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RESPONSIBILITY

TRANSPARENCY

EFFICIENCY

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2018/2019  
**CUSA**  
**OPERATIONAL**  
*Budget*

PREPARED AND PRESENTED BY:

**LUKE TAYLOR**

Vice President Finance



# 2018/2019 CUSA OPERATIONAL *Budget*

PREPARED AND PRESENTED BY:

**LUKE TAYLOR**  
Vice President Finance

The Carleton University Students' Association is proud to present to you, the 2018-2019 Operating Budget! On the surface, this budget appears to be a list of costs and revenues, but in reality, it is the framework for the plans and the initiatives of the Association for the coming year. This budget is more than numbers; it is the cumulative effort of every executive, coordinator, and staff member at CUSA. It will serve as the roadmap to the upcoming school year and beyond.

As always, the focus of this budget is one of responsibility, transparency, and efficiency. With the addition of our General Manager, Travis Lindgren, comes a stronger emphasis on the long-term health and longevity of our Association. This will be echoed throughout the following lines and the 5-year plan for the Association. Through an elected "Strategic Operations" committee, there will be a mandate to ensure consistent consultation between our GM, VP Finance, and our councillors year after year. The expenses under the General Manager portfolio will now be incorporated with those of Administration, effectively grouping two previously segregated areas to more accurately reflect administrative costs. Professional Development will also see a relative increase, as moving forward we will have two CPA's on staff as well as a focused increase in skills development for our full-time staff.

Our goal for this year is to put our CUSA businesses on an upward trajectory that will create benefits and revenues that will be realized for years to come. That means a re-evaluation of many of our business models – but also renovations and investments in capital assets. These expenditures are an investment in the longevity of our businesses, ones that Carleton students will be proud to own and operate.

We believe that Oliver's has the most significant opportunity for improvement. We are creating a plan that extends beyond the one-year horizon and focuses on growth several fiscal years in the future. Many changes will be made this year to begin the process of returning to Oliver's past numbers, including immediately cutting expenditures by renegotiating previous contracts with food and beverage providers for better rates and increased support. A rotating and customizable food and drink menu will be implemented on cardstock. This will allow our managers the freedom and ability to find new product offerings that appeal to the wide-ranging student population that we have on campus. Adding Craft Beer to our sales mix as well as improving the food and drink specials will bring increased sales volume and customer retention. We plan to create a more inclusive and approachable atmosphere at Oliver's through diverse programming and changes to the décor. These operational changes will begin this fiscal year and will become part of Oliver's future identity.

Rooster's is our most stable business and is expected to have another profitable year. As always, we will be offering a variety of different options, such as Matcha Latte's, to compete with the large coffee corporations on campus. Tim Horton's and Starbucks in the UC will be closed to start the year, opening up the opportunity for an increase in revenue for our café. It should be noted, however, that the rise in the minimum wage rate will shrink our profit margins. In some cases, this will be offset by the increase in price on some of our product offerings – a step we will be taking to protect student jobs on campus.

Henry's is receiving a complete overhaul and is transitioning into a fresh start upstairs in the University Center Atrium. We will breathe life into our Convenience store with new branding and the added visibility that comes with being located in the busiest area on our campus. When surveyed last year, over 80% of students stated that we lacked convenient and healthy food options on campus. We will use this information to draw students by promoting healthy 'grab-and-go' options, prepared with a 'made today, gone today' mentality. The store will be an open concept and rely on minimalism to attract patrons, as well as providing a community space for recreational use. We have hired a new Food and Beverage Manager that will be equipped to handle the demand for healthy meals that are fresh and convenient.

Haven Books has seen the profit on new textbook sales begin to decrease in recent years. Looking at trends, we have noticed the rise of e-texts and the access of open source textbooks in correlation to the shrinking margins in the industry. As a result, opportunities for secondary sources of revenue through the implementation of a Café will bring additive revenues. The expansion of the business will increase the functionality of the space while also balancing out the seasonality of textbook sales. A Cafe will attract families and young adults in Old Ottawa South while allowing our students to integrate with the off-campus community through coffeehouses, poetry slams and community events.

As mentioned previously, our executives each have made campaign promises that will need funding from the operating budget to be completed. We will initiate the conversation around the CU Later CFS Campaign and maximize awareness by encouraging the student body on campus to participate in a potential referendum. This is reflected in the President's Special Projects line. There is also an increase in legal fees due to the consultation necessary to complete this campaign promise. There will be the investment of time and resources to develop a Scholarship Software for Carleton Students and provide the first 1,000 users services at a subsidized rate. Support and resources will be given to the program throughout the implementation lifecycle. Due to the promise of improving our free printing for students, there will be an increase in costs and demand for our print media services. On the spot printing will now be more convenient and accessible. The increased projected demand has been reflected in our budget under the front desk portfolio.

Service Centres are right at the heart of our organization. With the contributions made by our valued Coordinators, there are new and enhanced programming opportunities. The Foot Patrol's Sentinel Program is a new initiative providing experienced volunteers with additional Applied Suicide Intervention Skills and Training and Mental Health First Aid courses. The Womxn's Centre Survivors Speak program will be grown and enhanced to continue to foster spaces that are warm, non-judgmental and supportive for victims of sexual violence. As a whole, we can see a general trend towards increasing funding for our Service Centers in the 2018-2019 budget. These centres make up an integral part of the diverse culture on campus. They are the heartbeat of many on-campus communities, and funding for the development of multi-year campaigns and programs will be incorporated into the long-term vision of the Association.

We invite students to take time to analyze this budget. It is our responsibility to invest wisely in core programs and services that enrich your student experience in a transparent and meaningful way. We're confident that this budget has allocated resources to support students where they need them most. Looking towards the future - there is the opportunity for growth and optimism. We have taken steps to create a long-term vision for the association, and we're eager to engage students in consultation.

