



**Thursday, July 22, 2021  
2:00 p.m. – 4:00 p.m.  
Board of Directors Teleconference Meeting**

Meeting ID: 899 0473 0371

Passcode: 485021

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1. Introduction
  - a. Welcome/Roll Call
  - b. Our Mission: CSMFO serves all government finance professionals through innovation, collaboration, continuing education and professional development.
  - c. Additions to Agenda
2. Consent Items 2:10 p.m.
  - a. Approval of Minutes from June 24, 2021
  - b. Approval of June 2021 Financial Reports
  - c. Executive Committee Meeting Agenda
3. Discussion/Action Items 2:15 p.m.
  - a. Executive Director Search Update
  - b. Strategic Plan Updates
4. Committee Reports 3:25 p.m.
  - a. Administration (Alberto Preciado)
  - b. Career Development (Laura Nomura)
  - c. Communications (James Russell-Field)
  - d. Membership (Jennifer Wakeman)
  - e. Professional Standards (Jason Al-Imam)
  - f. Program (Karan Reid)
  - g. Recognition (Michael Manno)
  - h. Student Engagement (Amber Johnson)
  - i. Technology (Gloriann Sasser)
  - j. Management Contract Ad Hoc Report (Margaret Moggia)
  - k. CalPERS Ad Hoc (Richard Lee/Debby Cherney)

5. Chapter Roundtable 3:35 p.m.
6. CalCities Policy Committee Roundtable 3:40 p.m.
7. Director Roundtable 3:45 p.m.
8. Officer Reports 3:50 p.m.
  - a. President (Marcus Pimentel)
  - b. Past President (Steve Heide)
  - c. President-Elect (Scott Catlett)
10. Other Discussion Items
11. Future Topics
12. Upcoming Meeting:  
August 26, 2021
13. Adjournment 4:00 p.m.



**Thursday, May 27, 2021  
2:00 p.m. – 4:00 p.m.  
Board of Directors Meeting**

Marcus Pimentel  
Steve Heide  
Scott Catlett  
Craig Boyer  
Karla Romero  
Ernie Reyna  
Will Fuentes  
Grace Castaneda  
Stephen Parker  
Richard Lee  
Alberto Preciado  
Margaret Moggia  
Laura Nomura  
Joan Michaels Aguilar  
Michelle Bannigan

Debbie Rosales  
John Adams  
Kim Scott  
Jennifer Wakeman  
June Overholt  
Pamela Arends-King  
Brad Farmer  
Ingrid Sheipline  
Eric Roach  
Catherine Smith  
Janet Salvetti  
Kristina McKittrick  
Harriet Commons  
Melissa Manchester

### **Introduction**

The California Society of Municipal Finance Officers (CSMFO) Board of Directors met via teleconference on Thursday, June 24, 2021. President Marcus Pimentel convened the meeting and confirmed a quorum was in attendance at 2:01 p.m. The meeting began with a review of the organization's mission and a quiz. There were no additions to the agenda.

### **Consent Calendar**

The Board addressed the consent calendar, which included the minutes from the May meeting, the financial reports from May 2021, the 2020 audit, the 2021 audit RFP and the Executive Committee meeting agenda. Auditor Ingrid Sheipline provided a brief overview of the 2020 audit. Past President Steve Heide moved to approve the consent calendar; Director Ernie Reyna seconded. The motion passed unanimously.

### **GFOA Update on CPFO Program**

Eric Roach from GFOA provided the Board with an overview of their revised Certified Public Finance Officer (CPFO) program, including their willingness to working with CSMFO to build a California-specific add-on certificate.

### **SMA Contract Addendum/Budget Amendment**

Administration Committee Chair Alberto Preciado presented to the Board a draft addendum to the CSMFO contract with SMA to remove from their contract the services provided by Harriet Commons. In addition, the combination of that addendum and Harriet's direct contract require a budget adjustment of an additional \$8600 expense to the management contract line. Past President Heide moved to approve both the addendum and the budget adjustment. Director Karla Romero seconded, and the motion passed unanimously.

### **2024 & 2025 Annual Conference Site Selection**

Past President Heide shared with the Board the Executive Committee's recommendation to contract with the Disneyland Hotel for the 2024 Annual Conference and the San Jose Convention Center for the 2025 Annual Conference, including addressing potential size concerns relating to the 2024 contract and 2025 expenses. Director Stephen Parked moved to approve the 2024 contract with the Disneyland Hotel, and Director Reyna seconded. Director Parker moved to approve the 2025 contract with the San Jose Convention Center pending legal review and a reduced food and beverage minimum. Director Grace Castaneda seconded and the motion passed unanimously.

### **Executive Search Firm Recommendation**

President Pimentel shared with the Board the RFP process for identifying a firm to assist with the search for an executive director, as well as the recommendation from the Ad Hoc committee to allow President Pimentel to negotiate a contract with CPS Human Resources. Director Reyna so moved, and Director Parker seconded. The motion passed unanimously.

### **Consideration for Future Executive Director Search**

President Pimentel shared with the Board thoughts and ideas for consideration in drafting the job description and salary range for the new executive director, and proposed holding a special Board meeting on July 14 to discuss just this issue. Director Romero moved to schedule the meeting for July 14; Director Will Fuentes seconded. The motion passed unanimously.

### **Committee Reports**

#### *Administration*

Chair Alberto Preciado shared that the committee is researching providing CPE certificates for out-of-state webinar attendees, will be conducting an RFP for audit services and is drafting a revision to the policy manual to bring to the Board this summer for approval.

#### *Career Development*

Chair Laura Nomura shared that the ARPA webinar had nearly 600 attendees with a 9/10 rating.

### *Communications*

Board Liaison Romero shared that readership has increased by 30%, up to roughly 350 views this month, and that there is a new option at the end of the articles to rate them.

### *Membership*

Past President Heide shared that they are working on vetting the member v. nonmember benefits, and the Commercial Member Roundtable would be happening again in July. Margaret Moggia shared an update on the cohort programs.

### *Professional Standards*

Chair Jason Al-Imam shared that the committee pushed out a Quick Hit video from PFM on private market securities, which had nearly 100 views. They are also working on highlights related to ARPA.

### *Program*

Margaret Moggia shared that the deadline for call for presentations is coming soon.

### *Recognition*

Chair Michael Manno shared that the committee is finalizing the order for the physical plaques. They are also working on a volunteer reviewer recruitment article for the CSMFO News, and will be working on updating and reaffirming the list of current reviewers for the upcoming budget award year.

### *Student Engagement*

Chair Amber Johnson shared via written report that they are working on a blueprint to engage schools near the CSMFO annual conference, and foster relationships with schools across the state. They are also working with the Membership Committee on a joint membership brochure to make students aware of our Early Career membership category.

### *Technology*

Chair Gloriann Sasser shared that the committee is working on evaluating learning management systems, which has entailed viewing demonstrations of three different platforms. She also shared that the committee vice chair position is currently vacant.

### **Chapter Roundtable**

President Pimentel shared that the South San Joaquin Chapter held the first in-person meeting since the beginning of the pandemic.

### **League Policy Committee Updates**

In addition to the written reports, Director Reyna shared he attended the Public Policy Safety Committee, the discussion at which centered on fireworks and alcohol.

**Officer Reports**

President Pimentel shared his appreciation for Director Reyna spearheading the CSMFO Giants v. Dodgers game coming up in September. He also reminded everyone that chapters are able to hold in-person meetings now at will, depending on the restrictions of their local jurisdictions and the comfort level of their attendees. Further, there is a group of members in the leadership that are meeting with leaders of Colorado, Ohio, Michigan, Washington and Oregon state organizations to share ideas and best practices.

**Other Discussion Items**

Executive Director Melissa Manchester shared that registration is now open for the Planning Session, being held October 10-12 at the Disneyland Hotel.

The next meeting will be held via teleconference on Thursday, July 27, 2021.

Meeting adjourned at 4:14 p.m.

