

American Therapeutic Recreation Association
Financial Reporting Package
As of December 2020



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Financials prepared by Virtual

Angela Gottfried, Finance Lead

DRAFT

ATRA
Balance Sheet
As of December 2020

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	Dec 31, 2020	Previous Year Dec 31, 2019	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Sandy Spring Bank	\$ -	\$ 235,586	\$ (235,586)
1180 · Citibank - Money Market	\$ 254,345	\$ 100,705	\$ 153,640
1185 · Citibank - CD	\$ -	\$ 151,165	\$ (151,165)
1190 · Citizens - Checking	\$ 414,375	\$ 27,907	\$ 386,468
Total Checking/Savings	\$ 668,720	\$ 515,363	\$ 153,357
Other Current Assets			
1199 · Prepaid Expense	\$ 27,628	\$ 15,958	\$ 11,670
1271 · Prepaid Insurance	\$ 750	\$ 682	\$ 68
1272 · Prepaid Conference Expense	\$ 30,000	\$ -	\$ 30,000
1203 · A/R Other	\$ 950	\$ 950	\$ -
1306 · Store Inventory	\$ 9,719	\$ 8,785	\$ 934
Total Other Current Assets	\$ 69,048	\$ 26,375	\$ 42,673
Total Current Assets	\$ 737,768	\$ 541,738	\$ 196,029
Fixed Assets			
1415 · YM Software	\$ 7,500	\$ 7,500	\$ -
1510 · Amortization of YM Software	\$ (7,500)	\$ (7,500)	\$ -
Total Fixed Assets	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 737,768	\$ 541,738	\$ 196,029
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
9010 · Accounts Payables	\$ 35,747	\$ 37,469	\$ (1,722)
Total Accounts Payable	\$ 35,747	\$ 37,469	\$ (1,722)
Other Current Liabilities			
Deferred Revenues			
2200 · Deferred Dues	\$ 105,074	\$ 60,573	\$ 44,501
2520 · Deferred Conference Reg	\$ -	\$ -	\$ -
Total Deferred Revenues	\$ 105,074	\$ 60,573	\$ 44,501
Contributions			
2420 · Professional Scholarships	\$ 240	\$ -	\$ 240
2430 · Student Scholarships	\$ 406	\$ -	\$ 406
Total Contributions	\$ 646	\$ -	\$ 646
2510 · Board Designated-Temp Restrict	\$ 1,380	\$ -	\$ 1,380
2010 · Accrued Expenses	\$ 395	\$ 13,312	\$ (12,917)
Total Other Current Liabilities	\$ 1,775	\$ 13,312	\$ (11,537)
Total Current Liabilities	\$ 107,495	\$ 73,885	\$ 33,610
Total Liabilities	\$ 143,242	\$ 111,354	\$ 31,888
Equity			
3900 · Retained Earnings	\$ 430,384	\$ 490,693	\$ (60,308)
Net Income	\$ 164,141	\$ (60,308)	\$ 224,450
Total Equity	\$ 594,526	\$ 430,384	\$ 164,141
TOTAL LIABILITIES & EQUITY	\$ 737,768	\$ 541,738	\$ 196,029

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Balance on 2020 CE

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Board Summary
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Balance Sheet

	Dec 31, 2020	Dec 31, 2019	Variance
ASSETS			
Current Assets			
Checking/Savings	\$ 668,720	\$ 515,363	\$ 153,357
Other Current Assets	\$ 69,048	\$ 26,375	\$ 42,673
Total Current Assets	\$ 737,768	\$ 541,738	\$ 196,029
Total Fixed Assets	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 737,768	\$ 541,738	\$ 196,029
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 35,747	\$ 37,469	\$ (1,722)
Other Current Liabilities	\$ 107,495	\$ 73,885	\$ 33,610
Total Liabilities	\$ 143,242	\$ 111,354	\$ 31,888
Equity	\$ 594,526	\$ 430,384	\$ 164,141
TOTAL LIABILITIES & EQUITY	\$ 737,768	\$ 541,738	\$ 196,029