Fiscally Yours,

Luke Taylor Scott  
CUSA Vice President Finance



**Carleton University Students' Association  
2018-2019**

**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>General Revenue</b>				
IS-5000	Student Fees	1,140,064.00	1,052,996.65	<b>1,125,132.65</b>
IS-5005	Unicenter Fees	1,328,696.00	1,228,496.09	<b>1,312,729.91</b>
IS-5010	GSA Joint Projects & Funding	60,000.00	60,000.00	<b>60,000.00</b>
IS-5100	Interest Income	54,915.00	15,000.00	<b>30,000.00</b>
IS-5900	Other income	310,705.22	57,180.05	<b>56,998.87</b>
IS-REV-AD	Total General Revenue	<b>2,894,380.22</b>	<b>2,413,672.79</b>	<b>2,584,861.42</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Administration (Finance, GM, Director Services)</b>				
IS-6105-AD	Office Supplies	3,948.56	2,089.19	<b>4,167.02</b>
IS-6110-AD	Duplicating	769.90	542.09	<b>793.00</b>
IS-6111-AD	Color Duplicating	856.40	245.96	<b>882.09</b>
IS-6150-AD	Promotion & Advertising	-	-	<b>0.00</b>
IS-6200-AD	Vol. Training & Staff Appreciation	650.00	500.00	<b>2,000.00</b>
IS-6900-AD	Miscellaneous Expenses	1,181.06	809.26	<b>1,216.49</b>
IS-8200-AD	Salaries 3011	315,178.97	307,279.16	<b>375,998.44</b>
IS-8205-AD	Wages 1281	10,209.49	18,023.37	<b>23,958.33</b>
IS-8210-AD	Wages Non-Union	13,225.63	59,385.26	<b>19,465.00</b>
IS-8250-AD	Payroll taxes 3011	68,784.83	116,766.08	<b>142,879.41</b>
IS-8255-AD	Payroll Taxes 1281	2,615.86	2,619.16	<b>3,482.10</b>
IS-8260-AD	Payroll Taxes non-union	101.43	22,566.40	<b>2,050.44</b>
IS-8300-AD	Travel expenses, taxis, buses	-	136.65	<b>30.00</b>
IS-8350-AD	Training/Conference/Prof.Dev.	19,589.56	7,000.00	<b>21,300.00</b>
IS-8351-AD	Training - Health & Safety	4,062.30	5,000.00	<b>2,000.00</b>
IS-8352-AD	Services HR module	-	2,410.00	-
IS-8500-AD	Audit Fees	25,099.96	25,000.00	<b>26,495.00</b>
IS-8505-AD	Legal Fees (Lawyers only)	82,592.94	70,000.00	<b>80,000.00</b>
IS-8510-AD	Professional Fees (non-lawyer)	15,345.00	20,000.00	<b>0.00</b>
IS-9125-AD	Telephones, Fax	3,781.48	3,992.19	<b>4,532.92</b>
IS-9130-AD	Courier,Mail	1,003.84	1,772.63	<b>1,033.96</b>
IS-9200-AD	Rent	33,612.48	32,926.59	<b>34,620.85</b>
IS-9210-AD	Insurance Expenses	106,814.56	106,711.00	<b>106,019.00</b>
IS-9225-AD	Maintenance & repair	-	50.00	<b>0.00</b>
IS-9400-AD	Ombudsperson	83,717.76	85,000.00	<b>86,229.29</b>
IS-9500-AD	Capital Asset Purchases	870.09	4,000.00	<b>2,400.00</b>
IS-9700-AD	Bank Charges	22,302.73	22,688.34	<b>22,971.81</b>
IS-9701-AD	Swipe Cards Charges	3,269.07	3,413.40	<b>3,367.14</b>
IS-9999-AD	CUSA Prior Year Expenses	443.59	-	<b>0.00</b>
IS-EXP-AD	Total Expenses (before Depreciation)	<b>820,027.49</b>	<b>920,926.73</b>	<b>967,892.30</b>
IS-9800-97	Deprec. Office Equipment	-	4,000.00	<b>0.00</b>
IS-9801-97	Deprec. Office Renovations	197.88	200.00	<b>197.88</b>
IS-DEP-AD	Total Depreciation	197.88	4,200.00	<b>197.88</b>
IS-NETINC-AD	Net Income - Administration	<b>(820,225.37)</b>	<b>(925,126.73)</b>	<b>(968,090.18)</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Front Desk</b>				
IS-5000-FD	Health Insurance Revenue	1,217.76		<b>1,200.00</b>
IS-5010-FD	Duplicating (Xerox 230)	8,154.40	6,000.00	<b>8,000.00</b>
IS-5070-FD	Miscellaneous Revenue	2,501.31	-	<b>2,500.00</b>
IS-REV-FD	Total Revenue	<b>10,655.71</b>	<b>6,000.00</b>	<b>10,500.00</b>
IS-6000-FD	Health Insurance Expenses	382.50	150.00	<b>400.00</b>
IS-6006-FD	Machine Charges (Minolta & Xerox)	4,227.97	500.00	<b>4,000.00</b>
IS-6020-FD	Cost of Fax Service	360.00	370.00	<b>360.00</b>
IS-6105-FD	Office Supplies	1,964.78	3,500.00	<b>2,000.00</b>
IS-6110-FD	Duplicating	1,490.30	11,000.00	<b>5,800.00</b>
IS-6111-FD	Color Duplicating	1,473.40	500.00	<b>4,000.00</b>
IS-8200-FD	Salaries 3011	54,514.40	50,265.72	<b>50,725.33</b>
IS-8205-FD	Wages 1281	54,076.69	61,810.16	<b>53,157.00</b>
IS-8210-FD	Waged Non-Union	592.80	-	<b>600.00</b>
IS-8250-FD	Payroll Taxes 3011	8,586.77	19,100.97	<b>19,275.62</b>
IS-8255-FD	Payroll Taxes 1281	4,316.31	6,509.85	<b>5,599.56</b>
IS-8260-FD	Benefits Non-Union	58.90	-	<b>2,000.00</b>
IS-8300-FD	Travel expenses, taxis, buses	-	50.00	<b>0.00</b>
IS-8350-FD	Training/Conference/Prof.Dev.	1,242.30	400.00	<b>800.00</b>
IS-9125-FD	Telephones, Fax	2,144.26	2,252.06	<b>2,208.59</b>
IS-9130-FD	Courriel/Mail	0.00	1,000.00	<b>0.00</b>
IS-9200-FD	Rent (Archives,office,photocopy)	19,475.88	19,476.27	<b>20,060.16</b>
IS-9225-FD	Repairs & Maintenance	392.84	-	<b>1,000.00</b>
IS-9500-FD	Capital Asset purchases	1,281.47	3,300.00	<b>1,100.00</b>
IS-9900-FD	Miscellaneous Expenses	1,884.85	2,000.00	<b>2,000.00</b>
IS-9950-FD	Cash Short & Over	(11.06)	-	<b>0.00</b>
IS-EXP-FD	Total Expenses	<b>158,455.36</b>	<b>182,185.03</b>	<b>175,086.26</b>
IS-NETINC-FD	Net Income - Front Desk	<b>(147,799.65)</b>	<b>(176,185.03)</b>	<b>(164,586.26)</b>



**Carleton University Students' Association  
2018-2019**

**Budget Worksheet Summary**

**Business Operations Manager**

IS-6105-BM	Office Supplies
IS-6110-BM	Duplicating
IS-6111-BM	Color Duplicating
IS-6900-BM	Miscellaneous Expenses
IS-8350-BM	Training/Conference/Prof.Dev.
IS-9125-BM	Telephones, Fax
IS-EXP-BM	Total Expenses
IS-NETINC-BM	Net Income - Business Operations Mngr

Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
-	250.00	<b>0.00</b>
45.60	75.00	<b>0.00</b>
151.60	75.00	<b>0.00</b>
3,000.00	100.00	<b>0.00</b>
1,955.48	2,500.00	<b>0.00</b>
619.65	370.80	<b>0.00</b>
<b>5,772.33</b>	<b>3,370.80</b>	<b>0.00</b>
<b>(5,772.33)</b>	<b>(3,370.80)</b>	<b>0.00</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Olivers</b>				
IS-5010-OL	Sales Cold Beverages	12,582.33	17,074.70	<b>13,000.00</b>
IS-5015-OL	Sales Food & Snacks	367,319.44	430,147.56	<b>420,000.00</b>
IS-5025-OL	Sales Bottled Beer	98,734.39	130,509.55	<b>110,000.00</b>
IS-5030-OL	Sales Draft Beer	201,823.74	257,990.85	<b>225,000.00</b>
IS-5035-OL	Sales Liquor & Liqueurs	135,445.69	154,819.76	<b>150,000.00</b>
IS-5050-OL	Door Fees (Cover charge)	16,894.27	14,338.20	<b>17,000.00</b>
IS-5057-OL	Coin Operated Machines Revenue	-	431.41	<b>450.00</b>
IS-5060-OL	Vending Machines	-	-	<b>0.00</b>
IS-5070-OL	Miscellaneous Revenue	-	-	<b>0.00</b>
IS-REV-OL	<b>Total Revenue</b>	<b>832,799.86</b>	<b>1,005,312.03</b>	<b>935,450.00</b>
IS-6005-OL	Cost Hot Beverages	218.50	75.00	<b>225.00</b>
IS-6010-OL	Cost Cold Beverage	8,748.29	6,829.88	<b>8,000.00</b>
IS-6015-OL	Cost Food	181,086.02	193,566.40	<b>201,600.00</b>
IS-6025-OL	Cost Bottled Beer	54,269.85	63,949.68	<b>52,800.00</b>
IS-6030-OL	Cost Draft Beer	100,854.50	128,995.42	<b>110,250.00</b>
IS-6035-OL	Cost Liquor & Liqueurs	38,368.76	30,963.95	<b>36,000.00</b>
IS-6040-OL	Cost Bottles	1,174.48	-	<b>0.00</b>
IS-6050-OL	Cost Paper Supplies\Supplies	12,603.33	8,000.00	<b>8,000.00</b>
IS-6070-OL	Inventory Control	6,480.50	6,000.00	<b>7,000.00</b>
IS-6105-OL	Office Supplies	565.39	1,500.00	<b>1,500.00</b>
IS-6106-OL	Smallware	2,151.30	1,200.00	<b>2,200.00</b>
IS-6110-OL	Duplicating	116.05	200.00	<b>200.00</b>
IS-6150-OL	Promotion & Advertising	1,889.69	2,500.00	<b>2,500.00</b>
IS-6200-OL	Vol.Training & Staff Appreciation	979.53	1,000.00	<b>1,000.00</b>
IS-6515-OL	Entertainment Expenses	14,407.54	10,000.00	<b>12,000.00</b>
IS-8200-OL	Salaries 3011	106,312.69	111,606.68	<b>114,962.75</b>
IS-8205-OL	Wages 1281	213,461.30	240,150.96	<b>215,000.00</b>
IS-8215-OL	D.J.Wages	2,700.00	6,000.00	<b>5,500.00</b>
IS-8250-OL	Payroll Taxes 3011	25,504.10	42,410.54	<b>43,685.84</b>
IS-8255-OL	Payroll Taxes 1281	16,648.82	25,292.70	<b>22,648.10</b>
IS-8300-OL	Taxi and transportation	846.27	750.00	<b>850.00</b>
IS-8350-OL	Training/Conference/Prof. Dev.	1,088.40	-	<b>1,121.05</b>
IS-8380-OL	Campus security	10,924.75	14,000.00	<b>14,000.00</b>
IS-9125-OL	Telephones, Fax	1,557.87	1,604.61	<b>1,604.61</b>
IS-9200-OL	Rent	140,958.12	141,007.00	<b>145,186.86</b>
IS-9225-OL	Maintenance-Repairs	19,188.18	15,000.00	<b>17,000.00</b>
IS-9228-OL	Towel cleaning	1,122.68	1,350.00	<b>1,250.00</b>
IS-9300-OL	Licence fees	3,213.27	2,700.00	<b>3,500.00</b>
IS-9701-OL	Credit Card Charges	6,856.37	8,000.00	<b>7,500.00</b>
IS-9900-OL	Miscellaneous Expenses	1,095.50	5,000.00	<b>4,000.00</b>
IS-9950-OL	Cash Short-Over	(311.27)	-	<b>0.00</b>





