	30,300	7,300
6352	Staff Travel-Accommodations	18,720	15,465	3,255	15,600	3,120
6353	Staff Travel-Meals	11,060	10,010	1,050	8,960	2,100
6354	Staff Travel-Incidentals	11,920	10,010	1,910	8,960	2,960
6357	Non-staff Travel	-	-	-		-
	Occupancy	-	-	-	-	-
6401	Rent	-	-	-		-
6402	Utilities	-	-	-		-
6409	Other Occupancy Expenses	-	-	-		-
	Supplies	2,250	2,200	50	2,100	150
6411	Office supplies	2,000	2,000	-	2,000	-
6412	Computer supplies	-	-	-		-
6419	Other supplies	250	200	50	100	150
	Telecommunications	13,135	9,400	3,735	9,580	3,555
6421	Telephone	-	-	-		-

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
10	Alliance Relationships					
6422	Conference calls	5,975	2,500	3,475	6,500	(525)
6423	Internet	3,320	3,420	(100)		3,320
6424	Wireless	3,840	3,480	360	3,080	760
	Postage & shipping	6,200	4,350	1,850	4,800	1,400
6431	General Postage	1,000	800	200		1,000
6432	Expedited Shipping (1-3 days)	1,500	900	600		1,500
6433	Ground Shipping	3,700	2,650	1,050	4,800	(1,100)
	Printing and production	-	-	-	-	-
6440	Design, printing & production	-	-	-		-
	Equipment Rental, Maintenance & Repair	-	-	-	-	-
6450	Equipment Rental, Maintenance & Repair	-	-	-		-
	Bank fees & interest	-	-	-	-	-
6461	Credit card processing fees	-	-	-		-
6462	Finance charges	-	-	-		-
6469	Other Bank Fees	-	-	-		-
	Dues & subscriptions	5,000	5,000	-	-	5,000
6470	Dues & subscriptions	5,000	5,000	-		5,000
	Insurance	-	-	-	-	-
6481	D&O Insurance	-	-	-		-
6482	General insurance	-	-	-		-
	Bad debt expense	-	-	-	-	-
6550	Bad debt expense	-	-	-		-
	Depreciation	-	-	-	-	-
6560	Depreciation	-	-	-		-
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-		-
	Payments to Affiliated Organizations	1,391,612	1,226,917	164,695	1,229,868	161,744
6610	RPO Allocations	1,391,612	1,226,917	164,695	1,229,868	161,744
6620	Out of region expenses and bonuses	-	-	-		-
6630	Membership Referral Bonus	-	-	-		-
6690	Other Payments to RPOs	-	-	-		-
	Miscellaneous	5,000	2,400	2,600	5,000	-
6910	Gifts	5,000	2,400	2,600	-	5,000
6920	Awards and scholarships	-	-	-	5,000	(5,000)
6990	Miscellaneous Expenses	-	-	-		-
	TOTAL EXPENSES	1,670,097	1,442,639	227,458	1,478,938	191,159
	NET INCOME	(690,097)	(1,442,639)	752,542	(1,478,938)	788,842

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
20	Finance & Operations					
	INCOME					
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	-	-	-	-	-
4100IK	In-kind Sponsorships	-	-	-	-	-
4200	Contributions	-	300	(300)	-	-
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	-	-	-	-	-
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	-	8,650	(8,650)	-	-
	TOTAL INCOME	-	8,950	(8,950)	-	-
	EXPENSES					
Salaries		1,704,874	1,319,357	385,517	1,345,228	359,646
6000	Salaries	1,704,874	1,319,357	385,517	1,345,228	359,646
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		208,013	157,709	50,304	161,862	46,151
6010	Administaff fees/Payroll taxes	208,013	157,709	50,304	161,862	46,151
Employee benefits		246,436	163,696	82,740	205,546	40,890
6021	Health Insurance	96,960	62,419	34,541	82,960	14,000
6022	Other Employee Insurance	29,266	21,303	7,963	22,594	6,672
6023	Employer Contribution 401K	35,330	33,987	1,343	37,992	(2,662)
6024	SERP	80,000	40,000	40,000	60,000	20,000
6025	Tuition Reimbursement	2,000	1,000	1,000	2,000	-
6029	Other Employee Benefits	2,880	4,987	(2,107)	-	2,880
Staff development and training		14,085	13,796	289	16,907	(2,822)
6030	Staff development and training	14,085	13,796	289	16,907	(2,822)
Conference, events, and meetings		-	-	-	-	-
	<i>(Only WBENC-sponsored events)</i>					
	<i>Event Professional Fees</i>	-	-	-	-	-
6111	Event Management	-	-	-	-	-
6112	Speaker Fees	-	-	-	-	-
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	-	-	-	-	-
6120	Food & Beverage	-	-	-	-	-
	<i>Site, production & décor</i>	-	-	-	-	-
6131	Event Set Up/Equipment	-	-	-	-	-
6132	Event Audio Visual/Sound	-	-	-	-	-
6133	Event Décor	-	-	-	-	-