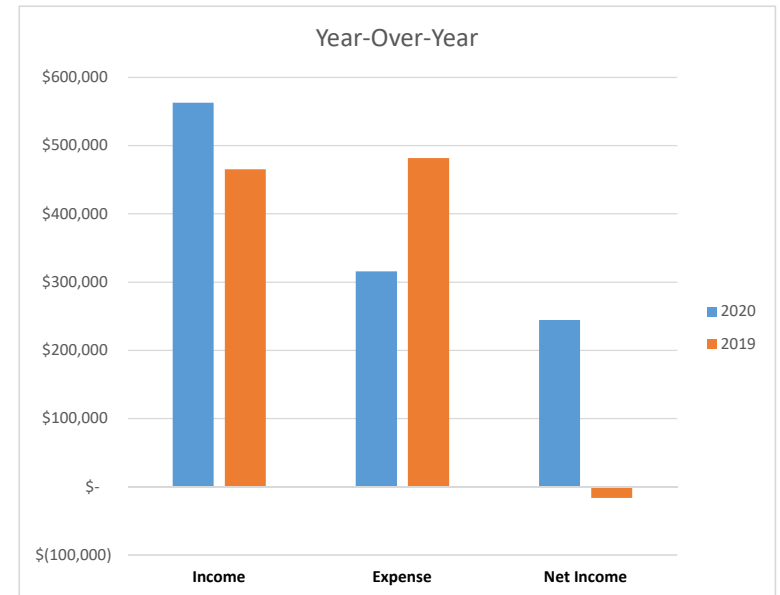
Profit & Loss Summary

CASH BASIS

	Thru December 2020	Thru December 2019	Variance
Ordinary Income/Expense			
Income			
Membership Income	\$ 223,873	\$ 183,140	\$ 40,733
Annual Conference Income	\$ 258,448	\$ 179,098	\$ 79,350
ATRA Online Learning Income	\$ 14,020	\$ 10,021	\$ 3,999
CEU Program Income	\$ 55,075	\$ 46,902	\$ 8,173
CEU Revenue Share	\$ (11,480)	\$ -	\$ (11,480)
Publication Sales	\$ 10,790	\$ 19,204	\$ (8,413)
Sagamore TRJ Royalties	\$ 8,755	\$ 13,450	\$ (4,694)
Employment Update Income	\$ 2,800	\$ 5,432	\$ (2,632)
RT Promotions Program Income	\$ 375	\$ 4,111	\$ (3,736)
Donations	\$ 270	\$ 2,601	\$ (2,331)
Interest	\$ 94	\$ 1,376	\$ (1,282)
Total Income	\$ 563,020	\$ 465,333	\$ 97,687
Cost of Goods Sold	\$ 2,614	\$ -	\$ 2,614
Gross Income	\$ 560,406	\$ 465,333	\$ 95,073
Expense			
Administration Expense	\$ 97,928	\$ -	\$ 97,928
Professional Fees	\$ 161,230	\$ -	\$ 161,230
Board of Director Expenses	\$ 5,207	\$ -	\$ 5,207
Technology Expenses	\$ 5,866	\$ -	\$ 5,866
Annual Conference Expenses	\$ 45,538	\$ -	\$ 45,538
Total Expense	\$ 315,770	\$ 481,949	\$ (166,179)
Net Income	\$ 244,636	\$ (16,616)	\$ 261,252

Beginning Operating Cash Balance	\$ 261,972
Adjustments	\$ (92,233)
Ending Operating Cash Balance	\$ 414,375

Citibank Savings	\$ 254,331
Total Checking/Savings	\$ 668,706



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Monthly Profit & Loss
December 31, 2020

