

# Disbursement Calculation Change Proposal

## Current Process

Annual Income Received (July to June) – Annual Expenses Paid (July to June) =  
**Available for Disbursement**

## Proposed Process

Checking Account Balance (ending June 30) – Prudent Reserve =  
**Available for Disbursement**

## Fiscal Calendar

July 1 to June 30

## Disbursements Timing

July 1

# Current Prudent Reserve

Current Reserve (to cover 2 months operating expenses)

- \$2000

Actual expenses based on Fiscal Year '19 (July '18 – June '19) for 2 months

- \$2977.27

Current Reserve short

- -\$977.27

## Operating Expenses Covered

# of months covered	2
B-DAY MTG RENT	X
B-DAY SUPPLIES	X
HOTLINE	X
NAPA REGISTER AD	X
IG COPIES	X
IG INSURANCE*	X
PO BOX*	X
IG RENT	X
IG SUPPLIES	X
IG STORAGE UNIT*	X
BOOKS & PAMPHLETS	X
SCHEDULES	X
SALES TAX*	X
1 NEWSLETTER	X
WEBSITE*	X

\* = one-time annual payment

# Prudent Reserve Change Proposals

	Current Reserve	Option #1	Option #2	Option #3	Option #4***
# of months covered	2	2	3	3	3
B-DAY MTG RENT	X	X	X	X	X
B-DAY SUPPLIES	X	X	X	X	X
HOTLINE	X	X	X	X	X
NAPA REGISTER AD	X	X	X	X	X
IG COPIES	X	X	X	X	X
IG INSURANCE*	X*	X*	X*	X*	X
PO BOX*	X*	X*	X*	X*	X
IG RENT	X	X	X	X	X
IG SUPPLIES	X	X	X	X	X
IG STORAGE UNIT*	X*	X*	X*	X*	X
BOOKS & PAMPHLETS	X	X	X	X	X
SCHEDULES	X	X	X	X	X
SALES TAX*	X*	X*	X*	X*	X
1 NEWSLETTER	X	X	X	X	X
WEBSITE*	X*	X*	X*	X*	X
3 ALCATHONS				X	X
ANNIVERSARY PARTY				X	X
WORKSHOP				X**	X
	\$2,000	\$3,350	\$4,350	\$8,500	\$4,500
X = expenses covered					
* = paid annually					
** = one workshop					
*** = 12mo expenses prorated for 3 months (Prudent Reserve re-calculated every January for the following Fiscal year)					