



OFF SOUNDINGS CLUB

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To: OSC Board of Governors, Officers and Committee Chairs:

Oct 26, 2004

Re: 2004 Full year estimate
Preliminary Draft 2005 Budget

Attached, and with apologies for eye glazing detail, is a full year estimate of our expenses and income for 2004 based on YTD numbers compared to budget and 2003 actual, and where provided, any input I received from you. Also enclosed is a detail of 2003 and 2004 costs for the Spring and Fall Series.

Based on this estimate our 2004 expenses will exceed our income by \$397.10. While there are minor ups and downs the principle positive and negative variances vs budget are:

- lower revenue (\$1300) and higher expenses (\$1150) for the Spring Series;
- lower revenue (\$250) and lower expenses (\$750) for the Fall Series;
- higher income (\$1200) and higher expenses (\$800) for the annual dinner;
- unbudgeted Past Commodore award (\$600)
- unbudgeted 30/50 yr awards (\$1126) - charged to Norcross account
- use of \$2500 in budgeted but unallocated expense reserves

Using this estimate and several arbitrary assumptions the attached spreadsheet also includes a draft 2005 budget. The key assumptions are:

- no change in dues structure or number of members
- no change in number of entries or fee structure
- very minor changes in line item costs from 2004 actual

The net effect is that this draft 2005 budget would be nearly identical to 2004 except that our budgeted 'reserve' or unallocated accounts in 2005 would be significantly lower - \$1385 vs \$4055 in 2004. This is accomplished by reducing the overall Misc (Reserve) from \$3055 to \$1385, and eliminating the \$500 Misc account for the Fall Series.

For 2005 we have the normal risks - lower than expected income from membership renewals offset hopefully by new members, and the general levels of entries for both Spring and Fall. We have a new risk with Fall party costs at a new venue in Greenport offset by possible lower or no Fall launch costs.

The issue we need to decide at the Oct 30 Board meeting is the dues level for 2005 as we will not meet again before the 2005 dues invoice will be mailed in late December. I recommend we leave the dues structure as is.

I think we can address any concerns, if any, with this draft 2005 budget with a renewed effort to reduce expenses, and/or, if necessary, a small increase in the entry and party fees. Please let me know if you have any questions.

Ron

Draft 2005 OSC Budget
 2004 YTD, Estimate vs Budget
 2003 Actual

10/26/2004

Budget Category	2003 Income actual	2004 Income budget	2004 Income YTD	2004 full year estimate	2005 draft Income budget	2003 Expense actual	2004 Expense budget	2004 Expense YTD actual	2004 full year est	2005 Draft Expense budget	Comment
Annual Dinner Meeting	3564	3500	4725	4725	4700	4239.61	4300	5093.65	5093.65	5100	continues \$300-\$400 subsidy
Membership Dues	23868	23500	23620	23620	23500						2004 budget
Royalties	1469	1200		1400	1400						used 2004 estimate
Interest	106.07	100	110.09	150	200						more \$ at interest
John Norcross Account	18.12	0	8.80	10.00	10						
Spring Race Entry	7550	7500	6800	6800	6800						assumes no change in entries/fees
Spring Race Management						3420.81	3500	3055.90	3055.90	3200	
Spring Race Committee						4135.19	4200	5265.81	5265.81	5300	significant increase in costs
Spring Party	7863	8000	7410.50	7410.50	7400	4120.09	4200	4751.10	4751.10	4800	
Spring Launch Services						2304	2400	2236.00	2236.00	2300	
Spring Tent						1500	1500	1605.00	1605.00	1700	work something out with Zeus?
Spring Trophies						1516	1600	1640.67	1640.67	1700	
memo - sub total Spring	15363	15500	14210.50	14210.50	14200	16996.1	17400	18554.48	18554.48	19000	increases subsidy from \$4300 to \$4800
Fall Race Entry	7275	7000	7025	7025	7000						assumes no change in entries or fees
Fall Race Management						3165.36	3200	2293.81	3293.81	3400	Oct mailing costs not yet billed
Fall Race Committee						4551.5	4600	4730.03	4730.03	4800	
Fall Party	8060	7000	6733	6733	6700	5326.75	5400	5220.00	5220.00	5300	new venue with unknown costs?
Fall Launch Services						1675	1700	1350.00	1350.00	1400	much lower/none? due to new venue?
Fall Misc						0	500	0.00	0.00	0	no reserve - need a tent?
Fall Trophies						3329.95	1700	0.00	1750.00	1800	2003 included 2002 as well
memo - sub total Fall	14266	14000	13758	13758	13700	18050.6	17100	13593.84	16343.84	16700	increases real subsidy from \$2000 to \$3000
Club Management											
Dues						325	225	125.00	225.00	225	awaiting USSA invoice \$100
Commodore						448.57	450	1115.35	1115.35	500	Past Com. Award costs in 2004
ExCommodore						377	400	609.90	609.90	650	
Secretary						2417.49	2500	2315.33	2315.33	2400	
Race Secretary						999.93	1000	462.94	542.89	600	
Treasurer						941.71	1000	614.13	700.00	700	
Measurer						0	100	72.44	72.44	100	
Membership						0	0	114.50	114.50	150	
Web Site						220	220	222.00	222.00	250	
Total - Club Management						5729.7	5895	5651.59	5917.41	5575	
Race Management						359.07	400	369.99	369.99	400	
Contributions						1750	1750	250.00	1750.00	1750	1500 planned to Mystic Seaport
Insurance						5254	5400	5290.00	5290.00	5400	
Perpetual Trophies						2924.08	2500	2220.23	2320.23	2400	
Miscellaneous (Reserve)						0	3055	1126.04	1126.04	1385	30/50 yr awards; low reserve vs 2004
Total	58901.89	57800	56327.39	56368.50	57710	55303.1	57800	52149.82	56765.84	57710	

