



TOASTMASTERS INTERNATIONAL

Narratives for

November

2017-2018

DISTRICT 3

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

Membership Revenue

The Districts goal was to build new clubs, reach new members by the Trio and Pathways Ambassador being interviewed on Business Radio X, and having a booth at the Best Places to Work Networking event. The District has increased its visibility and community outreach. The number of clubs chartered at this time has increased since last year.

Conference Net Income/(Loss)

Fall conference came in a small loss. Though it's not unusual for fall to come a bit short, this was in part to lower than anticipated attendance. We had donations including the keynote speaker and conference printing that provided better margins on registration. While we made our food and beverage minimum, had we sold a little more, the room rental expense of \$2,551 would have been waived bringing the fall conference to break even. This included the bar sales which we were unable to know until the following week, making it difficult to adjust meal costs to compensate.

Fundraising Net Income/(Loss)

There were no fundraising events held this period.

TLI Net Income/(Loss)

Final TLI expenses came in for the summer season and we've started ramping up for the winter season. For the winter season, we are looking forward to new supplies including new easels and signage to improve the experience for club officers across the district. We've increased winter to 6 main events, but remained at 4 venues, this will lower the officers per event, improving the experience and ensuring we do not approach building capacity issues. We will again have the 3 Mohave satellite events to better support the clubs in those areas.

District Store Net Income/(Loss)

D3 does not have a District Store

Other Revenue

There was no unexpected revenue



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Marketing

While Marketing efforts continued, Conference was the main focus in November. There were no Marketing Expenses that hit this period.

Communications and Public Relations

The focus for the Communications and Public Relations Team was getting the word out through advertising and outreach using various forms of media. On November 14, 2017, the 1-Day CPCU Society Chapter Event had volunteers Cathy Norman and Kathy Smith in full lead capturing mode by engaging participants in learning more about Toastmasters, resulting in 50 additional leads. Our Multimedia Team led by Don Griffith, PID prepared the District leaders for the Phoenix Business RadioX appearance. This FREE 1-hour LIVE interview on Phoenix Business RadioX on November 27, 2017 featured Enid Moore-Cranshaw, DD, Michael Heier, PQD, Michael Holian, CGD, and Nancy Starr-Cassidy (PID, Pathways Chief Ambassador). Karen Nowicki, Owner & President agreed to Broadcast LIVE during the D3 2018 Spring Conference (May 18-20). The team also assisted promoting the Mount Lemmon Event in Tucson on November 11, 2017, led by Randi Zeehandelaar, Catalina Division Director. In a new effort to assist clubs get circulated in local Media, the Public Relations Team secured the Mondo Media list to share with Club VPPR and VPM officers. This will assist officers in getting events on local media

Education and Training

The education and training team continues to support the district. There were no events this month as conference was a key focus. Multiple speaker's bureau members were involved in the conference, including the speaker's bureau chair presenting at the leadership breakfast. Pathways visits continue to be strong, we have succeeded our goal by 20% and are prepared for the rollout December 5th. Remaining visits are being arranged, virtual support sessions are being scheduled. A key point of focus going forward is ensuring that clubs understand the impact of Pathways on DCP for this year (and the next 2 years, until the transition program is no longer recognized).

Speech contests

The culmination of the fall contest season was at the conference on November 3rd and 4th. Some expenses from earlier in the year were allocated for this event. Overall the season was very successful with a number of new judges trained. Early preparations have begun for the Spring season including Table Topics and the International Speech Contest.

Administration

The main administrative focus for this year was to ensure awards were purchased, contest and members were awarded. The Fall Conference was held November 4, 5, 6, 2017 at which district awards were presented. The District Council Meeting was also held at the Fall Conference for which printing was required. The Administration budget appears to have gone over, however a few items will be moved to the Promotion budget which will eliminate or decrease the overage.

Travel

The focus for this month was to ensure Pathways Guides and Ambassadors received reimbursement for their mileage. The Trio were also reimbursed for travel to events and training such as SMAC and Facilitator Training.

