



**Renee Fink, DTM**  
Finance Manager 2018-19  
District 39 Toastmasters  
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**District 39 Toastmasters  
Finance Manager Report  
July 14, 2018**

Account balances through May 31, 2018 are as follows:

Cash, Pay Pal Account	\$ 297.94
District Reserve	<u>\$40,504.77</u>
Total Cash & Reserve	\$40,802.71

The Summary Report of the Year to Date Actual vs Budget through 5/31/18 is included with this report.

**REMINDER:** If you have Vouchers for Reimbursement for expenses incurred through June 30, 2018, please submit them to Immediate Past District Director Zack Sousa. Per TI regulations, the deadline for submitting them is July 31, 2018.

Vouchers for Reimbursement for the current year should be submitted to District Director Jane Taft.

*Renee Fink*

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District 39 Finance Manager 2018-2019

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## **Vouchers for Reimbursement**

Per Toastmasters International Protocol 8.4 District Fiscal Management paragraph 4 J, Reimbursement by a district must be made within 60 days after receipt of an authorized reimbursement request. Reimbursement requests must be made within 60 days of incurring the expense and by July 31 for expenses incurred in June.

If you have Vouchers for Reimbursement for expenses incurred through June 30, 2018, please submit them to Immediate Past District Director Zack Sousa.

If you have Vouchers for Reimbursement for the current year, please submit them to District Director Jane Taft.

## **Budget Deadline Dates**

Division Directors Budgets due to Jane	6/30/18
TRIO Member budgets due	7/20/18
First draft of budget	7/31/18
Second draft of budget	8/31/18
Send to TI to Test System submittal	9/4/18
Present at DECM	9/8/18
Approval period (electronically)	9/10/18 – 9/14/18
Submit final to TI	9/17/18

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### Actual vs Budget Summary As of May 31, 2018

	07/01/2017 Through 05/31/2018		
	Actual	Budget	Variance
<b>District Revenue</b>			
Membership Revenue	59,372.55	60,491.00	(1,118.45)
Conference Revenue	31,443.63	58,075.00	(26,631.37)
TLI Revenue	200.00	5,000.00	(4,800.00)
District Store Revenue	1,000.00	2,000.00	(1,000.00)
Speech Contest Revenue	0.00	2,000.00	(2,000.00)
Other Revenue	161.07	0.00	161.07
<b>Total District Revenue</b>	<b>92,177.25</b>	<b>127,566.00</b>	<b>(35,388.75)</b>
<b>District Expenses</b>			
Conference Expenses	34,245.31	57,400.00	(23,154.69)
TLI Expenses	5,510.51	5,000.00	510.51
District Store Expenses	21.20	1,000.00	(978.80)
Marketing Expense	14,580.12	16,367.00	(1,786.88)
Communications & PR Expenses	1,169.48	3,385.00	(2,215.52)
Education & Training Expense	5,585.07	15,743.00	(10,157.93)
Speech Contest Expenses	2,242.14	7,243.00	(5,000.86)
Administration Expenses	3,715.99	6,151.00	(2,435.01)
Travel Expense	20,325.38	22,607.00	(2,281.62)
Other Expenses	1,317.92	0.00	1,317.92
<b>Total District Expenses</b>	<b>88,713.12</b>	<b>134,896.00</b>	<b>(46,182.88)</b>
<b>Total Net Income</b>	<b>3,464.13</b>	<b>(7,330.00)</b>	<b>10,794.13</b>

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## Membership Numbers

**\*Pending confirmation with WHQ**

Divisions/ Clubs	Baseline	8/1/2018
A	262	267
15		
B	179	182
12		
C	175	178
15		
D	259	265
18		
E	313	322
19		
F	351	356
16		
G	346	355
20		
H	254	261
17		
I	300	306
15		
J	242	256
15		
162	2681	2748

## Club Quality and Club Growth Incentives

### **PAL: Pathway Adopter Leaders**

By June 30, 2019, if your club completes:

DCP Pathways goals 1&2 Woohoo!

*and*

DCP Goals 9, 7, and 8- your club is great!

Your club will earn \$20 TI

### **All Star Clubs: 10 and 10**

If your club by June 30, 2019:

- Adds ten new members (increase of ten from July 1, 2018, club base)
- Completes ten Distinguished Club Program points

Your club will earn

\$50 TI and this nifty trophy.



## Successful Open Houses: Shoot for two

If your club by June 30, 2019:



- Includes Open Houses on your Club Success Plan
- Promotes an Open House or special event with fliers or emails
- Have guests sign-in (to your guest book or sign-up sheet)
- Submits membership application of two new members who attended your Open House within a month of your Open House
- Send your documentation (copy of Club Success Plan, promotional flier or email, guest sign in with new members indicated) to [kristi.beres@district39.org](mailto:kristi.beres@district39.org)

Your club will earn \$20 TI

## **New Club Incentives**

Every new club will receive a banner, lectern  
and

\$30 toward cake or pizza for their charter party

District 39's first new club will get \$100 for cake and  
pizza

## **Division Incentives**

\$60 for pizza or cake for Division with:

- \*Most new clubs chartered

- \*Percentage highest retention rate

- \*Percentage of new members per capita

## **Prospects**

### **Inspire Reno**

Demo Meeting in August.

Yay Rick Hsu, Ly Smith, Vickie Musni!

### **Roseville RabboRousers**

Meeting unofficially for two years.

Informational recruitment meetings scheduled for August 8 and August 22

Christine Gerety- thank you!

### **Bayer/Monsanto**

Informational meeting- Friday, August 24 in West Sacramento

Patricia Peters needs your help- they will feed you lunch!

### **Yaketty Yaks**

Demonstration meeting scheduled for September in Woodland

Thank you Dave James, Dirk Prado, Harwant Khush and Arun Sen!

## **Projects**

### **Club Coach Assignments**

Thank you Joey Waldrop!

### **Club Coach Webinar- August 29**

Thank you Bill Inman and Jennifer Black

### **Labor Market Information**

### **District Meetup Project**

Amrik Chima.