Respectfully submitted,

Melissa Manchester

**Summary of Action Items**

The Board of Directors made the following actions:

- Approved the minutes from the May meeting
- Approved the May 2021 financial reports
- Approved the SMA contract addendum
- Approved an additional budget expense of \$8,600 in management for the direct contract with Harriet Commons

**California Society of Municipal Finance Officers**  
**Statement of Net Assets**  
As of June 30, 2021

	<u>Jun 30, 21</u>	<u>Jun 30, 20</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1006 · Bank of America Checking (new)	491,367.40	0.00	491,367.40	100.0%
1005 · Bank of America				
1050 · Chapter Fund Balances				
1050.10 · Central Coast	1,277.78	1,277.78	0.00	0.0%
1050.13 · Central Los Angeles	525.74	550.74	-25.00	-4.54%
1050.06 · Central Valley	367.51	367.51	0.00	0.0%
1050.11 · Channel Counties	1,581.64	1,611.64	-30.00	-1.86%
1050.05 · East Bay (SF)	3,522.19	3,522.19	0.00	0.0%
1050.17 · Inland Empire	40.00	182.38	-142.38	-78.07%
1050.08 · Monterey Bay	2,953.99	2,953.99	0.00	0.0%
1050.16 · Orange County	4,652.24	1,347.69	3,304.55	245.2%
1050.07 · Peninsula	693.74	693.74	0.00	0.0%
1050.04 · Sacramento Valley	3,010.67	3,030.67	-20.00	-0.66%
1050.19 · San Diego County	1,400.07	662.82	737.25	111.23%
1050.12 · San Gabriel Valley	400.00	17.80	382.20	2,147.19%
1050.14 · South Bay (LA)	2,364.54	2,364.54	0.00	0.0%
1050.09 · South San Joaquin	-225.00	-250.00	25.00	10.0%
Total 1050 · Chapter Fund Balances	22,565.11	18,333.49	4,231.62	23.08%
1005 · Bank of America - Other	0.00	51,351.73	-51,351.73	-100.0%
Total 1005 · Bank of America	22,565.11	69,685.22	-47,120.11	-67.62%
1040 · Investments LAIF	567,115.37	661,809.28	-94,693.91	-14.31%
Total Checking/Savings	1,081,047.88	731,494.50	349,553.38	47.79%
<b>Accounts Receivable</b>				
1100 · Accounts receivable	4,500.00	-150.00	4,650.00	3,100.0%
Total Accounts Receivable	4,500.00	-150.00	4,650.00	3,100.0%
<b>Other Current Assets</b>				
1080 · Undeposited Funds	0.00	2,055.00	-2,055.00	-100.0%
1120 · Accounts Receivable- YM	2,975.00	26,855.00	-23,880.00	-88.92%
1250 · Prepaid Expense - General				
1251 · Pre-Paid Expense Insurance	0.00	1,512.00	-1,512.00	-100.0%
1252 · Prepaid Admin/DataBase Fees	20,258.10	54,023.76	-33,765.66	-62.5%
1250 · Prepaid Expense - General - Other	6,000.00	6,899.00	-899.00	-13.03%
Total 1250 · Prepaid Expense - General	26,258.10	62,434.76	-36,176.66	-57.94%
1260 · Prepaid Expense Conference				
1262 · Facilities Deposits	77,544.00	72,332.00	5,212.00	7.21%
1264 · Conference Services	17,493.05	0.00	17,493.05	100.0%
1260 · Prepaid Expense Conference - Other	18,874.29	2,095.14	16,779.15	800.86%
Total 1260 · Prepaid Expense Conference	113,911.34	74,427.14	39,484.20	53.05%
Total Other Current Assets	143,144.44	165,771.90	-22,627.46	-13.65%
<b>Total Current Assets</b>	1,228,692.32	897,116.40	331,575.92	36.96%
<b>Other Assets</b>				
1500 · CSMFO/SMA Database AR	61,703.28	58,815.06	2,888.22	4.91%

**California Society of Municipal Finance Officers**  
**Statement of Net Assets**  
As of June 30, 2021

	<b>Jun 30, 21</b>	<b>Jun 30, 20</b>	<b>\$ Change</b>	<b>% Change</b>
Total Other Assets	61,703.28	58,815.06	2,888.22	4.91%
<b>TOTAL ASSETS</b>	<b>1,290,395.60</b>	<b>955,931.46</b>	<b>334,464.14</b>	<b>34.99%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts payable	0.00	8,509.68	-8,509.68	-100.0%
Total Accounts Payable	0.00	8,509.68	-8,509.68	-100.0%
Other Current Liabilities				
2003 · A/P Other- SMA Conference	24,646.40	24,646.28	0.12	0.0%
Total Other Current Liabilities	24,646.40	24,646.28	0.12	0.0%
Total Current Liabilities	24,646.40	33,155.96	-8,509.56	-25.67%
Total Liabilities	24,646.40	33,155.96	-8,509.56	-25.67%
Equity				
3102 · Conference reserve	512,563.00	424,264.00	88,299.00	20.81%
3101 · Operating reserve	126,438.00	170,380.00	-43,942.00	-25.79%
3020 · Retained earnings	223,230.96	181,381.76	41,849.20	23.07%
3100 · Net Assets-Chapters	22,565.11	26,288.69	-3,723.58	-14.16%
Net Income	380,952.13	120,461.05	260,491.08	216.25%
Total Equity	1,265,749.20	922,775.50	342,973.70	37.17%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,290,395.60</b>	<b>955,931.46</b>	<b>334,464.14</b>	<b>34.99%</b>

# California Society of Municipal Finance Officers

## Summary of Financial Income and Expense

January through June 2021

	<u>Total Chapters</u>	<u>Conference</u>	<u>Education</u>	<u>Unclassified</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
4000 · OPERATING REVENUES	0.00	0.00	0.00	346,455.86	346,455.86
Total Income	0.00	0.00	0.00	346,455.86	346,455.86
Gross Profit	0.00	0.00	0.00	346,455.86	346,455.86
Expense	0.00	0.00	0.00	196,959.38	196,959.38
Net Ordinary Income	0.00	0.00	0.00	149,496.48	149,496.48
Other Income/Expense					
Other Income					
4501 · Chapter Income	40.00	0.00	0.00	0.00	40.00
4500 · PROGRAM REVENUES					
8000 · Conference Revenue	0.00	410,105.00	0.00	0.00	410,105.00
4503 · Contributions and Donations					
4503 · Contributions and Donations - Other	0.00	1,200.00	0.00	0.00	1,200.00
Total 4503 · Contributions and Donations	0.00	1,200.00	0.00	0.00	1,200.00
4504 · Education income	0.00	0.00	82,643.00	0.00	82,643.00
Total 4500 · PROGRAM REVENUES	0.00	411,305.00	82,643.00	0.00	493,948.00
Total Other Income	40.00	411,305.00	82,643.00	0.00	493,988.00
Other Expense					
6401 · Chapter Expenses	225.00	0.00	0.00	0.00	225.00
6400 · PROGRAM EXPENSES					
9000 · Conference Expenses	0.00	251,263.13	0.00	0.00	251,263.13
6404 · Education Expenses	0.00	0.00	11,044.22	0.00	11,044.22
Total 6400 · PROGRAM EXPENSES	0.00	251,263.13	11,044.22	0.00	262,307.35
Total Other Expense	225.00	251,263.13	11,044.22	0.00	262,532.35
Net Other Income	-185.00	160,041.87	71,598.78	0.00	231,455.65
Net Income	<u>-185.00</u>	<u>160,041.87</u>	<u>71,598.78</u>	<u>149,496.48</u>	<u>380,952.13</u>

**California Society of Municipal Finance Officers**  
**Profit & Loss Budget Performance**  
**June 2021**

	<u>Jun 21</u>	<u>Jan - Jun 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense						
Income						
4000 · OPERATING REVENUES						
4100 · Membership Dues						
4110 · Dues - Municipal	2,470.00	188,805.00	149,868.00	38,937.00	125.98%	149,868.00
4120 · Dues - Other Gov	50.00	3,950.00	2,900.00	1,050.00	136.21%	2,900.00
4130 · Dues - Commercial	220.00	44,090.00	33,264.00	10,826.00	132.55%	33,264.00
4140 · Dues - Retired	20.00	1,100.00	1,056.00	44.00	104.17%	1,056.00
4150 · Dues - Education	0.00	0.00				
4100 · Membership Dues - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 4100 · Membership Dues	2,760.00	237,945.00	187,088.00	50,857.00	127.18%	187,088.00
4200 · Interest Income	212.12	2,785.86	2,400.00	385.86	116.08%	5,000.00
4302 · Magazine Advertising	0.00	13,875.00	3,000.00	10,875.00	462.5%	3,000.00
4303 · Job Board Post - Member	14,100.00	89,250.00	84,000.00	5,250.00	106.25%	131,400.00
4306 · Web Advertising	0.00	1,000.00				
4490 · Budget Awards	250.00	1,600.00	500.00	1,100.00	320.0%	15,000.00
Total 4000 · OPERATING REVENUES	17,322.12	346,455.86	276,988.00	69,467.86	125.08%	341,488.00
Total Income	17,322.12	346,455.86	276,988.00	69,467.86	125.08%	341,488.00
Gross Profit	17,322.12	346,455.86	276,988.00	69,467.86	125.08%	341,488.00
Expense						
6100 · OPERATING EXPENSES						
6105 · Marketing/Membership	230.08	9,695.22	10,000.00	-304.78	96.95%	10,000.00
6106 · Storage Expense	0.00	506.61	499.00	7.61	101.53%	1,000.00
6110 · President's Expense						
6111 · Presidents CSMFO- Gifts	5,000.00	5,164.93				
6110 · President's Expense - Other	0.00	290.00	12,000.00	-11,710.00	2.42%	12,000.00
Total 6110 · President's Expense	5,000.00	5,454.93	12,000.00	-6,545.07	45.46%	12,000.00
6115 · Board of Directors						
6116 · Board Meeting Expenses	0.00	0.00	5,100.00	-5,100.00	0.0%	5,100.00
Total 6115 · Board of Directors	0.00	0.00	5,100.00	-5,100.00	0.0%	5,100.00
6120 · Committee/Chapter Support	0.00	0.00	20,000.00	-20,000.00	0.0%	20,000.00
6125 · Board Planning Session-Retreat	355.95	355.95	0.00	355.95	100.0%	45,500.00
6140 · Management Services						
6143 · Management Services	14,376.98	86,261.88	85,000.44	1,261.44	101.48%	170,000.88
6146 · Consultants						
6146.10 · Coleman Services	0.00	8,135.00	12,040.00	-3,905.00	67.57%	24,040.00
6146 · Consultants - Other	0.00	6,000.00				
Total 6146 · Consultants	0.00	14,135.00	12,040.00	2,095.00	117.4%	24,040.00
6470 · Webinar Program Services	0.00	10,000.00	25,000.04	-15,000.04	40.0%	50,000.00
6140 · Management Services - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 6140 · Management Services	14,376.98	110,396.88	122,040.48	-11,643.60	90.46%	244,040.88
6150 · Office Supplies	0.00	4.40	125.02	-120.62	3.52%	250.00
6155 · Merchant Fees/Bank Chgs.	1,085.65	7,972.54	15,000.00	-7,027.46	53.15%	30,000.00
6160 · Awards	4,608.00	5,440.01	5,000.00	440.01	108.8%	5,000.00
6165 · Printing						
6166 · Printing, copying, and admin	2.24	47.80				
6167 · Directory	0.00	8,172.08	15,000.00	-6,827.92	54.48%	15,000.00