Other Expenses

D3 had no unexpected expenses

District 3
Balance Sheet (in USD)

07/01/2017 Through 11/30/2017

	Actual
Assets	
Current Assets	
Cash and Cash Equivalents	121,920.09
Prepaid Expenses	2,214.69
Total Current Assets	124,134.78
Total Assets	\$ 124,134.78
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	1,460.88
Accrued Liabilities	59.62
Total Current Liabilities	1,520.50
Total Liabilities	1,520.50
Stockholders Equity	
Net Assets	124,635.44
Net Income (Loss)	(2,021.16)
Total Stockholders Equity	122,614.28
Total Liabilities and Equity	\$ 124,134.78

District 3
Available Funds (in USD)

Month Ending 11/30/2017

Available Funds

Cash & District Reserve	
Cash	
Cash - Bank of America (6622)	15,415.90
Total Cash	<u>15,415.90</u>
District Reserve	<u>106,504.19</u>
Total Cash & District Reserve	<u>121,920.09</u>
Minimum District Reserve Required at Year End	<u>(23,866.37)</u>
Total Available Funds	<u><u>98,053.72</u></u>

District 3
Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017		
Actual	Budget	Variance	Actual	Budget	Variance
District Revenue					
2,494.32	2,579.00	(84.68)	45,439.10	44,708.00	731.10
23,676.00	32,137.46	(8,461.46)	23,901.00	32,137.46	(8,236.46)
0.00	0.00	0.00	3,774.00	3,774.00	0.00
280.00	0.00	280.00	6,332.00	5,938.00	394.00
205.33	0.00	205.33	205.33	0.00	205.33
500.00	0.00	500.00	500.00	0.00	500.00
<u>27,155.65</u>	<u>34,716.46</u>	<u>(7,560.81)</u>	<u>80,151.43</u>	<u>86,557.46</u>	<u>(6,406.03)</u>
District Expenses					
27,216.51	32,095.28	(4,878.77)	27,216.51	32,095.28	(4,878.77)
0.00	0.00	0.00	9,688.94	9,688.94	0.00
660.14	4,792.55	(4,132.41)	7,096.39	12,091.12	(4,994.73)
0.00	1,825.00	(1,825.00)	2,898.23	7,115.01	(4,216.78)
771.98	3,825.00	(3,053.02)	7,313.09	15,597.06	(8,283.97)
0.00	1,280.00	(1,280.00)	1,065.26	5,225.26	(4,160.00)
747.29	902.64	(155.35)	3,942.62	1,055.01	2,887.61
8,712.81	3,312.50	5,400.31	15,678.42	12,301.77	3,376.65
242.44	920.00	(677.56)	7,273.13	10,945.98	(3,672.85)
<u>38,351.17</u>	<u>48,952.97</u>	<u>(10,601.80)</u>	<u>82,172.59</u>	<u>106,115.43</u>	<u>(23,942.84)</u>
<u>(11,195.52)</u>	<u>(14,236.51)</u>	<u>3,040.99</u>	<u>(2,021.16)</u>	<u>(19,557.97)</u>	<u>17,536.81</u>

Notes

1. Conference Revenue to be adjusted in next period
2. Speech Contest expense to be adjusted in next period
3. CPR Expense to be adjusted in next period
4. CPR Expense to be adjusted in next period

**District 3
Receipts Register (11/01/2017 - 11/30/2017)**

Receipt date	Customer	Payment method	Transaction number	Transaction date	Txn currency	Txn amount	Amount (USD)	Amount applied (USD)	Deposited on	Bank account
11/26/2017	C-00001451--Hostgator.Com	Credit Card		11/26/2017	USD	39.99	39.99	39.99	11/26/2017	6622 Checking
11/26/2017	C-00000484--Fall Conference	Credit Card		11/26/2017	USD	290.00	290.00	290.00	11/26/2017	6622 Checking
11/26/2017	C-00000484--Fall Conference	Credit Card		11/26/2017	USD	115.00	115.00	115.00	11/26/2017	6622 Checking
11/26/2017	C-00001451--Hostgator.Com	Credit Card		11/26/2017	USD	(39.99)	(39.99)	(39.99)	11/26/2017	6622 Checking
11/26/2017	C-00000484--Fall Conference	Credit Card		11/26/2017	USD	(290.00)	(290.00)	(290.00)	11/26/2017	6622 Checking
11/26/2017	C-00000484--Fall Conference	Credit Card		11/26/2017	USD	(115.00)	(115.00)	(115.00)	11/26/2017	6622 Checking
11/08/2017	C-00000484--Fall Conference	Cash		11/08/2017	USD	12.00	12.00	12.00	11/08/2017	6622 Checking
11/07/2017	C-00000484--Fall Conference	Cash		11/07/2017	USD	1,033.00	1,033.00	1,033.00	11/07/2017	6622 Checking
11/07/2017	C-00000484--Fall Conference	Cash		11/07/2017	USD	729.00	729.00	729.00	11/07/2017	6622 Checking
11/07/2017	C-00002409--Miscellaneous Income	Cash		11/07/2017	USD	500.00	500.00	500.00	11/07/2017	6622 Checking
11/07/2017	C-00000484--Fall Conference	Cash		11/07/2017	USD	460.00	460.00	460.00	11/07/2017	6622 Checking
11/07/2017	C-00000123--TLI Revenue	Cash		11/07/2017	USD	126.00	126.00	126.00	11/07/2017	6622 Checking
11/07/2017	C-00000484--Fall Conference	Cash		11/07/2017	USD	97.00	97.00	97.00	11/07/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	475.00	475.00	475.00	11/06/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	445.00	445.00	445.00	11/06/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	330.00	330.00	330.00	11/06/2017	6622 Checking
11/06/2017	C-00000123--TLI Revenue	Cash		11/06/2017	USD	154.00	154.00	154.00	11/06/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	130.00	130.00	130.00	11/06/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	60.00	60.00	60.00	11/06/2017	6622 Checking
11/06/2017	C-00000484--Fall Conference	Cash		11/06/2017	USD	50.00	50.00	50.00	11/06/2017	6622 Checking
11/02/2017	C-00000484--Fall Conference	Cash		11/02/2017	USD	210.00	210.00	210.00	11/02/2017	6622 Checking
11/02/2017	C-00002409--Miscellaneous Income	Cash		11/02/2017	USD	205.33	205.33	205.33	11/02/2017	6622 Checking
		Total					5,016.33	5,016.33		