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Accrual Basis

	Dec 2020	YTD	Prior YTD	\$ Change
Ordinary Income/Expense				
Income				
Total 0010 · Membership	\$ 3,014.84	\$ 179,564.05	\$ 187,352.96	\$ (7,788.91)
Total 0020 · Annual Conference Fees	\$ 752.50	\$ 258,172.50	\$ 179,098.00	\$ 79,074.50
Total 0040 · ATRA Online Learning	\$ 685.00	\$ 14,155.00	\$ 9,970.81	\$ 4,184.19
Total 0050 · CEU Program	\$ (15,377.50)	\$ 27,552.50	\$ 33,139.97	\$ (5,587.47)
Total 0060 · Publication Sales	\$ 337.35	\$ 10,798.55	\$ 19,202.83	\$ (8,404.28)
0065 · Sagamore TRJ Royalties	\$ -	\$ 8,755.20	\$ 13,449.52	\$ (4,694.32)
0070 · Employment Update	\$ -	\$ 2,800.00	\$ 5,400.00	\$ (2,600.00)
Total 0100 · RT Promotions Program	\$ 33.00	\$ 375.00	\$ 4,138.15	\$ (3,763.15)
0310 · General Fund Donations	\$ -	\$ 270.00	\$ 2,605.00	\$ (2,335.00)
4500 · Interest	\$ 13.69	\$ 2,569.05	\$ 2,761.97	\$ (192.92)
4900 · Other Income	\$ -	\$ 1,000.00	\$ 74.57	\$ 925.43
Total Income	\$ (10,541.12)	\$ 506,011.85	\$ 457,193.78	\$ 48,818.07
Total COGS	\$ -	\$ 2,614.16	\$ -	\$ -
Gross Profit	\$ (10,541.12)	\$ 503,397.69	\$ 457,193.78	\$ 48,818.07
Expense				
Total Administration Expense	\$ 6,815.73	\$ 90,661.96	\$ 143,699.92	\$ (53,037.96)
Total Professional Fees	\$ 18,440.00	\$ 190,694.03	\$ 179,757.79	\$ 10,936.24
Total Board of Director Expenses	\$ 3,107.17	\$ 6,507.29	\$ 52,185.63	\$ (45,678.34)
Total Technology Expenses	\$ 486.75	\$ 3,448.59	\$ 7,256.80	\$ (3,808.21)
Total Annual Conference Expenses	\$ 1,542.31	\$ 47,944.55	\$ 134,601.99	\$ (86,657.44)
Total Expense	\$ 30,391.96	\$ 339,256.42	\$ 517,502.13	\$ (178,245.71)
Net Ordinary Income	\$ (40,933.08)	\$ 164,141.27	\$ (60,308.35)	\$ 224,449.62
Net Income	\$ (40,933.08)	\$ 164,141.27	\$ (60,308.35)	\$ 224,449.62

