

ASUCD BUDGET SUMMARY: 2006-2007

Activity: AS BOOK EXCHANGE	#: 8041101	Prepared by: Jannie Lee
----------------------------	------------	-------------------------

	04/05 BUDGET	05/06 BUDGET	06/07	PROPOSED	PRESIDENT'S	FINAL APPROVED
--	--------------	--------------	-------	----------	-------------	----------------

INCOME

TOTAL INCOME	11,100	15,000		16,000	16,000	16,000
--------------	--------	--------	--	--------	--------	--------

EXPENSE

GENERAL ASSISTANCE/BENEFITS	6,907	6,907		6,893	6,893	6,893
ADMINISTRATIVE/PROGRAMMATIC	24,835	23,722		24,267	23,567	23,567
TOTAL EXPENSES	31,742	30,629		31,160	30,460	30,460

RECONCILIATION

SUBSIDY	20,642	15,629		15,160	14,460	14,460
TRANSFERS TO/FROM RESERVES						

INCOME

		04/05 BUDGET	05/06 BUDGET	06/07	PROPOSED	PRESIDENT'S	FINAL APPROVED
11000	Unclaimed Book Exchanges	2,000	2,000		3,000	3,000	3,000
12000	Service Charge (5%)	9,100	13,000		13,000	13,000	13,000
13000							
14000							
15000							
16000							
17000	Refunds						
18000	Bad Checks						
19000	Over and Short						
	TOTAL INCOME	11,100	15,000		16,000	16,000	16,000

Descriptions for each source of income:

11000

12000 Approximate Sales= \$86,000/qtr. X 3 qtrs.= \$260,000 - 5%= \$13,000

13000

14000

15000

16000

200 - SALARIES

JOB TITLE	04/05 BUDGET	05/06 BUDGET	06/07	PROPOSED	PRESIDENT'S	FINAL APPROVED
a. Stipend by-Agreement Director	3,108	3,108		2,940	2,940	2,940
b. Assistant Director	1,848	1,848		1,512	1,512	1,512
c. Book Exchange Coordinators (2)	1,764	1,764		2,254	2,254	2,254
d.						
e.						
f.						
g.						
h.						
i.						
j.						
k.						
l.						
m.						
n.						
o.						
p. Stipend Total	6,720	6,720		6,706	6,706	6,706

Calculations	Starting/ Ending Dates	Weeks	Payrate/Week	# of Weeks Paid	Total
a. Director	9/10/06-6/16/07	13-52	84	35	2,940
b. Assistant Director	9/10/06-6/9/07	13-52	56	27	1,512
c. Book Exchange Coordinators (2)	9/24/06-6/9/07	13-52	49	23	2,254
d.					0
e.					0
f.					0
g.					0
h.					0
i.					0
j.					0
k.					0
l.					0
m.					0
n.					0
o.					0

Weeks Excluded:

- a. 23, 27-28, 37, 49
- b. 22-24, 26-28, 36-38, 48-50
- c. 22-24, 26-29, 36-38, 40, 48-50

JOB TITLE	04/05 BUDGET	05/06 BUDGET	06/07 PROPOSED	PRESIDENT'S	FINAL APPROVED
Hourly					
a.					
b.					
c.					
d.					
e.					
f.					
g.					
h.					
i.					
j.					
k.					
l.					
m.					
n.					
o.					
p.					
Hourly Total	0	0	0	0	0

Calculations	Starting/ Ending Dates	# of Hours/Week	Payrate/Hour	# of Weeks Paid	Total
a.					0
b.					0
c.					0
d.					0
e.					0
f.					0
g.					0
h.					0
i.					0
j.					0
k.					0
l.					0
m.					0
n.					0
o.					0
p.					0

JOB TITLE	04/05 BUDGET	05/06 BUDGET	06/07 PROPOSED	PRESIDENT'S	FINAL APPROVED
Career Employees					
a.					
b.					
c.					
d.					
Career Total	0	0	0	0	0

Calculations	Starting/ Ending Dates	# of Months	Payrate/Month	Months x Rates	Total
a.					0
b.					0
c.					0
d.					0

TOTAL GENERAL ASSISTANCE (STIPEND + HOURLY + CAREER)	6,720	6,720	6,706	6,706	6,706
---	--------------	--------------	--------------	--------------	--------------

600 - EMPLOYEE BENEFITS

	04/05 BUDGET	05/06 BUDGET	06/07 PROPOSED	PRESIDENT'S	FINAL APPROVED
a. Total Stipend + Hourly Salaries	6,720	6,720	6,706	6,706	6,706
b. Total Career Salaries	0	0	0	0	0
Employee Benefits Casual (a. x 0.0279)	187	187	187	187	187
Employee Benefits Career (b. x .3400)	0	0	0	0	0
TOTAL EMPLOYEE BENEFITS	187	187	187	187	187

ADMIN/PROGRAMMATIC EXPENSES

Activity: AS BOOK EXCHANGE

#: 8041101

Page 6

		04/05 BUDGET	05/06 BUDGET	06/07	PROPOSED	PRESIDENT'S	FINAL APPROVED
30000	Copying & Printing	1,000	1,000		700	700	700
31000	Mail	10	10		5	5	5
32000	Office Supplies	900	900		600	600	600
33000	Transportation						
34000	Telephone Equipment	376	376		376	376	376
35000	Telephone Long Distance						
36000	Equipment Purchase	300	1,000		1,000	300	300
37000	Repair & Maintenance						
38000							
39000							
40000	Equipment Rental						
50000	Merchandise for Resale						
51000	Services Rendered	11,138	10,125		10,875	10,875	10,875
52000	Publicity	3,900	3,000		3,400	3,400	3,400
53000	Room Rental	3,240	3,240		3,240	3,240	3,240
54000							
55000							
56000	Staff Development	50	150		150	150	150
57000							
58000							
59000							
70000	Allowance for Uncollectables						
71000	Replacement Reserve						
72000	University Recharge						
90000	Admin Recharge	1,348	1,348		1,348	1,348	1,348
90500	Network Recharge	2,573	2,573		2,573	2,573	2,573
92000	ASUCD						
93000	ASUCD						
	TOTAL ADMIN/PROGRAM EXP	24,835	23,722		24,267	23,567	23,567

Descriptions for each expense on next page

ADMIN/PROGRAMMATIC EXPENSES

Activity: AS BOOK EXCHANGE

#: 8041101

Page 7

30000 Vouchers (3-part NCR, numbered), directional signs, subject signs, policy signs
31000 Mailing of Vouchers
32000 Address labels, receipt paper, writing utensils, name tags, zip ties, scissors, plastic sheeting, thermal paper, tape (blue, thermal, scotch, packaging, duct)
33000
34000 \$31/mth x 12 mths (includes voicemail @ \$4/mth)
35000 \$10/mth for local toll charges x \$20/mth for long distance phone calls to customers and suppliers
36000 Dymo label writers, network cards, mice, scanners repair/replacement
37000
38000
39000
40000
50000
51000 500 hrs. x \$7.25/hr x 3 qtrs
52000 Flyers, boards, Cal Aggie ads, stakes, posters
53000 \$90/day x 11 days= \$990 x 3 qtrs
54000 Account used by Cashier's Office when charging for cashing of Book Exchange vouchers
55000
56000 Dinner for employees once per quarter
57000
58000
59000