

NYACD Monthly Bill Authorization

Payee	Description	Amount	Check No	Check Date
AT&T	Cell phone	\$84.56	1805	12/1/2023
Elan Financial Services (credit card)	office supplies (Home Depot & Staples); annual mtg raffle (Rustic Ridge); USPS (stamps)	\$1,727.71	1806	12/1/2023
NACD	Annual mtg registration	\$585.00	1807	12/1/2023
Thomas F Matacle	CHAR 500 filing	\$2,104.00	1808	12/18/2023

The bookkeeper certifies that the items listed above were reviewed with the Treasurer for payment in the amount(s) shown. The Treasurer hereby authorized the bookkeeper to pay each of the claimants in the amount shown on this abstract. A copy of monthly bill authorization is to be provided to NYACD Board of Directors for their monthly meeting.



Financial Report
November 30, 2023

NYACD, Inc.

Prepare By:
Velynda Parker
Bookkeeper

New York Association of Conservation Districts
Profit & Loss Budget Performance
November 2023

1:29 PM
12/05/2023
Cash Basis

	Nov 23	YTD	Annual Budget	%
Income				
4001-Meeting Annual				
4001A-Vendor Sponsorship	375.00	2,685.00	1,300.00	207%
4001B-Bucket Raffle/Silent Auct	58.00	840.00	200.00	420%
4001C-Registration	259.00	21,178.00	15,000.00	141%
4001-Meeting Annual - Other	632.00	632.00		
Total 4001-Meeting Annual	1,324.00	25,335.00	16,500.00	
4002 NACD Reimbursement				
NACD TA Grant Stipend	0.00	2,500.00	1,000.00	250%
4002 NACD Reimbursement - Other	0.00	36.00		
Total 4002 NACD Reimbursement	0.00	2,536.00	1,000.00	
4400-Membership Assessment	0.00	70,325.00	62,000.00	113%
4500-Interest	0.00	110.28	700.00	16%
4600 NACDE Reimbursement	0.00	375.00		
Carry-Over Fund	0.00	0.00	23,877.64	0%
Envirothon Purchases Reimburse	0.00	37.79		
Postage Reimbursement	0.00	112.15		
Transfer In via Check	0.00	50,000.00		
Total Income	1,324.00	148,831.22	104,077.64	
Expense				
4700 CHAR 500 Filing	0.00	75.00	75.00	100%
4800-Insurance				
4800A-Liability	0.00	313.59	350.00	90%
4800B-Disability	0.00	192.03	400.00	48%
4800C-Workers Comp	0.00	299.36	500.00	60%
4800D-Insurance-Bond	0.00	1,131.00	1,131.00	100%
Total 4800-Insurance	0.00	1,935.98	2,381.00	
4900 Annual Meeting Expense				
4900A Raffle	0.00	155.00		
4900B Registration	226.00	27,298.62	14,000.00	195%
4900C Supplies	0.00	1,010.69	500.00	202%
4900 Annual Meeting Expense - Other	0.00	2,087.14		
Total 4900 Annual Meeting Expense	226.00	30,551.45	14,500.00	
5000-Executive Director				
5000A Mileage/Transportation	0.00	1,454.33	3,500.00	42%
5000B Lodging	0.00	0.00	1,500.00	0%
5000C Meals	0.00	110.80	1,000.00	11%
5000E Registration	0.00	520.00	1,500.00	35%
Total 5000-Executive Director	0.00	2,085.13	7,500.00	
5100 Leglitive Days				
5100A Mileage/Transportation	0.00	20.00	996.77	2%

