

April/May/June/July/August 2013

Date	Name	Memo	Amount	Chq #
April 8	Nada	A-1 Copy Centre (posters)	13.56	351
April 8	Selasie	WOW event	60.32	352
April 8	Guneet	Pizza- Café conversation	48.63	353
April 9	Harsimer	Payroll: April 1-15	175	354
April 9	Sandra	Payroll: April 1-15	175	355
April 9	Nada	Payroll: April 1-15	175	356
April 9	Adaoma	Payroll: April 1-15	175	357
April 9	Guneet	Payroll: April 1-15	175	358
April 9	Nada	Website cost (11 months)	65	359
April 9	F. Francis	Scholarship Winner #2	750	360
April 9	Nada	Cara and Cineplex gift card for Tiffany (Contest winner)	150	361
April 16	U of T Mississauga	WOW event- Coffee and tea	30.35	362
April 16	Tiffany	Food for WGS 435 Y	18.07	363
May 13	Guneet	Dinner	157.77	364
May 13	Nada	UTMWC Hoodies	365	365
May 24	Guneet	Dinner (hiring)	144.64	366
May 27	Continental rescue of Africa	Sisters of Substance (Donation)	250	367
July 22	Guneet	Dinner at West 50 (new coordinators, professors)	458.09	368

UTM WOMEN'S CENTRE
Income Statement
Year Ended August 31, 2013

Revenue		\$46,334.06
Expenses		
Phone Expense	\$386.43	
Payroll Expense	12250	
Marketing Expense	507.58	
Renovation Expense	1830.43	
Event Expense	6492.75	
Miscellaneous Expense	3523.18	
Donation Expense	700	
Scholarship Expense	1500	
Total Expenses	<u>27190.37</u>	27190.37
Net Income		<u><u>\$19,143.69</u></u>

UTM WOMEN'S CENTRE
Balance Sheet
August 31, 2013

Assets			
	Cash	\$38,628.83	
	Furniture	1016.32	
Total Assets		<u>39,645.15</u>	<u>\$39,645.15</u>

No accounts receivable or accounts payable to account for

UTM WOMEN'S CENTRE
Bank Reconciliation
August 31, 2013

Balance per bank statement, July 31, 2013	\$39,086.87
Add: Deposits in transit	0
Less: Outstanding cheques*	<u>458.04</u>
Adjusted Balance, August 31, 2013	<u><u>\$38,628.83</u></u>

NOTES:

* Cheque #368 - \$0.05 credit from bank

UTM WOMEN'S CENTRE
Proposed Budget
For the year 2013-2014

Cash Balance, September 1, 2013 \$38,628.83

Estimated Expenses

Payroll Expense	12250
Phone Expense	650
Marketing Expense	450
Event Expense**	8200
Miscellaneous Expense*	3500
Donation Expense	700
Scholarship Expense	1500

Total Estimated Expenses 27250

Estimated Cash Balance, August 30, 2014 \$11,379

NOTES:

*Miscellaneous:	Supplies	1500
	Lunches/Dinners	1000
	Office equipment	1000
		<u>3500</u>

**Event:	Clubs week	50
	UNACTO Documentary	1000
	Walk 5 Min	350
	Women's History Month	800
	Remembrance Day	400
	World Aids Day	100
	Elimination of Violence Against Women	100
	Human Rights day	100
	Self Defense	200
	Montreal Massacre	700
	Breast Cancer Screening workshop	100
	Black History Month	1000
	International Women's Week	2500
	Custodial Appreciation	800
		<u>8200</u>

Revenues are uncertain

UTM WOMEN'S CENTRE
Budget to Actual Report
2012-2013

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Phone Expense	445	\$386.43	\$58.57
Payroll Expense	12250	12250	0
Marketing Expense	210	507.58	-297.58
Renovation Expense	3000	1830.43	1169.57
Event Expense	2535	6492.75	-3957.75
Miscellaneous Expense	924	3523.18	-2599.18
Donation Expense	500	700	-200.00
Scholarship Expense	1000	1500	-500.00
Amount under (over) budget			<u><u>-\$6,326.37</u></u>

Proposed Budget 2012-2013

	Budgeted Amount	
Coordinators Pay (5 coordinators)	\$12,250	Payroll
Phone Bills (Bell)		
2012-2013	445	Phone
Scholarship #1 (1st Semester)	500	
Scholarship #2 (2nd Semester)	500	Scholarship
Clubs Week	100	
It's A Girl Screening	500	
Fall Orientation Day	50	
Breast Cancer Awareness Week		
Posters	20	
Ribbons	10	
Walk 5 Mins in her Shoes (Event)		
Posters	20	
Raffle (gift cards)	200	
Food (pizza)	85	
Obstacle Course equipment	20	
Montreal Massacre		
Food	200	
Decorations	150	
Posters	20	
International Women's Day	1000	
Café Conversation (Food & Posters)	100	Events
Office Food	200	
Volunteer Appreciation Dinner	600	
Bank Fees	24	
Office Supplies	100	Miscellaneous
Website	50	
Donations	500	Donations
UTMWC Renovations	3000	Renovation
UTMWC Banner	100	Marketing
	\$20,744	

12250

445

1000

2535

OUS

924

IS

500

3000

210