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
20	Finance & Operations					
6134	Event Space Rental	-	-	-	-	-
6135	Event Electrical	-	-	-	-	-
6136	Event Internet	-	-	-	-	-
	<i>Event Design, Printing, & Production</i>	-	-	-	-	-
6141	Event Design	-	-	-	-	-
6142	Event Printing and Production	-	-	-	-	-
6143	Marketing, Design, Printing & Production	-	-	-	-	-
6149	Other Event Design Printing and Production	-	-	-	-	-
	<i>Event Travel</i>	-	-	-	-	-
6151	Event Staff Travel	-	-	-	-	-
6152	Event Non-staff Travel	-	-	-	-	-
6160	On-site Transportation	-	-	-	-	-
6170	Event postage & shipping	-	-	-	-	-
6190	Other conference, events, & meetings expenses	-	-	-	-	-
	Professional fees & outside services	116,500	184,019	(67,519)	148,000	(31,500)
6301	Technology fees	20,000	20,000	-	15,000	5,000
6302	Legal Fees	36,000	30,000	6,000	30,000	6,000
6303	Surveys	-	-	-	-	-
6304	Audit fees	28,000	25,269	2,731	28,000	-
6305	Staff recruitment	27,500	103,750	(76,250)	70,000	(42,500)
6306	Temporary Help	-	-	-	-	-
6309	Other Professional Fees	5,000	5,000	-	5,000	-
	Travel	-	46,160	(46,160)	-	-
6350	<i>Staff Travel</i>	-	46,160	(46,160)	-	-
6351	Staff Travel-Airfare	-	45,860	(45,860)	-	-
6352	Staff Travel-Accommodations	-	-	-	-	-
6353	Staff Travel-Meals	-	100	(100)	-	-
6354	Staff Travel-Incidentals	-	200	(200)	-	-
6357	Non-staff Travel	-	-	-	-	-
	Occupancy	192,000	219,336	(27,336)	219,336	(27,336)
6401	Rent	192,000	219,336	(27,336)	219,336	(27,336)
6402	Utilities	-	-	-	-	-
6409	Other Occupancy Expenses	-	-	-	-	-
	Supplies	16,460	15,933	527	15,350	1,110
6411	Office supplies	8,650	7,733	917	7,150	1,500
6412	Computer supplies	4,160	5,200	(1,040)	5,200	(1,040)
6419	Other supplies	3,650	3,000	650	3,000	650
	Telecommunications	25,600	31,200	(5,600)	38,900	(13,300)
6421	Telephone	14,500	18,500	(4,000)	21,000	(6,500)
6422	Conference calls	2,400	1,800	600	2,500	(100)
6423	Internet	7,700	5,400	2,300	6,500	1,200

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
20	Finance & Operations					
6424	Wireless	1,000	5,500	(4,500)	8,900	(7,900)
	Postage & shipping	17,960	10,700	7,260	15,700	2,260
6431	General Postage	3,260	3,000	260	3,000	260
6432	Expedited Shipping (1-3 days)	9,450	4,450	5,000	8,450	1,000
6433	Ground Shipping	5,250	3,250	2,000	4,250	1,000
	Printing and production	-	-	-	-	-
6440	Design, printing & production	-	-	-	-	-
	Equipment Rental, Maintenance & Repa	17,500	16,350	1,150	16,350	1,150
6450	Equipment Rental, Maintenance & Repair	17,500	16,350	1,150	16,350	1,150
	Bank fees & interest	100,000	70,654	29,346	49,500	50,500
6461	Credit card processing fees	100,000	70,654	29,346	48,000	52,000
6462	Finance charges	-	-	-	-	-
6469	Other Bank Fees	-	-	-	1,500	(1,500)
	Dues & subscriptions	1,000	750	250	-	1,000
6470	Dues & subscriptions	1,000	750	250	-	1,000
	Insurance	8,400	8,292	108	8,292	108
6481	D&O Insurance	8,400	8,292	108	4,296	4,104
6482	General insurance	-	-	-	3,996	(3,996)
	Bad debt expense	25,000	25,000	-	25,000	-
6550	Bad debt expense	25,000	25,000	-	25,000	-
	Depreciation	75,000	89,950	(14,950)	59,000	16,000
6560	Depreciation	75,000	89,950	(14,950)	59,000	16,000
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-	-	-
	Payments to Affiliated Organizations	-	-	-	-	-
6610	RPO Allocations	-	-	-	-	-
6620	Out of region expenses and bonuses	-	-	-	-	-
6630	Membership Referral Bonus	-	-	-	-	-
6690	Other Payments to RPOs	-	-	-	-	-
	Miscellaneous	6,200	(11,509)	17,709	-	6,200
6910	Gifts	-	-	-	-	-
6920	Awards and scholarships	-	(11,509)	11,509	-	-
6990	Miscellaneous Expenses	6,200	-	6,200	-	6,200
	TOTAL EXPENSES	2,775,028	2,361,393	413,635	2,324,971	450,057
	NET INCOME	(2,775,028)	(2,352,443)	(422,585)	(2,324,971)	(450,057)

