# 2019 FINANCIAL REPORT - STATE ASSEMBLY

**STATE ASSEMBLY: Colorado/Wyoming**

**PREPARED BY: Mark Wilms**

**TITLE: President**

**DATE SUBMITTED TO AST:**

| | |
|---|---|
| BEGINNING BALANCE: Enter December Ending Bank Balance. MUST MATCH DECEMBER BANK STATEMENT | **$11,495.53** |

| | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME - CHECKING ACCOUNT ONLY** | 0.00 | 200.00 | 2200.00 | 2348.66 | 1872.69 | 4402.82 | | | | | | | $11,024.17 |
| Quarterly Member Dues from AST | | | | 1505.00 | | 2845.00 | | | | | | | $4,350.00 |
| Registration Fees | | | | 443.66 | 636.91 | 348.00 | | | | | | | $1,428.57 |
| Donations | | | | | | | | | | | | | $0.00 |
| Raffle - Fundraising - Merchandise | | | | | 214.68 | | | | | | | | $214.68 |
| Interest | | | | | | | | | | | | | $0.00 |
| Fred Paull - Court | | 200.00 | 200.00 | 400.00 | 600.00 | | 400.00 | | | | | | $1,800.00 |
| Reimbursement/refund | | | 2000.00 | | 421.10 | 1209.82 | | | | | | | $3,630.92 |
| **TOTAL INCOME CHECKING ACCOUNT** | **$0.00** | **$200.00** | **$2,200.00** | **$2,348.66** | **$1,872.69** | **$4,402.82** | **$400.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$11,424.17** |

| **EXPENDITURES - Checking Account Only** | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Annual Business Meeting & Workshop** | | | | | | | | | | | | | $0.00 |
| Date of Annual Meeting: | | | | | | | | | | | | | $0.00 |
| Travel (hotel, airfare, mileage) | | | | | | | | | | | | | $0.00 |
| Catering, Food, Refreshments | | | | | | | | | | | | | $0.00 |
| Supplies | | | | | | | | | | | | | $0.00 |
| Speaker Gifts | | | | | | | | | | | | | $0.00 |
| Facility Charges | | | | | | | | | | | | | $0.00 |
| Other - specify | | | | | | | | | | | | | $0.00 |
| **Workshop - Spring** | | | | | | | | | | | | | $0.00 |
| Date of Workshop: 4/27/2019 | | | | | | | | | | | | | $0.00 |
| Travel (hotel, airfare, mileage) | | | | | | | | | | | | | $0.00 |
| Catering, Food, Refreshments | | | | | 1386.11 | | | | | | | | $1,386.11 |
| Supplies- petty cash | | | | | 100.00 | | | | | | | | $100.00 |
| Speaker Gifts | | | | | 150.00 | | | | | | | | $150.00 |
| Facility Charges | | | | | | | | | | | | | $0.00 |
| Other - refund | | | | | 98.13 | | | | | | | | $98.13 |
| **BOD meeting** | | | | | | | | | | | | | $0.00 |
| Date of BOD: 2/23/2019 | | | | | | | | | | | | | $0.00 |
| Travel (hotel, airfare, mileage) | | | | | | | | | | | | | $0.00 |
| Catering, Food, Refreshments | | | 80.61 | | | | | | | | | | $80.61 |
| Supplies | | | 35.65 | | | | | | | | | | $35.65 |
| Speaker Gifts | | | | | | | | | | | | | $0.00 |
| Facility Charges | | | 2512.82 | | | | | | | | | | $2,512.82 |
| Other - specify | | | | | | | | | | | | | $0.00 |
| **AST National Surgical Technology Conference** | | | | | | | | | | | | | $0.00 |
| Delegate Stipend - specify coverage | | | | | | 1750.00 | | | | | | | $1,750.00 |
| Delegate Registration Fees | | | 325.00 | | | 50.00 | | | | | | | $375.00 |
| Delegate Travel (Airfare, transportation, mileage) | | | 842.20 | | | | | | | | | | $842.20 |
| Delegate Lodging (hotel) | | | | | 328.00 | 1314.85 | | | | | | | $1,642.85 |
| Delegate Debit Card Expenses - specify | | | | | | | | | | | | | $0.00 |
| State Assembly Leadership Forum Registration | | | | | | | | | | | | | |
| Merchandise - State Assembly Marketplace | | | | | | | | | | | | | |
| Donations - e.g. Leadership Forum, Students | | | | | | | | | | | | | |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Other Expenses - specify | | | | | | | | | | | | | $0.00 |
| **Postal Charges** | | | | | | | | | | | | | | $0.00 |
| | PO Box Rental | | | 134.00 | | | | | | | | | | $134.00 |
| | Shipping, Stamps, Postage | | | | | | | | | | | | | $0.00 |
| | Other- specify | | | | | | | | | | | | | $0.00 |
| **Printing & Marketing** | | | | | | | | | | | | | | $0.00 |
| | Postcards - Flyers - Brochures | | | | | | | | | | | | | $0.00 |
| | Newsletters | | | | | | | | | | | | | $0.00 |
| | Letterhead - Envelopes | | | | | | | | | | | | | $0.00 |
| | Business Cards | | | | | | | | | | | | | $0.00 |
| | Constant Contact | 45.00 | 45.00 | 45.00 | 45.00 | 45.00 | 90.00 | | | | | | | $315.00 |
| | Website Maintenance Fee | | | | | | | 221.00 | | | | | | $221.00 |
| | Advertising, Marketing | | | 855.89 | | | | | | | | | | $855.89 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Finances** | | | | | | | | | | | | | | $0.00 |
| | Bank Charges | 2.00 | 4.50 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | | | | | | $16.50 |
| | Returned Checks | | | | | | | | | | | | | $0.00 |
| | CPA or Accounting Professional | | | | | | | | | | | | | $0.00 |
| | State Incorporation Fees | | | | | | | | | | | | | $0.00 |
| | Federal IRS Nonprofit Fee | | | | | | | | | | | | | $0.00 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Legislation** | | | | | | | | | | | | | | $0.00 |
| | Lobbyist Fees | | | | | | | | | | | | | $0.00 |
| | Legal Fees | | | | | | | | | | | | | $0.00 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Supplies** | | | | | | | | | | | | | | $0.00 |
| | Adminstrative | | | | 32.40 | | | | | | | | | $32.40 |
| | Computer Laptop(s) | | | | | | | | | | | | | $0.00 |
| | Computer Software & Antiware | | | | | | | | | | | | | $0.00 |
| | Equipment | | | | | | | | | | | | | $0.00 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Scholarships** | | | | | | | | | | | | | | $0.00 |
| | Student- Scrub Bowl | | | 99.00 | 198.00 | | | | | | | | | $297.00 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Fundraising** | | | | | | | | | | | | | | $0.00 |
| | Merchandise | | | | | | | | | | | | | $0.00 |
| | Other - specify | | | | | | | | | | | | | $0.00 |
| **Storage Fees** | | | 383.00 | | | | | | | | | | | $383.00 |
| **Other - specify** | | | | | | | | | | | | | | $0.00 |
| **Other - specify** | | | | | | | | | | | | | | $0.00 |
| **TOTAL EXPENDITURES** | | 47.00 | 432.50 | 4932.17 | 277.40 | 2109.24 | 3206.85 | 223.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **$11,228.16** |
| **TOTAL -** Income minus expenditures | | (47.00) | (232.50) | (2732.17) | 2071.26 | (236.55) | 1195.97 | 177.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| **ENDING CHECKING BALANCE - EACH MONTH MUST MATCH BANK STATEMENT** | | **$11,448.53** | **$11,216.03** | **$8,483.86** | **$10,555.12** | **$10,318.57** | **$11,514.54** | **$11,691.54** | **$11,691.54** | **$11,691.54** | **$11,691.54** | **$11,691.54** | **$11,691.54** | |