ATRA
Budget vs Actual
 As of December 2020

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CASH BASIS

	Dec 2020			YTD				FY20 Budget	
	Actuals	Budget	Variance	Actuals	Budget	Variance	% of Budget	Full Year	% of Budget
Ordinary Income/Expense									
Income									
Total 0010 · Membership	\$ 9,655	\$ 11,244	\$ (1,589)	\$ 223,873	\$ 211,625	\$ 12,248	106%	\$ 211,625	106%
Total 0020 · Annual Conference Fees	\$ 753	\$ -	\$ 753	\$ 258,448	\$ 209,095	\$ 49,353	124%	\$ 209,095	124%
Total 0040 · ATRA Online Learning	\$ 685	\$ 1,250	\$ (565)	\$ 14,020	\$ 15,000	\$ (980)	93%	\$ 15,000	93%
Total 0050 · CEU Program	\$ 695	\$ 2,611	\$ (1,916)	\$ 43,595	\$ 48,072	\$ (4,477)	91%	\$ 48,072	91%
Total 0060 · Publication Sales	\$ 337	\$ 1,742	\$ (1,405)	\$ 10,790	\$ 24,610	\$ (13,820)	44%	\$ 24,610	44%
0065 · Sagamore TRJ Royalties	\$ -	\$ -	\$ -	\$ 8,755	\$ 11,000	\$ (2,245)	80%	\$ 11,000	80%
0070 · Employment Update	\$ -	\$ 725	\$ (725)	\$ 2,800	\$ 4,400	\$ (1,600)	64%	\$ 4,400	64%
0100 · RT Promotions Program	\$ 33	\$ -	\$ 33	\$ 375	\$ 3,280	\$ (2,905)	11%	\$ 3,280	11%
0300 · Donations	\$ -	\$ 208	\$ (208)	\$ 270	\$ 2,500	\$ (2,230)	11%	\$ 2,500	11%
4500 · Interest	\$ -	\$ 73	\$ (73)	\$ 94	\$ 875	\$ (781)	11%	\$ 875	11%
Total Income	<u>\$ 12,158</u>	<u>\$ 17,853</u>	<u>\$ (5,696)</u>	<u>\$ 563,020</u>	<u>\$ 530,457</u>	<u>\$ 32,563</u>	<u>106%</u>	<u>\$ 530,457</u>	<u>106%</u>
50001 · Cost of Goods Sold	\$ 2,614			\$ 2,614	\$ -	\$ 2,614	100%	\$ -	100%
Gross Profit	\$ 9,544	\$ 17,853	\$ (8,310)	\$ 560,406	\$ 530,457	\$ 29,949	106%	\$ 530,457	106%
Expense									
Total Administration Expense	\$ 6,720	\$ 10,856	\$ (4,136)	\$ 97,928	\$ 95,453	\$ 2,475	103%	\$ 95,453	103%
Total Professional Fees	\$ 18,440	\$ 21,155	\$ (2,715)	\$ 161,230	\$ 270,860	\$ (109,630)	60%	\$ 270,860	60%
Total Board of Director Expenses	\$ 3,000	\$ 6,605	\$ (3,605)	\$ 5,207	\$ 35,069	\$ (29,862)	15%	\$ 35,069	15%
Total Technology Expenses	\$ -	\$ 508	\$ (508)	\$ 5,866	\$ 6,100	\$ (234)	96%	\$ 6,100	96%
Total Annual Conference Expenses	\$ 1,861	\$ -	\$ 1,861	\$ 45,538	\$ 156,500	\$ (110,962)	29%	\$ 156,500	29%
Total Expense	<u>\$ 30,021</u>	<u>\$ 39,124</u>	<u>\$ (9,103)</u>	<u>\$ 315,770</u>	<u>\$ 563,982</u>	<u>\$ (248,212)</u>	<u>56%</u>	<u>\$ 563,982</u>	<u>56%</u>
Net Ordinary Income	<u>\$ (20,478)</u>	<u>\$ (21,271)</u>	<u>\$ 793</u>	<u>\$ 244,636</u>	<u>\$ (33,525)</u>	<u>\$ 278,161</u>	<u>-730%</u>	<u>\$ (33,525)</u>	<u>-730%</u>
Net Income	<u>\$ (20,478)</u>	<u>\$ (21,271)</u>	<u>\$ 793</u>	<u>\$ 244,636</u>	<u>\$ (33,525)</u>	<u>\$ 278,161</u>	<u>-730%</u>	<u>\$ (33,525)</u>	<u>-730%</u>