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
30	Executive					
	INCOME					
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	-	-	-	-	-
4100IK	In-kind Sponsorships	-	-	-	-	-
4200	Contributions	-	-	-	-	-
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	-	-	-	-	-
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	-	-	-	-	-
	TOTAL INCOME	-	-	-	-	-
	EXPENSES					
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		6,000	3,178	2,822	8,300	(2,300)
6030	Staff development and training	6,000	3,178	2,822	8,300	(2,300)
Conference, events, and meetings		86,565	53,685	35,880	56,035	30,530
	<i>(Only WBENC-sponsored events)</i>					
	<i>Event Professional Fees</i>	3,000	3,000	3,000	-	3,000
6111	Event Management	3,000	3,000	-	-	3,000
6112	Speaker Fees	-	-	-	-	-
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	-	-	-	-	-
6120	Food & Beverage	33,500	27,000	6,500	21,300	12,200
	<i>Site, production & décor</i>	8,800	6,074	2,726	8,660	140
6131	Event Set Up/Equipment	-	759	(759)	-	-
6132	Event Audio Visual/Sound	7,100	4,665	2,435	6,650	450

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
30	Executive					
6133	Event Décor	-	-	-		-
6134	Event Space Rental	1,700	650	1,050	2,010	(310)
6135	Event Electrical	-	-	-		-
6136	Event Internet	-	-	-		-
	<i>Event Design, Printing, & Production</i>	1,500	2,530	(1,030)	450	1,050
6141	Event Design	-	-	-		-
6142	Event Printing and Production	500	500	-	450	50
6143	Marketing, Design, Printing & Production	-	-	-		-
6149	Other Event Design Printing and Production	1,000	2,030	(1,030)		1,000
	<i>Event Travel</i>	37,515	12,200	25,315	24,650	12,865
6151	Event Staff Travel	27,015	11,000	16,015	24,650	2,365
6152	Event Non-staff Travel	10,500	1,200	9,300		10,500
6160	On-site Transportation	-	-	-		-
6170	Event postage & shipping	500	200	300	375	125
6190	Other conference, events, & meetings expenses	1,750	2,681	(931)	600	1,150
	Professional fees & outside services	12,000	31,183	(19,183)	-	12,000
6301	Technology fees	-	-	-		-
6302	Legal Fees	-	223	(223)		-
6303	Surveys	-	-	-		-
6304	Audit fees	-	-	-		-
6305	Staff recruitment	-	-	-		-
6306	Temporary Help	-	960	(960)		-
6309	Other Professional Fees	12,000	30,000	(18,000)		12,000
	Travel	23,550	17,311	6,239	11,675	11,875
6350	<i>Staff Travel</i>	23,550	14,611	8,939	11,675	11,875
6351	Staff Travel-Airfare	10,400	6,836	3,564	6,600	3,800
6352	Staff Travel-Accommodations	8,450	4,500	3,950	3,525	4,925
6353	Staff Travel-Meals	2,650	1,175	1,475	1,175	1,475
6354	Staff Travel-Incidentals	2,050	2,100	(50)	375	1,675
6357	Non-staff Travel	-	2,700	(2,700)		-
	Occupancy	-	-	-	-	-
6401	Rent	-	-	-		-
6402	Utilities	-	-	-		-
6409	Other Occupancy Expenses	-	-	-		-
	Supplies	600	100	500	150	450
6411	Office supplies	250	100	150		250
6412	Computer supplies	250	-	250		250
6419	Other supplies	100	-	100	150	(50)
	Telecommunications	4,800	4,329	471	5,100	(300)
6421	Telephone	-	-	-		-
6422	Conference calls	1,000	500	500	3,600	(2,600)
6423	Internet	-	-	-		-
6424	Wireless	3,800	3,829	(29)	1,500	2,300

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
30	Executive					
	Postage & shipping	-	50	(50)	-	-
6431	General Postage	-	-	-	-	-
6432	Expedited Shipping (1-3 days)	-	-	-	-	-
6433	Ground Shipping	-	50	(50)	-	-
	Printing and production	-	10,700	(10,700)	-	-
6440	Design, printing & production	-	10,700	(10,700)	-	-
	Equipment Rental, Maintenance & Rep	-	-	-	-	-
6450	Equipment Rental, Maintenance & Repa	-	-	-	-	-
	Bank fees & interest	-	-	-	-	-
6461	Credit card processing fees	-	-	-	-	-
6462	Finance charges	-	-	-	-	-
6469	Other Bank Fees	-	-	-	-	-
	Dues & subscriptions	1,500	1,940	(440)	5,600	(4,100)
6470	Dues & subscriptions	1,500	1,940	(440)	5,600	(4,100)
	Insurance	-	-	-	-	-
6481	D&O Insurance	-	-	-	-	-
6482	General insurance	-	-	-	-	-
	Bad debt expense	-	-	-	-	-
6550	Bad debt expense	-	-	-	-	-
	Depreciation	-	-	-	-	-
6560	Depreciation	-	-	-	-	-
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-	-	-
	Payments to Affiliated Organizations	-	-	-	-	-
6610	RPO Allocations	-	-	-	-	-
6620	Out of region expenses and bonuses	-	-	-	-	-
6630	Membership Referral Bonus	-	-	-	-	-
6690	Other Payments to RPOs	-	-	-	-	-
	Miscellaneous	23,000	9,600	13,400	22,500	500
6910	Gifts	500	300	200	-	500
6920	Awards and scholarships	-	-	-	-	-
6990	Miscellaneous Expenses	22,500	9,300	13,200	22,500	-
	TOTAL EXPENSES	158,015	132,076	28,939	109,360	48,655
	NET INCOME	(158,015)	(132,076)	(28,939)	(109,360)	(48,655)