**California Society of Municipal Finance Officers**  
**Profit & Loss Budget Performance**  
**June 2021**

	<b>Jun 21</b>	<b>Jan - Jun 21</b>	<b>YTD Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>	<b>Annual Budget</b>
6165 · Printing - Other	0.00	0.00	1,000.04	-1,000.04	0.0%	2,000.00
<b>Total 6165 · Printing</b>	<b>2.24</b>	<b>8,219.88</b>	<b>16,000.04</b>	<b>-7,780.16</b>	<b>51.37%</b>	<b>17,000.00</b>
6170 · Magazine	804.77	1,111.77	20,000.00	-18,888.23	5.56%	20,000.00
6175 · Postage	21.42	588.23	1,002.00	-413.77	58.71%	2,000.00
6185 · Telephone/Bridge Calls	46.77	267.65	799.98	-532.33	33.46%	1,600.00
6190 · Web and Technology						
6192 · Web site	204.49	2,996.46				
6195 · Web Site Hosting Fee	817.99	5,929.21				
6190 · Web and Technology - Other	0.00	12,171.64	19,000.00	-6,828.36	64.06%	65,000.00
<b>Total 6190 · Web and Technology</b>	<b>1,022.48</b>	<b>21,097.31</b>	<b>19,000.00</b>	<b>2,097.31</b>	<b>111.04%</b>	<b>65,000.00</b>
6220 · Audit & Tax Filing	8,000.00	8,000.00	9,500.00	-1,500.00	84.21%	9,500.00
6230 · Insurance	0.00	3,660.00	5,000.00	-1,340.00	73.2%	5,000.00
6240 · Taxes						
6242 · Current Year Taxes	4,158.00	4,158.00				
6246 · Prior Year Taxes	8,770.00	8,770.00				
6240 · Taxes - Other	0.00	0.00	15,000.00	-15,000.00	0.0%	30,000.00
<b>Total 6240 · Taxes</b>	<b>12,928.00</b>	<b>12,928.00</b>	<b>15,000.00</b>	<b>-2,072.00</b>	<b>86.19%</b>	<b>30,000.00</b>
6255 · GFOA Reception	0.00	420.00				
<b>Total 6100 · OPERATING EXPENSES</b>	<b>48,482.34</b>	<b>196,119.38</b>	<b>276,066.52</b>	<b>-79,947.14</b>	<b>71.04%</b>	<b>522,990.88</b>
6900 · OTHER EXPENSES						
6970 · One-Time Budgeted Expenses	0.00	840.00	35,000.00	-34,160.00	2.4%	35,000.00
<b>Total 6900 · OTHER EXPENSES</b>	<b>0.00</b>	<b>840.00</b>	<b>35,000.00</b>	<b>-34,160.00</b>	<b>2.4%</b>	<b>35,000.00</b>
<b>Total Expense</b>	<b>48,482.34</b>	<b>196,959.38</b>	<b>311,066.52</b>	<b>-114,107.14</b>	<b>63.32%</b>	<b>557,990.88</b>
<b>Net Ordinary Income</b>	<b>-31,160.22</b>	<b>149,496.48</b>	<b>-34,078.52</b>	<b>183,575.00</b>	<b>-438.68%</b>	<b>-216,502.88</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
4501 · Chapter Income						
4501.17 · Inland Empire	0.00	40.00				
4501 · Chapter Income - Other	0.00	0.00	49,999.96	-49,999.96	0.0%	100,000.00
<b>Total 4501 · Chapter Income</b>	<b>0.00</b>	<b>40.00</b>	<b>49,999.96</b>	<b>-49,959.96</b>	<b>0.08%</b>	<b>100,000.00</b>
4500 · PROGRAM REVENUES						
8000 · Conference Revenue						
8100 · Government Registrations						
8106 · Govt Non-Memb-Full Regular	0.00	27,850.00	12,500.00	15,350.00	222.8%	12,500.00
8115 · Conf-Gov-Full-Norm-Mem	0.00	138,200.00	145,000.00	-6,800.00	95.31%	145,000.00
<b>Total 8100 · Government Registrations</b>	<b>0.00</b>	<b>166,050.00</b>	<b>157,500.00</b>	<b>8,550.00</b>	<b>105.43%</b>	<b>157,500.00</b>
8200 · Commercial Registrations						
8225 · Conf-Com-Exhibitor-Addn Full	0.00	5,200.00				
8231 · Comm Non-Memb-Full-Reg	0.00	11,550.00	3,750.00	7,800.00	308.0%	3,750.00
8235 · Comm Memb-Full-Early	0.00	0.00				
8236 · Comm Memb-Full-Regular	0.00	7,250.00	4,000.00	3,250.00	181.25%	4,000.00
<b>Total 8200 · Commercial Registrations</b>	<b>0.00</b>	<b>24,000.00</b>	<b>7,750.00</b>	<b>16,250.00</b>	<b>309.68%</b>	<b>7,750.00</b>
8300 · Pre-Conference Registrations						
8371 · PreConference-Session A	0.00	10,920.00				
8373 · PreConference-Session B	0.00	5,135.00				
<b>Total 8300 · Pre-Conference Registrations</b>	<b>0.00</b>	<b>16,055.00</b>				
8500 · Extra Meals						

**California Society of Municipal Finance Officers**  
**Profit & Loss Budget Performance**  
**June 2021**

	<u>Jun 21</u>	<u>Jan - Jun 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
8565 · Hosted Evening Event	0.00	0.00				
Total 8500 · Extra Meals	0.00	0.00				
8700 · Exhibitors Fees						
8707 · Deluxe Exhibitor	0.00	100,000.00	92,000.00	8,000.00	108.7%	92,000.00
8704 · Premier Exhibitor	0.00	67,500.00	37,500.00	30,000.00	180.0%	37,500.00
Total 8700 · Exhibitors Fees	0.00	167,500.00	129,500.00	38,000.00	129.34%	129,500.00
8800 · Sponsorships						
8830 · Non-Exhibitor Sponsor 8830	0.00	33,000.00	37,500.00	-4,500.00	88.0%	37,500.00
8872 · Additional Sponsorship Monies	0.00	3,500.00				
8800 · Sponsorships - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 8800 · Sponsorships	0.00	36,500.00	37,500.00	-1,000.00	97.33%	37,500.00
Total 8000 · Conference Revenue	0.00	410,105.00	332,250.00	77,855.00	123.43%	332,250.00
4503 · Contributions and Donations	0.00	1,200.00				
4504 · Education income						
4591 · California Local Budgeting	0.00	8,400.00	11,250.00	-2,850.00	74.67%	22,500.00
4575 · Investment Accounting	1,950.00	5,700.00				
4505 · Webinar	0.00	2,623.00	2,582.00	41.00	101.59%	5,156.00
4520 · Weekend Training	0.00	0.00	0.00	0.00	0.0%	21,000.00
4540 · Fundamentals of Rates, Fees	0.00	16,650.00				
4570 · Intro to Government	1,350.00	20,925.00	11,000.02	9,924.98	190.23%	22,000.00
4590 · Intermediate Government Acct	4,614.00	28,495.00	17,500.04	10,994.96	162.83%	35,000.00
4594 · CMTA/CSMFO Course	0.00	0.00	3,750.00	-3,750.00	0.0%	7,500.00
4595 · Revenue Fundamentals	0.00	-150.00	3,750.00	-3,900.00	-4.0%	7,500.00
4596 · Revenue Fundamentals II	0.00	0.00	2,500.04	-2,500.04	0.0%	5,000.00
4597 · Developing Supervisory Skills	0.00	0.00	2,500.04	-2,500.04	0.0%	5,000.00
4598 · Leadership Skills	0.00	0.00	2,500.04	-2,500.04	0.0%	5,000.00
Total 4504 · Education income	7,914.00	82,643.00	57,332.18	25,310.82	144.15%	135,656.00
Total 4500 · PROGRAM REVENUES	7,914.00	493,948.00	389,582.18	104,365.82	126.79%	467,906.00
Total Other Income	7,914.00	493,988.00	439,582.14	54,405.86	112.38%	567,906.00
Other Expense						
6401 · Chapter Expenses						
6401.79 · Current Year Chapter Expenses						
6401.09 · South San Joaquin	0.00	225.00				
Total 6401.79 · Current Year Chapter Expenses	0.00	225.00				
6401 · Chapter Expenses - Other	0.00	0.00	49,999.96	-49,999.96	0.0%	100,000.00
Total 6401 · Chapter Expenses	0.00	225.00	49,999.96	-49,774.96	0.45%	100,000.00
6400 · PROGRAM EXPENSES						
9000 · Conference Expenses						
9300 · Hosted Event						
9310 · Event Entertainment	0.00	16,300.00				
Total 9300 · Hosted Event	0.00	16,300.00				
9400 · Meetings and Training						
9410 · Speakers-Honorarium	0.00	30,400.00	36,000.00	-5,600.00	84.44%	36,000.00
Total 9400 · Meetings and Training	0.00	30,400.00	36,000.00	-5,600.00	84.44%	36,000.00
9475 · Meetings						
9477 · Virtual Platform	0.00	82,709.00	145,000.00	-62,291.00	57.04%	145,000.00
9478 · General Session - Addl' product	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00