	<u>Nov 23</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>%</u>
5100B Meals	0.00	303.23	303.23	100%
5100C Lodging	0.00	129.96	250.00	52%
5100D Supplies	0.00	2,495.71	4,000.00	62%
Total 5100 Leglislive Days	<u>0.00</u>	<u>2,948.90</u>	<u>5,550.00</u>	
5200 NACD National				
5200A Mileage/Transportation	0.00	1,309.16	3,000.00	44%
5200B Registration Fees	0.00	625.00	1,500.00	42%
5200C Meals	0.00	422.78	2,000.00	21%
5200D Lodging	0.00	3,820.26	4,000.00	96%
5200E Assessment	0.00	1,000.00	1,000.00	100%
5200F Donated Item	0.00	0.00	400.00	0%
Total 5200 NACD National	<u>0.00</u>	<u>7,177.20</u>	<u>11,900.00</u>	
5300 Office Operational				
5300A Equipment	0.00	0.00	500.00	0%
5300B Phone	84.56	937.83	1,318.00	71%
5300C Supplies	0.00	4,681.31	6,500.00	72%
5300D Website Updates	0.00	322.90	1,000.00	32%
Total 5300 Office Operational	<u>84.56</u>	<u>5,942.04</u>	<u>9,318.00</u>	
5400 Officers/Directors Expense				
5400A Mileage	49.13	1,169.13	1,600.00	73%
5400B Lodging	0.00	0.00	500.00	0%
5400C Meals	0.00	533.94	1,000.00	53%
Total 5400 Officers/Directors Expense	<u>49.13</u>	<u>1,703.07</u>	<u>3,100.00</u>	
5500 Professional Services				
5500A Accounting	0.00	0.00	2,000.00	0%
Total 5500 Professional Services	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	
5600 NACD NE				
5600A Mileage/Transportation	0.00	1,223.10	1,279.65	96%
5600B Lodging	0.00	1,472.07	822.60	179%
5600C Meals	0.00	480.36	600.00	80%
5600D Registration	0.00	1,180.00	1,500.00	79%
Total 5600 NACD NE	<u>0.00</u>	<u>4,355.53</u>	<u>4,202.25</u>	
5700 NACD Summer Meeting				
5700A-Mileage/Transportation	0.00	1,279.65	1,279.56	100%
5700B-Lodging	0.00	97.75	822.60	12%
5700C-Meals	0.00	250.00	300.00	83%
5700D-Registration	0.00	898.60	1,000.00	90%
Total 5700 NACD Summer Meeting	<u>0.00</u>	<u>2,526.00</u>	<u>3,402.16</u>	
5800 Fly-In DC				
5800A-Mileage/Transportation	0.00	0.00	1,000.00	0%
5800B-Lodging	0.00	470.15	1,000.00	47%
5800C-Meals	0.00	100.00	350.00	29%
5800D-Office Supplies	0.00	0.00	200.00	0%
5800 Fly-In DC - Other	<u>0.00</u>	<u>695.49</u>		

	Nov 23	YTD	Annual Budget	%
Total 5800 Fly-In DC	0.00	1,265.64	2,550.00	
5900 Contributions/Donations				
5900A-EnviroThon	0.00	2,115.90	2,115.90	100%
5900B-National Evnirothon	0.00	1,523.48	1,523.48	100%
Total 5900 Contributions/Donations	0.00	3,639.38	3,639.38	
6000 Miscellaneous	0.00	1,469.00		
6100 Leadership Conference	0.00	3,000.00		
Payroll Expenses				
FUTA	0.00	21.00	62.00	34%
Gross Salary - BH	2,195.28	25,794.54	28,538.64	90%
Payroll Expenses - Other	167.94	1,994.88	5,000.00	40%
Total Payroll Expenses	2,363.22	27,810.42	33,600.64	
Promotion Items	0.00	1,790.61		
Reconciliation Discrepancies	0.01	0.04		
Transfer out - CD	0.00	50,000.00		
Total Expense	2,722.91	148,275.39	103,718.43	

New York Association of Conservation Districts

Reconciliation Summary

Five Star Bank, Period Ending 11/30/2023

	Nov 30, 23
Beginning Balance	79,480.67
Cleared Transactions	
Checks and Payments - 17 items	-17,186.12
Deposits and Credits - 7 items	1,324.00
Total Cleared Transactions	-15,862.12
Cleared Balance	63,618.55
Uncleared Transactions	
Checks and Payments - 6 items	-1,521.28
Deposits and Credits - 2 items	1,685.66
Total Uncleared Transactions	164.38
Register Balance as of 11/30/2023	63,782.93
New Transactions	
Checks and Payments - 5 items	-3,197.55
Total New Transactions	-3,197.55
Ending Balance	60,585.38

9:14 AM
12/07/23

New York Association of Conservation Districts
Reconciliation Summary
Money Market, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	66,048.13
Cleared Transactions	
Deposits and Credits - 1 item	<u>10.86</u>
Total Cleared Transactions	<u>10.86</u>
Cleared Balance	<u>66,058.99</u>
Register Balance as of 11/30/2023	66,058.99
Ending Balance	66,058.99

8:34 AM

12/06/23

New York Association of Conservation Districts

Reconciliation Summary

Community Bank CD, Period Ending 11/30/2023

	Nov 30, 23
Beginning Balance	50,000.00
Cleared Balance	50,000.00
Register Balance as of 11/30/2023	50,000.00
Ending Balance	50,000.00