**Carleton University Students' Association  
2018-2019**

**Budget Worksheet Summary**

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IS-9500-OL	Capital Asset Purchases	11,752.51	9,095.00	<b>0.00</b>
IS-EXP-OL	Total Expenses (before Depreciation)	986,833.29	1,078,747.82	<b>1,041,084.21</b>
IS-9810-97	Deprec. Olivers Furniture	4,905.00	6,200.00	<b>4,905.00</b>
IS-9811-97	Deprec. Olivers Renovations	-	31,000.00	<b>0.00</b>
IS-DEP-OL	Total Depreciation	4,905.00	37,200.00	<b>4905.00</b>
IS-NETINC-OL	Net Income - Olivers	(158,938.43)	(110,635.79)	<b>(110,539.21)</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Roosters</b>				
IS-5005-RO	Sales Hot Beverages	212,968.36	218,445.11	<b>215,610.26</b>
IS-5010-RO	Sales Cold Beverages	109,769.65	129,034.26	<b>112,330.06</b>
IS-5015-RO	Sales Food	533,644.60	623,716.18	<b>555,296.73</b>
IS-5020-RO	Sales Snacks	53,382.43	59,886.44	<b>54,708.78</b>
IS-5025-RO	Sales Merchandise	138.76	192.76	<b>153.66</b>
IS-5058-RO	Interac Revenue	4,285.25	3,678.92	<b>4,217.66</b>
IS-5070-RO	Miscellaneous Revenue	125.00	-	<b>3,659.35</b>
IS-REV-RO	Total Revenue	<b>914,314.05</b>	<b>1,034,953.67</b>	<b>945,976.49</b>
IS-6005-RO	Cost Hot Beverages	86,944.91	91,746.95	<b>86,244.10</b>
IS-6010-RO	Cost Cold Beverage	57,377.24	64,517.13	<b>57,355.87</b>
IS-6015-RO	Cost Food	214,855.85	243,249.31	<b>216,627.29</b>
IS-6020-RO	Cost Snacks	37,836.04	47,310.29	<b>36,974.57</b>
IS-6025-RO	Cost Merchandise	82.74	129.15	<b>135.22</b>
IS-6050-RO	Cost Paper Products\Supplies	22,146.83	25,000.00	<b>30,000.00</b>
IS-6105-RO	Roosters Office Supplies	519.63	750.00	<b>750.00</b>
IS-6110-RO	Duplicating	172.60	150.00	<b>160.00</b>
IS-6150-RO	Promotion & Advertising	1,670.63	5,500.00	<b>5,000.00</b>
IS-6200-RO	Vol.Training & Staff Appreciation	39.95	1,000.00	<b>0.00</b>
IS-6515-RO	Entertainment Expenses	962.78	2,000.00	<b>0.00</b>
IS-8200-RO	Salaries 3011	104,570.03	108,778.30	<b>109,560.71</b>
IS-8205-RO	Wages 1281	210,277.59	202,627.56	<b>210,976.40</b>
IS-8206-RO	Wages 1281 non RO events	-	-	
IS-8250-RO	Payroll Taxes 3011	19,852.71	41,335.75	<b>41,633.07</b>
IS-8255-RO	Payroll Taxes 1281	17,343.33	21,340.73	<b>22,224.25</b>
IS-9125-RO	Telephones, Fax	1,197.88	1,297.80	<b>1,233.82</b>
IS-9200-RO	Rent	77,100.84	77,147.00	<b>79,413.87</b>
IS-9225-RO	Maintenance and Repairs	6,703.15	8,000.00	<b>8,000.00</b>
IS-9228-RO	Towel cleaning	4,645.91	3,200.00	<b>4,000.00</b>
IS-9230-RO	Glassware	1,084.10	1,000.00	<b>1,000.00</b>
IS-9300-RO	License Fees	530.55	700.00	<b>100.00</b>
IS-9701-RO	Credit Card Charges	8,573.85	5,518.37	<b>1,000.00</b>
IS-9900-RO	Miscellaneous Expenses	797.48	800.00	<b>0.00</b>
IS-9950-RO	Cash Short-Over	(4.17)	-	<b>0.00</b>
IS-9500-RO	Capital Asset Purchases	11,435.85	9,000.00	<b>0.00</b>
IS-EXP-RO	Total Expenses (before Depreciation)	<b>886,718.30</b>	<b>962,098.34</b>	<b>912,389.17</b>
IS-9820-97	Deprec. Roosters Furniture	6,455.04	8,300.00	<b>3,360.00</b>
IS-9821-97	Deprec. Roosters Renovations	22,180.44	22,200.00	<b>22,200.00</b>
IS-DEP-RO	Total Depreciation	<b>28,635.48</b>	<b>30,500.00</b>	<b>25,560.00</b>
IS-NETINC-RO	Net Income - Roosters	<b>(1,039.73)</b>	<b>42,355.33</b>	<b>8,027.32</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>The Wing</b>				
IS-5004-WI	Sales Hot Beverage	11,289.24	6,576.60	-
IS-5005-WI	Sales Confectionary Misc.	59,026.48	74,037.58	<b>60,000.00</b>
IS-5006-WI	Sales Choolate & Gum	52,994.44	61,033.97	<b>48,000.00</b>
IS-5007-WI	Sales Groceries	51,180.08	51,825.85	<b>72,000.00</b>
IS-5008-WI	Sales Chips	34,875.10	37,696.44	<b>40,000.00</b>
IS-5009-WI	Sales Coca-Cola	76,842.44	96,416.17	<b>71,200.00</b>
IS-5010-WI	Sales Stationary	26,134.37	32,160.35	<b>14,400.00</b>
IS-5016-WI	Sales Books & Newspapers	179.95	950.80	<b>1,600.00</b>
IS-5020-WI	Sales Health and Beauty	19,540.91	23,467.97	<b>12,000.00</b>
IS-5021-WI	Sales OTC	19,315.73	23,137.87	<b>12,000.00</b>
IS-5022-WI	Sales CUSA Swag	-	496.80	<b>20,000.00</b>
IS-5025-WI	Sales Greeting Cards	2,275.91	2,938.39	<b>4,000.00</b>
IS-5030-ST	Sales Post Office	98,645.48	110,961.21	<b>0.00</b>
IS-5031-ST	Post Office Commissions	10,443.23	10,655.68	<b>0.00</b>
IS-5035-ST	Sales Calling Cards	0.00	675.05	<b>0.00</b>
IS-5036-ST	Sales Top-Up Cards	0.00	667.00	<b>0.00</b>
IS-5057-ST	Sales OC Transpo Tickets	21,585.37	42,668.91	<b>0.00</b>
IS-5058-ST	Interact Revenue	2,682.28	3,126.76	<b>0.00</b>
IS-5065-ST	ATM Revenue	0.00	0.00	<b>0.00</b>
IS-REV-WI	Total Revenue	<b>487,011.01</b>	<b>579,493.40</b>	<b>355,200.00</b>
IS-6004-WI	Purchases Hot Beverage	4,239.00	3,288.30	-
IS-6005-WI	Purchases Confectionary Misc.	40,808.18	45,903.30	<b>32,000.00</b>
IS-6006-WI	Purchases Chocolate & Gum	28,834.36	36,620.38	<b>24,000.00</b>
IS-6007-WI	Purchases Groceries	41,229.33	33,686.81	<b>54,400.00</b>
IS-6008-WI	Purchases Chips	24,749.83	28,272.33	<b>20,000.00</b>
IS-6009-WI	Purchases Coca-Cola	47,537.67	62,670.51	<b>33,600.00</b>
IS-6010-WI	Purchases Stationary	15,687.45	19,296.21	<b>6,400.00</b>
IS-6016-WI	Purchases Books & Subscriptions	315.88	400.00	<b>560.00</b>
IS-6020-WI	Purchases Health & Beauty	12,366.95	14,080.78	<b>6,400.00</b>
IS-6021-WI	Purchases OTC	11,697.28	13,882.72	<b>8,000.00</b>
IS-6022-WI	Purchases CUSA Swag	926.95	-	<b>10,000.00</b>
IS-6025-WI	Purchases Greeting Cards	1,068.40	1,763.03	<b>2,000.00</b>
IS-6030-ST	Purchases Post Office	82,503.88	88,768.97	<b>0.00</b>
IS-6035-ST	Purchases Calling Cards	0.00	10,549.12	<b>0.00</b>
IS-6036-ST	Purchases Top-Up Cards	0.00	540.04	<b>0.00</b>
IS-6057-ST	Purchases & Commissions OC Transpo	25,914.74	660.33	<b>0.00</b>
IS-6105-WI	Supplies	1,151.74	1,100.00	<b>960.00</b>
IS-6106-ST	Smallware	0.00	1,000.00	<b>0.00</b>
IS-6110-WI	Duplicating	326.00	100.00	<b>240.00</b>
IS-6150-WI	Promotion & Advertising	541.50	1,500.00	<b>1,200.00</b>
IS-8200-WI	Salaries 3011	69,173.07	71,661.22	<b>48,000.00</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-8205-WI	Wages 1281	68,845.74	73,552.70	<b>44,800.00</b>
IS-8250-WI	Payroll Taxes 3011	14,474.43	27,231.26	<b>8,800.00</b>
IS-8255-WI	Payroll Taxes 1281	5,238.44	7,746.57	<b>4,800.00</b>
IS-9125-WI	Telephones, Fax	2,359.81	1,990.21	<b>1,920.00</b>
IS-9200-WI	Rent	45,821.40	45,835.00	<b>20,916.00</b>
IS-9225-WI	Maintenance and Repairs	5,230.38	1,000.00	<b>2,400.00</b>
IS-9300-ST	Licenses	0.00	450.00	<b>0.00</b>
IS-9701-WI	Credit Card Charges	3,853.66	4,500.00	<b>3,200.00</b>
IS-9702-WI	Point of Sales Expenses	1,613.47	-	<b>1,280.00</b>
IS-9900-WI	Miscellaneous Expenses	1,947.22	3,000.00	<b>1,520.00</b>
IS-9950-WI	Cash Short-Over	364.58	-	<b>0.00</b>
IS-9500-WI	Capital Asset Purchases	6,018.18	3,000.00	<b>0.00</b>
IS-EXP-WI	Total Expenses (before Depreciation)	<b>564,839.52</b>	<b>604,049.79</b>	<b>337,396.00</b>
IS-9830-97	Deprec. Store Furniture	4,438.69	4,000.00	<b>2,000.00</b>
IS-9831-97	Deprec. Store Renovations	-	7,000.00	<b>9,000.00</b>
IS-DEP-WI	Total Depreciation	4,438.69	11,000.00	<b>11,000.00</b>
IS-NETINC-WI	Net Income - Unicentre Store	(82,267.20)	(35,556.39)	<b>6,804.00</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Haven Books</b>				
IS-5000-HA	New Books Sales	1,398,633.35	1,700,000.00	<b>1,500,000.00</b>
IS-5005-HA	Used Books Sales	425,389.00	612,000.00	<b>430,000.00</b>
IS-5010-HA	Merchandise Sales	1,758.33	22,650.00	<b>20,000.00</b>
IS-5020-HA	Sales Discounts	(2,430.90)	(3,400.00)	<b>(3,000.00)</b>
IS-5025-HA	Rental Income	15,363.79	14,400.00	<b>12,000.00</b>
IS-5030-HA	Software Licensing Revenue	-	-	<b>0.00</b>
IS-5040-HA	Other Sales	690.64	3,000.00	<b>700.00</b>
IS-REV-HA	Total Revenue	<b>1,839,404.21</b>	<b>2,348,650.00</b>	<b>1,959,700.00</b>
		0.85	0.86	
IS-6000-HA	Cost of New Books	1,190,621.24	1,462,000.00	<b>1,275,000.00</b>
IS-6005-HA	Consignor Payout	341,202.60	397,800.00	<b>322,500.00</b>
IS-6010-HA	Purchases Merchandise	-	19,252.50	<b>10,000.00</b>
IS-6015-HA	Shipping / Custom Fees	8,954.35	8,000.00	<b>8,000.00</b>
IS-6105-HA	Office Supplies	1,225.72	2,500.00	<b>0.00</b>
IS-6150-HA	Promotion & Advertising	3,469.00	3,000.00	<b>1,500.00</b>
IS-8200-HA	Salaries 3011	104,623.79	120,239.11	<b>118,731.10</b>
IS-8210-HA	Non-Union Wages	46,389.16	50,000.00	<b>49,000.00</b>
IS-8250-HA	Payroll Taxes 3011	23,603.95	45,690.86	<b>45,117.82</b>
IS-8260-HA	Non-Union Payroll Taxes	3,349.08	4,117.19	<b>3,920.00</b>
IS-9100-HA	Utilities	8,058.99	8,000.00	<b>8,000.00</b>
IS-9105-HA	Property Tax	12,330.24	12,348.04	<b>13,000.00</b>
IS-9125-HA	Telephones, Fax	2,498.74	2,333.58	<b>2,573.70</b>
IS-9225-HA	Maintenance and Repairs	1,898.25	2,500.00	<b>2,000.00</b>
IS-9500-HA	Capital Asset Purchases	12,000.00	300.00	<b>38,000.00</b>
IS-9701-HA	Credit card Charges	16,551.23	18,070.32	<b>17,512.87</b>
IS-9950-HA	Cash Short & Over	(244.23)	-	<b>0.00</b>
IS-9900-HA	Miscellaneous Expenses	1,826.71	1,200.00	<b>1,500.00</b>
IS-9905-HA	Air B&B Expenses	8,273.98	7,000.00	<b>0.00</b>
IS-EXP-HA	Total Expenses (before Depreciation)	<b>1,786,632.80</b>	<b>2,164,351.60</b>	<b>1,916,355.50</b>
IS-9815-97	Deprec. Haven Building	47,302.68	50,000.00	<b>48,000.00</b>
IS-DEP-HA	Total Depreciation	47,302.68	50,000.00	<b>48,000.00</b>
IS-NETINC-HA	Net Income Haven Books	5,468.73	134,298.40	<b>(4,655.50)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