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
40	Programs					
	INCOME					
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	75,000	139,000	(64,000)	242,000	(167,000)
4100IK	In-kind Sponsorships	3,500	3,500	-	3,500	-
4200	Contributions	15,000	3,520	11,480	15,000	-
4200IK	In-kind contributions	85,000	85,000	-	85,000	-
4300	Grants	5,000	-	5,000	15,000	(10,000)
4500	Registration fees	89,850	74,750	15,100	182,519	(92,669)
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	-	-	-	-	-
	TOTAL INCOME	273,350	305,770	(32,420)	543,019	(269,669)
	EXPENSES					
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		1,500	1,000	500	1,500	-
6030	Staff development and training	1,500	1,000	500	1,500	-
Conference, events, and meetings		405,279	413,174	(7,895)	440,998	(35,719)
	<i>(Only WBENC-sponsored events)</i>					
	<i>Event Professional Fees</i>	209,000	226,000	(17,000)	238,723	(29,723)
6111	Event Management	10,000	19,000	(9,000)	19,625	(9,625)
6112	Speaker Fees	155,000	153,000	2,000	165,000	(10,000)
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	44,000	54,000	(10,000)	54,098	(10,098)
6120	Food & Beverage	34,000	33,061	939	19,000	15,000
	<i>Site, production & décor</i>	85,000	85,350	(350)	94,000	(9,000)
6131	Event Set Up/Equipment	-	-	-	-	-
6132	Event Audio Visual/Sound	-	350	(350)	9,000	(9,000)
6133	Event Décor	19	-	-	-	-

2011 WBENC CONSOLIDATED BUDGET (3)

		WBENC					
		2011 Budget Worksheet					
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget	
40	Programs						
6134	Event Space Rental	85,000	85,000	-	85,000	-	
6135	Event Electrical	-	-	-	-	-	
6136	Event Internet	-	-	-	-	-	
	<i>Event Design, Printing, & Production</i>	23,250	10,223	13,027	27,850	(4,600)	
6141	Event Design	-	-	-	-	-	
6142	Event Printing and Production	12,250	5,750	6,500	14,250	(2,000)	
6143	Marketing, Design, Printing & Production	11,000	4,473	6,527	13,600	(2,600)	
6149	Other Event Design Printing and Production	-	-	-	-	-	
	<i>Event Travel</i>	52,029	57,040	(5,011)	59,925	(7,896)	
6151	Event Staff Travel	1,965	1,965	-	4,850	(2,885)	
6152	Event Non-staff Travel	50,064	55,075	(5,011)	55,075	(5,011)	
6160	On-site Transportation	1,500	1,500	-	1,500	-	
6170	Event postage & shipping	500	-	500	-	500	
6190	Other conference, events, & meetings expenses	-	-	-	-	-	
	Professional fees & outside services	24,000	49,000	(25,000)	213,550	(189,550)	
6301	Technology fees	4,000	-	4,000	-	4,000	
6302	Legal Fees	-	-	-	-	-	
6303	Surveys	-	-	-	10,000	(10,000)	
6304	Audit fees	-	-	-	-	-	
6305	Staff recruitment	-	-	-	-	-	
6306	Temporary Help	-	-	-	64,800	(64,800)	
6309	Other Professional Fees	20,000	49,000	(29,000)	138,750	(118,750)	
	Travel	-	-	-	1,965	(1,965)	
6350	<i>Staff Travel</i>	-	-	-	1,965	(1,965)	
6351	Staff Travel-Airfare	-	-	-	400	(400)	
6352	Staff Travel-Accommodations	-	-	-	1,475	(1,475)	
6353	Staff Travel-Meals	-	-	-	40	(40)	
6354	Staff Travel-Incidentals	-	-	-	50	(50)	
6357	Non-staff Travel	-	-	-	-	-	
	Occupancy	-	-	-	-	-	
6401	Rent	-	-	-	-	-	
6402	Utilities	-	-	-	-	-	
6409	Other Occupancy Expenses	-	-	-	-	-	
	Supplies	-	-	-	-	-	
6411	Office supplies	-	-	-	-	-	
6412	Computer supplies	-	-	-	-	-	
6419	Other supplies	-	-	-	-	-	
	Telecommunications	2,100	1,009	1,091	1,600	500	
6421	Telephone	-	-	-	-	-	
6422	Conference calls	2,100	1,009	1,091	1,600	500	
6423	Internet	-	-	-	-	-	

