Budget Committee Meeting Jan. 29, 2009

Attendance: Linda Somo, Jean Stephenson, Judy Moy, Kathy Campbell, Linda Thieken, Mike Aicone, Julie Horwin

Attachments:
1. Proposed Budget 09-10
2. AEA-Retired Executive Board Reimbursement Policy
3. Voucher form

Check in: Approval of agenda, Working lunch – 12:30 , 3:00 PM latest

Agenda:

1. Budget - Income

   $11,600 is valid guesstimate for what will be there. Could be more based on membership efforts. Membership: 1874 = $46, 850 AEA will continue to provide reimbursement to AEA-Retired of $4K for Conventions.

   Fundraisers: AZIMPACT is getting a lot of the effort (quilt, raffle, etc.) – So AEA-Ret. will probably only clear $300.00 for our budget.

   After much discussion line by line of the proposed budget, by consensus, the committee agreed to present the attached proposed budget to AEA-Retired board for approval.

   Note: Linda Somo will purchase plastic tubs for storage in the office storage closet. Julie Horwin will purchase AEA-Retired retractable stand-up banner for display at conventions, meetings. (47"X80" tall)

2. Reimbursement Policy Proposal

   a. Because we continue to be unsure of mileage/items reimbursed from what lines, and what purpose, we will create a new voucher form. Questions arose about what gets reimbursed. Discussion regarding a proposed board reimbursement policy: Linda presented an initial draft. Committee amended that draft; consensus agreement was reached on the proposed policy. This draft will be presented to the board for approval.

   b. Linda Somo will create a new voucher form with line provided for purpose and budget categories in order to aid in taking from correct budget lines.

3. Mileage Reimbursement

   Discussion: lower gas prices, comparison with AEA, and with other nonprofits, Budget Committee members voted to not increase the mileage reimbursement.

Respectfully submitted,

Julie Horwin

AEA-Retired Secretary