

2016-17 IAPE Budget (Final)

Category	Budget F/Y 2015-16	Estimated Expenses Full Year	Estimated Full Year Variance	Year-Over-Year Budget Change	Budget F/Y 2016-17
CWA Dues	235,810.00	243,240.57	(7,430.57)	(10,651.00)	246,461.00
Rent	31,000.00	29,754.39	1,245.61	0.00	31,000.00
Common Fees (office)	0.00	0.00	0.00	0.00	0.00
Insurance (office)	1,150.00	1,275.00	(125.00)	0.00	1,150.00
Utilities	2,200.00	1,517.76	682.24	600.00	1,600.00
Phone (office)	3,625.00	3,185.18	439.83	425.00	3,200.00
Phone (cell)	1,800.00	2,314.71	(514.71)	(600.00)	2,400.00
Equipment Rental	5,362.00	3,149.18	2,212.83	2,162.00	3,200.00
Legal	15,000.00	12,000.00	3,000.00	2,000.00	13,000.00
Payroll (full time)	103,444.00	95,254.64	8,189.37	0.00	103,444.00
Payroll (part-time)	23,015.00	21,122.57	1,892.44	0.00	23,015.00
Payroll (officers)	0.00	0.00	0.00	0.00	0.00
Payroll processing fees	2,127.00	2,354.21	(227.21)	(273.00)	2,400.00
Payroll/Taxes	39,309.00	40,144.41	(835.41)	(891.00)	40,200.00
Insurance (wrkmm comp)	1,289.00	1,252.00	37.00	698.00	591.00
Benefits	20,075.00	20,945.58	(870.58)	(925.00)	21,000.00
Annual Audit	7,300.00	7,300.00	0.00	(400.00)	7,700.00
Fixed Expenses (Total)	492,506.00	484,810.18	7,695.82	(7,855.00)	500,361.00
Docked Pay	1,000.00	0.00	1,000.00	1,000.00	0.00
Subscriptions	310.00	1,588.95	(1,278.95)	(1,290.00)	1,600.00
Training	1,500.00	3,910.07	(2,410.07)	(2,500.00)	4,000.00
Office Equipment (purchase)	0.00	941.57	(941.57)	(3,000.00)	3,000.00
Office Supplies	2,400.00	3,757.80	(1,357.80)	(1,600.00)	4,000.00
Postage	520.00	1,037.16	(517.16)	(480.00)	1,000.00
Communications	1,500.00	0.00	1,500.00	1,500.00	0.00
Committees	1,800.00	2,173.55	(373.55)	(400.00)	2,200.00
Board Meetings	14,000.00	28,304.07	(14,304.07)	(6,000.00)	20,000.00
Conventions	10,000.00	7,980.78	2,019.22	0.00	10,000.00
Membership Service	15,000.00	8,049.42	6,950.58	5,000.00	10,000.00
Mobilization	20,000.00	15,217.76	4,782.25	0.00	20,000.00
Organizing	1,500.00	2,701.66	(1,201.66)	0.00	1,500.00
Bargaining	25,000.00	0.00	25,000.00	0.00	25,000.00
Arbitration	5,000.00	2,656.50	2,343.50	0.00	5,000.00
Elections	5,500.00	0.00	5,500.00	0.00	5,500.00
Service Charges	200.00	0.00	200.00	200.00	0.00
Charitable Donations	1,650.00	3,944.00	(2,294.00)	(6,000.00)	7,650.00
Dues Refund	0.00	196.34	(196.34)	0.00	0.00
Miscellaneous	1,500.00	5,243.69	(3,743.69)	0.00	1,500.00
Variable Expenses (Total)	108,380.00	87,703.30	20,676.71	(13,570.00)	121,950.00
Total Expenses	600,886.00	572,513.47	28,372.53	(21,425.00)	622,311.00
Total (dues) Income	590,000.00	585,307.76	(4,692.25)	26,154.00	616,154.00
Dividends & Interest	16,500.00	8,146.43	(8,353.58)	(7,500.00)	9,000.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
Total Income	606,500.00	593,454.18	(13,045.82)	18,654.00	625,154.00
Operating Balance/Surplus	5,614.00	20,940.71	15,326.71	(2,771.00)	2,843.00

See pages 2 and 3 for Budget notes.

