



Wheaton North Falcon Band Parent Organization

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TO: Wheaton North Falcon Band Parent Organization

FROM: FBPO Treasurers – Rob Hanlon & Jodi Hanlon

DATE: May 5, 2015

Re: Treasurer Report – May 2015

Attached: 2015 Budget to Actual by Classification – May 2015

Regularly, a budget to actual report is circulated to FBPO monthly meeting attendees. Since this is the last meeting of the year, following is a detailed report for the FBPO Meeting Minutes on the financial progress achieved this year in addition to some suggested goals for next year.

Goals for Next Year

- To be determined by next officers.

Accomplishments this Year (open items are printed in RED)

- **Classes for History** - Categorize historical transactions into QuickBooks “classes” for improved year over year comparison.
- **Standard Accounts for History** - Reclassify historical transactions into a standard set of accounts for improved year over year comparison.
- **Electronic Budget History** - Enter historical budgets into system for improved year over year comparison.
- **Monthly Statements** - Establish monthly electronic student statement emails.
- **Electronic Tax Archive** - Scan back tax returns for electronic archive.
- **Electronic Bank Archive** - Scan back bank statements for electronic archive.
- **Budgeting Tools** - Develop budgeting drivers and metrics to generate a budget (i.e. students, Falcon Fest participants etc.) vs. previous year actuals.
- **Lock Box Usage** - Motivate consistent usage of lock box.
- **Online Activity** - Increase the use of the online tools for registrations, fees, shirt orders and other activities historically tracked with paper forms.
- **PO Box** - Establish a PO Box for band mail.
- **Fundraising Tracker** - Create a standard tracker for fundraising activities to ensure ability to apply activity to student account level.
- **Online Donations** - Establish an online method for band to receive donations.
- **Money Market** - Identify a strategy for money market funds.
- **Escrow Visibility** - Improve notification of expiring escrow balances.



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2014-2015 Financial Analysis

Fundraising

Fundraising fell \$4,142 (23%) short of our goal to raise \$18,155. We experienced \$2,436 of unplanned fundraising expenses due to police coverage for Falcon Fest previously paid by the school and food for our volunteers previously donated by the Wheaton North Boosters.

Included in fundraising is the escrow earned by students. Students earned an additional \$1,398 in escrow this year a 39% increase over our target of \$3,600. Additionally we deposited \$4,500 in our director's account to remain compliant with District rules regarding checkbook fundraising.

Falcon Fest earned \$5,557, 22% short of our goal of \$7,105.
The swing dance earned \$4,366, 12% short of our goal of \$5000.

Operations (Programs)

The band programs will in-line with normal expectations over past years. We will be \$4,583 under budget due to more marchers, under budgeted spending in instruction/clinics and guard uniform purchases. Included in this number is \$2,660 in fees waived for free and reduced marching/guard participants throughout the year. Additionally a trip to Chicago's Symphony Center was opened to all band members. The FBPO funded \$1,276 of the \$6,013 trip for the band members to participate.

Remaining Costs to be Processed

Remaining possible expenses are estimated at \$7,400 which is included in the financial summary above.

Category / Class	Amount	Notes
Drill & Music	\$2,000	Budgeted
Equipment Repairs	\$2,500	Budgeted
Transportation	\$1,000	Budgeted
Uniform Cleaning	\$900	Budgeted

Outstanding Receivables

We have \$2,926 outstanding owed by students for programs in the 2014-2015 season. We will distribute student statements again by Sunday 5/10 and process deposits by Sunday 5/17. A list of students and outstanding balances will be provided to Mr. Noworyta by Monday 5/18.