

Women in Leisure Service XKP - Gamma Chapter
Proposed 2021-2022 Operating Budget
Proposed Budget

Acct #	ACCOUNT NAME	2019-2020 Actual Budget Asset	2019-2020 Actual Budget Expenses	2019-2020 Actual Budget Net Asset/Loss*	2020-2021 Actual Budget Asset	2020-2021 Actual Budget Expenses	2020-2021 Actual Budget Net Asset/Loss^	2021-2022 Proposed Budget Asset	2021-2022 Proposed Budget Expenses	2021-2022 Proposed Budget Net Asset/Loss+
100	Banking	\$7.85	\$33.37	(\$25.52)	\$1.81	\$56.73	(\$54.92)	\$0.00	\$150.00	(\$150.00)
200	Memberships	\$4,151.83	\$1,395.00	\$2,756.83	\$2,630.93	\$1,215.00	\$1,415.93	\$2,720.00	\$1,170.00	\$1,550.00
300	Events	\$3,103.67	\$3,087.82	\$15.85	\$200.00	\$850.38	(\$650.38)	\$3,405.00	\$4,747.00	(\$1,342.00)
400	National Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	(\$450.00)
500	Marketing	\$98.90	\$2,554.93	(\$2,456.03)	\$0.00	\$144.00	(\$144.00)	\$0.00	\$735.00	(\$735.00)
600	Awards & Installation	\$0.00	\$934.56	(\$934.56)	\$728.02	\$2,238.14	(\$1,510.12)	\$1,500.00	\$3,951.00	(\$2,451.00)
700	Recognition	\$0.00	\$188.31	(\$188.31)	\$0.00	\$525.13	(\$525.13)	\$0.00	\$1,015.00	(\$1,015.00)
800	Fundraising	\$5,219.50	\$2,217.00	\$3,002.50	\$6,675.86	\$2,667.91	\$4,007.95	\$8,750.00	\$5,300.00	\$3,450.00
900	Contingency	\$440.87	\$557.92	(\$117.05)	\$626.77	\$1,324.02	(\$697.25)	\$0.00	\$500.00	(\$500.00)
	Total Operating Budget	\$13,022.62	\$10,968.91	\$2,053.71	\$10,863.39	\$9,021.31	\$1,842.08	\$16,375.00	\$18,018.00	(\$1,643.00)

Checks and Balances

	20/21 Opening	20/21 Net Asset	20/21 Closing	21/22 Opening
Checking	\$15,329.59	\$1,842.08	\$17,171.67	\$17,171.67
Savings	\$502.87	\$0.00	\$502.87	\$502.87
Money Market	\$10,023.59	\$0.95	\$10,024.54	\$10,024.54
Total Assets	\$25,856.05	\$1,843.03	\$27,699.08	\$27,699.08

Notes:

* FY 19-20 was 15 months in duration to adapt to National's Fiscal Year (Sept. 1 – Aug. 30).

^ FY 20-21 was the first year aligned with National's Fiscal Year (Sept. 1 – Aug. 30). The majority of events were held virtually due to Covid-19. The establishment of the Valerie Frost Gamma Scholarship and successful online fundraising created a \$1,550 surplus in scholarship funds. This will roll over to FY 21-22. Contingency expenses included return of fraudulent charges (\$44.99) and the processing of \$500 in google play gift cards due to an email scam.

+ 2021-2022 Proposed Budget Net Asset/Loss Justifications for Balances

300 Events: Re-established event fees for in-person events, but subsidized to make trainings affordable as prices for meals and supplies have increased.

400 National Expenses: Re-established 50% of the cost for National Delegate to attend National Board Meeting. National funds the remaining 50%.

500 Marketing: Increase due to a Canva Pro subscription; additional expenditures include website, promotional, postage, etc

600 A&I: Increase in corporate sponsors; event fees are waived for two sponsor representatives to attend the Awards & Installation Banquet.

800 Fundraising: Increase in corporate sponsors; Includes scholarship surplus.



Gamma Chapter’s Mission Statement: Women in Leisure Services – Gamma Chapter is an empowering, dynamic, and progressive organization which strives to provide resources for personal, academic, and professional growth through affordable and innovative trainings with enriching networking opportunities to our members and students pursuing community recreation and human service careers.

1. Maintain a fiscally sound budget

- Hold the Director of Committees and event chairs accountable for submitting and presenting complete event financial documentation
- Encourage Committee Members to seek donations and sponsorships for events/trainings to help offset budget expenses
- Ensure fiscal accountability through bi-annual financial reviews by a Finance Committee and monthly fiscal reports review by the Board of Directors
- Obtain a minimum of (8) corporate sponsors
- Continue online/and or in person fundraising during events to raise funds for Gamma Student Scholarships

2. Serve membership

- Offer in person and virtual events at a minimal fee
- Live stream in person trainings to allow members who are unable to attend in person events due to staff coverage at their worksite etc. an opportunity to attend remotely and benefit from professional development
- Host Board and Committee Member meetings via Zoom (using Nationals Zoom account) and hold an in person board meeting once a quarter
- Increase marketing of the Student Scholarship and Grant Program
- Continue to partner with other professional organizations to offer events
- Continue to build Gamma Resource Center available on the Gamma website to assist with professional development (e.g. resume review, interview tips and mock interviews)
- Expand marketing and outreach efforts by purchasing new swag and through photo challenges through WILS Wednesday email blast, newsletter/social media, and participation raffles
- Revise RSVP documents/registration for events to identify if someone is a non WILS Member for outreach and tracking purposes
- Create document to allow members to submit contact information change or to notify board of an upcoming retirement for better tracking and to maintain communication
- Continue to highlight current and new members (e.g. birthdays, new positions, and other achievements) using social media accounts (Facebook, Instagram, Gamma Gram)
- Continue to partake in vendor booth opportunities when opportunities arise

3. Develop membership to allow for more succession planning

- Conduct a survey to garner feedback from membership body regarding how WILS can better serve them (e.g. Workshop Topics, ideas for new programming)
- Continue to analyze data pertaining to membership retention and membership participation
- Continue to utilize Google account to store documents for easier access and training of new Board Members

4. National Advocacy

- Collaborate with the National Board to educate members on infrastructure of National and how they can get involved.