2016-17 IAPE Budget Notes

The following budget line item forecasts are based on current expenses:

- Insurance (office)
- Utilities
- Phone (office)
- Phone (cell)
- Equipment Rental
- Payroll Processing Fees
- Payroll/Taxes
- Insurance (workman comp)
- Annual Audit
- Docked Pay
- Subscriptions
- Office Supplies
- Postage

CWA Dues -- We project only a small difference in payments to CWA based on dues received from our current number of members paying an average amount of \$18.23 per Dow Jones pay period (up from an average of \$18.01 last year). 40% of every dues dollar we receive is paid directly to CWA. Without compensatory increases in place in either of our contracts, we cannot budget for an annual dues cap escalator.

Rent -- Rent should hold steady for most of the next fiscal year. Our current lease expires next June. We will either need to renegotiate our current lease or secure new office space.

Legal -- Without any grievances pending, we are only budgeting for slightly more than our current retainer amount.

Payroll (full-time & part-time) -- Without pay increases in place at Dow Jones, we are not budgeting for salary/pay increases at IAPE.

Benefits -- The budgeted amount for next year is based on current plan costs and the same customary annual bonus amounts.

Docked Pay -- Fact is, even when IAPE Directors take time off to attend IAPE meetings (or Guild/CWA meetings), Dow Jones rarely charges us for missed work. We see no need to budget for this, but will keep this category as a line item.

Training -- Our training budget has been expanded to recognize other programs available to IAPE reps (if you choose to take advantage of those) as well as the hope that we'll be able to send someone to Guild new officers training again next year.

Committees -- In the event we have additional committee-specific meetings during bargaining, we have added a small increase to this category.

Board Meetings -- It seems to be the will of the IAPE Board that we go back to having two in-person meetings each year. If so, then we need to boost our BOD meeting budget accordingly. Even at approximately \$10,000 per meeting, we still expect to go over budget.

Conventions -- Once all charges related to 2015-16 meetings and conventions are added up, we expect to be closer to our budgeted amount than we are with these through-May expenses. \$10,000 seems to be an appropriate budget amount.

Membership Service -- We have further reduced this line item significantly to more accurately reflect real dollars spent on Membership Service (even with plans for additional visits to bureaus as bargaining continues).

Mobilization -- Unchanged from last year, in expectation of expenses while bargaining continues.

Bargaining -- Unchanged from last year, in expectation of expenses as bargaining continues. Since bargaining only really began in June, none of our expenses have been applied to the 2015-16 budget totals yet.

Arbitration -- No significant expenses anticipated at this time. 2015-16 expenses are related to defending the Union against a frivolous NLRB charge last year.

Elections -- We are budgeting this amount in the event we reach agreement with Dow Jones on a new contract, and a ratification vote is required.

Service Charges -- Another placeholder. As you can see, we typically pay next-to-nothing in service charges on any of our accounts.

Charitable Donations -- Reflecting the IAPE Board decision to contribute to CWA "charities of choice". Also -- **and this should be treated as a new proposal to be approved by the Board** -- this category has been increased by \$6,000 in the event IAPE chooses to contribute \$500 per month to the Halifax Typographical Union strike fund. There has not been a call for Guild locals to contribute to their fund as yet, but it may happen soon. Our sisters and brothers have been in a defensive strike against their employer, the Halifax Chronicle Herald, since February of this year. If you agree, we can send this donation absent any requests from our parent Unions.

Dues Refund -- We do not budget an amount to be refunded to employees who transfer out of the IAPE unit, but continue to pay dues as a result of DJ Payroll errors. However, when those errors occur, we process those repayments under this category.

Total Dues Income -- As noted under "CWA Dues" above, we project income based on our current level of dues-paying members paying an average rate of \$18.23 per pay period.

Operating Balance/Surplus -- We project a budget surplus of \$2,843.00 over the next fiscal year. We had budgeted for a similarly small surplus last year (\$5,614.00) and it appears we'll be closer to \$20,000 in the black thanks to our "rigorous" cost management.