



FY 2025 Budget Template

Core FY25 Preliminary Budget

OPERATING/DIVISIONS FUND (12)

June 2024

Unit_Project: 415A - Core: Leadership Infrastructure Futures Rollup

Revenue or Expense Account #	2023 Actual	2024 Budget	2025 Budget
(4000) DUES/PERSONAL	302,487	369,453	308,594
(4001) DUES/ORGANIZATIONAL			
(4002) DUES/SPECIAL			
(4003) DUES/LIFE MEMBERS-CURRENT	2,325	2,265	2,325
(4004) DUES/CNTNUNG MBRS & DIV TRFR	330	330	330
(4100) SALES/BOOKS	2,071	6,000	2,000
(4600) ASSETS RELEASED FROM RESTRICTION			
(4601) RETURNS/CREDITS	0	(50)	
(4602) SALES/BOOKS-DISCOUNT	0	100	
(4101) SALES/PAMPHLETS			
(4102) SALES - AUDIOVISUAL			
(4103) SALES - ONLINE			
(4104) SALES/RENTL MAIL LISTS			
(4105) SALES/WEBINARS/WEBCASTS/WEB CE	301,990	325,000	328,000
(4108) SALES/ALA STORE		500	
(4109) SALES/MISC			
(4110) SUBSCRIPTIONS	3,483		1,800
(4140) ADVERTISING/GROSS			
(4143) ADVERTISING/ON-LINE		10,000	
(4610) COMMISSION/LINE ADV			
(4611) COMMISSION/SALES REP			
(4612) COMMISSION/ADVERTISING AGENCY			
(4142) ADVERTISING/CLASSIFIED			
(4200) REGISTRATION FEES	108,754	105,000	181,497
(4210) EXHIBIT SPACE RENTALS	1,500	4,500	4,500
(4220) MEAL FUNCTIONS	1,552		
(4300) GRANTS/CONTRACTS/AWARDS			
(4301) GRANTS AWARDS - TEMPORARILY RESTRICTED			
(4400) DONATIONS/HONORARIA	33,919	50,000	131,000
(4420) INT/DIV			
(4421) ROYALTIES	25,510	10,000	18,600
(4422) ENDOWMENT GAIN/LOSS-REALIZED			
(4423) ENDWMNT GAIN/LOSS-UNREALIZED			
(4429) OVRHD-EXMPT REVENUE/DIVISIONS			
(4430) MISCELLANEOUS FEES			
(4431) Partnerships/Memberships			
(4432) Sponsorships			
(4490) MISCELLANEOUS REVENUE			
Total Revenue	783,922	883,098	978,646
(5000) SALARIES & WAGES	404,549	443,034	460,592
(5001) WAGES/TEMPORARY EMPLOYEES			
(5002) OVERTIME WAGES	819	0	1,600
(5005) ATTRITION FACTOR		0	0
(5009) ACCRUED VACATION WAGES			
(5010) EMPLOYEE BENEFITS	113,001	132,894	139,749
(5011) LIFE INSURANCE		0	0
(5012) DISABILITY INSURANCE		0	0
(5013) WORKERS COMP INSURANCE		0	0
(5014) ANNUITY/EMPLOYER CONTRIBUTION		0	0
(5015) TUITION REIMBURSEMENT			
(5016) PROFESSIONAL MEMBERSHIPS	82	325	100
(5019) HEALTH INSURANCE		0	0
(5020) FICA/EMPLOYER CONTRIBUTION		0	0
(5021) UNEMPLOYMENT COMPENSATION TAX		0	0
(5032) RELOCATION EXPENSE			