OSC
2003 vs 2004 FY estimate
Spring and Fall Series Costs

10/26/2004

SPRING SERIES		Payee	Description	2004 FYE	2003	comment
party costs		The Oar		4751.10	4120.09	
Launch Services		Oldport Marine		2,236.00	2,304.00	
Spring tent		The Oar	Kirk Littlefield	1,605.00	1,500.00	10% tax added 1st time
AA Spring Race Committee						
		Sullivan Real Estate		800.00	500.00	
		Sullivan Real Estate	return of portion of deposit		-425.00	
		Sullivan Real Estate			650.00	
		Chuck Chorlton		4,196.45	3,001.87	
		Hotel Manisses			219.77	
		Misc	C. Chorlton	-180.00		
		Sarah Porter	Mt Gay rum/Nor'ester	188.78	188.55	
		Steve Purdy	1/2 cost of signal flags	260.58		
sub total Spring Race Committee				5,265.81	4,135.19	
AA Spring Race Management						
		Quality Printers	cover art work	68.91		
		Quality Printers	Entry blank		184.87	
		Quality Printers	booklet	1,622.04	1,126.36	first notice
		Mudheads	reimbursement	-43.82		
		Zuse	reimbursement	-62.13		
		Quality Printers	booklet	1,799.23	771.87	booklet
		Quality Printers	booklet cost refund	-450.00		
		Quality Printers	Essex Rum Challenge	-52.46	556.15	booklet
		Essex YC	refund	52.46		
		Quality Printers	final results	121.67	188.68	final results
		Quality Printers			292.97	envelopes
		Quality Printers			299.91	
sub total Spring Race Management				3,055.90	3,420.81	
Spring Trophies		Gifted		1,597.40	1,516.00	
		Lois Geary	postage for mailing trophies	43.27		
sub total Spring Trophies				1,640.67	1,516.00	
Total Spring Series Costs				18,554.48	16,996.09	
Spring Series Income				14,210.50	15,363.00	
Deficit				4,343.98	1,633.09	
FALL SERIES		Payee	Description	2004	2003	comment
party costs		Townsend Manor Inn		5,220.00	5328.75	
Launch services				1,350.00	1675.00	
Fall Race Committee						
		Chuck Chorlton		1,149.72		
		Chuck Chorlton		3,116.07	4362.72	
sub total				4,265.79	4362.72	
		Steve Purdy -	1/2 cost of signal flags	260.58		
		Sara Porter	Nor'ester Mt Gay	203.66	188.78	
sub total Fall Race Committee				4,730.03	4,551.50	
AA Fall Race Management						
		Quality Printers	first notice	1,049.77	1179.13	
		Quality Printers	entry blank	160.26	184.87	
		Quality Printers	final notice	1,083.78	1790.76	includes \$1133 final notice
		Quality Printers	final results - estimate	1000.00		and \$657 final results
		Quality Printers	insert		10.60	
sub total Fall Race Management				3,293.81	3,165.36	
Fall trophies		Estimate only		1,750.00	1577.23	
memo fall trophies 2002					1752.72	
TOTAL Fall Series Costs				16,343.84	18050.56	16297.84
Fall Series Income				13758.00	14266.00	14266.00
Deficit				2,585.84	3,784.56	2,031.84