

## AIA Maryland – 2011 Proposed Budget

	<u>2010 Final Budget</u>	<u>2011 Proposed Budget</u>
<b>REVENUE</b>		
Membership	140,000.00	140,000.00
Annual Mtg./Design Awards	32,000.00	30,000.00
Rental Income	29,161.00	30,038.00
Contract Document Revenue Share (1)	9,000.00	12,000.00
Interest Income (2)	4,000.00	4,000.00
Job Board Revenue - AIANational (3)	1,250.00	1,000.00
Advertising Revenue	5,000.00	2,000.00
Allied Membership (4)	1,500.00	1,000.00
Chesapeake Bay Chapter Reimbursement	300.00	300.00
Funds from Reserves (5)		8,000.00
<b>Total Revenue</b>	<b>\$ 222,211.00</b>	<b>\$ 228,338.00</b>
<b>EXPENSES</b>		
Accountant (6)	3,000.00	1,300.00
Administrative Support		
Employee Taxes	4,056.00	4,300.00
Health Insurance	4,500.00	4,500.00
Retirement Savings Plan (7)	1,000.00	1,000.00
Parking expense	2,280.00	2,280.00
Salary	48,000.00	48,000.00
<b>Total Administrative Support</b>	<b>\$ 59,836.00</b>	<b>\$ 60,080.00</b>
Annual Mtg./Design Awards	20,000.00	20,000.00
Student Design Award	2,000.00	3,000.00
<b>Total Annual Mtg./Design Awards</b>	<b>\$ 22,000.00</b>	<b>\$ 23,000.00</b>
Board Meeting	1,000.00	2,000.00
Board Mtg: Educator/IDP Dinner (8)	200.00	200.00
Board/Staff Expenditures	3,000.00	3,000.00
Charitable Contributions	0.00	0.00
Computer	200.00	200.00
Consulting & Design Services	300.00	300.00
Contracted Labor - Other	200.00	200.00
Fax/Printer/Copier	300.00	300.00
Gifts Given	200.00	200.00
IDP Coordinators (9)	1,500.00	1,500.00
IDP Support Program (10)	3,000.00	3,000.00
Insurance	3,000.00	3,000.00
Internet Service (Tenant Reimb. For use)	120.00	120.00
Legislative (11)	1,500.00	1,500.00
Political Campaign Contributions (12)	1,500.00	1,500.00
Lobbyist (13)	41,000.00	41,000.00
Maintenance & Repairs	200.00	200.00
Merchant Credit Card Fees (14)	1,200.00	1,200.00
Office Cleaning (15)	200.00	200.00
Office Rent	52,477.00	54,051.00
PAC Contribution (16)	750.00	1,000.00
Postage and Delivery	3,353.00	3,000.00
Printing and Reproduction	12,000.00	16,000.00
Quality Base Selection Membership Fee	5,000.00	5,000.00
Subscriptions	25.00	0.00
Supplies, Business	850.00	850.00
Tax (17)	600.00	600.00
Utilities: Telephone (18)	1,200.00	1,200.00
Website	2,500.00	2,500.00
<b>Total Expenses</b>	<b>\$ 222,211.00</b>	<b>\$ 228,201.00</b>
<b>REVENUE OVER EXPENSE</b>	<b>\$ 0.00</b>	<b>\$ 137.00</b>

## **FOOTNOTES to 2011 Budget - AIA Maryland:**

- (1) AIA National transfer % of gross revenues from sale of AIA Contract Documents to all AIA components.
- (2) Interest earnings on checking, money market and CD accounts.
- (3) AIA National transfer of net revenue share generated from firm advertisements in AIA Career Center.
- (4) Allied Professionals - Member dues income from companies of any profession allied to the field of architecture.
- (5) If needed, funds will be taken from reserves in the money market account should expenses exceed revenue.
- (6) Annual Tax & Personal Property Returns; Annual Review performed every 3 years (last one in June 2010); QuickBooks Online Subscription.
- (7) Retirement Savings Plan approved by BOD in 12/07 (post-tax \$1,000). Amount subject to revision annually.
- (8) Annual dinner meeting including AIAMD Board, Representatives of Architecture Academic Institutions IDP Coordinators.
- (9) Reimbursement support for IDP Coordinators expenses for travel and presentation materials.
- (10) Reclassified from Scholarships: Funding to promote collaborative effort between architecture schools and the Chapters to encourage interns to become licensed in lieu of providing scholarships.
- (11) Legislative - Costs of luncheons, meetings, mailings for relationship building with General Assembly members.
- (12) Contributions to Political Campaign Committees - Board approval May 2008. May give up to \$6K limit in each 4-year election cycle.
- (13) AIA Maryland's annual fees to Joe Miedusiewski of Semmes Bowen Semmes to represent architects' interests.
- (14) Standard merchant transaction and processing fees for credit card payment processing.
- (15) AIA/MD and tenants clean the office; amount budgeted for carpet or extra heavy cleaning.
- (16) PAC limit is \$4K in 4-year election period. New election period runs 2011 - 2014.
- (17) Taxes owed on annual tax returns due to revenue earned over and above that which may be offset by expenses.
- (18) All utilities (except telephone, internet and cleaning services) are included in Office Rent.