**California Society of Municipal Finance Officers**  
**Profit & Loss Budget Performance**  
**June 2021**

	<u>Jun 21</u>	<u>Jan - Jun 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
9481 · Reg/Attendance Tracking	0.00	0.00	1,520.00	-1,520.00	0.0%	1,520.00
9485 · Convention/Hotel Other Costs	0.00	0.00				
9475 · Meetings - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 9475 · Meetings	0.00	82,709.00	154,020.00	-71,311.00	53.7%	154,020.00
9490 · Pre-Conference Workshop						
9496 · Pre-Conference-Other	0.00	300.00				
Total 9490 · Pre-Conference Workshop	0.00	300.00				
9500 · Exhibits						
9550 · Sponsor Branded Items	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
9545 · Exhibit hall game	0.00	0.00	0.00	0.00	0.0%	0.00
Total 9500 · Exhibits	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
9600 · Entertainment/Gifts						
9610 · Conference Gifts/Attendees	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
9620 · Speaker/Board/Committee Memento	0.00	4,814.54	5,000.00	-185.46	96.29%	5,000.00
Total 9600 · Entertainment/Gifts	0.00	4,814.54	12,500.00	-7,685.46	38.52%	12,500.00
9800 · Administration - Conference						
9805 · Conference Marketing	0.00	0.00	12,500.00	-12,500.00	0.0%	12,500.00
9810 · Conference Contract Services	0.00	78,757.52	69,700.00	9,057.52	113.0%	69,700.00
9815 · Printing/Copy/Conference Media	0.00	0.00	750.00	-750.00	0.0%	750.00
9840 · Postage & Shipping	0.00	3,685.67	7,500.00	-3,814.33	49.14%	7,500.00
9880 · Bank Merchant Fees	0.00	14,902.50	9,536.00	5,366.50	156.28%	9,536.00
9890 · Conference Committee Expenses	13,800.00	15,193.90	1,400.00	13,793.90	1,085.28%	1,400.00
9800 · Administration - Conference - Other	700.00	4,200.00				
Total 9800 · Administration - Conference	14,500.00	116,739.59	101,386.00	15,353.59	115.14%	101,386.00
9900 · Contingency for Attrition	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
9000 · Conference Expenses - Other	0.00	0.00				
Total 9000 · Conference Expenses	14,500.00	251,263.13	333,906.00	-82,642.87	75.25%	333,906.00
6404 · Education Expenses						
6491 · CA Local Budgeting Expense	0.00	1,050.00	7,500.00	-6,450.00	14.0%	7,500.00
6420 · Weekend Training	0.00	0.00	0.00	0.00	0.0%	25,000.00
6430 · Intro to Government						
6430.10 · Intro to Govt Account - Reimbur	0.00	2,000.00				
6430 · Intro to Government - Other	0.00	0.00	5,499.98	-5,499.98	0.0%	11,000.00
Total 6430 · Intro to Government	0.00	2,000.00	5,499.98	-3,499.98	36.36%	11,000.00
6480 · Intermediate Governmental Acct.	2,350.22	7,394.22	9,000.00	-1,605.78	82.16%	18,000.00
6595 · Revenue Fundamental Expense	0.00	600.00	2,374.96	-1,774.96	25.26%	4,750.00
6596 · Revenue Fundamental Expense II	0.00	0.00	2,499.98	-2,499.98	0.0%	5,000.00
6597 · Developing Supervisory Skills	0.00	0.00	3,150.00	-3,150.00	0.0%	6,300.00
6598 · Leadership Skills	0.00	0.00	3,150.00	-3,150.00	0.0%	6,300.00
Total 6404 · Education Expenses	2,350.22	11,044.22	33,174.92	-22,130.70	33.29%	83,850.00
Total 6400 · PROGRAM EXPENSES	16,850.22	262,307.35	367,080.92	-104,773.57	71.46%	417,756.00
Total Other Expense	16,850.22	262,532.35	417,080.88	-154,548.53	62.95%	517,756.00
Net Other Income	-8,936.22	231,455.65	22,501.26	208,954.39	1,028.63%	50,150.00
Net Income	<u>-40,096.44</u>	<u>380,952.13</u>	<u>-11,577.26</u>	<u>392,529.39</u>	<u>-3,290.52%</u>	<u>-166,352.88</u>

**California Society of Municipal Finance Officers**  
**Statement of Financial Income and Expense**  
January through June 2021

	Jan - Jun 21	Jan - Jun 20	\$ Change
Ordinary Income/Expense			
Income			
4000 · OPERATING REVENUES			
4100 · Membership Dues			
4110 · Dues - Municipal	188,805.00	187,835.00	970.00
4120 · Dues - Other Gov	3,950.00	4,055.00	-105.00
4130 · Dues - Commercial	44,090.00	43,670.00	420.00
4140 · Dues - Retired	1,100.00	1,160.00	-60.00
4150 · Dues - Education	0.00	0.00	0.00
4100 · Membership Dues - Other	0.00	0.00	0.00
Total 4100 · Membership Dues	237,945.00	236,720.00	1,225.00
4200 · Interest Income	2,785.86	4,929.84	-2,143.98
4302 · Magazine Advertising	13,875.00	1,400.00	12,475.00
4303 · Job Board Post - Member	89,250.00	58,800.00	30,450.00
4306 · Web Advertising	1,000.00	0.00	1,000.00
4490 · Budget Awards	1,600.00	300.00	1,300.00
Total 4000 · OPERATING REVENUES	346,455.86	302,149.84	44,306.02
Total Income	346,455.86	302,149.84	44,306.02
Gross Profit	346,455.86	302,149.84	44,306.02
Expense			
6100 · OPERATING EXPENSES			
6105 · Marketing/Membership	9,695.22	9,336.33	358.89
6106 · Storage Expense	506.61	639.88	-133.27
6110 · President's Expense			
6111 · Presidents CSMFO- Gifts	5,164.93	0.00	5,164.93
6112 · Presidents CSMFO-Dinner	0.00	22.95	-22.95
6110 · President's Expense - Other	290.00	2,291.09	-2,001.09
Total 6110 · President's Expense	5,454.93	2,314.04	3,140.89
6115 · Board of Directors			
6116 · Board Meeting Expenses	0.00	3,192.43	-3,192.43
Total 6115 · Board of Directors	0.00	3,192.43	-3,192.43
6120 · Committee/Chapter Support			
6121 · Committee Support	0.00	573.59	-573.59
6122 · Chapter Support	0.00	6,979.22	-6,979.22
6120 · Committee/Chapter Support - Other	0.00	158.99	-158.99
Total 6120 · Committee/Chapter Support	0.00	7,711.80	-7,711.80
6125 · Board Planning Session-Retreat	355.95	6,000.00	-5,644.05
6140 · Management Services			
6143 · Management Services	86,261.88	82,511.33	3,750.55
6146 · Consultants			
6146.10 · Coleman Services	8,135.00	4,200.00	3,935.00
6146 · Consultants - Other	6,000.00	0.00	6,000.00
Total 6146 · Consultants	14,135.00	4,200.00	9,935.00
6470 · Webinar Program Services	10,000.00	32,500.00	-22,500.00
Total 6140 · Management Services	110,396.88	119,211.33	-8,814.45
6150 · Office Supplies	4.40	215.04	-210.64
6155 · Merchant Fees/Bank Chgs.	7,972.54	15,897.08	-7,924.54

**California Society of Municipal Finance Officers**  
**Statement of Financial Income and Expense**  
January through June 2021