District 3 Bills Register (11/01/2017 - 11/30/2017)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
11/02/2017	V-00000305--Bank Card Merchant Fees		11/02/2017		USD	770.78	770.78	770.78
11/16/2017	V-00000307--Capital Merchant Gateway Fee		11/16/2017		USD	23.45	23.45	23.45
11/02/2017	V-00000308--Authnet Gateway Fee		11/02/2017		USD	10.00	10.00	10.00
11/30/2017	V-00000319--Tri City Storage Solutions		11/30/2017		USD	1,460.88	1,460.88	1,460.88
11/05/2017	V-00000324--Amazing Awards		11/05/2017		USD	47.78	47.78	47.78
11/05/2017	V-00000334--RC Type, Print & Direct Mail		11/05/2017		USD	139.00	139.00	139.00
11/11/2017	V-00000334--RC Type, Print & Direct Mail		11/11/2017		USD	188.63	188.63	188.63
11/13/2017	V-00000334--RC Type, Print & Direct Mail		11/13/2017		USD	3,660.64	3,660.64	3,660.64
11/05/2017	V-00000335--Jeannie Enders		11/05/2017		USD	225.88	225.88	225.88
11/11/2017	V-00001891--Emiko Bauer		11/11/2017		USD	70.92	70.92	70.92
11/30/2017	V-00002314--Jim Key		11/30/2017		USD	119.22	119.22	119.22
11/06/2017	V-00002968--Pat Noel		11/06/2017		USD	44.85	44.85	44.85
11/13/2017	V-00003270--Godaddy.Com		11/13/2017		USD	347.61	347.61	347.61
11/05/2017	V-00006039--Hallie Adams		11/05/2017		USD	103.30	103.30	103.30
11/21/2017	V-00006039--Hallie Adams		11/21/2017		USD	65.00	65.00	65.00
11/05/2017	V-00009557--Charlene Carillo		11/05/2017		USD	213.37	213.37	213.37
11/05/2017	V-00013936--Laurie Carr		11/05/2017		USD	309.90	309.90	309.90
11/06/2017	V-00014349--Jeff Gores		11/06/2017		USD	600.00	600.00	600.00
11/22/2017	V-00017239--Don Griffith		11/22/2017		USD	12.00	12.00	12.00
11/05/2017	V-00018217--Tim Eberlein		11/05/2017		USD	150.00	150.00	150.00
11/18/2017	V-00020750--Concur Technologies, Inc.		11/18/2017	ENID MOORE-CRANSHAW	USD	27.00	27.00	27.00
11/18/2017	V-00020750--Concur Technologies, Inc.		11/18/2017	MICHAEL HEIER	USD	459.55	459.55	459.55
11/22/2017	V-00020750--Concur Technologies, Inc.		11/22/2017	Michael Heier	USD	16.71	16.71	16.71
11/03/2017	V-00020773--Refund		11/03/2017		USD	145.00	145.00	145.00
11/21/2017	V-00023814--Little America Hotel		11/21/2017		USD	20,961.10	20,961.10	20,961.10
11/05/2017	V-00023817--Judy Malette		11/05/2017		USD	103.30	103.30	103.30

