

## 2012 Book and Paper Group Budget

	acct. #	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year Total
		Jan. - Mar.	Apr. - Jun.	Jul. - Sep.	Oct. - Dec.	
<b>REVENUES (estimated)</b>						
Donations		-	-	-	-	-
SG Membership Income	55091	\$24,500.00	\$1,000.00	\$780.00	\$0.00	\$26,280.00
SG annual meeting income	55491	\$0.00	\$7,875.00	\$0.00	\$0.00	\$7,875.00
SG publication income	54491	\$100.00	\$100.00	\$100.00	\$100.00	\$400.00
Special Events		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sponsorship		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc.	54991	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL INCOME</b>		<b>\$24,600.00</b>	<b>\$8,975.00</b>	<b>\$880.00</b>	<b>\$100.00</b>	<b>\$34,555.00</b>
<b>EXPENSES (estimated)</b>						
<b>Audio Visual</b>	<b>87491</b>	<b>\$0.00</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,000.00</b>
<b>Consultants (speakers)</b>	<b>75491</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Design Expenses</b>		<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
<b>Food and beverage</b>	<b>88091</b>	<b>\$0.00</b>	<b>\$12,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,000.00</b>
	<i>Reception</i>	\$0.00	\$7,000.00	\$0.00	\$0.00	
	<i>Business Meeting</i>	\$0.00	\$2,500.00	\$0.00	\$0.00	
	<i>Conference (breaks)</i>	\$0.00	\$2,500.00	\$0.00	\$0.00	
<b>Internet and computer</b>	<b>85691</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Mailing Services (BPG Annual)</b>	<b>81591</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,750.00</b>	<b>\$3,750.00</b>
<b>Member travel</b>	<b>87191</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>\$4,500.00</b>
	<i>Publication Committee</i>	\$0.00	\$0.00	\$0.00	\$2,000.00	
	<i>Executive Committee</i>	\$0.00	\$2,000.00	\$0.00	\$0.00	
	<i>Internal Advisory Group</i>	\$0.00	\$0.00	\$0.00	\$500.00	
<b>Membership &amp; dues</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Miscellaneous</b>	<b>89991</b>	<b>\$450.00</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$650.00</b>
	<i>Discretionary Fund</i>	\$250.00	\$0.00	\$0.00	\$0.00	
	<i>Education Committee</i>	\$100.00	\$0.00	\$0.00	\$0.00	
	<i>ACDG</i>	\$0.00	\$100.00	\$0.00	\$0.00	
	<i>LCCDG</i>	\$0.00	\$100.00	\$0.00	\$0.00	

	<i>Nominating Committee</i>		\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>Misc.</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>PD Endowment Donation</b>	<b>85891</b>		<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>Photocopying</b>	<b>81691</b>		<b>\$25.00</b>	<b>\$0.00</b>	<b>\$25.00</b>	<b>\$0.00</b>	<b>\$50.00</b>
<b>Postage and Shipping</b>	<b>81491</b>		<b>\$25.00</b>	<b>\$0.00</b>	<b>\$25.00</b>	<b>\$0.00</b>	<b>\$50.00</b>
<b>Printing (BPG Annual &amp; PCC)</b>	<b>81791</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>
	<i>BPG Annual</i>		\$0.00	\$0.00	\$0.00	\$4,500.00	
	<i>Paper Conservation Catalog</i>		\$0.00	\$0.00	\$0.00	\$0.00	
	<i>Misc.</i>		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Room Rental/equipment rentals</b>			<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
	<i>Reception</i>		\$0.00	\$1,000.00	\$0.00	\$0.00	
	<i>Conference</i>		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Speaker Trav. (Disc.Fund)</b>	<b>87291</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Storage</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Stout Donation</b>	<b>85891</b>		<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
<b>Supplies</b>	<b>81191</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Telephone (conf calls, fax)</b>	<b>81391</b>		<b>\$25.00</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$100.00</b>
<b>Transportation</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENSES</b>			<b>\$525.00</b>	<b>\$26,225.00</b>	<b>\$75.00</b>	<b>\$10,775.00</b>	<b>\$39,600.00</b>
<b>CREDIT/DEFICIT</b>							<b>\$5,045.00</b>

Estimated reserves from close of 2011 (\$11,000 restricted for Publication Support Only):		<b>\$31,555.00</b>
Estimated reserves at close of 2012 (including PCC restricted funds):		<b>\$26,510.00</b>
Estimated unrestricted reserves at close of 2012:		<b>\$15,510.00</b>
Actual Reserves at close of 2012		unknown
Actual Unrestricted reserves at close of 2012		unknown
Annual Meeting location:	<b>Albuquerque, NM</b>	
Estimated membership:	<b>876</b>	
Projected Reserve % of annual budget (rec. 50%)		67%
Projected Unrestricted Reserve % of annual budget		39%