	<u>Jan - Jun 21</u>	<u>Jan - Jun 20</u>	<u>\$ Change</u>
6160 · Awards	5,440.01	162.32	5,277.69
6165 · Printing			
6166 · Printing, copying, and admin	47.80	1,011.81	-964.01
6167 · Directory	8,172.08	16,833.26	-8,661.18
6165 · Printing - Other	0.00	657.00	-657.00
Total 6165 · Printing	8,219.88	18,502.07	-10,282.19
6170 · Magazine	1,111.77	18,043.55	-16,931.78
6175 · Postage	588.23	656.88	-68.65
6185 · Telephone/Bridge Calls	267.65	331.32	-63.67
6190 · Web and Technology			
6192 · Web site	2,996.46	2,500.00	496.46
6195 · Web Site Hosting Fee	5,929.21	6,952.91	-1,023.70
6190 · Web and Technology - Other	12,171.64	12,084.00	87.64
Total 6190 · Web and Technology	21,097.31	21,536.91	-439.60
6200 · Travel/Staff Expenses	0.00	0.00	0.00
6220 · Audit & Tax Filing	8,000.00	7,850.00	150.00
6230 · Insurance	3,660.00	3,271.00	389.00
6240 · Taxes			
6242 · Current Year Taxes	4,158.00	18,175.00	-14,017.00
6246 · Prior Year Taxes	8,770.00	4,150.00	4,620.00
Total 6240 · Taxes	12,928.00	22,325.00	-9,397.00
6255 · GFOA Reception	420.00	6,500.00	-6,080.00
Total 6100 · OPERATING EXPENSES	196,119.38	263,696.98	-67,577.60
6900 · OTHER EXPENSES			
6970 · One-Time Budgeted Expenses	840.00	4,136.73	-3,296.73
Total 6900 · OTHER EXPENSES	840.00	4,136.73	-3,296.73
9950 · Prior Period Adjustment	0.00	-122.55	122.55
Total Expense	196,959.38	267,711.16	-70,751.78
Net Ordinary Income	149,496.48	34,438.68	115,057.80
Other Income/Expense			
Other Income			
4501 · Chapter Income			
4501.01 · Northwest Counties	0.00	1,998.57	-1,998.57
4501.02 · Northeast Counties	0.00	467.10	-467.10
4501.03 · North Coast	0.00	664.35	-664.35
4501.04 · Sacramento Valley	0.00	0.00	0.00
4501.05 · East Bay (SF)	0.00	480.00	-480.00
4501.06 · Central Valley	0.00	0.00	0.00
4501.07 · Peninsula	0.00	0.00	0.00
4501.08 · Monterey Bay	0.00	0.00	0.00
4501.09 · South San Joaquin	0.00	336.55	-336.55
4501.11 · Channel Counties	0.00	0.00	0.00
4501.12 · San Gabriel Valley	0.00	1,192.49	-1,192.49
4501.13 · Central Los Angeles	0.00	0.00	0.00
4501.14 · South Bay (LA)	0.00	240.00	-240.00
4501.15 · Desert Mountain	0.00	275.00	-275.00
4501.16 · Orange County	0.00	925.00	-925.00

**California Society of Municipal Finance Officers**  
**Statement of Financial Income and Expense**  
January through June 2021

	Jan - Jun 21	Jan - Jun 20	\$ Change
4501.17 · Inland Empire	40.00	90.00	-50.00
4501.18 · Coachella Valley	0.00	2,435.16	-2,435.16
4501.19 · San Diego County	0.00	0.00	0.00
<b>Total 4501 · Chapter Income</b>	<b>40.00</b>	<b>9,104.22</b>	<b>-9,064.22</b>
<b>4500 · PROGRAM REVENUES</b>			
8000 · Conference Revenue			
8100 · Government Registrations			
8105 · Govt Non-Memb Full Early	0.00	34,520.00	-34,520.00
8106 · Govt Non-Memb-Full Regular	27,850.00	23,865.00	3,985.00
8108 · Govt Non-Memb Daily Early	0.00	3,780.00	-3,780.00
8109 · Govt Non-Memb-Daily-Regular	0.00	6,210.00	-6,210.00
8110 · Govt Memb - Full Conf-Early	0.00	379,640.00	-379,640.00
8115 · Conf-Gov-Full-Norm-Mem	138,200.00	60,835.00	77,365.00
8120 · Govt Memb Daily-Early	0.00	8,970.00	-8,970.00
8125 · Govt Memb-Daily Regular	0.00	3,500.00	-3,500.00
8150 · Govt Non-Memb Full Onsite	0.00	2,295.00	-2,295.00
8155 · Govt Memb-Full Regular	0.00	5,445.00	-5,445.00
<b>Total 8100 · Government Registrations</b>	<b>166,050.00</b>	<b>529,060.00</b>	<b>-363,010.00</b>
8200 · Commercial Registrations			
8225 · Conf-Com-Exhibitor-Addn Full	5,200.00	72,200.00	-67,000.00
8227 · Conf-Com-Exhibitor Daily	0.00	9,660.00	-9,660.00
8230 · Comm Non-Memb-Full-Early	0.00	13,090.00	-13,090.00
8231 · Comm Non-Memb-Full-Reg	11,550.00	18,820.00	-7,270.00
8235 · Comm Memb-Full-Early	0.00	12,395.00	-12,395.00
8236 · Comm Memb-Full-Regular	7,250.00	13,140.00	-5,890.00
8245 · Comm Memb-Daily-Early	0.00	930.00	-930.00
8250 · Comm-Memb Daily-Regular	0.00	1,840.00	-1,840.00
8260 · Comm Non-Memb Daily Early	0.00	4,100.00	-4,100.00
8265 · Comm Non-Memb Daily Regular	0.00	8,570.00	-8,570.00
<b>Total 8200 · Commercial Registrations</b>	<b>24,000.00</b>	<b>154,745.00</b>	<b>-130,745.00</b>
8300 · Pre-Conference Registrations			
8376 · PreConference-Session D	0.00	4,650.00	-4,650.00
8371 · PreConference-Session A	10,920.00	8,700.00	2,220.00
8373 · PreConference-Session B	5,135.00	8,250.00	-3,115.00
8375 · PreConference-Session C	0.00	4,650.00	-4,650.00
<b>Total 8300 · Pre-Conference Registrations</b>	<b>16,055.00</b>	<b>26,250.00</b>	<b>-10,195.00</b>
8500 · Extra Meals			
8565 · Hosted Evening Event	0.00	21,375.00	-21,375.00
<b>Total 8500 · Extra Meals</b>	<b>0.00</b>	<b>21,375.00</b>	<b>-21,375.00</b>
8600 · Event Registrations			
8610 · Golf	0.00	30,525.00	-30,525.00
8630 · Tennis	0.00	1,960.00	-1,960.00
<b>Total 8600 · Event Registrations</b>	<b>0.00</b>	<b>32,485.00</b>	<b>-32,485.00</b>
8700 · Exhibitors Fees			
8707 · Deluxe Exhibitor	100,000.00	0.00	100,000.00
8704 · Premier Exhibitor	67,500.00	0.00	67,500.00
8702 · Featured Exhibitor/Sponsor	0.00	30,000.00	-30,000.00

# California Society of Municipal Finance Officers

## Statement of Financial Income and Expense

January through June 2021

	Jan - Jun 21	Jan - Jun 20	\$ Change
8703 · Sapphire Exhibitor	0.00	126,000.00	-126,000.00
8715 · Gold Package	0.00	288,000.00	-288,000.00
8725 · Silver Package	0.00	31,200.00	-31,200.00
8735 · Diamond Package	0.00	72,000.00	-72,000.00
<b>Total 8700 · Exhibitors Fees</b>	<b>167,500.00</b>	<b>547,200.00</b>	<b>-379,700.00</b>
<b>8800 · Sponsorships</b>			
8830 · Non-Exhibitor Sponsor 8830	33,000.00	36,000.00	-3,000.00
8872 · Additional Sponsorship Monies	3,500.00	6,500.00	-3,000.00
<b>Total 8800 · Sponsorships</b>	<b>36,500.00</b>	<b>42,500.00</b>	<b>-6,000.00</b>
<b>8900 · Conference Miscellaneous</b>			
8915 · Hotel Rebate for Convention Ctr	0.00	26,478.27	-26,478.27
8910 · Cancellation Fees	0.00	825.00	-825.00
<b>Total 8900 · Conference Miscellaneous</b>	<b>0.00</b>	<b>27,303.27</b>	<b>-27,303.27</b>
<b>Total 8000 · Conference Revenue</b>	<b>410,105.00</b>	<b>1,380,918.27</b>	<b>-970,813.27</b>
<b>4503 · Contributions and Donations</b>			
4503.75 · Robert O'Dell Scholarship	0.00	167.00	-167.00
4503 · Contributions and Donations - Other	1,200.00	0.00	1,200.00
<b>Total 4503 · Contributions and Donations</b>	<b>1,200.00</b>	<b>167.00</b>	<b>1,033.00</b>
<b>4504 · Education income</b>			
4591 · California Local Budgeting	8,400.00	0.00	8,400.00
4575 · Investment Accounting	5,700.00	0.00	5,700.00
4505 · Webinar	2,623.00	5,156.00	-2,533.00
4540 · Fundamentals of Rates, Fees	16,650.00	150.00	16,500.00
4570 · Intro to Government	20,925.00	13,951.00	6,974.00
4590 · Intermediate Government Acct	28,495.00	4,500.00	23,995.00
4595 · Revenue Fundamentals	-150.00	0.00	-150.00
4597 · Developing Supervisory Skills	0.00	200.00	-200.00
<b>Total 4504 · Education income</b>	<b>82,643.00</b>	<b>23,957.00</b>	<b>58,686.00</b>
<b>Total 4500 · PROGRAM REVENUES</b>	<b>493,948.00</b>	<b>1,405,042.27</b>	<b>-911,094.27</b>
8999 · YM Import Items	0.00	0.00	0.00
<b>Total Other Income</b>	<b>493,988.00</b>	<b>1,414,146.49</b>	<b>-920,158.49</b>
<b>Other Expense</b>			
<b>6401 · Chapter Expenses</b>			
<b>6401.79 · Current Year Chapter Expenses</b>			
6401.07 · Peninsula	0.00	3,981.52	-3,981.52
6401.09 · South San Joaquin	225.00	250.00	-25.00
6401.12 · San Gabriel Valley	0.00	352.20	-352.20
6401.16 · Orange County	0.00	9,405.04	-9,405.04
6401.17 · Inland Empire	0.00	817.00	-817.00
6401.19 · San Diego County	0.00	1,199.50	-1,199.50
<b>Total 6401.79 · Current Year Chapter Expenses</b>	<b>225.00</b>	<b>16,005.26</b>	<b>-15,780.26</b>
<b>6401.89 · Prior Year Chapter Income/Expen</b>			
6401.57 · Prior Period Peninsula	0.00	25.00	-25.00
6401.58 · Prior Period Monterey Bay	0.00	95.00	-95.00
<b>Total 6401.89 · Prior Year Chapter Income/Expen</b>	<b>0.00</b>	<b>120.00</b>	<b>-120.00</b>
<b>Total 6401 · Chapter Expenses</b>	<b>225.00</b>	<b>16,125.26</b>	<b>-15,900.26</b>
<b>6400 · PROGRAM EXPENSES</b>			

