

# Wyo-Braska Area Service Committee

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March 23, 2004

Executive Committee

Present: Tommy O. Chair, Rex M. Vice Chair, Kathleen L. Secretary, Gail D. Treasurer

Topic:

Operating Costs, Prudent Reserve, Subcommittee Balances, Region Donations

**Opening Balance: \$1,464.31**

**Average monthly Operating Costs for the W-BASC:**

| Name                     | Supplies                                        | Annual Cost       | Monthly Cost*   |
|--------------------------|-------------------------------------------------|-------------------|-----------------|
| Chair                    | Stamps, Ink, Paper/Copies, Envelopes,           | \$180.00          | \$15.00         |
| Vice Chair               |                                                 |                   |                 |
| Secretary                | Stamps, Ink, Copies, Paper, Envelope            | \$180.00          | \$15.00         |
| Treasurer                | Checking Acc/Checks, Paper, Ink, Receipt/Ledger | \$180.00          | \$15.00         |
| RCM/RCM 2                | Travel                                          | \$360.00          | \$30.00         |
| Conv. Liaison            |                                                 |                   |                 |
| Public Information       | PO Box, Stamps/Paper, Web Site, Info-Line       | \$780.00          | \$65.00         |
| Hospitals & Institutions | Mtg. Lists, Lit., Travel                        | \$960.00          | \$80.00         |
| Activities               | Supplies                                        | \$150.00          | \$12.50         |
| Literature               | Forms, Stamps, Receipt Book                     | \$42.00           | \$3.50          |
| <b>Totals:</b>           |                                                 | <b>\$2,832.00</b> | <b>\$236.00</b> |

\* The monthly costs are an average taken from the Annual Operating Costs and are not necessarily monies spent each month.

**Prudent Reserve:**

The Prudent Reserve will begin with \$250.00 or one month of W-BASC Operating Cost. This number may increase as the Wyo-Braska Service Committee Operating Costs increases and/or the W-BASC agrees to add an addition month of Operating Costs into the initial Prudent Reserve.

**Subcommittee balances as of 3/23/04:**

|                          | Initial Allotments | Current Balances |
|--------------------------|--------------------|------------------|
| Public Information       | \$350.00           | \$177.92         |
| Hospitals & Institutions | \$500.00           | \$268.75         |
| Activities               | \$150.00           | \$100.00         |
| Literature               |                    | \$103.09         |
| Totals:                  | \$1,000.00         | \$649.76         |

**Distribution of Funds:**

|                           |          |
|---------------------------|----------|
| Regional Donation (20%):* | \$113.00 |
| WSC Donation:**           | \$00.00  |
| Subcommittee Balance:     | \$649.76 |

**General Fund: \$451.55**  
**Overall Ending Balance: \$1,101.31 w/o Prudent Reserve**

\$1,351.31 w/ Prudent Reserve

\* Regional Donation will begin with 20% of the closing balance in the W-BASC General Fund per month. This number may increase with consensus of the W-BASC.

\*\* An additional donation to the WSC may be added each month with consensus of the W-BASC.