District 3 Bills Register (11/01/2017 - 11/30/2017)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
11/05/2017	V-00024231--Rich Wavrik		11/05/2017		USD	147.00	147.00	147.00
11/21/2017	V-00026590--La Casa de Cristo Luthern Church		11/21/2017		USD	350.00	350.00	350.00
11/05/2017	V-00029080--Laurie Rangel		11/05/2017		USD	7.80	7.80	7.80
11/05/2017	V-00029080--Laurie Rangel		11/05/2017		USD	133.00	133.00	133.00
11/20/2017	V-00029962--CodeCabin		11/20/2017		USD	39.99	39.99	39.99
11/20/2017	V-00029963--Envato		11/20/2017		USD	27.00	27.00	27.00
11/20/2017	V-00029964--Integrated Technology		11/20/2017		USD	89.99	89.99	89.99
11/04/2017	V-00029980--Tabitha Christensen		11/04/2017		USD	295.77	295.77	295.77
11/05/2017	V-00030170--Douglas Houle		11/05/2017		USD	221.34	221.34	221.34
11/05/2017	V-00030171--Teri Hunter-Smith		11/05/2017		USD	36.41	36.41	36.41
11/05/2017	V-00030172--Carol Warner		11/05/2017		USD	27.79	27.79	27.79
11/05/2017	V-00030173--Tori Shaw		11/05/2017		USD	121.35	121.35	121.35
11/05/2017	V-00030174--Joy Knudsen		11/05/2017		USD	35.00	35.00	35.00
11/30/2017	V-00030174--Joy Knudsen		11/30/2017		USD	62.44	62.44	62.44
11/06/2017	V-00030183--Cheryl Kasdorf		11/06/2017		USD	11.32	11.32	11.32
11/11/2017	V-00030184--Epicurean Toastmasters		11/11/2017		USD	40.00	40.00	40.00
11/11/2017	V-00030185--Motoki Kimjo		11/11/2017		USD	75.00	75.00	75.00
11/30/2017	V-00030186--Jessica Foos		11/30/2017		USD	14.56	14.56	14.56
Grand total						32,011.63	32,011.63	

District 3 Reconciliation Report

As Of 11/30/2017
Account: Cash - Bank of America (6622)

Statement Ending Balance	37,433.15
Deposits in Transit	0.00
Outstanding Checks and Charges	(22,017.25)
Adjusted Bank Balance	15,415.90

Book Balance	15,415.90
Adjustments*	0.00
Adjusted Book Balance	15,415.90

Total Checks and Charges Cleared 9,667.25 Total Deposits Cleared 5,016.33

Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
Fall Conference		11/02/2017		210.00	
Miscellaneous Income		11/02/2017		205.33	
Fall Conference		11/06/2017		330.00	
Fall Conference		11/06/2017		130.00	
Fall Conference		11/06/2017		50.00	
Fall Conference		11/06/2017		60.00	
TLI Revenue		11/06/2017		154.00	
Fall Conference		11/06/2017		445.00	
Fall Conference		11/06/2017		475.00	
Fall Conference		11/07/2017		729.00	
Fall Conference		11/07/2017		97.00	
TLI Revenue		11/07/2017		126.00	
Fall Conference		11/07/2017		1,033.00	
Miscellaneous Income		11/07/2017		500.00	
Fall Conference		11/07/2017		460.00	
Fall Conference		11/08/2017		12.00	
Fall Conference		11/26/2017		290.00	
Fall Conference		11/26/2017		(115.00)	
Fall Conference		11/26/2017		115.00	
Fall Conference		11/26/2017		(290.00)	
Hostgator.Com		11/26/2017		39.99	
Hostgator.Com		11/26/2017		(39.99)	
Total Deposits				5,016.33	0.00

Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Geoff Mullen		06/25/2016	7291		7.00
SogetiMasters		10/29/2016	7356		14.00
Leading Articulate Anchors		10/29/2016	7359		14.00
Thomas Mundar		03/31/2017	7444		7.00
Catherine Hoffman		05/30/2017	7472		92.01
Luke Honor Guard		05/30/2017	7473		100.00
Liz Foglesong		09/09/2017	7530		7.00
Justin Barclay		09/09/2017	7531		7.00
Bonnie Jones		09/09/2017	7534		7.00
Brian Lee		09/09/2017	7535		7.00
AZ CPCU Society		09/23/2017	7539	525.00	
Luke Honor Guard	7541	10/27/2017			100.00
Fountain of Life Lutheran Church	7543	10/29/2017		250.00	
Michael Heier	7542	10/29/2017		500.00	
Bank Card Merchant Fees		11/02/2017		770.78	
Authnet Gateway Fee		11/02/2017		10.00	
Refund		11/03/2017		145.00	
Tabitha Christensen	7544	11/04/2017		295.77	
Judy Malette	7550	11/05/2017		103.30	
Teri Hunter-Smith	7547	11/05/2017		36.41	
Laurie Carr	7548	11/05/2017		309.90	

