

2020 BUDGET (UNAUDITED)

Approved: March 24, 2020

	2020 Forecast Revised	Actual 2019	Budget 2019
REVENUE			
Membership: Registered	320,000.00	299,433.07	285,000.00
Membership: Non-Registered	12,000.00	11,886.00	13,000.00
Membership: Intern	40,000.00	39,668.87	38,000.00
Membership: Associate	4,500.00	4,748.35	4,500.00
Membership: Inactive	8,000.00	8,099.27	7,500.00
Membership: Retired	1,600.00	1,638.00	2,000.00
Membership: Affiliate	14,000.00	14,300.00	15,000.00
Membership: Applications	2,500.00	2,700.00	2,500.00
MEMBERSHIP TOTAL	402,600.00	382,473.56	367,500.00
Other: Firm Project Signs	300.00	378.00	0.00
Other: Sitelines	2,000.00	17,432.60	29,000.00
Other: Sitelines Annual	5,000.00	6,495.85	5,000.00
Other: Landscape Standard	5,000.00	2,228.20	8,000.00
Other: Term Deposit Bank Interest	5,000.00	4,866.76	5,000.00
Other: Interest	100.00	183.75	100.00
Other: Admin. Expenses Recovery	1,500.00	1,634.28	1,000.00
Other: Late Pmt Fee, Visa Fee	1,000.00	2,561.65	3,000.00
Other: Miscellaneous	6,000.00	12,179.73	6,000.00
OTHER INCOME TOTAL	25,900.00	47,960.82	57,100.00
Conference: Registration	0.00	0.00	0.00
Conference: Showcase	0.00	0.00	0.00
Conference: Awards Luncheon	5,000.00	3,000.00	3,000.00
Conference: Program Support	0.00	5,000.00	10,000.00
Land Summit Expense Recovery	0.00	15,000.00	20,000.00
CONFERENCE TOTAL	5,000.00	23,000.00	33,000.00
CE Courses and DVD Sales	600.00	0.00	400.00
VI Workshop	0.00	3,000.00	0.00
New Member Book	2,000.00	2,000.00	2,000.00
SPECIAL TOTAL	2,600.00	5,000.00	2,400.00
TOTAL REVENUE	436,100.00	458,434.38	460,000.00

EXPENSES

Membership - Profes. Development	0.00	0.00	1,000.00
Membership - Sitelines	2,600.00	20,498.90	27,000.00
Membership - Committee Expenses	10,000.00	8,156.19	5,000.00
Membership - Social Events	10,000.00	22,421.37	20,000.00
Membership - Firm Project Signs	300.00	272.43	0.00
Membership - Interior Chapter	3,000.00	1,064.28	4,000.00
Membership - Island Chapter	3,000.00	23,451.18	15,000.00
Membership - Whistler Chapter	500.00	264.80	500.00
Membership - Community Outreach	6,000.00	10,890.78	4,000.00
MEMBERSHIP EXPENSES TOTAL	35,400.00	87,019.93	76,500.00
Admin - Executive Administrator	90,000.00	91,270.76	89,000.00
Admin - Employee Benefits & WCB	5,000.00	1,993.50	4,000.00
Admin - EI Expense	2,500.00	1,247.58	2,000.00
Admin - CPP Expense	4,000.00	2,831.32	4,000.00
Admin - Clerical Assistant	35,000.00	1,907.64	35,000.00
Admin - Accounting/Audit	15,000.00	2,960.46	12,000.00
ADMIN & ACCOUNT TOTAL	151,500.00	102,211.26	146,000.00
Admin - Office Rent	37,000.00	34,514.37	38,000.00
Admin - Locker Rent	1,500.00	1,460.04	1,500.00
Admin - Telephone & Fax	2,500.00	2,037.43	2,500.00
Admin - Internet/E-Mail	5,000.00	1,786.75	5,000.00
Admin - Web Host	1,000.00	267.16	500.00
Admin - Office Supplies	3,000.00	1,463.77	4,000.00
Admin - Postage	5,000.00	0.00	5,000.00
Admin - Photocopies	500.00	281.90	500.00
Admin - Couriers	600.00	364.72	600.00
Admin - Bank & VISA Charges	10,000.00	414.00	2,000.00
Admin - Leasing (Photocopier)	2,900.00	3,224.29	2,900.00
Admin - Leasing (Postage Machine)	1,000.00	3,042.60	1,200.00
OFFICE - TOTAL	70,000.00	48,857.03	63,700.00