**President**

	Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-5000-PS Other Revenue	15,440.53	15,000.00	<b>15,500.00</b>
IS-REV-PS Total Revenue	15,440.53	15,000.00	<b>15,500.00</b>
IS-6105-PS Office Supplies	523.43	200.00	<b>200.00</b>
IS-6106-PS Office Decorations	-	-	<b>250.00</b>
IS-6110-PS Duplicating	69.90	200.00	<b>0.00</b>
IS-6111-PS Color Duplicating	25.00	100.00	<b>0.00</b>
IS-6500-PS Special Projects Fund	1,114.33	-	<b>4,500.00</b>
IS-8300-PS Travel expenses, taxis, buses	5,332.09	1,500.00	<b>2,500.00</b>
IS-8310-PS Meeting Fund	3,660.08	3,000.00	<b>7,000.00</b>
IS-8311-PS Strategic Planning	2,485.46	2,500.00	<b>2,500.00</b>
IS-9125-PS Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9135-PS Employee Appreciation	1,507.60	1,500.00	<b>1,500.00</b>
IS-9500-PS Capital Asset Purchases	1,183.05	1,000.00	<b>1,250.00</b>
IS-EXP-PS Total Expenses	16,260.94	10,370.80	<b>20,070.80</b>
IS-NETINC-PS Net Income - President	(820.41)	4,629.20	<b>(4,570.80)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

**VP Finance**

	Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-5000-FC Sponsorship Revenue	5,000.00	-	<b>5,000.00</b>
IS-REV-FC Total Revenue	5,000.00	-	<b>5,000.00</b>
IS-6105-FC Office Supplies	124.52	150.00	<b>150.00</b>
IS-6110-FC Duplicating	121.00	100.00	<b>125.00</b>
IS-6111-FC Color Duplicating	34.60	50.00	<b>50.00</b>
IS-6500-FC Special Projects Fund	3,976.84	-	<b>1,500.00</b>
IS-8210-FC Executive Honoraria	200,078.62	200,000.00	<b>203,205.60</b>
IS-8211-FC Exec. Transition Pay	4,727.27	4,727.00	<b>4,000.00</b>
IS-8260-FC Executive Payroll Taxes	25,379.69	23,423.21	<b>26,213.52</b>
IS-8300-FC Travel expenses, taxis, buses	2,937.26	2,250.00	<b>2,500.00</b>
IS-8310-FC Conferences, Meetings	2,553.79	1,300.00	<b>2,500.00</b>
IS-8360-FC Tuition Credits	48,378.00	32,000.00	<b>39,000.00</b>
IS-9125-FC Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9500-FC Capital Asset Purchases	-	-	<b>1,000.00</b>
IS-9900-FC Miscellaneous Expenses	554.74	-	<b>0.00</b>
IS-EXP-FC Total Expenses	289,226.33	264,371.01	<b>280,614.92</b>
IS-NETINC-FC Net Income VP Finance	(284,226.33)	(264,371.01)	<b>(275,614.92)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>VP Student Services</b>				
IS-6105-SS	Services Office Supplies	498.66	200.00	<b>400.00</b>
IS-6110-SS	Duplicating	108.50	200.00	<b>100.00</b>
IS-6111-SS	Color Duplicating	90.40	75.00	<b>75.00</b>
IS-6500-SS	Projects	8,856.67	4,500.00	<b>9,000.00</b>
IS-6501-SS	Services Development	1,543.41	1,500.00	<b>1,500.00</b>
IS-6511-SS	Black History Month Programming	6,814.28	8,000.00	<b>6,000.00</b>
IS-6900-SS	Services Misc.Expenses	13,650.00	-	<b>0.00</b>
IS-8210-SS	Wages Non-Union	24,268.39	-	<b>0.00</b>
IS-8260-SS	Payroll Taxes Non-Union	2,286.28	-	<b>0.00</b>
IS-8300-SS	Travel expenses, taxis, buses	3,093.13	1,500.00	<b>2,500.00</b>
IS-8310-SS	Services Conferences	1,043.40	800.00	<b>1,000.00</b>
IS-9125-SS	Services Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9500-SS	Capital Asset Purchases	277.52	100.00	<b>500.00</b>
IS-EXP-SS	Total Expenses	62,890.64	17,245.80	<b>21,445.80</b>
IS-NETINC-SS	Net Income - VP Student Services	(62,890.64)	(17,245.80)	<b>(21,445.80)</b>