District 3 Reconciliation Report

As Of 11/30/2017

Account: Cash - Bank of America (6622)

Laurie Rangel	7560	11/05/2017	133.00	
Amazing Awards	7556	11/05/2017	47.78	
Laurie Rangel	7554	11/05/2017	7.80	
Douglas Houle	7545	11/05/2017	221.34	
RC Type, Print & Direct Mail	7555	11/05/2017	139.00	
Tori Shaw	7552	11/05/2017	121.35	
Rich Wavrik	7553	11/05/2017	147.00	
Hallie Adams	7549	11/05/2017	103.30	
Jeannie Enders	7558	11/05/2017	225.88	
Tim Eberlein	7557	11/05/2017	150.00	
Carol Warner	27.79	11/05/2017	27.79	
Charlene Carillo	7546	11/05/2017	213.37	
Joy Knudsen	7559	11/05/2017	35.00	
Cheryl Kasdorf	7564	11/06/2017	11.32	
Jeff Gores	7561	11/06/2017	600.00	
Pat Noel	7563	11/06/2017	44.85	
Epicurean Toastmasters	7566	11/11/2017	40.00	
RC Type, Print & Direct Mail	7565	11/11/2017	188.63	
Emiko Bauer	7567	11/11/2017		70.92
Motoki Kimjo	7568	11/11/2017	75.00	
RC Type, Print & Direct Mail	7562	11/13/2017	3,660.64	
Godaddy.Com		11/13/2017	347.61	
Capital Merchant Gateway Fee		11/16/2017	23.45	
Envato		11/20/2017	27.00	
Integrated Technology		11/20/2017	89.99	
CodeCabin		11/20/2017	39.99	
Hallie Adams	7570	11/21/2017		65.00
La Casa de Cristo Lutheran Church	7571	11/21/2017		350.00
Little America Hotel	7569	11/21/2017		20,961.10
Don Griffith	7572	11/22/2017		12.00
Joy Knudsen	7575	11/30/2017		62.44
Jessica Foes	7573	11/30/2017		14.56
Jim Key	7576	11/30/2017		119.22
Total Checks and Charges			9,667.25	22,017.25

District 3
Reconciliation Report
 As Of 11/30/2017
 Account: District Reserve Receivable

Statement Ending Balance	106,504.19
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	106,504.19
Book Balance	106,504.19
Adjustments*	0.00
Adjusted Book Balance	106,504.19

Total Checks and Charges Cleared	503.26	Total Deposits Cleared	2,494.32
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Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	November 2017 Membership Revenue	11/30/2017		2,494.32	
Total Deposits				2,494.32	0.00

Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Concur Technologies, Inc.	Nov Concur OOP	11/24/2017		16.71	
Concur Technologies, Inc.		11/30/2017		486.55	
Total Checks and Charges				503.26	0.00