ATRA
Profit & Loss Budget Overview
January through December 2020

ATRA
Cash Forecast
As of December 31, 2020

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	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals
	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20
Ordinary Income/Expense								
Income								
Total 0010 · Membership	\$ 11,392	\$ 15,943	\$ 16,037	\$ 16,090	\$ 15,684	\$ 16,885	\$ 14,048	\$ 15,752
0020 · Annual Conference Fees								
0021 · Registration Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0025 · Annual Exhibitor								
0025.2 · Non-Profit Exhibitors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0025.3 · Vendor Package Ads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0025 · Annual Exhibitor - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 0025 · Annual Exhibitor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0026 · Materials Distribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0027 · Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0028.1 · Preconference classes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 0020 · Annual Conference Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 0040 · ATRA Online Learning	\$ 820	\$ 545	\$ 600	\$ 2,185	\$ 2,820	\$ 1,550	\$ 1,705	\$ 880
Total 0050 · CEU Program	\$ 4,030	\$ 2,370	\$ 1,810	\$ 4,805	\$ 1,655	\$ 970	\$ (6,983)	\$ 910
Total 0060 · Publication Sales	\$ 3,294	\$ 646	\$ 833	\$ 1,038	\$ 599	\$ 244	\$ 830	\$ 2,463
0065 · Sagamore TRJ Royalties	\$ -	\$ -	\$ -	\$ 1,856	\$ -	\$ -	\$ -	\$ 6,899
0070 · Employment Update	\$ 1,200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
0100 · RT Promotions Program	\$ 45	\$ 71	\$ -	\$ 43	\$ -	\$ -	\$ 15	\$ 22
0300 · Donations	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ 20	\$ -	\$ -
4500 · Interest	\$ 57	\$ 12	\$ 7	\$ 11	\$ 5	\$ 2	\$ -	\$ -
Total Income	\$ 20,939	\$ 19,886	\$ 19,487	\$ 26,227	\$ 20,962	\$ 19,870	\$ 9,815	\$ 26,925
50001 · Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gross Profit	\$ 20,939	\$ 19,886	\$ 19,487	\$ 26,227	\$ 20,962	\$ 19,870	\$ 9,815	\$ 26,925
Expense								
Total Administration Expense	\$ 2,909	\$ 8,217	\$ 10,619	\$ 957	\$ 7,431	\$ 13,335	\$ 7,400	\$ 6,749
Total Professional Fees	\$ 13,650	\$ 14,284	\$ 43,086	\$ -	\$ 12,890	\$ 10,880	\$ (7,150)	\$ 15,530
Total Board of Director Expenses	\$ -	\$ -	\$ 771	\$ -	\$ -	\$ -	\$ 150	\$ -
Total Technology Expenses	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ 5,841	\$ -	\$ -
Total Annual Conference Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expense	\$ 16,559	\$ 22,501	\$ 54,501	\$ 957	\$ 20,321	\$ 30,056	\$ 400	\$ 22,279
Net Ordinary Income	\$ 4,380	\$ (2,615)	\$ (35,015)	\$ 25,269	\$ 641	\$ (10,186)	\$ 9,415	\$ 4,647
Net Income	\$ 4,380	\$ (2,615)	\$ (35,015)	\$ 25,269	\$ 641	\$ (10,186)	\$ 9,415	\$ 4,647
Beginning Operating Cash Balance	\$ 261,972	\$ 236,894	\$ 232,147	\$ 176,470	\$ 203,120	\$ 204,761	\$ 164,626	\$ 160,614
Last FY Expenses	\$ (30,993)	\$ (2,207)	\$ (20,000)				\$ (13,312)	
Adjustments	\$ 100							

ATRA
Profit & Loss Budget Overview
January through December 2020

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	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals
	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20
Board Restricted Funds				\$ 1,380	\$ 1,000			
#2420 Professional Scholarships								
#2430 Student Scholarships	\$ 15	\$ 50	\$ 181			\$ 50	\$ 10	\$ 50
Conference Registrations								
Conference Expenses			\$ (843)			\$ (30,000)	\$ (125)	\$ (28,666)
	\$ 1,421	\$ 25						
Ending Operating Cash Balance	\$ 236,894	\$ 232,147	\$ 176,470	\$ 203,120	\$ 204,761	\$ 164,626	\$ 160,614	\$ 136,645
Monthly Cash Reserve	9.0	8.8	6.7	7.7	7.8	6.3	6.1	5.2
Citibank CD & Money Market	\$ 252,214	\$ 252,504	\$ 252,808	\$ 253,101	\$ 253,405	\$ 253,699	\$ 254,000	\$ 254,274
Total Cash	\$ 489,108	\$ 484,651	\$ 429,279	\$ 456,221	\$ 458,166	\$ 418,324	\$ 414,614	\$ 390,919

