

2020-2021 BeeHive Area Service Committee Budget

Budgeted Operating Expense

Those expenses required just for the BeeHive ASC to operate and provide basic services to its membership. Reducing any of these expenses may require reducing or eliminating the basic services of the ASC.

General Operating Expenses

Budget/Reserve Account	For (Committee)	Expense Item	Paid Out			2020-2021	
			Mon	Qtrly	Yrly	Budget	Reserve
Rent	ASC	Meeting Rent	\$10.00			\$120.00	\$30.00
	ACTIVITIES	Meeting Rent	\$10.00			\$120.00	\$30.00
	H&I	Meeting Rent	\$10.00			\$120.00	\$30.00
	POLICY	Meeting Rent	\$10.00			\$120.00	\$30.00
	PR	Meeting Rent	\$5.00			\$60.00	\$15.00
	UNITY	Meeting Rent	\$10.00			\$120.00	\$30.00
	UNITY	Storage	\$10.00			\$120.00	\$30.00
Communication	PR	Phoneline	\$34.00			\$408.00	\$100.00
	ASC	PO BOX			\$106.00	\$106.00	\$106.00
	ASC	POSTAGE		\$3.00		\$12.00	\$3.00
	PR	POSTAGE		\$15.00		\$60.00	\$15.00
	WEB	Hosting	\$12.00			\$144.00	\$36.00
	WEB	Domain			\$18.00	\$18.00	\$18.00
	WEB	Virus Scan	\$15.90			\$190.80	\$45.00
	WEB	Backup			\$25.00	\$25.00	\$25.00
	WEB	FireWall	\$26.50			\$318.00	\$75.00
Supplies - MISC	ASC	PTR INK		\$50.00		\$200.00	\$50.00
	ASC	PTR Paper		\$6.00		\$24.00	\$6.00
	Lit	Misc Office Supplies		\$2.50		\$10.00	\$4.00
	Treas	Misc Office Supplies		\$2.50		\$10.00	\$4.00
	Secretary	Misc Office Supplies		\$2.50		\$10.00	\$4.00
	ASC	Misc EXP		\$15.00		\$60.00	\$15.00
Printing	PR	Meeting List Printing		\$150.00		\$600.00	\$150.00
	PR	POSTERS		\$15.00		\$60.00	\$15.00
	ASC	Policy Manual (2)			\$10.00	\$10.00	\$10.00
	ASC	Sub-Com Policy Manuals (14)			\$10.00	\$10.00	\$10.00
Service Fees	ASC	Bank FEES misc.		\$4.00		\$16.00	\$4.00
	ASC	INSURANCE - REGION	\$15.00			\$180.00	\$45.00
Total Budget Operating Expenses			\$168.40	\$265.50	\$169.00	\$3,251.80	\$935.00 *G

Notes:

*G

This Reserve amount (\$935.50) will be held in the "**General Operating Expense Reserves**", which will be used to pay the above expenses when there are not sufficient funds available in the General Fund. Read Section 3.4.1.3 RESERVE ACCOUNTS on pg 3-8 of the BHASCNA Policy Manual, available on the nabeehive.org website, for a detailed explanation of BeeHive ASC Reserves.

Budgeted Non-Operating Expense

Those expenses which, while not required for basic operation, are considered necessary to fund specific functions which the BeeHive ASC has been charged with performing on behalf of its membership. Reducing any of these expenses may require reducing or eliminating specific services associated with the expense.

Events Expenses

Budget Account	For	Expense Item	Paid Out			2020-2021	
			Mon	Qtrly	Yrly	Budget	Reserve
	UNITY	Event Fund			\$0.00	\$0.00	\$0.00
	ACTIVITIES	Event Fund		\$300.00		\$1,200.00	\$300.00
	ASC	Learning Day Fund			\$100.00	\$100.00	\$100.00
	RCM	MARLCNA Attendance Fund			\$300.00	\$300.00	\$300.00
						\$0.00	
Total Events Budget			\$0.00	\$300.00	\$400.00	\$1,600.00	\$700.00

Notes:
 *E This Reserve amount (\$700.00) will be held in the "Events Reserve", which will be used to pay the above expenses when there are not sufficient funds available in the General Fund. Read Section 3.4.1.3 RESERVE ACCOUNTS on pg 3-8 of the BHASCNA Policy Manual, available on the nabeehive.org website, for a detailed explanation of BeeHive ASC Reserves.

Donated Literature Expenses

Budget Account	For	Expense Item	Paid Out			2020-2021	
			Mon	Qtrly	Yrly	Budget	Reserve
Donated Literature	H&I	Literature re-supply fund		\$150.00		\$600.00	\$150.00
	PR	Literature re-supply fund		\$100.00		\$400.00	\$100.00
						\$0.00	
Total Donated Literature Budget			\$0.00	\$250.00	\$0.00	\$1,000.00	\$250.00

Notes:
 *D This Reserve amount (\$250.00) will be held in the "Donated Literature Reserve", which will be used to pay the above expenses when there are not sufficient funds available in the General Fund. Read Section 3.4.1.3 RESERVE ACCOUNTS on pg 3-8 of the BHASCNA Policy Manual, available on the nabeehive.org website, for a detailed explanation of BeeHive ASC Reserves.

Total Proposed Budget 2018-2019	Paid Out			2020-2021	
	Mon	Qtrly	Yrly	Budget	Reserve
	\$168.40	\$815.50	\$569.00	\$5,851.80	\$1,885.00

Notes:
 *F This is the total amount (\$1885.00) to be held in the BeeHive ASC Reserves.