# California Society of Municipal Finance Officers

## Statement of Financial Income and Expense

January through June 2021

	Jan - Jun 21	Jan - Jun 20	\$ Change
<b>9000 · Conference Expenses</b>			
<b>9100 · Food &amp; Beverage</b>			
9115 · Wednesday-Breakfast	0.00	19,869.13	-19,869.13
9125 · Wednesday-Lunch	0.00	81,249.33	-81,249.33
9135 · Wednesday-Food-Exhibitor Recept	0.00	34,891.51	-34,891.51
9138 · Wednesday-Beverage-Exhibitor Re	0.00	12,680.48	-12,680.48
9140 · Thursday-Breakfast-Chapter Chai	0.00	2,124.97	-2,124.97
9143 · Thursday-Breakfast	0.00	63,620.93	-63,620.93
9145 · Thursday-Coffee Service	0.00	19,516.18	-19,516.18
9147 · Thursday-Lunch	0.00	92,896.62	-92,896.62
9148 · Thursday-PM Break	0.00	26,287.62	-26,287.62
9150 · Friday-Breakfast	0.00	53,024.02	-53,024.02
9155 · Friday-Lunch	0.00	2,656.64	-2,656.64
<b>Total 9100 · Food &amp; Beverage</b>	<b>0.00</b>	<b>408,817.43</b>	<b>-408,817.43</b>
<b>9200 · President's Dinners</b>			
9210 · President's Dinner - Food & Bev	0.00	47,433.67	-47,433.67
9220 · Entertain-Transport-Decor-Favor	0.00	828.50	-828.50
9250 · Pres Dinner-Out of State Guest	0.00	16,236.72	-16,236.72
<b>Total 9200 · President's Dinners</b>	<b>0.00</b>	<b>64,498.89</b>	<b>-64,498.89</b>
<b>9300 · Hosted Event</b>			
9310 · Event Entertainment	16,300.00	43,665.00	-27,365.00
9320 · Event Food	0.00	134,138.08	-134,138.08
9321 · Event Bar	0.00	15,084.46	-15,084.46
9340 · Event Other	0.00	12,669.68	-12,669.68
<b>Total 9300 · Hosted Event</b>	<b>16,300.00</b>	<b>205,557.22</b>	<b>-189,257.22</b>
<b>9400 · Meetings and Training</b>			
9410 · Speakers-Honorarium	30,400.00	85,300.00	-54,900.00
9420 · Speaker-Expenses-Lodging	0.00	3,563.61	-3,563.61
9430 · Speaker-Expenses-Transportation	0.00	2,612.37	-2,612.37
<b>Total 9400 · Meetings and Training</b>	<b>30,400.00</b>	<b>91,475.98</b>	<b>-61,075.98</b>
<b>9450 · Comps</b>			
9462 · Comps - Other	0.00	3,348.54	-3,348.54
9460 · Other Guests Lodging (OOS)	0.00	3,711.24	-3,711.24
9465 · Board Scholarships	0.00	3,750.00	-3,750.00
9450 · Comps - Other	0.00	785.48	-785.48
<b>Total 9450 · Comps</b>	<b>0.00</b>	<b>11,595.26</b>	<b>-11,595.26</b>
<b>9475 · Meetings</b>			
9476 · Audio Visual and Lighting	0.00	165,772.31	-165,772.31
9477 · Virtual Platform	82,709.00	0.00	82,709.00
9478 · General Session - Addl' product	0.00	6,480.68	-6,480.68
9479 · WiFi Internet	0.00	12,500.00	-12,500.00
9480 · Electric Power/Rigging	0.00	19,692.40	-19,692.40
9481 · Reg/Attendance Tracking	0.00	34,924.32	-34,924.32
9485 · Convention/Hotel Other Costs	0.00	825.00	-825.00
<b>Total 9475 · Meetings</b>	<b>82,709.00</b>	<b>240,194.71</b>	<b>-157,485.71</b>
<b>9490 · Pre-Conference Workshop</b>			
9494 · Food & Beverage	0.00	9,176.02	-9,176.02

# California Society of Municipal Finance Officers

## Statement of Financial Income and Expense

January through June 2021

	Jan - Jun 21	Jan - Jun 20	\$ Change
9496 · Pre-Conference-Other	300.00	94.91	205.09
<b>Total 9490 · Pre-Conference Workshop</b>	<b>300.00</b>	<b>9,270.93</b>	<b>-8,970.93</b>
<b>9500 · Exhibits</b>			
9550 · Sponsor Branded Items	0.00	10,063.91	-10,063.91
9510 · Decorator Booth Fee	0.00	15,198.25	-15,198.25
9540 · Security	0.00	3,161.00	-3,161.00
9599 · Exhibits-Other	0.00	8,286.83	-8,286.83
<b>Total 9500 · Exhibits</b>	<b>0.00</b>	<b>36,709.99</b>	<b>-36,709.99</b>
<b>9600 · Entertainment/Gifts</b>			
9610 · Conference Gifts/Attendees	0.00	57,895.77	-57,895.77
9620 · Speaker/Board/Committee Memento	4,814.54	3,347.86	1,466.68
9630 · Gift Baskets (VIPs)	0.00	1,107.00	-1,107.00
<b>Total 9600 · Entertainment/Gifts</b>	<b>4,814.54</b>	<b>62,350.63</b>	<b>-57,536.09</b>
<b>9700 · Other Activities</b>			
9732 · Golf Tournament Expenses	0.00	32,819.58	-32,819.58
9750 · Other Event Expenses	0.00	3,670.00	-3,670.00
<b>Total 9700 · Other Activities</b>	<b>0.00</b>	<b>36,489.58</b>	<b>-36,489.58</b>
<b>9800 · Administration - Conference</b>			
9805 · Conference Marketing	0.00	5,236.00	-5,236.00
9810 · Conference Contract Services	78,757.52	76,622.52	2,135.00
9815 · Printing/Copy/Conference Media	0.00	2,307.22	-2,307.22
9820 · President Expenses	0.00	673.17	-673.17
9831 · Supplies-Badges-Ribbons-Etc	0.00	666.20	-666.20
9840 · Postage & Shipping	3,685.67	11.60	3,674.07
9875 · Signage	0.00	3,967.45	-3,967.45
9880 · Bank Merchant Fees	14,902.50	339.85	14,562.65
9890 · Conference Committee Expenses	15,193.90	24,664.11	-9,470.21
9895 · Staff Exp Inc. Lodging & Travel	0.00	20,082.59	-20,082.59
9800 · Administration - Conference - Other	4,200.00	3,500.00	700.00
<b>Total 9800 · Administration - Conference</b>	<b>116,739.59</b>	<b>138,070.71</b>	<b>-21,331.12</b>
<b>9000 · Conference Expenses - Other</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total 9000 · Conference Expenses</b>	<b>251,263.13</b>	<b>1,305,031.33</b>	<b>-1,053,768.20</b>
<b>6404 · Education Expenses</b>			
6491 · CA Local Budgeting Expense	1,050.00	0.00	1,050.00
<b>6430 · Intro to Government</b>			
6430.10 · Intro to Govt Account - Reimbur	2,000.00	4,102.27	-2,102.27
6430 · Intro to Government - Other	0.00	2,000.00	-2,000.00
<b>Total 6430 · Intro to Government</b>	<b>2,000.00</b>	<b>6,102.27</b>	<b>-4,102.27</b>
6480 · Intermediate Governmental Acct.	7,394.22	865.26	6,528.96
6594 · CMTA/CSMFO Course Exp	0.00	0.00	0.00
6595 · Revenue Fundamental Expense	600.00	0.00	600.00
<b>Total 6404 · Education Expenses</b>	<b>11,044.22</b>	<b>6,967.53</b>	<b>4,076.69</b>
<b>Total 6400 · PROGRAM EXPENSES</b>	<b>262,307.35</b>	<b>1,311,998.86</b>	<b>-1,049,691.51</b>
<b>Total Other Expense</b>	<b>262,532.35</b>	<b>1,328,124.12</b>	<b>-1,065,591.77</b>
<b>Net Other Income</b>	<b>231,455.65</b>	<b>86,022.37</b>	<b>145,433.28</b>
<b>Net Income</b>	<b>380,952.13</b>	<b>120,461.05</b>	<b>260,491.08</b>