		WBENC					
		2011 Budget Worksheet					
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget	
40	Programs						
6424	Wireless	-	-	-	-	-	
	Postage & shipping	500	200	300	1,000	(500)	
6431	General Postage	-	-	-	1,000	(1,000)	
6432	Expedited Shipping (1-3 days)	-	-	-	-	-	
6433	Ground Shipping	500	200	300	-	500	
	Printing and production	-	-	-	2,000	(2,000)	
6440	Design, printing & production	-	-	-	2,000	(2,000)	
	Equipment Rental, Maintenance & Repa	-	-	-	-	-	
6450	Equipment Rental, Maintenance & Repair	-	-	-	-	-	
	Bank fees & interest	-	-	-	-	-	
6461	Credit card processing fees	-	-	-	-	-	
6462	Finance charges	-	-	-	-	-	
6469	Other Bank Fees	-	-	-	-	-	
	Dues & subscriptions	-	-	-	-	-	
6470	Dues & subscriptions	-	-	-	-	-	
	Insurance	-	-	-	-	-	
6481	D&O Insurance	-	-	-	-	-	
6482	General insurance	-	-	-	-	-	
	Bad debt expense	-	-	-	-	-	
6550	Bad debt expense	-	-	-	-	-	
	Depreciation	-	-	-	-	-	
6560	Depreciation	-	-	-	-	-	
	Gain/Loss on Disposal of Assets	-	-	-	-	-	
6570	Gain/Loss on Disposal of Assets	-	-	-	-	-	
	Payments to Affiliated Organizations	-	-	-	-	-	
6610	RPO Allocations	-	-	-	-	-	
6620	Out of region expenses and bonuses	-	-	-	-	-	
6630	Membership Referral Bonus	-	-	-	-	-	
6690	Other Payments to RPOs	-	-	-	-	-	
	Miscellaneous	-	-	-	-	-	
6910	Gifts	-	-	-	-	-	
6920	Awards and scholarships	-	-	-	-	-	
6990	Miscellaneous Expenses	-	-	-	-	-	
	TOTAL EXPENSES	433,379	464,383	(31,004)	662,613	(229,234)	
	NET INCOME	(160,029)	(158,613)	(1,416)	(119,594)	(40,435)	

WBENC 2011 Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
50	Membership & Development					
	INCOME					
4000	Membership	3,110,000	3,044,000	66,000	3,044,000	66,000
4000IK	In-kind membership	55,000	66,000	(11,000)	66,000	(11,000)
4100	Sponsorships	-	-	-	-	-
4100IK	In-kind Sponsorships	-	-	-	-	-
4200	Contributions	20,000	-	20,000	25,000	(5,000)
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	-	-	-	-	-
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	-	-	-	-	-
	TOTAL INCOME	3,185,000	3,110,000	75,000	3,135,000	50,000
	EXPENSES					
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		6,000	7,000	(1,000)	7,000	(1,000)
6030	Staff development and training	6,000	7,000	(1,000)	7,000	(1,000)
Conference, events, and meetings		2,300	4,500	(2,200)	4,500	(2,200)
	<i>(Only WBENC-sponsored events)</i>					
	<i>Event Professional Fees</i>	-	-	-	-	-
6111	Event Management	-	-	-	-	-
6112	Speaker Fees	-	-	-	-	-
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	-	-	-	-	-
6120	Food & Beverage	1,200	1,200	-	1,200	-
	<i>Site, production & décor</i>	1,100	1,700	(600)	1,700	(600)
6131	Event Set Up/Equipment	-	-	-	-	-
6132	Event Audio Visual/Sound	600	900	(300)	900	(300)
6133	Event Décor	-	-	-	-	-

WBENC 2011 Consolidated Budget

		WBENC					
		2011 Budget Worksheet					
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget	
50	Membership & Development						
6134	Event Space Rental	-	-	-		-	
6135	Event Electrical	-	-	-		-	
6136	Event Internet	500	800	(300)	800	(300)	
	<i>Event Design, Printing, & Production</i>	-	350	(350)	350	(350)	
6141	Event Design	-	-	-		-	
6142	Event Printing and Production	-	350	(350)	350	(350)	
6143	Marketing, Design, Printing & Production	-	-	-		-	
6149	Other Event Design Printing and Production	-	-	-		-	
	<i>Event Travel</i>	-	-	-	-	-	
6151	Event Staff Travel	-	-	-		-	
6152	Event Non-staff Travel	-	-	-		-	
6160	On-site Transportation	-	-	-		-	
6170	Event postage & shipping	-	-	-		-	
6190	Other conference, events, & meetings expenses	-	1,250	(1,250)	1,250	(1,250)	
	Professional fees & outside services	12,100	9,700	2,400	9,700	2,400	
6301	Technology fees	6,000	6,000	-	6,000	-	
6302	Legal Fees	-	-	-		-	
6303	Surveys	-	-	-		-	
6304	Audit fees	-	-	-		-	
6305	Staff recruitment	-	-	-		-	
6306	Temporary Help	1,000	-	1,000		1,000	
6309	Other Professional Fees	5,100	3,700	1,400	3,700	1,400	
	Travel	17,585	11,385	6,200	11,385	6,200	
6350	<i>Staff Travel</i>	17,585	11,385	6,200	11,385	6,200	
6351	Staff Travel-Airfare	7,960	4,725	3,235	4,725	3,235	
6352	Staff Travel-Accommodations	6,425	4,390	2,035	4,390	2,035	
6353	Staff Travel-Meals	1,575	1,070	505	1,070	505	
6354	Staff Travel-Incidentals	1,625	1,200	425	1,200	425	
6357	Non-staff Travel	-	-	-		-	
	Occupancy	-	-	-	-	-	
6401	Rent	-	-	-		-	
6402	Utilities	-	-	-		-	
6409	Other Occupancy Expenses	-	-	-		-	
	Supplies	-	800	(800)	950	(950)	
6411	Office supplies	-	150	(150)	300	(300)	
6412	Computer supplies	-	650	(650)	650	(650)	
6419	Other supplies	-	-	-		-	
	Telecommunications	3,100	500	2,600	500	2,600	
6421	Telephone	-	-	-		-	
6422	Conference calls	-	500	(500)	500	(500)	
6423	Internet	-	-	-		-	
6424	Wireless	3,100	-	3,100		3,100	