		2023 Budget	2024 Proposed Budget	
Income				
4001-Meeting Annual				
4001A-Vendor Sponsorship	\$	1,300.00	\$ 2,000.00	increased based on this yr YTD
4001B-Bucket Raffle/Silent Auct	\$	200.00	\$ 200.00	hopefully it will remain the same
4001C-Registration	\$	15,000.00	\$ 15,000.00	hopefully it will remain the same
4200 NACD Reimbursement	# \$	1,000.00	\$ 2,000.00	TA grant assistace
4400-Membership Assessment	\$	62,000.00	\$ 67,500.00	increase slightly-47 districts needed
4500-Interest	\$	700.00	\$ 300.00	decrease - based on this yr fund YTD
Carry-Over Funds	\$	23,877.64	\$ 31,531.64	aniticipated funds needed to make budget
Total Income		\$ 104,077.64	\$ 118,531.64	
Expense				
4600-Contributions/Donations				
4600A-EnviroThon NYS	\$	2,000.00	\$ 2,000.00	
4600B-National Envirothon	\$	1,500.00	\$ 5,000.00	*increased for being a sponsored
4700-Not for Profit Filing	\$	75.00	\$ 75.00	
4800-Insurance				
4800A-Liability	\$	350.00	\$ 350.00	
4800B-Disability	\$	400.00	\$ 400.00	
4800C-Workers Comp	\$	500.00	\$ 500.00	
4800D - Bond	\$	434.00	\$ 434.00	*pd every 3 yrs - leave in a placement
4900-NYACD Annual Meeting				
4900A - Registration	\$	14,000.00	\$ 16,000.00	*slight increase over last year
4900B - Supplies	\$	500.00	\$ 500.00	*remain same as last year
5000-Executive Director				
5000A-Mileage/Transportation	\$	3,500.00	\$ 3,500.00	
5000B-Registration	\$	1,500.00	\$ 1,500.00	
5000C-Meals	\$	1,000.00	\$ 1,000.00	left as due to Ex Director to attend Ex Director
5000D-Lodging	\$	1,500.00	\$ 1,500.00	training
5100-Legislative Days				
5100A-Mileage/Transportation	\$	1,000.00	\$ 1,000.00	Important item to hold - educate State
5100B-Lodging	\$	300.00	\$ 300.00	Representatives on the activities of Districts
5100C-Meals	\$	1,000.00	\$ 1,000.00	and the importance of continued support to
5100D-Supplies	\$	4,000.00	\$ 4,000.00	them
5200-NACD National				
5200A-Mileage/Transportation	\$	3,000.00	\$ 5,000.00	
5200B-Registration Fees	\$	1,500.00	\$ 2,000.00	
5200C-Meals	\$	2,000.00	\$ 2,000.00	
5200D-Lodging	\$	4,000.00	\$ 6,000.00	
5200E-Assessment	\$	1,000.00	\$ 1,700.00	an important meeting to attend/slight increase
5200F-Donated Item	\$	400.00	\$ 400.00	to lodging, lodging & registration
5300-Office Operational				
5300A-Equipment	\$	500.00	\$ 1,500.00	new copier purchase
5300B-Phone	\$	1,318.00	\$ 1,318.00	remained the same (no increase is needed)

5300C-Supplies	\$	6,500.00	\$	6,500.00	remained the same (no increase is needed)
5300D-Wesbite Updates	\$	1,000.00	\$	1,000.00	
5400-Officers/Directors Expense					
5400A-Mileage	\$	1,600.00	\$	1,600.00	
5400B-Lodging	\$	500.00	\$	500.00	
5400C-Meals	\$	1,000.00	\$	1,000.00	remained the same
5500-Professional Services					
5500A-Accounting	\$	2,000.00	\$	2,000.00	remained the same
5600-NACD NE					
5600A-Mileage/Transportation	\$	1,200.00	\$	1,200.00	
5600B-Lodging	\$	2,000.00	\$	2,000.00	
5600C-Meals	\$	600.00	\$	600.00	this meeting (Northeast Regional) is important to attend by President & Ex Director-remained
5600D-Registration	\$	1,500.00	\$	1,500.00	the same-no increase needed
5700 Summer Meeting					
5700A-Mileage/Transportation	\$	1,200.00	\$	1,500.00	
5700B-Lodging	\$	1,000.00	\$	1,000.00	
5700C-Meals	\$	300.00	\$	300.00	increased slightly based on YTD cost to
5700D-Registration	\$	1,000.00	\$	1,000.00	transportation
5800 Fly-In DC					
5800A-Mileage/Transportation	\$	1,000.00	\$	1,000.00	
5800B-Lodging	\$	1,000.00	\$	1,000.00	Important meeting to attend with
5800C-Meals	\$	350.00	\$	350.00	Congressional Representatives
5800D - Supplies	\$	200.00	\$	500.00	
Payroll Expenses					
Gross Salary-Ex. Dir.	\$	28,538.64	\$	30,878.64	*\$2 hrly increase = \$32.49/hr
FICA/Unemployment	\$	5,000.00	\$	5,000.00	
FUTA	\$	62.00	\$	62.00	*increased accordingly
Total Expense		\$ 104,827.64		\$ 119,467.64	