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(5040) POST RETIREMENT BENEFITS			
(5041) BLUE CROSS REFUND			
(5100) TEMPORARY EMPLOYEES/OUTSIDE			
(5110) PROFESSIONAL SERVICES	741	2,000	4,175
(5120) LEGAL FEES			
(5121) AUDIT/TAX FEES			
(5122) BANK S/C	12,181	18,000	13,528
(5130) LOBBYING / CONSULTING			
(5140) EQUIP/FURN REPAIRS			
(5141) MAINTENANCE AGREEMENTS			
(5150) MESSENGER SERVICE			
(5151) DUPLICATION/OUTSIDE		400	
(5210) TRANSPORTATION	1,034	4,450	6,200
(5212) LODGING & MEALS	2,325	4,400	7,500
(5214) ENTERTAINMENT			
(5216) BUSINESS MEETINGS	2,300	2,300	2,300
(5299) EXPENSE CONTINGENCY - FINANCE USE ONLY		(1,115)	0
(5300) FACILITIES RENT	0		
(5301) CONFERENCE EQUIPMENT RENTAL	0	1,000	
(5302) MEAL FUNCTIONS	62,270	66,000	82,800
(5303) EXHIBITS		0	
(5304) SPEAKER/GUEST EXPENSE			
(5305) SPEAKER/GUEST HONORARIUM	46,700	46,000	49,659
(5306) AWARDS	11,001	13,300	14,500
(5307) SECURITY SERVICES			
(5308) SPECIAL TRANSPORTATION	6,932	5,000	6,500
(5309) AUDIO/VISUAL EQUIPMENT RENTAL & LABOR	24,964	24,000	29,000
(5310) COMPUTER RENTAL/INTERNET CONNECTIONS			
(5350) PROGRAM ALLOCATION			
(5400) EDITORIAL/PROOFREADING/OUTSIDE	10,375	11,510	10,010
(5401) TYPESETTING/COMPOSITION-OUTSD			
(5402) PRINTING-OUTSIDE	2,054	2,000	7,985
(5403) BINDING-OUTSIDE			
(5404) DESIGN SERVICE-OUTSIDE			
(5406) REVIEW SERVICE			
(5410) MAIL SERVICE-OUTSIDE			
(5411) ADVERTISING/SPACE			
(5412) ADVERTISING/DIRECT			
(5413) MAIL LIST RENTAL		0	
(5414) SUPPLIES/PRODUCTION	477	1,000	1,000
(5415) PRE-PRESS/PHOTOGRAPHIC SERVICE			
(5416) ADVERTISING PRODUCTION COST			
(5420) COPYRIGHT FEES			
(5430) WEB OPERATING EXPENSES	8,518	11,020	10,318
(5431) WEBINAR/WEBCASTS/WEB CE EXP			
(5432) PURCHASED INVENTORY			
(5433) ORDER PROCESSING/FULFILLMENT	197	1,000	220
(5480) COST OF SALES			
(5490) INVENTORY ADJUSTMENT			
(5499) INVENTORY RESERVE ADJUSTMENT			
(5030) STAFF RECRUITMENT/RELOCATION			
(5031) STAFF DEVELOPMENT	180	500	
(5500) SUPPLIES/OPERATING	771	1,500	1,300
(5501) EQUIPMENT & SOFTWARE/MINOR	1,100	2,535	
(5502) REFERENCE MATERIAL/PERIODICALS		250	
(5503) Hardware Expenses			
(5504) Software Licensing & Subscriptions			



**Core FY25 Preliminary Budget
June 2024**

FY 2025 Budget Template

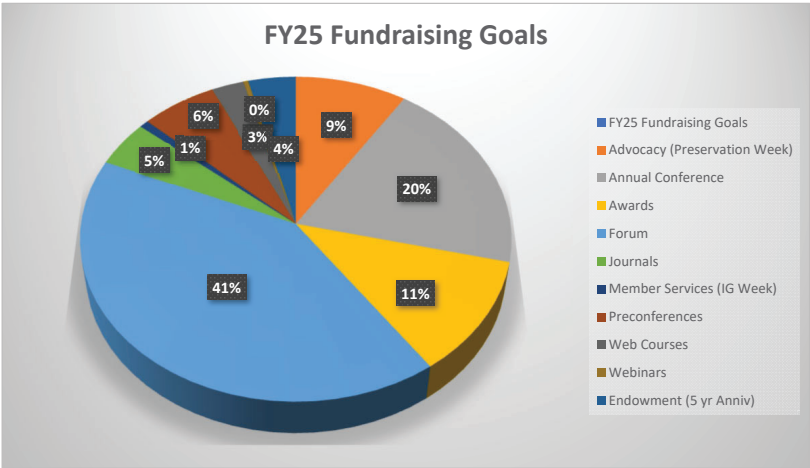
OPERATING/DIVISIONS FUND (12)