WBENC 2011 Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
50	Membership & Development					
	Postage & shipping	-	1,350	(1,350)	1,350	(1,350)
6431	General Postage	-	650	(650)	650	(650)
6432	Expedited Shipping (1-3 days)	-	350	(350)	350	(350)
6433	Ground Shipping	-	350	(350)	350	(350)
	Printing and production	2,800	-	2,800	-	2,800
6440	Design, printing & production	2,800	-	2,800		2,800
	Equipment Rental, Maintenance & Repair	-	-	-	-	-
6450	Equipment Rental, Maintenance & Repair	-	-	-		-
	Bank fees & interest	-	-	-	-	-
6461	Credit card processing fees	-	-	-		-
6462	Finance charges	-	-	-		-
6469	Other Bank Fees	-	-	-		-
	Dues & subscriptions	2,200	2,200	-	2,200	-
6470	Dues & subscriptions	2,200	2,200	-	2,200	-
	Insurance	-	-	-	-	-
6481	D&O Insurance	-	-	-		-
6482	General insurance	-	-	-		-
	Bad debt expense	-	-	-	-	-
6550	Bad debt expense	-	-	-		-
	Depreciation	-	-	-	-	-
6560	Depreciation	-	-	-		-
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-		-
	Payments to Affiliated Organizations	-	-	-	-	-
6610	RPO Allocations	-	-	-		-
6620	Out of region expenses and bonuses	-	-	-		-
6630	Membership Referral Bonus	-	-	-		-
6690	Other Payments to RPOs	-	-	-		-
	Miscellaneous	3,600	3,600	-	3,600	-
6910	Gifts	2,500	2,500	-	2,500	-
6920	Awards and scholarships	-	-	-		-
6990	Miscellaneous Expenses	1,100	1,100	-	1,100	-
	TOTAL EXPENSES	49,685	41,035	8,650	41,185	8,500
	NET INCOME	3,135,315	3,068,965	66,350	3,093,815	41,500

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
60	Marketing & Communication					
	INCOME					
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	25,000	25,000	-	-	25,000
4100IK	In-kind Sponsorships	200,000	155,210	44,790	90,000	110,000
4200	Contributions	-	-	-	-	-
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	-	-	-	-	-
4600	Exhibitor fees	-	-	-	-	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	-	-	-	-	-
	TOTAL INCOME	225,000	180,210	44,790	90,000	135,000
	EXPENSES					
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		12,455	2,445	10,010	2,445	10,010
6030	Staff development and training	12,455	2,445	10,010	2,445	10,010
Conference, events, and meetings		200,000	155,210	44,790	90,000	110,000
	(Only WBENC-sponsored events)					
	<i>Event Professional Fees</i>	200,000	155,210	44,790	90,000	110,000
6111	Event Management	-	-	-	-	-
6112	Speaker Fees	-	-	-	-	-
6113	Entertainment	-	-	-	-	-
6114	Advertising/Media	200,000	155,210	44,790	90,000	110,000
6119	Other Event Professional Fees	-	-	-	-	-
6120	Food & Beverage	-	-	-	-	-
	<i>Site, production & décor</i>	-	-	-	-	-
6131	Event Set Up/Equipment	-	-	-	-	-
6132	Event Audio Visual/Sound	-	-	-	-	-
6133	Event Décor	-	-	-	-	-

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
60	Marketing & Communication					
6134	Event Space Rental	-	-	-		-
6135	Event Electrical	-	-	-		-
6136	Event Internet	-	-	-		-
	<i>Event Design, Printing, & Production</i>	-	-	-	-	-
6141	Event Design	-	-	-		-
6142	Event Printing and Production	-	-	-		-
6143	Marketing, Design, Printing & Production	-	-	-		-
6149	Other Event Design Printing and Production	-	-	-		-
	<i>Event Travel</i>	-	-	-	-	-
6151	Event Staff Travel	-	-	-		-
6152	Event Non-staff Travel	-	-	-		-
6160	On-site Transportation	-	-	-		-
6170	Event postage & shipping	-	-	-		-
6190	Other conference, events, & meetings expense	-	-	-		-
	Professional fees & outside services	275,900	178,500	97,400	178,500	97,400
6301	Technology fees	8,700	-	8,700	36,800	(28,100)
6302	Legal Fees	-	-	-		-
6303	Surveys	-	-	-	200	(200)
6304	Audit fees	-	-	-		-
6305	Staff recruitment	-	-	-		-
6306	Temporary Help	36,000	36,000	-	36,000	-
6309	Other Professional Fees	231,200	142,500	88,700	105,500	125,700
	Travel	8,800	-	8,800	15,810	(7,010)
6350	<i>Staff Travel</i>	8,800	-	8,800	15,810	(7,010)
6351	Staff Travel-Airfare	5,000	-	5,000	12,000	(7,000)
6352	Staff Travel-Accommodations	1,500	-	1,500	2,280	(780)
6353	Staff Travel-Meals	700	-	700	630	70
6354	Staff Travel-Incidentals	1,600	-	1,600	900	700
6357	Non-staff Travel	-	-	-		-
	Occupancy	-	-	-	-	-
6401	Rent	-	-	-		-
6402	Utilities	-	-	-		-
6409	Other Occupancy Expenses	-	-	-		-
	Supplies	5,000	-	5,000	-	5,000
6411	Office supplies	-	-	-		-
6412	Computer supplies	-	-	-		-
6419	Other supplies	5,000	-	5,000		5,000
	Telecommunications	6,020	1,597	4,423	2,250	3,770
6421	Telephone	-	-	-		-
6422	Conference calls	1,800	1,597	203	1,500	300
6423	Internet	-	-	-		-
6424	Wireless	4,220	-	4,220	750	3,470