District 3
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017			
Actual	Budget	Variance		Actual	Budget	Variance
			District Revenue			
			Membership Revenue			
2,494.32	2,579.00	(84.68)	6005-000000 - Membership Revenue	45,439.10	44,708.00	731.10
2,494.32	2,579.00	(84.68)	Total Membership Revenue	45,439.10	44,708.00	731.10
			Conference Revenue			
			Registration & Tickets			
			Registration - Member			
0.00	28,675.00	(28,675.00)	6025-000000 - Registration & Ticket Revenue	0.00	28,675.00	(28,675.00)
0.00	28,675.00	(28,675.00)	Total Registration - Member	0.00	28,675.00	(28,675.00)
			Registration - Meal Events			
20,650.00	0.00	20,650.00	6025-000000 - Registration & Ticket Revenue	20,875.00	0.00	20,875.00
20,650.00	0.00	20,650.00	Total Registration - Meal Events	20,875.00	0.00	20,875.00
20,650.00	28,675.00	(8,025.00)	Total Registration & Tickets	20,875.00	28,675.00	(7,800.00)
			Non Registration			
			Non Registration			
50.00	0.00	50.00	6010-000000 - Donation Revenue	50.00	0.00	50.00
960.00	2,412.46	(1,452.46)	6030-000000 - Sponsorship/Advertising Revenue	960.00	2,412.46	(1,452.46)
1,822.00	1,050.00	772.00	6035-000000 - Raffle Revenue	1,822.00	1,050.00	772.00
379.00	0.00	379.00	6040-000000 - Auction Revenue	379.00	0.00	379.00
(185.00)	0.00	(185.00)	6050-000000 - Refunds - Registration & Tickets	(185.00)	0.00	(185.00)
3,026.00	3,462.46	(436.46)	Total Non Registration	3,026.00	3,462.46	(436.46)
3,026.00	3,462.46	(436.46)	Total Non Registration	3,026.00	3,462.46	(436.46)
23,676.00	32,137.46	(8,461.46)	Total Conference Revenue	23,901.00	32,137.46	(8,236.46)
			Fundraising Revenue			
			Registration & Tickets			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	3,774.00	3,774.00	0.00
0.00	0.00	0.00	Total Registration & Tickets	3,774.00	3,774.00	0.00
0.00	0.00	0.00	Total Fundraising Revenue	3,774.00	3,774.00	0.00
			TLI Revenue			
			Registration & Tickets			
			Registration - Member			
0.00	0.00	0.00	6025-000000 - Registration & Ticket Revenue	0.00	5,887.00	(5,887.00)
0.00	0.00	0.00	Total Registration - Member	0.00	5,887.00	(5,887.00)
			Registration - No Item			
280.00	0.00	280.00	6025-000000 - Registration & Ticket Revenue	6,281.00	0.00	6,281.00
280.00	0.00	280.00	Total Registration - No Item	6,281.00	0.00	6,281.00
280.00	0.00	280.00	Total Registration & Tickets	6,281.00	5,887.00	394.00
			Non Registration			
			Non Registration			
0.00	0.00	0.00	6020-000000 - Miscellaneous Income	100.00	100.00	0.00
0.00	0.00	0.00	6050-000000 - Refunds - Registration & Tickets	(49.00)	0.00	(49.00)
0.00	0.00	0.00	6060-000000 - Reimbursements - Registration & Tickets	0.00	(49.00)	49.00
0.00	0.00	0.00	Total Non Registration	51.00	51.00	0.00
0.00	0.00	0.00	Total Non Registration	51.00	51.00	0.00
280.00	0.00	280.00	Total TLI Revenue	6,332.00	5,938.00	394.00
			Speech Contest Revenue			
205.33	0.00	205.33	6035-000000 - Raffle Revenue	205.33	0.00	205.33
205.33	0.00	205.33	Total Speech Contest Revenue	205.33	0.00	205.33
			Other Revenue			
500.00	0.00	500.00	6020-000000 - Miscellaneous Income	500.00	0.00	500.00
500.00	0.00	500.00	Total Other Revenue	500.00	0.00	500.00

District 3
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017			
Actual	Budget	Variance		Actual	Budget	Variance
27,155.65	34,716.46	(7,560.81)	Total District Revenue	80,151.43	86,557.46	(6,406.03)
			District Expenses			
			Conference Expenses			
0.00	100.00	(100.00)	7008-000000 - Promotional Materials	0.00	100.00	(100.00)
383.55	200.00	183.55	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	383.55	200.00	183.55
373.70	495.00	(121.30)	7012-000000 - Supplies & Stationery Expense	373.70	495.00	(121.30)
2,551.29	250.00	2,301.29	7014-000000 - Room Rental Event Expense	2,551.29	250.00	2,301.29
20,564.22	26,728.00	(6,163.78)	7016-000000 - Meal Event Expense	20,564.22	26,728.00	(6,163.78)
0.00	200.00	(200.00)	7018-000000 - Decorations Expense	0.00	200.00	(200.00)
272.67	2,232.28	(1,959.61)	7020-000000 - Printing Expense	272.67	2,232.28	(1,959.61)
600.00	750.00	(150.00)	7022-000000 - Audio Visual Expense	600.00	750.00	(150.00)
127.20	0.00	127.20	7030-000000 - Photocopying Expense	127.20	0.00	127.20
147.00	0.00	147.00	7044-000000 - Postage & Shipping Expense	147.00	0.00	147.00
0.00	560.00	(560.00)	7080-000000 - Gifts & Thank Yous	0.00	560.00	(560.00)
1,851.29	100.00	1,751.29	7086-000000 - Miscellaneous Expenses	1,851.29	100.00	1,751.29
345.59	480.00	(134.41)	7090-000000 - Equipment Rental	345.59	480.00	(134.41)
27,216.51	32,095.28	(4,878.77)	Total Conference Expenses	27,216.51	32,095.28	(4,878.77)
			Fundraising Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	0.00	2,096.20	(2,096.20)
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	2,832.38	736.18	2,096.20
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	1,350.00	1,350.00	0.00
0.00	0.00	0.00	7018-000000 - Decorations Expense	387.01	387.01	0.00
0.00	0.00	0.00	7020-000000 - Printing Expense	278.09	278.09	0.00
0.00	0.00	0.00	7078-000000 - Food Expense	4,648.99	4,648.99	0.00
0.00	0.00	0.00	7080-000000 - Gifts & Thank Yous	167.47	167.47	0.00
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	25.00	25.00	0.00
0.00	0.00	0.00	Total Fundraising Expenses	9,688.94	9,688.94	0.00
			TLI Expenses			
0.00	200.00	(200.00)	7006-000000 - Educational Materials	0.00	200.00	(200.00)
0.00	600.00	(600.00)	7008-000000 - Promotional Materials	553.15	1,153.15	(600.00)
0.00	800.00	(800.00)	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	434.40	1,234.40	(800.00)
414.90	992.55	(577.65)	7012-000000 - Supplies & Stationery Expense	875.77	2,461.42	(1,585.65)
150.00	0.00	150.00	7014-000000 - Room Rental Event Expense	1,795.00	1,645.00	150.00
0.00	2,000.00	(2,000.00)	7020-000000 - Printing Expense	1,210.75	3,410.75	(2,200.00)
7.80	0.00	7.80	7044-000000 - Postage & Shipping Expense	7.80	0.00	7.80
87.44	0.00	87.44	7078-000000 - Food Expense	1,959.84	1,539.16	420.68
0.00	0.00	0.00	7082-000000 - Incentives	159.68	147.24	12.44
0.00	200.00	(200.00)	7086-000000 - Miscellaneous Expenses	100.00	300.00	(200.00)
660.14	4,792.55	(4,132.41)	Total TLI Expenses	7,096.39	12,091.12	(4,994.73)
			Marketing Expense			
			Building New Clubs			

