

MSOT PROPOSED BUDGET – 2013-2014

Revenue:

Membership Fees	\$27,000.00
Advertising: Newsletter	\$200.00
Advertising: Mailing Labels/Email blasts	\$450.00
Interest Income	\$225.00
Sponsorship	\$200.00
Event Income – Conferences/Raffle/Tickets sales	\$1300.00
Other (Private Practice Kits)	\$300.00
Total Projected Revenue:	\$29,675.00

Expenses:

Board and Committee		
Meeting Expenses		\$750.00
Travel		\$1800.00
Board Recognition		\$250.00
Professional Development-Board		\$500.00
	Sub Total:	\$3300.00
Compensation/Salaries:		
Wages – Executive Officer		\$6200.00
Source Deductions-Executive Officer		\$275.00
Registration/Financial		\$2000.00
Office/Reception		\$3200.00
EO Advisory		\$2300.00
	Sub Total:	\$13,975.00
Member Services		
Advocacy & Promotion		\$500.00
Awards		
25-Year Membership Acknowledgement		\$50.00
MSOT Book Prize		\$100.00
Outstanding OT		\$100.00
Events-Membership (Rental, Catering, Honorariums)		
AGM		\$1000.00
OT Celebration Night		\$1800.00
MSOTRF Admin Costs ¹		\$705.00
Web, Internet and SM Communications/Upgrades ²		\$0.00
	Sub Total:	\$4255.00

Office and Administration:		
	Insurance	\$1200.00
	Internet/Phone	\$1330.00
	Postage, Courier/Printing	\$1450.00
	Professional Fees Audit	\$1750.00
	Rent	\$900.00
	Software, Licensing & Support (Web hosting)	\$400.00
	Supplies	\$400.00
	Sub Total:	\$7430.00
Total Projected Expenses:		\$28960.00
PROJECTED SURPLUS (DEFICIT)		\$715.00

¹ Admin costs for MSOTRF are usually paid by Interfund transfer (from MSOTRF account to COTF). COTF has advised that admin costs will rise substantially in their next fiscal year, but MSOT has not finalized the option it will select. The amount in brackets is an estimate based on Option#3.

² Membership has approved spending up to \$7000.00 from Savings Account for website redevelopment.

Recommendations:

1. Accept the 2012 -2013 Financial Report as provided.
2. Accept the 2013-2014 Projected Budget as presented,
3. Scott Wotherspoon from OnBusiness be retained as the accountant for MSOT for the fiscal year 2013-2014.
4. Membership fees remain unchanged for the 2014-2015 fiscal year.