**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Mawandoseg Centre</b>				
IS-5000-AB	Other Revenue	-	1,000.00	<b>1000.00</b>
IS-REV-AB	Total Revenue	-	1,000.00	<b>1,000.00</b>
IS-6105-AB	Office Supplies	30.10	100.00	<b>100.00</b>
IS-6110-AB	Duplicating	-	50.00	<b>50.00</b>
IS-6115-AB	Books & Subscriptions	-	100.00	<b>300.00</b>
IS-6150-AB	Promotion & Advertising	-	100.00	<b>100.00</b>
IS-6200-AB	Vol. Training & Staff Appreciation	-	150.00	<b>200.00</b>
IS-6500-AB	Projects	2,116.55	8,750.00	<b>5,000.00</b>
IS-8205-AB	Wages 1281	4,343.71	11,172.00	<b>12,595</b>
IS-8255-AB	Payroll Taxes 1281	305.81	1,176.64	<b>1,326.76</b>
IS-9125-AB	Telephones, Fax	300.00	309.00	<b>309.00</b>
IS-9200-AB	Rent	7,149.60	7,285.73	<b>7,364.09</b>
IS-9500-AB	Capital Asset Purchases	1,081.37	50.00	<b>500.00</b>
IS-EXP-AB	Total Expenses (before Depreciation)	15,327.14	29,243.37	<b>27,844.85</b>
IS-NETINC-AB	Net Income - Aboriginal Centre	(15,327.14)	(28,243.37)	<b>(26,844.85)</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

#### Bill Ellis Centre for Mature Students

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-5000-MA	Daycare Revenue	-	-	
IS-REV-MA	Total Revenue	-	-	-
IS-6105-MA	Office Supplies	-	-	<b>100.00</b>
IS-6110-MA	Duplicating	4.30	-	-
IS-6500-MA	Projects (conferences & workshops)	-	-	-
IS-6900-MA	Miscellaneous	-	-	-
IS-8205-MA	Wages 1281	-	-	-
IS-8255-MA	Payroll Taxes 1281	-	204.44	-
IS-9125-MA	Telephones, Fax	-	-	-
IS-9200-MA	Rent	19,960.92	20,340.85	<b>20,559.75</b>
IS-9500-MA	Capital Asset Purchases	1,250.00	-	-
IS-EXP-MA	Total Expenses (before Depreciation)	21,215.22	20,545.29	<b>20,659.75</b>
IS-NETINC-MA	Net Income - Bill Ellis Centre	(21,215.22)	(20,545.29)	<b>(20,659.75)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Disability Awareness Centre</b>				
IS-5000-DS	Revenue	254.50	43,265.67	<b>48,583.79</b>
IS-REV-DS	Total Revenue	254.50	43,265.67	<b>48,583.79</b>
IS-6105-DS	Office Supplies	184.88	215.00	<b>325.00</b>
IS-6110-DS	Duplicating	16.70	30.00	<b>50.00</b>
IS-6150-DS	Promotion & Advertising	29.00	125.00	<b>255.00</b>
IS-6200-DS	Vol. Training & Staff Appreciation	-	100.00	<b>300.00</b>
IS-6500-DS	Projects	3,998.10	6,000.00	<b>5,000.00</b>
IS-8205-DS	Wages 1281	22,886.85	21,812.00	<b>25,190.00</b>
IS-8255-DS	Payroll Taxes	1,835.55	2,297.24	<b>2,653.51</b>
IS-9125-DS	Telephones, Fax	1,140.00	1,174.20	<b>1,174.20</b>
IS-9200-DS	Rent	11,297.16	11,512.23	<b>11,636.07</b>
<i>new</i>	Capital Asset Purchases			<b>100.00</b>
IS-EXP-DS	Total Expenses (before Depreciation)	41,388.24	43,265.67	<b>46,583.79</b>
IS-NETINC-DS	Net Income - Disability Awareness Centre	(41,133.74)	-	<b>2,000.00</b>



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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Food Centre</b>				
IS-5000-FO	Other Revenue	894.60	2,000.00	<b>3,000.00</b>
IS-REV-FO	Total Revenue	894.60	2,000.00	<b>3,000.00</b>
IS-6105-FO	Office Supplies	133.69	275.00	<b>200.00</b>
IS-6110-FO	Duplicating	496.20	275.00	<b>300.00</b>
IS-6115-FO	Books & Subscriptions	-	75.00	
IS-6150-FO	Promotion & Advertising	-	150.00	<b>150.00</b>
IS-6200-FO	Vol. Training & Staff Appreciation	186.34	400.00	<b>400.00</b>
IS-6500-FO	Special Projects	1,211.83	2,600.00	
IS-6501-FO	Emergency Food Relief	3,041.36	3,200.00	<b>4,500.00</b>
IS-6900-FO	Miscellaneous	-	-	
IS-8205-FO	Wages 1281	17,895.47	18,930.70	<b>25,190.00</b>
IS-8255-FO	Payroll Taxes	1,410.51	1,571.01	<b>2,653.51</b>
IS-9125-FO	Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9200-FO	Rent	13,166.76	12,036.04	<b>13,561.76</b>
IS-9500-FO	Capital Asset Purchases	-	200.00	<b>500.00</b>
IS-EXP-FO	Total Expenses (before Depreciation)	37,902.16	40,083.55	<b>47,826.08</b>
IS-NETINC-FO	Net Income - Food Centre	<b>(37,007.56)</b>	<b>(38,083.55)</b>	<b>(44,826.08)</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Foot Patrol</b>				
IS-5000-FP	Grants	45,698.00	39,448.33	<b>45,241.02</b>
IS-5900-FP	Other Revenue	-	509.00	
IS-REV-FP	Total Revenue	<b>45,698.00</b>	<b>39,957.33</b>	<b>45,241.02</b>
IS-6105-FP	Office Supplies	324.79	180.00	<b>300.00</b>
IS-6106-FP	Equipment and Gear	654.38	1,400.00	<b>750.00</b>
IS-6110-FP	Duplicating	25.00	100.00	<b>100.00</b>
IS-6150-FP	Promotion & Advertising	1,557.14	150.00	<b>3,450.00</b>
IS-6200-FP	Vol. Training & Staff Appreciation	787.67	600.00	<b>2,110.00</b>
IS-6500-FP	Projects	4,341.31	400.00	<b>3,795.87</b>
<i>IS-6501-FP</i>	Sentinel Program	-	-	<b>4,450.00</b>
IS-8205-FP	Wages 1281	14,927.75	25,536.00	<b>16,832.00</b>
IS-8255-FP	Payroll Taxes	1,246.27	2,689.45	<b>1,773.08</b>
IS-8300-FP	Travel expenses, taxis, buses	2,248.60	200.00	<b>1,500.00</b>
IS-9125-FP	Telephones, Fax	1,020.00	957.90	<b>1,050.60</b>
IS-9200-FP	Rent	5,372.04	5,474.37	<b>5,533.20</b>
IS-9220-FP	Walkie Talkies Costs	4,115.00	3,679.39	<b>4,034.53</b>
IS-9225-FP	Maintenance and Repairs	-	-	-
IS-9500-FP	Capital Asset Purchases	89.92	-	<b>500.00</b>
IS-EXP-FP	Total Expenses (before Depreciation)	<b>36,709.87</b>	<b>41,367.11</b>	<b>46,179.28</b>
IS-NETINC-FP	Net Income - Foot Patrol	8,988.13	(1,409.78)	<b>(938.26)</b>