District 3
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	300.00	(300.00)	7012-000000 - Supplies & Stationery Expense	1,453.41	870.84	582.57
0.00	100.00	(100.00)	7020-000000 - Printing Expense	0.00	200.00	(200.00)
0.00	25.00	(25.00)	7044-000000 - Postage & Shipping Expense	0.00	50.00	(50.00)
0.00	300.00	(300.00)	7082-000000 - Incentives	0.00	600.00	(600.00)
0.00	725.00	(725.00)	Total Building New Clubs Membership Growth	1,453.41	1,720.84	(267.43)
0.00	0.00	0.00	7008-000000 - Promotional Materials	152.04	152.04	0.00
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	0.00	40.00	(40.00)
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	34.57	0.00	34.57
0.00	0.00	0.00	7020-000000 - Printing Expense	568.65	568.65	0.00
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	55.65	30.00	25.65
0.00	0.00	0.00	7082-000000 - Incentives	315.00	1,725.00	(1,410.00)
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	0.00	34.57	(34.57)
0.00	0.00	0.00	Total Membership Growth Club Coaches	1,125.91	2,550.26	(1,424.35)
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	200.00	200.00	0.00
0.00	0.00	0.00	7016-000000 - Meal Event Expense	90.04	0.00	90.04
0.00	150.00	(150.00)	7020-000000 - Printing Expense	0.00	150.00	(150.00)
0.00	0.00	0.00	7078-000000 - Food Expense	28.87	118.91	(90.04)
0.00	150.00	(150.00)	Total Club Coaches Recognition	318.91	468.91	(150.00)
0.00	950.00	(950.00)	7082-000000 - Incentives	0.00	1,900.00	(1,900.00)
0.00	950.00	(950.00)	Total Recognition Other	0.00	1,900.00	(1,900.00)
0.00	0.00	0.00	7080-000000 - Gifts & Thank Yous	0.00	200.00	(200.00)
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	0.00	275.00	(275.00)
0.00	0.00	0.00	Total Other	0.00	475.00	(475.00)
0.00	1,825.00	(1,825.00)	Total Marketing Expense	2,898.23	7,115.01	(4,216.78)
157.04	300.00	(142.96)	Communications & PR Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	1,596.57	1,920.53	(323.96)
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	52.58	52.53	0.05
0.00	0.00	0.00	7024-000000 - Newsletter Expense	0.00	2,350.00	(2,350.00)
89.94	3,000.00	(2,910.06)	7026-000000 - Website Expense	89.94	3,000.00	(2,910.06)
0.00	0.00	0.00	7036-000000 - Advertising Expense	2,100.00	4,600.00	(2,500.00)
525.00	525.00	0.00	7040-000000 - Trade Show Registration Expense	3,474.00	3,474.00	0.00
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	0.00	200.00	(200.00)
771.98	3,825.00	(3,053.02)	Total Communications & PR Expenses	7,313.09	15,597.06	(8,283.97)
0.00	0.00	0.00	Education & Training Expense Distinguished Clubs			
0.00	20.00	(20.00)	7020-000000 - Printing Expense	0.00	400.00	(400.00)
0.00	20.00	(20.00)	7044-000000 - Postage & Shipping Expense	0.00	40.00	(40.00)
0.00	40.00	(40.00)	Total Distinguished Clubs Training Club Officers	0.00	440.00	(440.00)
0.00	40.00	(40.00)	7006-000000 - Educational Materials	0.00	80.00	(80.00)
0.00	40.00	(40.00)	Total Training Club Officers	0.00	80.00	(80.00)

