

ACHA Financials (February 9, 2021)

		2021 BUDGETED	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	NOTES
REVENUE						
5000 Membership Income		\$ 22,000.00	\$ 19,998.07	\$ 20,777.81	\$ 28,386.09	The Membership Committee has introduced several new initiatives to grow our membership during 2021.
5010 Donation Income		\$ 4,000.00	\$ -	\$ 300.00	\$ -	The 2021 fundraising appeal will be to fund 2 (of 4) of the summer research and/or writing grants (for graduate students, independent scholars, contingent faculty, and scholars from schools without research funds at \$2000 each). This goal does not include fundraising for the Chris Kauffman or Cyprian Davis prizes. The next goal is to increase this to \$8000 to fund all 4 summer research grants.
5200 Conference Income		\$ 10,000.00	\$ 200.00	\$ 15,104.49	\$ 2,410.00	These numbers are difficult to interpret because conference registrations have been previously mixed with membership dues (see 2018 Membership Income vs. Conference Income for example). The numbers are now separated for accurate accounting, and better attention will be paid to ACHA subsidies for each conference registrant. The 2021 budgeted numbers are calculated at the following rates: \$25 for registration, \$50 for luncheon, and \$25 for social * 100 registrants = \$10,000.
5300 Money Market Interest		\$ -	\$ -	\$ 29.29	\$ 0.15	ACHA no longer has a money market account. ACHA maintains two accounts: PNC Checking and Raymond James Investment accounts.
7000 Raymond James Portfolio Transfer		\$ 59,000.00	\$ 30,000.00	\$ 90,000.00	\$ 65,000.00	For 2021, the withdrawal from the Raymond James portfolio account has been calculated on a 3% withdrawal of a portfolio valued at \$1,665,591.88 (as of 12/31/20) = \$58,2957.16.
Sales		\$ -	\$ 250.00	\$ -	\$ -	The 2020 number includes a payment for AV support in one annual meeting room. This line item will remain for that purpose.
TOTAL REVENUE		\$ 95,000.00	\$ 50,448.07	\$ 126,211.59	\$ 95,796.24	
EXPENDITURES						
6000 Payroll Expenses						
	6005 Bank Charges and Fees	\$ -	\$ 67.00	\$ 135.00	\$ 70.00	The EST is working to lower or eliminate the bank charges at the ACHA PNC Checking account.
	6010 Executive Secretary Treasurer Stipend	\$ 18,000.00	\$ 18,000.00	\$ 15,000.00	\$ 15,750.00	These numbers reflect a 12/20 revision to the EST stipend from 15K to 18K.
	6015 Communications Assistant	\$ 5,200.00	\$ -	\$ -	\$ -	This is a new line item associated with a new member of the ACHA staff, Communications Assistant, at \$20 per hour.
	6020 Program Committee Chair	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	New budgeting seeks a policy to continue a traditional practice to award the Program Committee Chair with two payments of \$500 each.
	6030 Election Board Chair	\$ 500.00	\$ 500.00	\$ -	\$ -	New budgeting seeks a policy to support committee chairs at \$500 per annum (exception is Program Committee Chair).
	6040 Electronic Media Chair	\$ 500.00	\$ -	\$ -	\$ -	New budgeting seeks a policy to support committee chairs at \$500 per annum (exception is Program Committee Chair).
	6050 Membership Committee Chair	\$ 500.00	\$ -	\$ -	\$ -	New budgeting seeks a policy to support committee chairs at \$500 per annum (exception is Program Committee Chair).
	6060 Finance Committee Professional	\$ 500.00	\$ -	\$ -	\$ -	This is a new proposed line item to support Eric Wood, CFO at Fordham University, for his continued counsel on ACHA financing.
6100 Conference Expenses						
	6110 Conference Travel	\$ 3,000.00	\$ 2,805.52	\$ 2,101.10	\$ 361.41	This supports air, train, or car travel for 3 members of ACHA staff, and a subsidy for accommodations.