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Profit & Loss Budget Overview
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ATRA
Cash Forecast
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	Actuals	Actuals	Actuals	Actuals	TOTAL	FY20 Budget	Variance
	Sep 20	Oct 20	Nov 20	Dec 20	Jan - Dec 20	Jan - Dec 20	
Ordinary Income/Expense							
Income							
Total 0010 · Membership	\$ 50,091	\$ 30,410	\$ 11,887	\$ 9,655	\$ 223,873	\$ 211,625	\$ 12,248
0020 · Annual Conference Fees							
0021 · Registration Fees	\$ -	\$ 254,398	\$ (428)	\$ 253	\$ 254,223	\$ 179,095	\$ 75,128
0025 · Annual Exhibitor							
0025.2 · Non-Profit Exhibitors		\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ (3,500)
0025.3 · Vendor Package Ads		\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ (3,000)
0025 · Annual Exhibitor - Other		\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ (3,000)
Total 0025 · Annual Exhibitor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,500	\$ (9,500)
0026 · Materials Distribution		\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ (1,500)
0027 · Sponsorships	\$ -	\$ 3,725	\$ -	\$ 500	\$ 4,225	\$ 7,000	\$ (2,775)
0028.1 · Preconference classes		\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ (12,000)
Total 0020 · Annual Conference Fees	\$ -	\$ 258,123	\$ (428)	\$ 753	\$ 258,448	\$ 209,095	\$ 49,353
Total 0040 · ATRA Online Learning	\$ 1,245	\$ 425	\$ 560	\$ 685	\$ 14,020	\$ 15,000	\$ (980)
Total 0050 · CEU Program	\$ 4,620	\$ 28,313	\$ 400	\$ 695	\$ 43,595	\$ 48,072	\$ (4,477)
Total 0060 · Publication Sales	\$ 610	\$ 318	\$ (420)	\$ 337	\$ 10,790	\$ 24,610	\$ (13,820)
0065 · Sagamore TRJ Royalties	\$ -	\$ -	\$ -	\$ -	\$ 8,755	\$ 11,000	\$ (2,245)
0070 · Employment Update	\$ 200	\$ 200	\$ -	\$ -	\$ 2,800	\$ 4,400	\$ (1,600)
0100 · RT Promotions Program	\$ -	\$ -	\$ 147	\$ 33	\$ 375	\$ 3,280	\$ (2,905)
0300 · Donations	\$ 20	\$ -	\$ 30	\$ -	\$ 270	\$ 2,500	\$ (2,230)
4500 · Interest	\$ -	\$ -	\$ -	\$ -	\$ 94	\$ 875	\$ (781)
Total Income	\$ 56,787	\$ 317,788	\$ 12,177	\$ 12,158	\$ 563,020	\$ 530,457	\$ 32,563
50001 · Cost of Goods Sold	\$ -	\$ -	\$ -	\$ 2,614	\$ 2,614	\$ -	\$ 2,614
Gross Profit	\$ 56,787	\$ 317,788	\$ 12,177	\$ 9,544	\$ 560,406	\$ 530,457	\$ 29,949
Expense							
Total Administration Expense	\$ 6,776	\$ 7,601	\$ 19,213	\$ 6,720	\$ 97,928	\$ 95,453	\$ 2,475
Total Professional Fees	\$ 13,440	\$ 13,090	\$ 13,090	\$ 18,440	\$ 161,230	\$ 270,860	\$ (109,630)
Total Board of Director Expenses	\$ 1,286	\$ -	\$ -	\$ 3,000	\$ 5,207	\$ 35,069	\$ (29,862)
Total Technology Expenses	\$ -	\$ -	\$ -	\$ -	\$ 5,866	\$ 6,100	\$ (234)
Total Annual Conference Expenses	\$ -	\$ 38,318	\$ 5,359	\$ 1,861	\$ 45,538	\$ 156,500	\$ (110,962)
Total Expense	\$ 21,502	\$ 59,009	\$ 37,662	\$ 30,021	\$ 315,770	\$ 563,982	\$ (248,212)
Net Ordinary Income	\$ 35,284	\$ 258,778	\$ (25,485)	\$ (20,478)	\$ 244,636	\$ (33,525)	\$ 278,161
Net Income	\$ 35,284	\$ 258,778	\$ (25,485)	\$ (20,478)	\$ 244,636	\$ (33,525)	\$ 278,161

\$ 26,314 avg monthly expense

Beginning Operating Cash Balance	\$ 136,645	\$ 347,803	\$ 461,098	\$ 435,613
Last FY Expenses				\$ (760)
Adjustments	\$ 466			