District 3
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017			
Actual	Budget	Variance		Actual	Budget	Variance
1,460.88	135.00	1,325.88	penses			
8,712.81	3,312.50	5,400.31	7088-000000 - Storage Expenses	1,481.71	425.83	1,055.88
			Total Administration Expenses	15,678.42	12,301.77	3,376.65
			Travel Expense			
			District Director			
0.00	0.00	0.00	7056-000000 - Convention Registra- tion Fees Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7058-000000 - Lodging Expense	19.88	2,000.00	(1,980.12)
0.00	0.00	0.00	7060-000000 - Transportation - Air- fare Expense	0.00	70.00	(70.00)
0.00	80.00	(80.00)	7062-000000 - Transportation - Mileage Expense	0.00	360.00	(360.00)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	20.00	(20.00)
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	1,342.11	0.00	1,342.11
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	270.00	(270.00)
0.00	80.00	(80.00)	Total District Director	1,361.99	2,920.00	(1,558.01)
			Program Quality Director			
0.00	0.00	0.00	7056-000000 - Convention Registra- tion Fees Expense	635.00	635.00	0.00
0.00	0.00	0.00	7058-000000 - Lodging Expense	1,966.60	1,957.80	8.80
0.00	0.00	0.00	7060-000000 - Transportation - Air- fare Expense	51.09	51.09	0.00
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	148.12	154.20	(6.08)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	6.22	(6.22)
0.00	0.00	0.00	7066-000000 - Transportation - Rail Expense	6.22	0.00	6.22
0.00	0.00	0.00	7078-000000 - Food Expense	98.37	98.37	0.00
0.00	0.00	0.00	Total PQD	2,905.40	2,902.68	2.72
			Club Growth Director			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	17.58	0.00	17.58
0.00	0.00	0.00	7056-000000 - Convention Registra- tion Fees Expense	525.00	525.00	0.00
0.00	0.00	0.00	7058-000000 - Lodging Expense	1,913.53	1,913.53	0.00
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	80.00	(80.00)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	12.51	12.51	0.00
0.00	0.00	0.00	7078-000000 - Food Expense	220.20	237.78	(17.58)
0.00	0.00	0.00	Total CGD	2,688.82	2,768.82	(80.00)
			Public Relations Manager			
0.00	40.00	(40.00)	7062-000000 - Transportation - Mileage Expense	0.00	40.00	(40.00)
0.00	40.00	(40.00)	Total PR Manager	0.00	40.00	(40.00)
			Administration Manager			
0.00	40.00	(40.00)	7062-000000 - Transportation - Mileage Expense	0.00	120.00	(120.00)
0.00	40.00	(40.00)	Total Admin Manager	0.00	120.00	(120.00)
			Division Director			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	120.00	(120.00)
0.00	0.00	0.00	Total Division Director	0.00	120.00	(120.00)
			Area Director			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	480.00	(480.00)

District 3
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)

Month Ending 11/30/2017			07/01/2017 Through 11/30/2017			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	Total Area Director	0.00	480.00	(480.00)
			Other Member			
230.44	760.00	(529.56)	7062-000000 - Transportation -	304.92	1,594.48	(1,289.56)
			Mileage Expense			
12.00	0.00	12.00	7068-000000 - Transportation - Other	12.00	0.00	12.00
			Expense			
242.44	760.00	(517.56)	Total Other Member	316.92	1,594.48	(1,277.56)
242.44	920.00	(677.56)	Total Travel Expense	7,273.13	10,945.98	(3,672.85)
38,351.17	48,952.97	(10,601.80)	Total District Expenses	82,172.59	106,115.43	(23,942.84)
(11,195.52)	(14,236.51)	3,040.99	Total Net Income	(2,021.16)	(19,557.97)	17,536.81

Notes

1. Conference Revenue to be adjusted in next period
2. Speech Contest expense to be adjusted in next period
3. CPR Expense to be adjusted in next period
4. CPR Expense to be adjusted in next period