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	6120 Conference Travel Meals	\$ 2,000.00	\$ 60.89	\$ 169.82	\$ -	This supports a per diem for ACHA staff, lunch for the Program Committee, and other meals for ACHA business conducted by the EC.
	6130 Conference Supplies and Materials	\$ 1,000.00	\$ 148.39	\$ 2,903.19	\$ 540.74	Folders, buttons, printing, lanyards, etc.
	6140 Conference Luncheon	\$ 8,000.00	\$ 10,666.04	\$ 6,819.53	\$ 10,167.88	While the EC and Program Committee discuss the future of the ACHA luncheon, this line item budgets for a typical luncheon in New Orleans. The Local Arrangements Committee will be searching for a local host to share the cost.
	6150 Conference Social	\$ 4,000.00	\$ 3,750.00	\$ 5,447.72	\$ -	While the EC and Program Committee discuss the future of the ACHA social, this line item budgets for a typical social in New Orleans. Note the reduction in cost for the social in 2020 due to the off-site location of the 2019 social in NYC. The Local Arrangements Committee will be searching for a local host to share the cost.
	6160 AHA Invoice	\$ 2,000.00	\$ 2,115.00	\$ 1,795.00	\$ 2,605.00	Payment to AHA for conference hotel room reservations.
	6170 Other Expenses	\$ 1,455.00	\$ -	\$ 2,874.58	\$ -	Misc. conference expenses.
6200 Officer Insurance		\$ 900.00	\$ -	\$ -	\$ -	The ACHA will have required board and officer insurance for the first time in 2021. This is an approximate number based on bids from November 2020.
6300 Office/General Admin Expenses		\$ 1,000.00	\$ 1,223.54	\$ 3,605.82	\$ -	Stationery, printing, stamps, etc. The large number in 2019 was for the purchase of an ACHA computer.
6400 Website and Online Management		\$ 15,000.00	\$ 14,396.00	\$ 26,419.67	\$ 9,929.70	Contract with Andrew Metzger and Symmetrical Design, includes website management and all licenses for apps/software. The large number in 2019 was for the website redesign.
6500 Prizes, Awards, and Grants		\$ 225.00	\$ -	\$ 1,380.46	\$ -	The number for 2019 is for trophies purchased for all awardees. This practice has been modified to substitute certificates and plaques.
	6510 John Gilmary Shea Prize	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ -	Cash prize and certificate / award
	6520 Helen and Howard R. Marraro Prize	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	Cash prize and certificate / award
	6530 Peter Guilday Prize	\$ 250.00	\$ -	\$ 250.00	\$ -	Cash prize and certificate / award
	6540 John Tracy Ellis Award	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	Cash prize and certificate / award
	6550 Harry C. Koenig Prize Award (concluded)	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	NA
	6552 Cyprian Davis, O.S.B. Prize (in progress)	\$ -	\$ -	\$ -	\$ -	NA
	6555 Christopher J. Kauffman Book Award (in progress)	\$ -	\$ -	\$ -	\$ -	NA
	6560 ACHA Distinguished Research, Teaching, and Scholarship Awards	\$ 1,000.00	\$ 1,074.23	\$ -	\$ -	Funds to support travel of winners who request/require subsidy.
	6570 Summer Research and Writing Grants	\$ 8,000.00	\$ 4,500.00	\$ 7,500.00	\$ 7,720.00	\$2000 * 4 recipients.
	6580 Graduate Student Conference Travel Grants	\$ 3,000.00	\$ 4,500.00	\$ 2,250.00	\$ 2,700.00	\$1500 * 2 recipients.
6600 Advertising//Promotional		\$ -	\$ -	\$ 736.11	\$ -	Ads in AHA and other publications.
6700 Dues and Subscriptions		\$ 1,000.00	\$ -	\$ -	\$ -	Application to the American Council of Learned Societies (for September 2021)
6800 Legal and Professional Services		\$ 2,000.00	\$ 2,730.00	\$ 40,902.22	\$ 10,000.00	990 filing and other accounting advice. The larger numbers for 2019 and 2018 are to conclude the Koenig legal case.

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6900 Catholic Historical Review Print		\$ 5,000.00	\$ -	\$ 2,960.00	\$ 1,680.00	Payment to CUA press for members who have paid for print copies.
6910 Overdue Payment to CHR		\$ 5,470.00				ACHA did not receive an invoice for all 4 2020 CHRs until December 2020 (this is a one time expense for 2021).
TOTAL EXPENDITURES		\$ 95,000.00	\$ 75,036.61	\$ 129,750.22	\$ 62,524.73	
		\$ -	\$ (24,588.54)	\$ (3,538.63)	\$ 33,271.51	
		This budget is balanced.				
ACHA ASSETS						
Raymond James Investment Portfolio	\$ 1,741,435.49	as of 2/9/21				
PNC Business Checking Plus	\$ 30,374.43	as of 2/9/21				
TOTAL ACHA ASSETS (as of 01/15/2021)	\$ 1,771,809.92					
KAUFFMAN PRIZE TOTAL FUNDRAISING (as of 2/9/2021)	\$ 27,820.00					