# California Society of Municipal Finance Officers

## Chapter Income and Expense

January through June 2021

	Inland Empire (Chapters)	South San Joaquin Valley (Chapters)	Total Chapters	TOTAL
Other Income/Expense				
Other Income				
4501 · Chapter Income	40.00	0.00	40.00	40.00
Total Other Income	40.00	0.00	40.00	40.00
Other Expense				
6401 · Chapter Expenses	0.00	225.00	225.00	225.00
Total Other Expense	0.00	225.00	225.00	225.00
Net Other Income	40.00	-225.00	-185.00	-185.00
Net Income	40.00	-225.00	-185.00	-185.00

# California Society of Municipal Finance Officers

## Check Detail

June 2021

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Che BILLPMT 06/10/2021 Cvent, Inc. 1006 · Bank of America Checking (new)</b>					
Bill	4110042003	05/29/2021		9481 · Reg/Attendance Tracking	(17,493.05)
TOTAL					(17,493.05)
<b>Bill Pmt -Che BILLPMT 06/10/2021 Deborah Harper {v} 1006 · Bank of America Checking (new)</b>					
Bill	2021-01	05/20/2021		6430.10 · Intro to Govt Account -	(2,000.00)
TOTAL					(2,000.00)
<b>Bill Pmt -Che BILLPMT 06/10/2021 Government Finance Officers Ass 1006 · Bank of America Checking (new)</b>					
Bill	3011002	05/31/2021		6470 · Webinar Program Services	(2,500.00)
TOTAL					(2,500.00)
<b>Bill Pmt -Che BILLPMT 06/10/2021 Pacific Storage Company 1006 · Bank of America Checking (new)</b>					
Bill	4201038	05/31/2021		6106 · Storage Expense	(82.68)
TOTAL					(82.68)
<b>Bill Pmt -Che BILLPMT 06/10/2021 Sierra Office Supply &amp; Printing 1006 · Bank of America Checking (new)</b>					
Bill	3662011-0	05/31/2021		6167 · Directory	(1,273.08)
TOTAL					(1,273.08)
<b>Bill Pmt -Che BILLPMT 06/10/2021 Smith Moore and Associates, Inc. 1006 · Bank of America Checking (new)</b>					
Bill	20210248	06/01/2021		9890 · Conference Committee Exp	(13,800.00)
Bill	20210215	06/01/2021		6143 · Management Services	(11,994.61)
				2003 · A/P Other- SMA Conferenc	(3,427.02)
				6195 · Web Site Hosting Fee	(625.72)
				1500 · CSMFO/SMA Database AR	(176.97)
				9800 · Administration - Conferenc	(584.01)
TOTAL					(30,608.33)
<b>Bill Pmt -Che BILLPMT 06/25/2021 Irwin B Bornstein [v] 1006 · Bank of America Checking (new)</b>					
Bill	325.00	06/22/2021		6480 · Intermediate Government	(1,936.22)
TOTAL					(1,936.22)
<b>Bill Pmt -Che BILLPMT 06/25/2021 MMM Management 1006 · Bank of America Checking (new)</b>					
Bill		06/18/2021		6111 · Presidents CSMFO- Gifts	(5,000.00)
TOTAL					(5,000.00)

# California Society of Municipal Finance Officers

## Check Detail

June 2021

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Che BILLPMT</b>		<b>06/25/2021</b>	<b>Richardson &amp; Company, LLP</b>	<b>1006 · Bank of America Checking (new)</b>	
Bill	111596	06/16/2021		6220 · Audit & Tax Filing	(8,000.00)
TOTAL					(8,000.00)
<b>Bill Pmt -Che BILLPMT</b>		<b>06/25/2021</b>	<b>Sierra Office Supply &amp; Printing</b>	<b>1006 · Bank of America Checking (new)</b>	
Bill	3665762-0	06/18/2021		6170 · Magazine	(759.77)
TOTAL					(759.77)
<b>Bill Pmt -Che BILLPMT</b>		<b>06/25/2021</b>	<b>Smith Moore and Associates, Inc.</b>	<b>1006 · Bank of America Checking (new)</b>	
Bill	20210275	06/08/2021		6195 · Web Site Hosting Fee	(67.99)
				6185 · Telephone/Bridge Calls	(46.77)
				6192 · Web site	(66.99)
				6192 · Web site	(84.00)
				6170 · Magazine	(45.00)
				6160 · Awards	(4,608.00)
				6192 · Web site	(53.50)
				6125 · Board Planning Session-Re	(355.95)
				6175 · Postage	(21.42)
				6166 · Printing, copying, and adm	(2.24)
TOTAL					(5,351.86)
<b>Check</b>	<b>EFT</b>	<b>06/02/2021</b>	<b>Merchant Service</b>	<b>1006 · Bank of America Checking (new)</b>	
				6155 · Merchant Fees/Bank Chgs.	(1,062.80)
TOTAL					(1,062.80)
<b>Check</b>	<b>EFT</b>	<b>06/07/2021</b>	<b>Remote Deposit Fee</b>	<b>1006 · Bank of America Checking (new)</b>	
				6155 · Merchant Fees/Bank Chgs.	(15.00)
TOTAL					(15.00)
<b>Check</b>	<b>EFT</b>	<b>06/18/2021</b>	<b>Internal Revenue Service</b>	<b>1006 · Bank of America Checking (new)</b>	
				6246 · Prior Year Taxes	(2,548.00)
TOTAL					(2,548.00)
<b>Check</b>	<b>EFT</b>	<b>06/18/2021</b>	<b>Internal Revenue Service</b>	<b>1006 · Bank of America Checking (new)</b>	
				6246 · Prior Year Taxes	(6,222.00)
TOTAL					(6,222.00)
<b>Check</b>	<b>EFT</b>	<b>06/21/2021</b>	<b>Franchise Tax Board</b>	<b>1006 · Bank of America Checking (new)</b>	

# California Society of Municipal Finance Officers

## Check Detail

June 2021

	Type	Num	Date	Name	Account	Paid Amount
					6242 · Current Year Taxes	(4,158.00)
TOTAL						(4,158.00)
	<b>Check</b>	<b>7041</b>	<b>06/25/2021</b>	<b>San Bernardino County Transport</b>	<b>1006 · Bank of America Checking (new)</b>	
	Payment	634806	06/15/2021	San Bernardino County Transportator 1100	· Accounts receivable	(145.00)
TOTAL						(145.00)
	<b>Bill Pmt -Che</b>	<b>7042</b>	<b>06/25/2021</b>	<b>Monte Vista Water District [v]</b>	<b>1006 · Bank of America Checking (new)</b>	
	Bill	20210610CSMFO	06/10/2021		6105 · Marketing/Membership	(230.08)
TOTAL						(230.08)



## CSMFO Executive Committee

Agenda  
July 14, 2021

- Ad Hoc Update/Plan for moving forward
- GFOA Association Collaboration Debrief (Michigan, Ohio, Colorado, CSMFO, Washington, Oregon)
  - Front porch/coffee chat
  - Association/Commercial Director – position on Board but without ability to be an officer
  - President prerequisite – hold office as Treasurer before Pres-Elect
  - State Department partnerships – formal interactions with state DOF, CalPERS, etc.
  - Have a formal GFOA appointee
  - Michigan's "Day in the Life" video series to promote jobs on college campuses
  - Confirming point – leverage volunteers for strategic leadership and less busy work
  - "Small Agency" committee and/or track topic
  - "Sister Association" invites to the conference—broaden to include new collaborations?
- Strategic Plan Updates (for July Board agenda)
- 2021 Strategic Planning Session Update
  - Team Building – Splitsville on hold
  - Reception – waiting for response from Disney
  - Dinner – waiting on response from Disney
  - Schedule
  - Facilitator: ?
  - Covid-related requirements?