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +(-) 2010 Forecast	2010 Budget	2011 +(-) 2010 Budget
60	Marketing & Communication					
	Postage & shipping	-	-	-	-	-
6431	General Postage	-	-	-	-	-
6432	Expedited Shipping (1-3 days)	-	-	-	-	-
6433	Ground Shipping	-	-	-	-	-
	Printing and production	50,500	44,000	6,500	52,000	(1,500)
6440	Design, printing & production	50,500	44,000	6,500	52,000	(1,500)
	Equipment Rental, Maintenance & Repair	-	-	-	-	-
6450	Equipment Rental, Maintenance & Repair	-	-	-	-	-
	Bank fees & interest	-	-	-	-	-
6461	Credit card processing fees	-	-	-	-	-
6462	Finance charges	-	-	-	-	-
6469	Other Bank Fees	-	-	-	-	-
	Dues & subscriptions	2,710	1,000	1,710	1,106	1,604
6470	Dues & subscriptions	2,710	1,000	1,710	1,106	1,604
	Insurance	-	-	-	-	-
6481	D&O Insurance	-	-	-	-	-
6482	General insurance	-	-	-	-	-
	Bad debt expense	-	-	-	-	-
6550	Bad debt expense	-	-	-	-	-
	Depreciation	-	-	-	16,550	(16,550)
6560	Depreciation	-	-	-	16,550	(16,550)
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-	-	-
	Payments to Affiliated Organizations	-	-	-	-	-
6610	RPO Allocations	-	-	-	-	-
6620	Out of region expenses and bonuses	-	-	-	-	-
6630	Membership Referral Bonus	-	-	-	-	-
6690	Other Payments to RPOs	-	-	-	-	-
	Miscellaneous	5,000	-	5,000	-	5,000
6910	Gifts	5,000	-	5,000	-	5,000
6920	Awards and scholarships	-	-	-	-	-
6990	Miscellaneous Expenses	-	-	-	-	-
	TOTAL EXPENSES	566,385	382,752	183,633	358,661	207,724
	NET INCOME	(341,385)	(202,542)	(138,843)	(268,661)	(72,724)

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
80	Events					
INCOME						
4000	Membership	-	-	-	-	-
4000IK	In-kind membership	-	-	-	-	-
4100	Sponsorships	2,536,100	2,434,900	101,200	2,510,000	26,100
4100IK	In-kind Sponsorships	171,400	166,650	4,750	130,000	41,400
4200	Contributions	-	2,800	(2,800)	-	-
4200IK	In-kind contributions	-	-	-	-	-
4300	Grants	-	-	-	-	-
4500	Registration fees	717,250	778,884	(61,634)	602,000	115,250
4600	Exhibitor fees	400,000	433,790	(33,790)	400,000	-
4600IK	In-kind exhibitor fees	-	-	-	-	-
4700	Application fees	-	-	-	-	-
4800	Interest Income	-	-	-	-	-
4900	Other income	212,750	271,564	(58,814)	199,000	13,750
	TOTAL INCOME	4,037,500	4,088,588	(51,088)	3,841,000	196,500
EXPENSES						
Salaries		-	-	-	-	-
6000	Salaries	-	-	-	-	-
6001	Vacation Accrual Offsets	-	-	-	-	-
Payroll Taxes		-	-	-	-	-
6010	Administaff fees/Payroll taxes	-	-	-	-	-
Employee benefits		-	-	-	-	-
6021	Health Insurance	-	-	-	-	-
6022	Other Employee Insurance	-	-	-	-	-
6023	Employer Contribution 401K	-	-	-	-	-
6024	SERP	-	-	-	-	-
6025	Tuition Reimbursement	-	-	-	-	-
6029	Other Employee Benefits	-	-	-	-	-
Staff development and training		-	-	-	-	-
6030	Staff development and training	-	-	-	-	-
Conference, events, and meetings		2,330,229	2,156,279	173,950	2,385,695	(55,466)
<i>(Only WBENC-sponsored events)</i>						
	<i>Event Professional Fees</i>	644,443	625,506	18,937	689,725	(45,282)
6111	Event Management	363,476	329,016	34,460	291,125	72,351
6112	Speaker Fees	102,835	99,973	2,862	125,000	(22,165)
6113	Entertainment	20,000	15,649	4,351	26,000	(6,000)
6114	Advertising/Media	-	-	-	-	-
6119	Other Event Professional Fees	158,132	180,868	(22,736)	247,600	(89,468)
6120	Food & Beverage	937,690	784,298	153,392	868,595	69,095
	<i>Site, production & décor</i>	371,792	440,324	(68,532)	506,500	(134,708)
6131	Event Set Up/Equipment	50,000	50,671	(671)	60,000	(10,000)
6132	Event Audio Visual/Sound	114,391	129,434	(15,043)	140,000	(25,609)