Admin - Legal	10,000.00	852.95	10,000.00
Admin - Bylaw Revisions	2,500.00	0.00	3,000.00
Admin - GR Contractor	15,600.00	20,300.00	25,000.00
Admin - Office Insurance	1,500.00	1,490.50	1,300.00
Admin - Board Expenses	10,000.00	18,608.52	15,000.00
Admin - Registrar	1,000.00	0.00	1,000.00
Admin - Directors' Insurance	1,200.00	1,167.00	1,300.00
Admin - Amortization	100.00	0.00	100.00
Admin - Miscellaneous	0.00	284.33	0.00
LEGAL & BOARD TOTAL	41,900.00	42,703.30	56,700.00
Marketing - Advertising & Promotion	1,000.00	1,779.75	1,000.00
Marketing - Community Awards	1,000.00	2,085.17	1,000.00
MARKETING EXPENSES TOTAL	2,000.00	3,864.92	2,000.00
CSLA - BOG Meetings	2,000.00	1,772.82	2,000.00
CSLA - Membership Dues	80,000.00	62,270.00	67,000.00
CSLA EXPENSES TOTAL	82,000.00	64,042.82	69,000.00
CLARB - Membership Dues	8,000.00	7,825.36	7,900.00
CLARB - Meetings	4,000.00	7,613.13	5,000.00
CLARB EXPENSES TOTAL	12,000.00	15,438.49	12,900.00
Registration - Board of Examiners	2,000.00	2,138.48	1,700.00
Scholarship - P. Tattersfield	1,000.00	1,000.00	1,000.00
Scholarship - John Neill	1,000.00	1,000.00	1,000.00
Registration - Robillard Scholarship	1,000.00	1,000.00	1,000.00
Registration - Stamps/Certificates	2,000.00	2,059.48	2,000.00
Registration - Scholarships/Books	2,000.00	1,519.02	2,000.00
REGISTRATION EXPENSES TOTAL	9,000.00	8,716.98	8,700.00
UBC Book Program	500.00	500.00	500.00
UBC Student Outreach	500.00	500.00	500.00
UBC BOOK PROGRAM TOTAL	1,000.00	1,000.00	1,000.00
CE - On-Line WEB Section	16,900.00	4,789.83	2,000.00
CE - Courses	2,000.00	1,500.00	1,000.00
Communications	0.00	851.73	1,000.00
CONTINUING EDUCATION - TOTAL	18,900.00	7,141.56	4,000.00
AGM	12,000.00	18,837.41	13,000.00
Emergency Fund	0.00	0.00	0.00
BC Land Summit Society Dues	400.00	400.00	400.00
SPECIAL - TOTAL	12,400.00	19,237.41	13,400.00
Special Levy Expenses	0.00	0.00	6,100.00
SPECIAL LEVY - TOTAL	0.00	0.00	6,100.00
TOTAL EXPENSE	436,100.00	400,233.70	460,000.00
TOTAL REVENUE	436,100.00	458,434.38	460,000.00
TOTAL EXPENSE	436,100.00	400,233.70	460,000.00
NET INCOME	0.00	58,200.68	

BC Society of Landscape Architects- SPECIAL LEVY ACCOUNT

On April 27, 2019 It was RESOLVED by Special Resolution #1 that the BCSLA allocate a maximum of \$28,000 from the Special Levy fund for the period 2019 to 2021 in support of the Landscape Architecture Project V. The funds will be used at the discretion of the Board of Directors to conduct a review of Bill 49 and the issues related to: Architects (Landscape) Act, Bylaws and Standards of the Profession, labour mobility and governance. Funds may also be expended for contractors to provide legal and government relations advice as required.

2020 DRAFT BUDGET (UNAUDITED)

Updated: December 18, 2019_TC

	2020 Forecast	Actual 01/01/20 to 12/31/20
SPECIAL LEVY ACCOUNT		
SL Account	7,715.62	0.00
SL Term Deposit	21,079.65	0.00
Interest	400.00	0.00
SPECIAL LEVY ACCOUNT TOTAL	29,195.27	0.00
TOTAL SPECIAL LEVY ACCOUNT	29,195.27	0.00
EXPENSES		
RRTF: Special Meetings	5,000.00	0.00
RRTF: Outreach	13,000.00	0.00
RRTF: Communications	5,000.00	0.00
RRTF: Other	5,000.00	0.00
SPECIAL LEVY EXPENSES TOTAL	28,000.00	0.00
TOTAL SPECIAL LEVY EXPENSES	28,000.00	0.00
TOTAL SPECIAL LEVY ACCOUNT	29,195.27	0.00
TOTAL SPECIAL LEVY EXPENSES	28,000.00	0.00
NET INCOME	1,195.27	0.00