**Carleton University Students' Association  
2018-2019**

**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>GSRC Centre</b>				
IS-5000-GL	Revenue	-	3,000.00	<b>2,000.00</b>
IS-REV-GL	Total Revenue	-	3,000.00	<b>2,000.00</b>
IS-6105-GL	Office Supplies	151.52	200.00	<b>200.00</b>
IS-6110-GL	Duplicating	88.30	150.00	<b>100.00</b>
IS-6115-GL	Books & Subscriptions	16.95	150.00	<b>250.00</b>
IS-6150-GL	Promotion & Advertising	-	150.00	<b>260.00</b>
IS-6200-GL	Vol. Training & Staff Appreciation	-	400.00	<b>250.00</b>
IS-6500-GL	Projects	2,974.84	6,375.00	<b>5,930.00</b>
IS-6501-GL	Pride Funding	-	1,500.00	<b>2,000.00</b>
IS-6900-GL	Miscellaneous	-	-	-
IS-8205-GL	Wages 1281	18,768.67	22,876.00	<b>25,190.00</b>
IS-8255-GL	Payroll Taxes	1,506.30	2,409.30	<b>2,653.51</b>
IS-9125-GL	Telephones, Fax	420.00	432.60	<b>432.60</b>
IS-9200-GL	Rent	16,616.52	16,932.83	<b>17,115.02</b>
IS-9500-GL	Capital Asset Purchases	627.52	200.00	<b>40.00</b>
IS-EXP-GL	Total Expenses (before Depreciation)	41,170.62	51,775.73	<b>54,421.13</b>
IS-NETINC-GL	Net Income - gsrcQ Centre	(41,170.62)	(48,775.73)	<b>(52,421.13)</b>
<b>Hatch</b>				
IS-5000-HT	Partnership Revenue	25,207.23	44,000.00	<b>25,000.00</b>
IS-REV-HT	Total Revenue	25,207.23	44,000.00	<b>25,000.00</b>
IS-6105-HT	Office Supplies	123.78	150.00	<b>100.00</b>
IS-6150-HT	Promotion & Advertising	1,429.47	750.00	<b>1,000.00</b>
IS-6200-HT	Volunteer Appreciation	1,000.00	100.00	<b>100.00</b>
IS-6500-HT	Programming	15,931.59	27,000.00	<b>7,500.00</b>
IS-6510-HT	Co-hort startup expenses coverage	-	1,500.00	-
IS-6900-HT	Miscellaneous Expenses	74.90	-	-
IS-8210-HT	Non-Union-Wages	27,556.80	21,400.00	<b>23,907.50</b>
IS-8260-HT	Non-Union-Payroll Taxes	2,286.44	2,000.00	<b>2,518.42</b>
IS-8300-HT	Travel expenses, taxis, buses	2,692.02	150.00	<b>150.00</b>
IS-9122-HT	Telephones, Fax	-	-	<b>432.60</b>
IS-9200-HT	Rent (1125@Carleton)	4,450.44	4,119.18	<b>4,583.95</b>
	Total Expenses	55,545.44	57,169.18	<b>40,292.47</b>
IS-NETINC-FO	Net Income - Hatch	(30,338.21)	(13,169.18)	<b>(15,292.47)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Heath &amp; Wellness Centre</b>				
IS-5000-HW	Revenue	-	-	<b>2,000.00</b>
IS-REV-HW	Total Revenue	-	-	<b>2,000.00</b>
IS-6105-HW	Office Supplies	93.55	300.00	<b>150.00</b>
IS-6110-HW	Duplicating	-	150.00	<b>150.00</b>
IS-6115-HW	Books & Subscriptions	-	-	<b>150.00</b>
IS-6150-HW	Promotion & Advertising	-	150.00	<b>200.00</b>
IS-6200-HW	Vol.Training & Staff Appreciation	-	300.00	<b>300.00</b>
IS-6500-HW	Projects	510.92	2,000.00	<b>2,500.00</b>
IS-6900-HW	Miscellaneous	-	-	
IS-8205-HW	Wages 1281	2,561.99	9,576.00	<b>10,600.00</b>
IS-8210-HW	Non-Union Wages	553.28	-	
IS-8255-HW	Payroll Taxes	227.85	1,008.54	<b>1,116.60</b>
IS-9125-HW	Telephones, Fax	300.00	309.00	<b>309.00</b>
IS-9200-HW	Rent	-	-	-
IS-9500-HW	Capital Asset Purchases	919.65	-	
IS-EXP-HW	Total Expenses (before Depreciation)	5,167.24	13,793.54	<b>15,475.60</b>
IS-NETINC-HW	Net Income HW	(5,167.24)	(13,793.54)	<b>(13,475.60)</b>



## Carleton University Students' Association 2018-2019

### Budget Worksheet Summary

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>International Students Centre</b>				
IS-5000-IS	Revenue	782.93	21,000.00	<b>20,000.00</b>
IS-REV-IS	Total Revenue	782.93	21,000.00	<b>20,000.00</b>
IS-6105-IS	Office Supplies	32.82	300.00	<b>150.00</b>
IS-6110-IS	Duplicating	112.20	150.00	<b>150.00</b>
IS-6115-IS	Books & Subscriptions	-	-	-
IS-6150-IS	Promotion & Advertising	-	300.00	<b>300.00</b>
IS-6200-IS	Vol. Training & Staff Appreciation	-	350.00	<b>300.00</b>
IS-6500-IS	Projects (workshops & conferences)	4,236.92	6,500.00	<b>4,500.00</b>
IS-6501-IS	International Gala Project	19,227.00	21,000.00	<b>19,000.00</b>
IS-8205-IS	Wages 1281	14,382.98	24,472.00	<b>12,595.00</b>
IS-8255-IS	1281 Payroll Taxes	1,204.55	2,577.39	<b>1,326.76</b>
IS-9125-IS	Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9200-IS	Rent	4,687.44	4,738.00	<b>4,828.06</b>
IS-9500-IS	Capital Asset Purchases	474.58	-	
IS-EXP-IS	Total Expenses (before Depreciation)	44,718.49	60,758.19	<b>43,520.62</b>
IS-NETINC-IS	Net Income - International Students Centre	(43,935.56)	(39,758.19)	<b>(23,520.62)</b>





**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Racial, Ethnicity &amp; Cultural Hall</b>				
IS-5000-RH	Revenue	-	-	<b>1,000.00</b>
IS-REV-RH	Total Revenue	-	-	<b>1,000.00</b>
IS-6105-RH	Office Supplies	187.93	150.00	<b>300.00</b>
IS-6110-RH	Duplicating	118.09	100.00	<b>120.00</b>
IS-6150-RH	Promotion & Advertising	-	200.00	<b>200.00</b>
IS-6200-RH	Vol. Training & Staff Appreciation	-	450.00	<b>550.00</b>
IS-6500-RH	Projects (see notes)	576.02	4,500.00	<b>5,050.00</b>
IS-8205-RH	Wages 1281	16,764.93	25,536.00	<b>25,190.00</b>
IS-8255-RH	Payroll Taxes	1,299.12	2,689.45	<b>2,653.51</b>
IS-9125-RH	Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9200-RH	Rent	7,202.28	7,339.37	<b>7,418.35</b>
IS-9500-RH	Capital Asset Purchases	582.97	1,000.00	
IS-EXP-RH	Total Expenses (before Depreciation)	27,091.34	42,335.62	<b>41,852.66</b>
IS-NETINC-RH	Net Income - REC Hall	(27,091.34)	(42,335.62)	<b>(40,852.66)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

**Womyn's Centre**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-5000-WO	Revenue	200.00	-	<b>1,000.00</b>
IS-REV-WO	Total Revenue	200.00	-	<b>1,000.00</b>
IS-6105-WO	Office Supplies	792.23	200.00	<b>200.00</b>
IS-6110-WO	Duplicating	348.65	100.00	<b>100.00</b>
IS-6115-WO	Books & Subscriptions	-	100.00	<b>200.00</b>
IS-6150-WO	Promotion & Advertising	-	200.00	<b>350.00</b>
IS-6200-WO	Vol.Training & Staff Appreciation	378.64	500.00	<b>700.00</b>
IS-6500-WO	Projects:	5,087.37	5,000.00	<b>7,800.00</b>
IS-6501-WO	Emergency Relief Fund	72.07	500.00	<b>500.00</b>
IS-6501-WO	Survivors Speak	-	-	<b>3,000.00</b>
IS-8205-WO	Wages 1281	18,725.42	22,876.00	<b>23,907.50</b>
IS-8255-WO	Payroll Taxes 1281	1,385.03	2,409.30	<b>2,518.42</b>
IS-9125-WO	Telephones, Fax	720.00	741.60	<b>741.60</b>
IS-9200-WO	Rent	15,668.52	15,966.77	<b>16,138.58</b>
IS-9500-WO	Capital Asset Purchases	-	500.00	<b>500.00</b>
IS-EXP-WO	Total Expenses (before Depreciation)	43,177.93	49,093.67	<b>56,656.09</b>
IS-9857-97	Deprec. Expense WO	-	171.00	-
IS-DEP-WO	Total Depreciation	-	171.00	-
IS-NETINC-WO	Net Income - Womyn's Centre	(42,977.93)	(49,264.67)	<b>(55,656.09)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>VP Internal Affairs</b>				
IS-5000-IN	Revenue	-	-	
IS-REV-IN	Total Revenue	-	-	-
IS-6105-IN	Office Supplies	129.74	150.00	<b>100.00</b>
IS-6110-IN	Duplicating	337.40	200.00	<b>200.00</b>
IS-6111-IN	Color Duplicating	19.00	200.00	<b>50.00</b>
IS-6150-IN	Promotion & Advertising	-	500.00	<b>430.00</b>
IS-6500-IN	Special Projects	2,908.82	1,500.00	<b>1,000.00</b>
IS-8300-IN	Travel expenses, taxis, buses	4,420.22	1,250.00	<b>2,000.00</b>
IS-8310-IN	Conferences	2,298.79	2,000.00	<b>3,500.00</b>
IS-9125-IN	Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9200-IN	Rent	73,075.80	74,440.08	<b>75,268.07</b>
IS-9500-IN	Capital Asset Purchases	99.43	-	<b>1,500.00</b>
IS-9900-IN	Miscellaneous Expenses	-	-	
IS-EXP-IN	Total Expenses	83,649.20	80,610.88	<b>84,418.87</b>
IS-NETINC-IN	Net Income - VP Internal Affairs	(83,649.20)	(80,610.88)	<b>(84,418.87)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

