

Minnesota Association for Environmental Education  
2011 approved budget

Account	Category (Subaccount)	Committee (Class)	Item (Subclass)	2011 Approved Budget (11/17/10)
<b>INCOME</b>				
	Carryover Scholarship			\$ 1,481.00
	Carryover ELM Grant \$	ELM Fund	ELM Fund	\$ -
	Carryover MEEC	Events		\$ 500.00
1000 Cash	From Savings	Exec	From Savings	\$ 1,792.00
4000 Contributions, Support	4010: Ind/Business Contributions	Exec	Rosemount	\$ 1,000.00
			Individual Donations	\$ 400.00
			NAAEE Scholarship	
		Events	Workshop Sponsorship	\$ 3,000.00
		Events	MEEC Start Up Funds	\$ -
	4530: State Grants	ELM Fund Project	Grant	\$ -
5000 Earned Revenues	5030: State Contracts/fees	Exec	DNR sub-stipends reimburse	\$ 3,100.00
	5030: State Contracts/fees	Exec	DNR sub-stipends revenue	\$ 1,100.00
	5030: State Contracts/fees	Exec	Conference Contract	\$ -
	5150: Program Related sales-other	Events	Auction	\$ 1,500.00
		Events	Exhibits	\$ 750.00
	5180: Program Fees & Tuition	Events	Workshop/Conf. Registration	\$ 33,750.00
	5210: Individual Membership Dues	Membership		\$ 1,500.00
	5215: Organizational Membership Dues	Membership		\$ 750.00
	5440: Non-program Sales	Exec	Mailing Labels	\$ 100.00
	5490: Miscellaneous Revenue	Exec	Green Teacher holiday promo	
<b>Total Income</b>				<b>\$ 50,723.00</b>
<b>EXPENSE</b>				
7000: Grants & Contract Expenses	7010: Contracts -program related	Exec	MN DNR Sub Stipends	\$ 3,100.00
	7010: Contracts -program related	ELM fund	Grant Administrator	\$ -
		ELM fund	Graphic Designer (ELM brochure)	\$ -
	7020 - Elm Fund Grants	ELM fund		\$ -
<b>Subtotal Grants &amp; Contract Expenses</b>				<b>\$ 3,100.00</b>
7500: Professional Services	7510: Contracted Services	Exec	Support Staff/Grad Student	\$ 11,000.00
			Website Designer	\$ -
			Website maintenance	\$ 100.00
			online payment processing (authorize.net)	\$ 500.00
			organizational improvement	\$ 2,500.00
	7515: Insurance-Personnel Related	Exec	Workman's Comp	
<b>Subtotal Professional Services</b>				<b>\$ 14,100.00</b>
8100 Office Expenses	8110: Office/Program Supplies	Exec	Office	\$ -
		ELM fund	ELM fund	
		Membership	Renewals	\$ 100.00
<b>Subtotal Supplies</b>				<b>\$ 100.00</b>
	8130: Telephone & Telecommunications	Exec	Board Conference Calls	\$ 25.00
			ELM fund	\$ -
			Long Distance	
		Communications	Conference Calls	\$ -
		Membership	Long Distance	
<b>Subtotal Telephone</b>				<b>\$ 25.00</b>
	8140: Postage, Shipping & Delivery	Exec	General Business	\$ 250.00
			Election	
		ELM fund	ELM fund	\$ -
		Communications	Newsletters	\$ 500.00
		Membership	Renewal	\$ 250.00
			Survey	
			Other	
<b>Subtotal Postage</b>				<b>\$ 1,000.00</b>
	8170: Printing & Copying	Exec	Election	
			Board Manual	\$ 10.00
			Annual Meeting or conference	
			General Business	\$ 125.00
			ELM fund	\$ -
		Communications	Newsletter	\$ 2,000.00
			Exhibit Materials	\$ 250.00
			Brochure	\$ -
		Membership	Renewals	\$ 50.00
			New Members (scratch pads)	
			Survey	
<b>Subtotal Printing</b>				<b>\$ 2,435.00</b>
	8180: Books & Subscriptions	Exec	General Business	
<b>Subtotal Books</b>				<b>\$ -</b>
<b>Subtotal Office Expenses</b>				<b>\$ 3,560.00</b>
8300: Meetings & Travel	8310: Mileage/Ground Transportation	Exec	Board Meetings	\$ 700.00
			Conference attendance	
		ELM fund	ELM fund	
<b>Subtotal Mileage</b>				<b>\$ 700.00</b>
	8320: Lodging & Meals	Exec	Retreat	\$ 400.00
			Annual Meeting	\$ -
			MEEC Conference	
			ELM fund	
			NAAEE Conference	
<b>Subtotal Lodging &amp; Meals</b>				<b>\$ 400.00</b>
	8345: Registration Fees	Exec	Board Training	\$ 500.00
			Conference attendance	
			Scholarships	\$ 1,481.00
		Communications	Exhibit fees	\$ 200.00
<b>Subtotal Registration Fees</b>				<b>\$ 2,181.00</b>
<b>Subtotal Meetings &amp; Travel</b>				<b>\$ 3,281.00</b>
8400: Conference Expenses	8410: Conference Expenses	Events		\$ 2,950.00
			MEEC 2013 start-up funds	\$ 500.00
<b>Subtotal Conference</b>				<b>\$ 3,450.00</b>
	8420: Food & Beverage	Events		\$ 18,522.00
<b>Subtotal Food &amp; Beverage</b>				<b>\$ 18,522.00</b>
	8430: Meeting Space/Equipment Rental	Events		\$ -
<b>Subtotal Meeting Space/Equipment Rental</b>				<b>\$ -</b>
	8440: Speaker Honoraria	Events		\$ 3,000.00
<b>Subtotal Speaker Honoraria</b>				<b>\$ 3,000.00</b>
	8450: Registration fees	Events	Scholarships & refunds	\$ 225.00
<b>Subtotal Registration fees</b>				<b>\$ 225.00</b>
<b>Subtotal Conference/Workshop Expenses</b>				<b>\$ 25,197.00</b>
8500: Business Expenses	8520: Insurance- Non-personnel related	Exec	Liability Packages	\$ 500.00
			Directors/Officer's Insurance	
		Events	Event Insurance	
	8530: Affiliation Dues	Exec	Affiliation dues/memberships	\$ 250.00
	8570: Promotion & Advertising	Communications	Constant Contact	\$ 75.00
		Communications	Wild Apricot, website domain	\$ 600.00
			logo design	
<b>Subtotal Business Expense</b>				<b>\$ 1,425.00</b>
8600 Other Expenses	8670: Organizational Expenses	Exec	Refuge Membership	\$ 35.00
	8680: Miscellaneous	Exec	Misc	\$ 25.00
		Exec	Elm Fund	
<b>Subtotal Other</b>				<b>\$ 60.00</b>
<b>Total Expense</b>				<b>\$ 50,723.00</b>

Income	\$ 50,723.00
Expenses	\$ 50,723.00
Income over Expenses	\$ -
savings account balance	\$ -
	\$ -