| **OTHER ACCOUNTS** (monthly/quarterly balances) | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Savings 1 | | | | | | | | | | | | | |
| Savings 2 | | | | | | | | | | | | | |
| Money Market/CD 1 | | | | | | | | | | | | | |
| Money Market/CD 2 | | | | | | | | | | | | | |
| PayPal (if a balance) | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| **TOTAL OTHER ACCOUNTS - EACH ACCOUNT MUST MATCH STATEMENTS** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |

**2019 FINANCIAL REPORT**

**SAVINGS ACCOUNT ONLY**

STATE ASSEMBLY:

PREPARED BY:

TITLE:

DATE SUBMITTED TO AST:

| | |
|---|---|
| **BEGINNING BALANCE** *Enter December 2015 Ending Bank Balance | $1,601.55 |

*Must match bank statement

| | January | February | March | April | May | June | July | August | September | October | November | December | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME - Savings Account Only** | | | | | | | | | | | | | |
| Deposits | | | | | | | | | | | | | |
| Interest | 0.20 | 0.18 | 0.20 | 0.20 | 0.22 | 0.18 | | | | | | | |
| Withdrawal to another account | | | | | | | | | | | | | |
| Income from another account | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| **Total Income Savings Account** | 1601.75 | 1601.93 | 1602.13 | 1602.33 | 1602.55 | 1602.73 | | | | | | | |
| **ENDING CHECKING BALANCE** *Must match bank statements | 11,448.53 | $11,216.03 | $8,483.86 | $10,555.12 | $10,318.57 | $11,516.54 | | | | | | | |


BEGINNING BALANCE *Enter December 2013
*Must match bank statement
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