**Council**

IS-6105-CO Office Supplies  
 IS-6106-CO Council binders - Student Rep.Manual  
 IS-6110-CO Duplicating  
 IS-6200-CO Vol.Training & Staff Appreciation  
 IS-6500-CO Grants and Projects, discretionary fund  
 IS-6900-CO Miscellaneous Expenses  
 IS-8210-CO Chairperson & council clerk Honoraria  
 IS-8260-CO Payroll Taxes Non-Union Wages  
 IS-8300-CO Travel: Retreat  
 IS-EXP-CO Total Expenses

IS-NETINC-CO Net Income - Council

Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
374.32	120.00	<b>50.00</b>
-	150.00	-
-	30.00	<b>50.00</b>
51.99	700.00	<b>100.00</b>
32,280.89	32,000.00	<b>33,400.00</b>
354.10	-	-
3,370.00	3,000.00	<b>3,000.00</b>
222.63	220.00	<b>220.00</b>
-	200.00	<b>125.00</b>
<b>36,653.93</b>	<b>36,420.00</b>	<b>36,945.00</b>
<b>(36,653.93)</b>	<b>(36,420.00)</b>	<b>(36,945.00)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

**Elections**

	Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-6105-EL Office supplies	34.65	150.00	<b>100.00</b>
IS-6110-EL Duplicating	-	300.00	<b>0.00</b>
IS-6150-EL Promotion & Advertising	-	50.00	<b>750.00</b>
IS-6900-EL Elections Expenses	10,590.00	11,500.00	<b>7,000.00</b>
IS-8210-EL Election Honoraria	15,626.45	10,000.00	<b>8,500.00</b>
IS-8215-EL Poll Clerks Wages	12,578.56	10,000.00	<b>2,000.00</b>
IS-8220-EL Subsidies	2,003.82	2,000.00	<b>1,500.00</b>
IS-8260-EL Payroll Taxes	1,237.25	1,000.00	<b>1,000.00</b>
IS-9125-EL Telephones, Fax	-	-	-
IS-9200-EL Rent	-	-	-
IS-EXP-EL Total Expenses	<b>42,070.73</b>	<b>35,000.00</b>	<b>20,850.00</b>
IS-NETINC-EL Net Income - Elections	<b>(42,070.73)</b>	<b>(35,000.00)</b>	<b>(20,850.00)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Clubs &amp; Societies</b>				
IS-5000-CL	Clubs Revenue	171,875.00	160,301.58	<b>175,156.25</b>
IS-5005-CL	Sponsorship Revenue	325.00	10,000.00	<b>10,000.00</b>
IS-REV-CL	Total Revenue	<b>172,200.00</b>	<b>170,301.58</b>	<b>185,156.25</b>
IS-6105-CL	Clubs Comm. Office Supplies	207.00	100.00	<b>100.00</b>
IS-6106-CL	Clubs and Societies Handbook	1,012.55	500.00	<b>500.00</b>
IS-6110-CL	Clubs Commission Duplicating	237.30	100.00	<b>200.00</b>
IS-6111-CL	Duplicating Grants	361.85	1,500.00	<b>500.00</b>
IS-6150-CL	Promotion & Advertising	1,717.67	2,000.00	<b>100.00</b>
IS-6500-CL	Projects	112.68	1,500.00	<b>1,000.00</b>
IS-6501-CL	Clubs Gala	9,864.00	2,000.00	<b>5,500.00</b>
IS-8205-CL	Wages 1281	29,639.92	25,000.00	<b>25,000.00</b>
IS-8210-CL	Wages non-Union - Intern Honorariums	1,000.00	2,000.00	-
IS-8255-CL	Clubs Commission Payroll Taxes	2,468.86	2,500.00	<b>2,633.50</b>
IS-8350-CL	Professional Development	60.00	4,000.00	<b>1,000.00</b>
IS-9125-CL	Clubs Telephones, Fax	300.00	309.00	<b>300.00</b>
IS-9200-CL	Clubs Commissions Rent	4,450.44	4,532.00	<b>4,583.95</b>
IS-9220-CL	Equipment Rentals IMS	-	10,000.00	<b>10,000.00</b>
IS-9400-CL	Faccs Grants	175,805.34	165,000.00	<b>169,000.00</b>
IS-9401-CL	Summer Funding Grants	6,161.00	6,500.00	<b>11,000.00</b>
IS-9500-CL	Capital Asset purchases	255.37	200.00	<b>1,000.00</b>
IS-9700-CL	Clubs Bank Fee Subsidy	-	150.00	-
IS-9900-CL	Miscellaneous Expenses	10,778.83	3,000.00	<b>500.00</b>
IS-EXP-CL	Total Expenses	<b>244,432.81</b>	<b>230,891.00</b>	<b>232,917.45</b>
IS-NETINC-CL	Net Income - Clubs & Societies	<b>(72,232.81)</b>	<b>(60,589.42)</b>	<b>(47,761.20)</b>



**Carleton University Students' Association  
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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>VP Student Issues</b>				
IS-5000-SI	Revenue	1,000.00	15,000.00	<b>6,000.00</b>
IS-REV-SI	Total Revenue	1,000.00	15,000.00	<b>6,000.00</b>
IS-6105-SI	Office Supplies	398.73	175.00	<b>200.00</b>
IS-6110-SI	Duplicating	47.30	125.00	<b>50.00</b>
IS-6111-SI	Color Duplicating	334.00	200.00	<b>100.00</b>
IS-6150-SI	Promotion & Advertising	-	1,050.00	<b>1,500.00</b>
IS-6500-SI	Campaigns	49,211.35	34,200.00	<b>20,370.00</b>
IS-6502-SI	Projects	223.74	-	<b>25,950.00</b>
IS-8300-SI	Travel expenses, taxis, buses	928.39	4,000.00	<b>1,500.00</b>
IS-8310-SI	Meetings and Conferences	919.60	800.00	<b>1,500.00</b>
IS-9125-SI	Telephones, Fax	360.00	1,000.00	<b>370.80</b>
IS-9900-SI	Miscellaneous Expenses	-	370.80	-
IS-EXP-SI	Total Expenses	52,423.11	41,920.80	<b>51,540.80</b>
IS-NETINC-SI	Net Income - VP Student Issues	(51,423.11)	(26,920.80)	<b>(45,540.80)</b>



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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>VP Student Life</b>				
IS-5000-EX	Revenue - General	612.00	-	-
IS-5005-EX	Tickets Revenue	11,432.00	255,000.00	-
IS-REV-EX	Total Revenue	12,044.00	255,000.00	-
IS-6105-EX	Office Supplies	418.82	200.00	<b>400.00</b>
IS-6110-EX	Duplicating	76.20	100.00	<b>75.00</b>
IS-6111-EX	Color Duplicating	238.00	200.00	<b>225.00</b>
IS-6150-EX	Promotion & Advertising	26,443.00	17,500.00	<b>22,500.00</b>
IS-6200-EX	Vol. Training & Staff Appreciation	180.00	150.00	<b>250.00</b>
IS-6500-EX	Projects	898.01	-	-
IS-6501-EX	Projects - Red Zone event	2,056.60	1,000.00	<b>1,000.00</b>
IS-6510-EX	Total Programming (broken down below)	87,612.00	280,000.00	<b>54,000.00</b>
IS-8210-EX	Non-Union Wages	-	500.00	-
IS-8260-EX	Payroll Taxes	192.77	-	<b>192.77</b>
IS-8300-EX	Travel expenses, taxis, buses	4,159.68	2,000.00	<b>3,000.00</b>
IS-8310-EX	Conferences, Meetings	2,845.59	3,000.00	<b>3,350.00</b>
IS-9125-EX	Telephones, Fax	360.00	370.80	<b>370.80</b>
IS-9300-EX	Socan and licences	-	500.00	-
IS-9500-EX	Capital Asset Purchases	120.00	500.00	<b>500.00</b>
IS-9900-EX	Miscellaneous Expenses	-	-	-
IS-EXP-EX	Total Expenses	125,600.67	306,020.80	<b>85,863.57</b>
IS-NETINC-EX	Net Income - VP Student Life	(113,556.67)	(51,020.80)	<b>(85,863.57)</b>
IS-6513-EX	Programming: Panda Football game	-	100,000.00	<b>9,000.00</b>
IS-6514-EX	Programming: Other Football game	(1,500.00)	-	<b>4,000.00</b>
IS-6518-EX	Programming: Spring Break Trip	-	140,000.00	-
IS-6519-EX	Programming: Welcome Back Party	-	10,000.00	<b>1,000.00</b>
IS-6520-EX	Programming: DVBBS (DNA)	15,759.29	-	<b>40,000.00</b>
		14,259.29	250,000.00	<b>54,000.00</b>