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
80	Events					
6133	Event Décor	142,401	172,254	(29,853)	185,000	(42,599)
6134	Event Space Rental	25,000	53,950	(28,950)	65,000	(40,000)
6135	Event Electrical	15,000	10,212	4,788	39,000	(24,000)
6136	Event Internet	25,000	23,803	1,197	17,500	7,500
	<i>Event Design, Printing, & Production</i>	261,446	230,600	30,846	211,875	49,571
6141	Event Design	47,000	41,408	5,592	50,000	(3,000)
6142	Event Printing and Production	214,446	179,392	35,054	152,500	61,946
6143	Marketing, Design, Printing & Production	-	-	-		-
6149	Other Event Design Printing and Production	-	9,800	(9,800)	9,375	(9,375)
	<i>Event Travel</i>	65,985	41,275	24,710	49,000	16,985
6151	Event Staff Travel	43,076	25,514	17,562	32,500	10,576
6152	Event Non-staff Travel	22,909	15,761	7,148	16,500	6,409
6160	On-site Transportation	17,685	9,389	8,296	25,000	(7,315)
6170	Event postage & shipping	18,949	12,918	6,031	18,000	949
6190	Other conference, events, & meetings expenses	12,239	11,969	270	17,000	(4,761)
	Professional fees & outside services	1,500	2,000	(500)	2,000	(500)
6301	Technology fees	1,500	2,000	(500)	2,000	(500)
6302	Legal Fees	-	-	-		-
6303	Surveys	-	-	-		-
6304	Audit fees	-	-	-		-
6305	Staff recruitment	-	-	-		-
6306	Temporary Help	-	-	-		-
6309	Other Professional Fees	-	-	-		-
	Travel	-	-	-	-	-
6350	<i>Staff Travel</i>	-	-	-	-	-
6351	Staff Travel-Airfare	-	-	-		-
6352	Staff Travel-Accommodations	-	-	-		-
6353	Staff Travel-Meals	-	-	-		-
6354	Staff Travel-Incidentals	-	-	-		-
6357	Non-staff Travel	-	-	-		-
	Occupancy	-	-	-	-	-
6401	Rent	-	-	-		-
6402	Utilities	-	-	-		-
6409	Other Occupancy Expenses	-	-	-		-
	Supplies	300	300	-	300	-
6411	Office supplies	-	-	-		-
6412	Computer supplies	-	-	-		-
6419	Other supplies	300	300	-	300	-
	Telecommunications	-	150	(150)	-	-
6421	Telephone	-	-	-		-
6422	Conference calls	-	150	(150)		-

2011 WBENC Consolidated Budget

		WBENC				
		2011 Budget Worksheet				
Dept	Major Program	2011	2010 Forecast	2011 +/- 2010 Forecast	2010 Budget	2011 +/- 2010 Budget
80	Events					
6423	Internet	-	-	-		-
6424	Wireless	-	-	-		-
	Postage & shipping	200	100	100	100	100
6431	General Postage	-	-	-		-
6432	Expedited Shipping (1-3 days)	-	-	-		-
6433	Ground Shipping	200	100	100	100	100
	Printing and production	-	750	(750)	500	(500)
6440	Design, printing & production	-	750	(750)	500	(500)
	Equipment Rental, Maintenance & Repair	-	-	-	-	-
6450	Equipment Rental, Maintenance & Repair	-	-	-		-
	Bank fees & interest	-	-	-	-	-
6461	Credit card processing fees	-	-	-		-
6462	Finance charges	-	-	-		-
6469	Other Bank Fees	-	-	-		-
	Dues & subscriptions	-	-	-	-	-
6470	Dues & subscriptions	-	-	-		-
	Insurance	-	-	-	-	-
6481	D&O Insurance	-	-	-		-
6482	General insurance	-	-	-		-
	Bad debt expense	-	-	-	-	-
6550	Bad debt expense	-	-	-		-
	Depreciation	-	-	-	-	-
6560	Depreciation	-	-	-		-
	Gain/Loss on Disposal of Assets	-	-	-	-	-
6570	Gain/Loss on Disposal of Assets	-	-	-		-
	Payments to Affiliated Organizations	-	-	-	-	-
6610	RPO Allocations	-	-	-		-
6620	Out of region expenses and bonuses	-	-	-		-
6630	Membership Referral Bonus	-	-	-		-
6690	Other Payments to RPOs	-	-	-		-
	Miscellaneous	650	850	(200)	-	650
6910	Gifts	-	750	(750)		-
6920	Awards and scholarships	-	-	-		-
6990	Miscellaneous Expenses	650	100	550		650
	TOTAL EXPENSES	2,332,879	2,160,429	172,450	2,388,595	(55,716)
	NET INCOME	1,704,621	1,928,159	(223,538)	1,452,405	252,216

WBENC
Board of Directors Resolution
Resolution to Approve the 2011 Budget Recommended by the Finance Committee

November 17, 2010

WHEREAS, the Finance Committee has reviewed and adopted the 2011 budget and recommended its acceptance by the Executive Committee;

WHEREAS, the Executive Committee has reviewed and accepted the 2011 budget recommended by the Finance Committee;

NOW THEREFORE, be it RESOLVED that the Board of Directors approves the 2011 budget recommended by the Finance Committee:

Income	\$8,700,850
Expenses	<u>7,985,468</u>
Net income	<u>\$715,382</u>