ATRA
Profit & Loss Budget Overview
January through December 2020

	Actuals	Actuals	Actuals	Actuals	TOTAL	FY20 Budget	
	Sep 20	Oct 20	Nov 20	Dec 20	Jan - Dec 20	Jan - Dec 20	Variance
Board Restricted Funds							
#2420 Professional Scholarships	\$ 240						
#2430 Student Scholarships	\$ 50						
Conference Registrations	\$ 175,155	\$ (175,155)					
Conference Expenses	\$ (38)	\$ 29,671					
Ending Operating Cash Balance	\$ 347,803	\$ 461,098	\$ 435,613	\$ 414,375			
Monthly Cash Reserve	13.2	17.5	16.6	15.7			
Citibank CD & Money Market	\$ 254,295	\$ 254,315	\$ 254,331	\$ 254,345			
Total Cash	\$ 602,098	\$ 715,412	\$ 689,944	\$ 668,720			

ATRA
Profit & Loss by Class
January through December 2020

ATRA
Annual Conference Profit & Loss
As of December 31, 2020

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	<u>Jan - Dec 20</u>	<u>Jan - Dec 19</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Total 0020 · Annual Conference Fees	\$ 258,173	\$ 179,098	\$ 79,075
Total 0050 · CEU Program	\$ 14,400	\$ -	\$ 14,400
Total 0300 · Donations	\$ -	\$ 2,390	\$ (2,390)
Total Income	<u>\$ 272,573</u>	<u>\$ 181,488</u>	<u>\$ 91,085</u>
Gross Profit	\$ 272,573	\$ 181,488	\$ 91,085
Expense			
Total Administration Expense	\$ 90	\$ 10,234	\$ (10,144)
Total Professional Fees	\$ -	\$ 1,923	\$ (1,923)
Total Board of Director Expenses	\$ -	\$ 13,154	\$ (13,154)
Total Annual Conference Expenses	<u>\$ 47,945</u>	<u>\$ 121,007</u>	<u>\$ (73,063)</u>
Total Expense	<u>\$ 48,035</u>	<u>\$ 146,319</u>	<u>\$ (98,284)</u>
Net Ordinary Income	<u>\$ 224,538</u>	<u>\$ 35,169</u>	<u>\$ 189,369</u>
Net Income	<u><u>\$ 224,538</u></u>	<u><u>\$ 35,169</u></u>	<u><u>\$ 189,369</u></u>

ATRA
Prepaid Expenses
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Vendor Paid Type Term	Survey Monkey Dec 2020 - Nov 2021	Zoom Jan 2020 - Dec 2020	DocuSign Feb 2020 - Jan 2021	Peppermill Resort To be Reimbursed	Google Play Mar 2020 - Apr 2021	Canva Mar 2020 - April 2021	Virtual Inc Management Fees	Your Membership Membership Database June 2020 - May 2021	Powers, Pyles, Sutter DRCC Dues Jan 2021 - Dec 2021
Prepay \$ Amount \$	408.00 \$	299.80 \$	318.75 \$	1,834.17 \$	29.99 \$	119.40 \$	13,750.00 \$	5,841.00 \$	1,000.00
Nov-19									
Dec-19									
Jan-20	\$	24.98							
Feb-20	\$	24.98 \$	26.56						
Mar-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95			
Apr-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95			
May-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95			
Jun-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Jul-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Aug-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Sep-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Oct-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Nov-20	\$	24.98 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Dec-20 \$	34.00 \$	25.02 \$	26.56	\$	2.50 \$	9.95	\$	486.75	
Jan-21									
Total Expensed \$	34.00 \$	299.80 \$	292.16 \$	- \$	25.00 \$	99.50 \$	- \$	3,407.25 \$	-
Remaining PPD \$	374.00 \$	- \$	26.59 \$	1,834.17 \$	4.99 \$	19.90 \$	13,750.00 \$	2,433.75 \$	1,000.00
Expense Class	5740 · Subscription & Dues 200 Nat'l Office (Admin)	5740 · Subscription & Dues 200 Nat'l Office (Admin)			5740 · Subscription & Dues 200 Nat'l Office (Admin)	5740 · Subscription & Dues 200 Nat'l Office (Admin)		5941 · Website Usage 200 Nat'l Office (Admin)	5741 · Association Dues 200 Nat'l Office (Admin)

