



Finance Manager Report

District 54 Executive Committee Meeting

January 13, 2024

Jason Heissler, DTM

District 54 Finance Manager – 2023-2024

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BALANCES

District Reserve Statement – as of date: 11/30/2023

The reserve account balance is \$33,453.75

Membership Revenue \$377.50 Year to Date amount is \$8,970.36

District Expenses \$4,032.25 with YTD \$4,908.58

* Minimum District Reserve Required at Year End \$4,117.52

Bank Statement – as of date: 12/31/2023

The checking account balance is \$2,925.66

Deposits \$0.01

Payments \$0

PROFIT & LOSS STATEMENT

District 54 Profit & Loss Statement (Actual vs. Budget Summary) (in USD)						
Reporting Book:	ACCRUAL					
As of Date:	11/30/2023					
Cost Center:	District 54					
Month Ending 11/30/2023			07/01/2023 - 11/30/2023			
Actual	Budget	Variance		Actual	Budget	Variance
			District Revenue			
377.50	383.23	(5.73)	Membership Revenue	8,970.36	8,879.82	90.54
0.00	0.00	0.00	Conference Revenue	0.00	0.00	0.00
0.00	0.00	0.00	Fundraising Revenue	0.00	0.00	0.00
0.00	0.00	0.00	Education and Training Revenue	0.00	0.00	0.00
0.00	0.00	0.00	District Store Revenue	0.00	0.00	0.00
0.00	0.00	0.00	Speech Contest Revenue	0.00	0.00	0.00
0.01	0.00	0.01	Other Revenue	0.05	0.00	0.05
377.51	383.23	(5.72)	Total District Revenue	8,970.41	8,879.82	90.59
			District Expenses			
69.15	69.15	0.00	TI Allocation Expenses	345.75	345.75	0.00
0.00	0.00	0.00	Conference Expenses	(50.00)	0.00	(50.00)
0.00	0.00	0.00	Fundraising Expenses	0.00	0.00	0.00
0.00	0.00	0.00	District Store expense	0.00	0.00	0.00
35.00	180.00	(145.00)	Marketing Outside Toastmasters Expenses	35.00	540.00	(505.00)
2,475.47	0.00	2,475.47	Recognition Expenses	2,105.21	2,775.00	(669.79)
0.00	220.00	(220.00)	Club Growth Expenses	0.00	358.00	(358.00)
0.00	125.00	(125.00)	Public Relations Expenses	0.00	245.00	(245.00)
0.00	15.00	(15.00)	Education & Training Expenses	(277.31)	307.00	(584.31)
0.00	0.00	0.00	Speech Contest Expenses	(1,015.05)	0.00	(1,015.05)
449.88	75.00	374.88	Administration Expenses	627.90	1,055.00	(427.10)
20.31	0.00	20.31	Food and Meals Expenses	121.27	1,225.00	(1,103.73)
0.00	0.00	0.00	Travel Expenses	0.00	0.00	0.00
982.44	0.00	982.44	Lodging Expenses	982.44	1,964.66	(982.22)
0.00	0.00	0.00	Other Expenses	0.00	0.00	0.00
4,032.25	684.15	3,348.10	Total District Expenses	2,875.21	8,815.41	(5,940.20)
(3,654.74)	(300.92)	(3,353.82)	Total Net Income	6,095.20	64.41	6,030.79

Outstanding items

Known expenses not yet paid out as of 12/29/2023: Zoom expense \$74.99, Hall of Fame Lunch \$492, November meeting room expense \$165.

TALKING POINTS

Waiting for past PQD to submit \$1,015.05 of speech contest and \$647.57 of recognition expenses that were accrued as of 6/30/23. Very few Marketing, Club Growth and PR expenses have been submitted and are in danger of being under-budget at year-end.

NEXT ACTION ITEMS

Work on year-end accrual template in January.
Begin mid-year audit at the end of January. Due Feb 15.

DEADLINES

April 30 – Quarter 3 Treasurer’s Report with certification page and narratives