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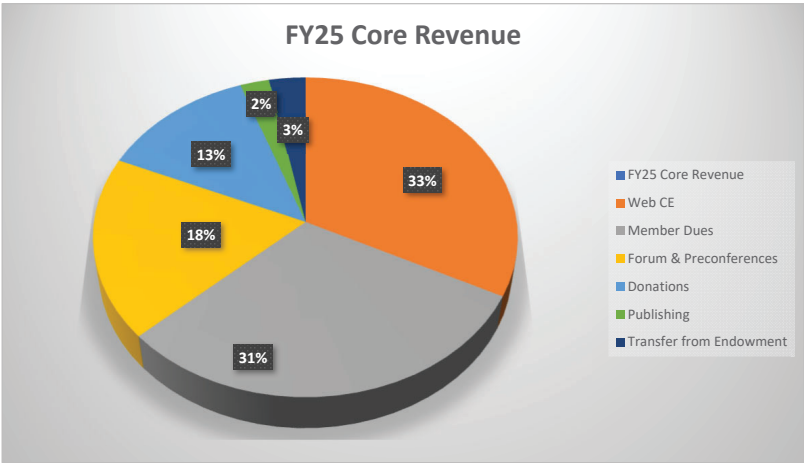
Revenue or Expense Account #	2023 Actual	2024 Budget	2025 Budget
(5505) IT Support & Maintenance			
(5510) INSURANCE			
(5520) EQUIPMENT RENTAL/LEASE			
(5521) SPACE RENT			
(5522) TELEPHONE/FAX			
(5523) POSTAGE/E-MAIL	102	1,300	100
(5525) UTILITIES			
(5530) DEPRECIATION F/E	4,298	6,971	5,406
(5531) DEPRECIATION BUILDING			
(5532) AMORT.- EQUIP N-S INTANGIBLE ASSETS			
(5540) ROYALTY EXPENSE			
(5543) BAD DEBT EXPENSE			
(5544) INTEREST EXPENSE			
(5545) TAXES/PROPERTY			
(5550) PROMOTION	53		
(5560) ORG SUPPORT/CONTRIBUTION	(15,606)	(15,606)	
(5570) LICENSES AND FEES			
(5599) MISC EXPENSE	541	0	
(5901) IUT/CPU	3,174	1,000	1,900
(5902) IUT/DATA PROC			
(5903) IUT/SUBS PROC	198		
(5904) TRANSFER TO/FROM ENDOWMENT	(24,495)	(30,790)	(30,790)
(5905) IUT/TELEPHONE			
(5906) IUT/ORDER BILLING			
(5908) IUT/MAINTENANCE			
(5909) IUT/DIST CTR	305	250	1,150
(5910) IUT/REPRO CTR	1,274	1,750	1,600
(5912) IUT-Copyediting/Proofreading	6,065	13,165	13,165
(5913) IUT-Composition/Alteration	8,934	5,564	5,064
(5940) IUT/REGISTRATION PROCESSING	10,097	10,300	3,238
(5941) IUT/CHOICE			
(5942) IUT/ADVERTISING			
(5999) IUT/MISC	(159)		
(5911) IUT/OVERHEAD	69,917	74,267	89,669
(5998) IUT/ALLOCATIONS			
(5600) TAXES/INCOME			
(TEI) Total Expenses plus Taxes/Income	777,268	861,474	939,538
Net	6,653	21,624	39,109

Core FY25 Draft Budget (June 2024)

FY25 Fundraising Goals	
Advocacy (Preservation Week)	12,000
Annual Conference	25,616
Awards	15,000
Forum	54,000
Journals	6,000
Member Services (IG Week)	1,000
Preconferences	8,116
Web Courses	3,500
Webinars	500
Endowment (5 yr Anniv)	5,117
Total	130,849



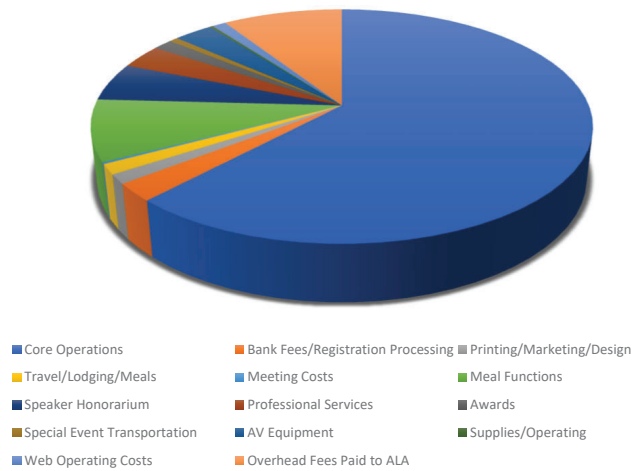
FY25 Core Revenue	
Web CE	328,000
Member Dues	311,249
Forum & Preconferences	185,997
Donations	131,000
Publishing	24,400
Transfer from Endowment	30,790
Total	1,011,436



FY25 Core Expenses by Type

Core Operations	608,544
Bank Fees/Registration Processing	16,766
Printing/Marketing/Design	12,635
Travel/Lodging/Meals	13,700
Meeting Costs	2,300
Meal Functions	82,800
Speaker Honorarium	49,659
Professional Services	32,414
Awards	14,500
Special Event Transportation	6,500
AV Equipment	29,000
Supplies/Operating	1,520
Web Operating Costs	10,318
Overhead Fees Paid to ALA	89,669
Total	970,325

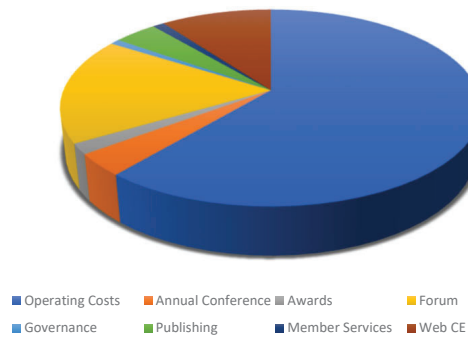
FY25 Core Expenses by Type



FY25 Core Expenses by Project

Administration	611,880
Annual Conference (incl. preconferences)	34,365
Awards	16,400
Forum	165,827
Governance	8,200
Publishing (incl. journals and publications)	37,333
Member Services	9,868
Web CE	86,455
Total	970,328

FY25 Expenses by Project



FY25 Net Surplus After Expenses

\$38,112