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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Building Operations</b>				
IS-5000-BU	Table Rental	2,025.22	1,200.00	<b>2,000.00</b>
IS-5005-BU	Sublet Lease	56,437.92	56,437.40	<b>56,500.00</b>
IS-5010-BU	Commissions	9,644.01	7,000.00	<b>8,500.00</b>
IS-5015-BU	Cleaning Revenue	76,675.44	80,000.00	<b>77,000.00</b>
IS-5900-BU	Misc. Revenue	1,000.00	-	-
IS-REV-BU	Total Revenue	<b>145,782.59</b>	<b>144,637.40</b>	<b>144,000.00</b>
IS-6105-BU	Office Supplies	-	300.00	<b>100.00</b>
IS-6110-BU	Duplicating	0.30	50.00	<b>50.00</b>
IS-8200-BU	Salaries 3011	159,330.36	170,050.54	<b>169,290.81</b>
IS-8205-BU	Security Wages 1281	-	2,200.00	-
IS-8206-BU	Cleaning Wages 1281	11,245.98	10,000.00	<b>11,583.36</b>
IS-8250-BU	Payroll Taxes 3011	34,893.77	64,619.20	<b>64,330.51</b>
IS-8255-BU	Payroll Taxes 1281	780.09	700.00	<b>1,220.19</b>
IS-8300-BU	Travel expenses, taxis, buses	-	50.00	<b>0.00</b>
IS-9125-BU	Telephones, Fax	1,075.44	2,328.62	<b>1,107.70</b>
IS-9200-BU	Rent	122,295.60	123,600.00	<b>125,964.47</b>
IS-9220-BU	Equip. Rentals	0.00	800.00	<b>0.00</b>
IS-9225-BU	Maintenance and Repairs Building	2,647.16	2,000.00	<b>2,726.57</b>
IS-9226-BU	Asset Repairs,Replacement	-	1,000.00	<b>1,000.00</b>
IS-9227-BU	Supplies	6,576.42	7,500.00	<b>7,500.00</b>
IS-9228-BU	Cleaning Supplies	10,220.91	8,000.00	<b>10,527.54</b>
IS-9229-BU	Haven and Roosters renovations	0.00	1,000.00	<b>0.00</b>
IS-9230-BU	Other renovations	-	-	<b>1,000.00</b>
IS-9900-BU	Miscellaneous Expenses	1,769.13	1,500.00	<b>1,500.00</b>
IS-EXP-BU	Total Expenses (before Depreciation)	<b>350,835.16</b>	<b>395,698.36</b>	<b>397,901.16</b>
IS-9845-97	Deprec. Accessibility Furniture	-	2,000.00	<b>0.00</b>
IS-DEP-BU	Total Depreciation	-	2,000.00	-
IS-NETINC-BU	Net Income - Building Operations	<b>(205,052.57)</b>	<b>(253,060.96)</b>	<b>(253,901.16)</b>



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**Budget Worksheet Summary**

		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Entertainment Productions</b>				
IS-5005-PR	Outside Productions Revenue	1,037.42	1,000.00	<b>1,000.00</b>
IS-REV-PR	Total Revenue	1,037.42	1,000.00	<b>1,000.00</b>
IS-8205-PR	Wages 1281	9,541.05	8,500.00	<b>9,827.28</b>
IS-8255-PR	Payroll Taxes 1281	609.97	895.22	<b>1,035.21</b>
IS-9225-PR	Maintenance and Repairs	737.20	400.00	<b>700.00</b>
IS-9226-PR	Small Equipment Replacement	338.08	200.00	<b>300.00</b>
IS-9250-PR	Outside Productions Expenses	-	100.00	-
IS-9900-PR	Miscellaneous Expenses	6.00	250.00	<b>200.00</b>
IS-EXP-PR	Total Expenses (before Depreciation)	11,232.30	10,345.22	<b>12,062.49</b>
IS-9808-97	Deprec. Programming Equipment	-	5,200.00	<b>0.00</b>
IS-DEP-PR	Total Depreciation	-	5,200.00	<b>0.00</b>
IS-NETINC-PR	Net Income - Entertainment Productions	(10,194.88)	(14,545.22)	<b>(11,062.49)</b>



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		Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
<b>Publications</b>				
HANDBOOK				
IS-5000-CM	Handbook Revenue	17,550.00	16,000.00	<b>14,275.50</b>
IS-REVHB-CM	Total Handbook Revenue	17,550.00	16,000.00	<b>14,275.50</b>
IS-6155-CM	Handbook Costs	34,876.82	32,508.00	<b>15,987.00</b>
IS-EXPHB-CM	Total Handbook Expenses	34,876.82	32,508.00	<b>15,987.00</b>
IS-NETINCHB-C	Net Income - Handbook	(17,326.82)	(16,508.00)	<b>(1,711.50)</b>
YEARBOOK				
IS-5005-CM	Yearbook Revenue	1,266.71	-	<b>0.00</b>
IS-REYB-CM	Total Yearbook Revenue	1,266.71	-	-
IS-6156-CM	Yearbook Costs	13,319.89	-	<b>0.00</b>
IS-8211-CM	Wages Non-Union - Yearbook			-
IS-EXPYB-CM	Total Yearbook Expenses	13,319.89	-	-
IS-NETINCYB-C	Net income - Yearbook	(12,053.18)	-	-
PRINTING				
IS-5900-CM	Printing Revenue	3,334.64	3,000.00	<b>4,500.00</b>
IS-6111-CM	Printing Costs	3,626.00	1,500.00	<b>1,900.00</b>
IS-NETINCPR	Net Income Printing	(291.36)	1,500.00	<b>2,600.00</b>
OTHER				
IS-6105-CM	Office Supplies	1,307.35	750.00	<b>750.00</b>
IS-6110-CM	Duplicating	-	-	<b>0.00</b>
IS-6115-CM	Magazines & subscriptions	1,568.59	1,500.00	<b>2,434.30</b>
IS-6150-CM	Promotion	34,635.00	24,629.13	<b>15,000.00</b>
IS-6151-CM	Advertising	3,455.00	12,000.00	<b>12,000.00</b>
IS-6152-CM	Sponsorship	2,343.00	5,000.00	-
IS-6500-CM	Web Management	322.98	1,000.00	<b>1,700.00</b>
IS-8200-CM	Salaries 3011	59,450.17	61,303.74	<b>65,716.90</b>
IS-8210-CM	Non-Union Wages	27,438.01	39,600.63	<b>35,000.00</b>
IS-8250-CM	Payroll taxes 3011	10,843.82	23,295.42	<b>24,972.42</b>
IS-8255-CM	Payroll Taxes 1281	2,434.45	-	<b>0.00</b>
IS-8260-CM	Payroll taxes Non-Union	109.16	5,753.97	<b>3,685.50</b>
IS-8350-CM	Training/Conference/Prof. Dev.	2,171.51	2,500.00	<b>5,000.00</b>
IS-9125-CM	Sales Telephones, Fax	926.48	954.28	<b>954.27</b>
IS-9200-CM	Rent	7,557.84	7,622.00	<b>7,784.58</b>
IS-9500-CM	Capital Asset Purchases	1,687.91	2,000.00	<b>2,000.00</b>
IS-9900-CM	Miscellaneous Expenses	285.73	250.00	<b>500.00</b>



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**Budget Worksheet Summary**

	Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
IS-EXPOTH-CM Total Expenses (before Depr.)	156,537.00	188,159.17	<b>177,497.97</b>
IS-9809-97 Deprec. Publications Equipment	-	-	-
IS-DEP-CM Total Depreciation	-	-	-
IS-NETINCOTH- Net Income - Other Publications	(156,537.00)	(188,159.17)	<b>(177,497.97)</b>
IS-NETINC-CM Net Income - Publications	(186,208.36)	(203,167.17)	<b>(176,609.47)</b>
<b>Orientation</b>			
IS-6500-OR Shinerama	-186.95	0.00	
IS-9125-OR Telephone, Fax	0.00	0.00	<b>0.00</b>
IS-9200-OR Rent	0.00	0.00	<b>0.00</b>
IS-9900-OR Miscellaneous Expenses	0.00	0.00	
IS-EXP-OR Total Expenses	-186.95	0.00	<b>0.00</b>
IS-NETINC-OR Net Income - Orientation	186.95	0.00	<b>0.00</b>



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**Budget Worksheet Summary**

**Automation**

IS-9225-AU Maintenance and Repairs  
 IS-9240-AU Software  
 IS-EXP-AU Total Expenses (before Depreciation)

IS-NETINC-AU Net Income - Automation

**NET INCOM** Net Income

	Actual Last Last Year (so far) 2017-2018 (12 months)	Budget Approved Last Year 2017-2018 (12 months)	Total budget to be approved This Year 2018-2019 (12 months)
	5,426.15	4,500.00	<b>4,000.00</b>
	3,821.65	1,250.00	<b>1,250.00</b>
	9,247.80	5,750.00	<b>5,250.00</b>
	9,247.80	5,750.00	<b>5,250.00</b>
	247,884.92	11,500.00	<b>(0.00)</b>