Blue Sky eLearn LMS - Setup Jan 2021 - Dec 2021	Blue Sky eLearn LMS-Monthly Fees Jan 2021-Mar 2021	
\$ 5,500.00	\$ 2,685.00	\$ 32,194.11
		\$ -
		\$ 34.00
		\$ 58.98
		\$ 85.54
		\$ 97.99
		\$ 97.99
		\$ 97.99
		\$ 584.74
		\$ 584.74
		\$ 584.74
		\$ 584.74
		\$ 584.74
		\$ 584.74
		\$ 584.78
		\$ -
\$ -	\$ -	\$ 4,565.71
\$ 5,500.00	\$ 2,685.00	\$ 27,628.40

5330 · Webinar LMS	5330 · Webinar LMS
464 Academy/Webinars	464 Academy/Webinars

ATRA
Prepaid Insurance
As of December 2020

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[Balance Sheet](#)

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
						\$ -
08/01/2020	Great American	Professional Liability Aug 2020-July 2021		\$ 1,286.00		\$ 1,286.00
08/01/2020	Great American	Recognize current month			\$ 107.17	\$ 1,178.83
09/01/2020	Great American	Recognize current month			\$ 107.17	\$ 1,071.66
10/01/2020	Great American	Recognize current month			\$ 107.17	\$ 964.49
11/01/2020	Great American	Recognize current month			\$ 107.17	\$ 857.32
12/01/2020	Great American	Recognize current month			\$ 107.17	\$ 750.15
			Total	\$ 2,455.00	\$ 1,704.85	\$ 750.15

ATRA
Prepaid Conference Expenses
As of December 2020

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[Balance Sheet](#)

	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
							\$ -
2020 Annual Conference	02/29/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 250.00		\$ 250.00
	03/13/2020	Affinity NonProfits	Policy Period (3/15/20-9/20/20)	400 Conferences	\$ 593.29		\$ 843.29
	06/30/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 125.00		\$ 968.29
	07/31/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 307.50		\$ 1,275.79
	07/31/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 360.00		\$ 1,635.79
	08/17/2020	WorldWide Registration Systems	2020 ATRA Virtual Conference Event Deposit	400 Conferences	\$ 27,998.00		\$ 29,633.79
	08/31/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 37.50		\$ 29,671.29
	09/30/2020	Virtual Inc.	Annual Conference 2020 Event AV - In the Go Game	400 Conferences	\$ 1,000.00		\$ 30,671.29
	09/30/2020	Virtual Inc.	Proposal Space	400 Conferences	\$ 15.00		\$ 30,686.29
	04/30/2182		Recognize PPD Conf Expenses	400 Conferences		\$ 30,686.29	
				Total	\$ 30,686.29	\$ 30,686.29	\$ -
2022 Annual Conference	02/08/2020	Kathy Davis	Airline Ticket for Birmingham-to be reimbursed to ATRA	400 Conferences	\$ 466.40		\$ 466.40
	06/25/2020	The Sheraton Birmingham Hotel	Initial Deposit 2022 Conference	400 Conferences	\$ 30,000.00		\$ 30,466.40
	09/17/2020	Kathy Davis	Refund: Airline Ticket for Birmingham-to be reimbursed to ATRA	400 Conferences		\$ 466.40	\$ 30,000.00
				Total	\$ 30,466.40	\$ 466.40	\$ 30,000.00
				Total Prepaid Conference Expenses	\$ 61,152.69	\$ 31,152.69	\$ 30,000.00

ATRA
Accounts Payable Aging
As of December 2020

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Access	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ 60.00
Blue Sky eLearn	\$ 8,185.00	\$ -	\$ -	\$ -	\$ -	\$ 8,185.00
Powers, Pyles, Sutter	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Virtual	\$ 26,402.30	\$ -	\$ -	\$ -	\$ -	\$ 26,402.30
Wade Camarillo - Vendor	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
TOTAL	\$ 35,647.30	\$ -	\$ -	\$ -	\$ 100.00	\$ 35,747.30

Adjusted Balance \$ 35,747.30