### July Board Agenda Items

- Executive Director Search Update
- Strategic Plan Updates

## CORE STRATEGIES, GOALS & PRIORITY ACTIONS

Core Strategy: **Organizational Sustainability**

Goal: **CSMFO will leverage and invest resources to ensure the long-term sustainability of the organization.**

1. Operations				
Goal/Objective	Action Plan & Deliverable	Responsible Parties	Target Dates	Progress
1. Create a committee structure that optimizes leadership opportunities	-Review/revise committees/committee structure	Develop new Ad Hoc led by Board Member	Committee appointed by March 2021; Recommendation from ad hoc due by October 2021	
2. Provide public policy guidance to all government members (not just cities)	-Research and identify ways to provide greater guidance for counties and special districts	Professional Standards	Recommendation by October 2022	<p>In February 2021, membership data was obtained for active municipal members, which showed that 69% of members work at cities whereas 27% of members work at special districts. For those members that are in a special district, over half work in water/wastewater.</p> <p>A majority of CSMFO policy guidance (including Committee Highlights from the Professional Standards Committee) provides content that is of interest to all municipal members on topics such as accounting and financial reporting, debt, investments, etc. Therefore, it appears that CSMFO is providing guidance on</p>

1. Operations				
Goal/Objective	Action Plan & Deliverable	Responsible Parties	Target Dates	Progress
				a variety of topics that benefit all members (not just cities).
3. Update operations to conform with modern technologies	-Evaluate best long-term use of CSMFO app and market to members, particularly students.	Technology with support from CDC	April 2022	Survey regarding knowledge and use of the CSMFO app is being developed.
4. Appropriately structure staffing and operations for the next 5-10 years	-Develop RFP that includes a scope of services for projected as well as current needs	Current Ad Hoc	Due by May 2021	

## CORE STRATEGIES, GOALS & PRIORITY ACTIONS

Core Strategy: **Organizational Sustainability**

Goal: **CSMFO will leverage and invest resources to ensure the long-term sustainability of the organization.**

<b>2. Fiscal Sustainability</b>				
<b>Goal/Objective</b>	<b>Action Plan &amp; Deliverable</b>	<b>Responsible Parties</b>	<b>Target Dates</b>	<b>Progress</b>
<b>1. Prioritize the financial health of the association</b>	<ul style="list-style-type: none"><li>-Consider establishing fiscal guiding principles</li><li>-Analyze diversification of revenue streams</li><li>-Develop long-range forecasting to address fiscal sustainability</li><li>-Revise Administration Committee responsibilities as necessary to address enhanced ongoing fiscal planning and oversight</li></ul>	<b>Develop new Ad Hoc led by Board Member</b>	<b>Committee appointed by March 2021; Initial report/recommendations to Administration Committee due by August 2021</b>	
<b>2. Ensure membership dues appropriately contribute to operations</b>	<ul style="list-style-type: none"><li>-Research possibility of different dues structure (e.g., like GFOA)</li><li>-Establish a membership dues policy to address increasing costs of operations and keep up with inflation</li></ul>	<b>Administration Committees with input from Membership</b>	<b>August 2021 (for implementation for 2023 dues (11/2022))</b>  <b>June 2022</b>	
<b>3. Determine program profitability</b>	<ul style="list-style-type: none"><li>-Consider apportioning costs (including staff time) to program expenses to provide an overall picture of each program's fiscal health</li></ul>	<b>Career Development Committee</b>	<b>August 2021; if staff time to be apportioned, include in 2022 budget</b>	

## CORE STRATEGIES, GOALS & PRIORITY ACTIONS

Core Strategy: **Organizational Sustainability**

Goal: **CSMFO will leverage and invest resources to ensure the long-term sustainability of the organization.**

<b>3. Leadership Development</b>				
<b>Goal/Objective</b>	<b>Action Plan &amp; Deliverable</b>	<b>Responsible Parties</b>	<b>Target Dates</b>	<b>Progress</b>
<b>1. Ensure success of volunteer leadership</b>	<b>-Develop an orientation presentation for Board members, chapter leadership, committee leadership, League policy committee representatives</b>	<b>Develop new Ad Hoc led by Past President</b>	<b>October 2021</b>	
	<b>-Establish method for onboarding new leaders</b>		<b>December 2021</b>	
<b>2. Provide opportunities for future leaders</b>	<b>-Develop a way to incorporate all member types into leadership positions</b> <b>-Develop systems to better support future leaders</b>	<b>Develop new Ad Hoc led by Board Member</b>	<b>Committee appointed by July 2021; Recommendations from ad hoc due by June 2022</b>	<b>Committee members have been identified and coordinating for first meeting in August 2021</b>
<b>3. Recognize volunteers</b>	<b>-Develop annual volunteer recognition</b>	<b>Recognition Committee</b>	<b>Fall 2021</b>	<b>Ideas to be brought to Board in the fall in preparation for the Annual Conference</b>

## CORE STRATEGIES, GOALS & PRIORITY ACTIONS

Core Strategy: **Back to Basics**

Goal: **CSMFO will focus its efforts and resources on its core mission and vision.**

4. Membership Engagement				
Goal/Objective	Action Plan & Deliverable	Responsible Parties	Target Dates	Progress
1. Engage all members	-Develop strategy to engage commercial members	Executive Committee	August 2021	
2. Ensure avenues for member-to-member connectivity	-Test Cohort program -Consider continued virtual engagement activities -Develop a one-on-one coaching/mentoring system	Membership Committee  Career Development Committee	Dec 2021  Ongoing through 2021  October 2021	
3. Communicate appropriately with the membership and external partners	-Reevaluate goal and purpose of CSMFO News -Analyze reach of CSMFO News to internal and external parties	Communications Committee	August 2021  September 2021	<p>The Committee has implemented a “feedback feature” on each article on CSMFO News called “did you find this article helpful,” which will help solicit feedback on content.</p> <p>An eight question survey was published in July and will run through the end of August. Results from the feedback and survey will help determine how we reach our readers, how our readers react to content, and how often we should communicate with readers.</p>

4. Membership Engagement				
Goal/Objective	Action Plan & Deliverable	Responsible Parties	Target Dates	Progress
4. Provide for consistent leadership and coordinated efforts among the chapters	-Generate standardized policies for chapter meetings	Past President with support from Chapter Chairs	June 2022	
	-Generate “state of the association” regular updates for reporting out at chapter meetings		June 2021	
5. Create an incentive for membership	-Develop member v. non-member pricing policies -Ensure membership in CSMFO has value beyond what nonmembers receive	Membership Committee with support from Admin	June 2021 May 2022	

## CORE STRATEGIES, GOALS & PRIORITY ACTIONS

Core Strategy: **Back to Basics**

Goal: **CSMFO will focus its efforts and resources on its core mission and vision.**

<b>5. Professional Development</b>				
<b>Goal/Objective</b>	<b>Action Plan &amp; Deliverable</b>	<b>Responsible Parties</b>	<b>Target Dates</b>	<b>Progress</b>
<b>1. Reduce administrative overhead of career development programs</b>	<b>-Investigate Learning Management Systems.</b>	<b>Technology with support from CDC</b>	<b>June 2021</b>	<b>3 systems have been identified, demonstrations have been completed for 2 of the 3 systems. Pricing has been obtained. A recommendation should be formulated in August 2021.</b>
<b>2. Recognize top performers in the field of local government finance</b>	<b>-Work with GFOA to develop a California-centric add-on to their CPFO program</b>	<b>Career Development Committee</b>	<b>End of 2022</b>	
<b>3. Leverage cadre of instructors among all training media</b>	<b>-Assist with identifying topics/speakers for chapter meetings</b> <b>-Develop a database of speakers and their associated topics</b>	<b>Career Development Committee with support from chapter chairs</b>	<b>October 2021</b> <b>Feb 2022</b>	
<b>4. Provide the training that members want</b>	<b>-Analyze core course offerings and amend as necessary</b>	<b>Career Development Committee</b>	<b>Initial recommendation by August 2021; then, ongoing</b>	

# 2021 CSMFO News & Communications Survey

Thank you for taking the time to review this survey. Please answer the questions freely and honestly, we value your feedback and input on how we can better serve the CSMFO membership.

1. 1. How do you read CSMFO News?

*Check all that apply.*

- ☐ Links from emails
- ☐ Links or shares from social media
- ☐ Going directly to, or bookmarking [news.csmfo.org](https://news.csmfo.org)

Other: ☐ \_\_\_\_\_

2. 2. Do you follow CSMFO News on any of the following?

*Check all that apply.*

- ☐ Facebook
- ☐ LinkedIn
- ☐ Instagram

3. 3. How often do you read CSMFO News?

*Mark only one oval.*

- ☐ Each time an article is released
- ☐ Weekly
- ☐ Monthly
- ☐ No consistent basis
- ☐ Other: \_\_\_\_\_

4. 4. How often would you like to receive email notices and updates?

*Mark only one oval.*

- ☐ More frequently
- ☐ Same frequency
- ☐ Less frequently
- ☐ I do not currently receive notices via email

5. 5. Would you be interested in any of the following options to supplement or replace emails?

*Check all that apply.*

- ☐ Weekly or monthly email digest
- ☐ Quarterly printed publication
- ☐ Post articles to CSMFO Knowledgebase
- ☐ Hybrid of all options above

Other: ☐ \_\_\_\_\_

6. 6. How satisfied are you with the overall content of CSMFO News?

*Mark only one oval.*

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Neutral
- ☐ Dissatisfied
- ☐ Very dissatisfied

7. 7. Is there any specific content you would like CSMFO News to focus on?

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8. 8. Do you have other feedback, suggestions, or questions about CSMFO News or the Communications Committee?

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