



PROPOSED 2015/2016 BUDGET

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	BUDGET 2015/16	BUDGET 2014/15	Pre-Audit Mar 31/15	PERF 100.0%
REVENUE				
1 MEMBERSHIP DUES	4,306,087	4,221,654	4,103,351	97.2%
LESS				
2 DEFENCE FUND TRANSFER 10% REG.MBR.	430,609	422,165	407,783	96.6%
NET MEMBERSHIP FEES	3,875,478	3,799,489	3,695,567	97.3%
3 OTHER REVENUE				
INVESTMENT INCOME (OPS RESERVE ACCOUNT)	11,500	10,000	14,830	148.3%
OTHER INCOME	2,000	12,000	15,767	
TOTAL REVENUE	3,888,978	3,821,489	3,726,164	97.5%
EXPENDITURES				
4 COMPENSATION - OFFICERS & STAFF				
a) PRESIDENT	87,475	86,610	84,244	97.3%
b) SECRETARY-TREASURER	87,475	86,610	83,002	95.8%
c) VICE-PRESIDENTS	43,740	43,305	29,453	68.0%
d) MEMBERS AT LARGE	21,870	21,655	23,348	107.8%
e) OFFICERS' TRANSITION	20,000	20,000	0	0.0%
f) BENEFITS (OFFICERS)	106,000	104,450	104,901	100.4%
g) STAFF REPS	618,000	599,025	609,275	101.7%
h) ADMINISTRATIVE STAFF	389,500	375,200	392,897	104.7%
i) BENEFITS (STAFF)	276,745	263,565	300,322	113.9%
j) OVERTIME	38,000	38,000	50,558	133.0%
k) STAFF PRO DEVELOPMENT	5,200	5,200	5,200	100.0%
TOTAL COMPENSATION	1,694,005	1,643,620	1,683,200	102.4%
5 OFFICERS' RELOCATION				
a) ALLOWANCE	16,600	16,600	16,600	100.0%
b) MOVING EXPENSES	10,000	10,000	3,784	37.8%
TOTAL OFFICERS' RELOCATION	26,600	26,600	20,384	76.6%
6 PRESIDENTS' COUNCIL & EXECUTIVE				
a) PRESIDENTS COUNCIL	45,000	45,000	53,906	119.8%
TOTAL PC & EXECUTIVE	45,000	45,000	53,906	119.8%
7 EVENTS				
a) FPSE AGM	233,625	253,900	271,910	107.1%
b) PRESIDENTS' RETREAT	30,000	26,000	34,599	133.1%
c) BC FEDERATION OF LABOUR CONVENTION	14,400	55,000	44,473	80.9%
d) BARGAINING STRATEGY CONFERENCE	0	0	0	0.0%
e) CLC/NUCAUT CONVENTION	0	42,000	48,881	116.4%
f) JOINT COMMITTEE CONFERENCE	70,000	70,000	80,925	115.6%
g) FPSE CONFERENCE	0	0	0	0.0%
h) OTHER CONFERENCES	40,000	35,000	39,996	114.3%
TOTAL EVENTS	388,025	481,900	520,784	108.1%

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8 COMMITTEES				
a) JADRC/JCBA	1,000	1,000	504	50.4%
b) BARGAINING COORDINATION	20,000	18,000	17,680	98.2%
c) CONTRACT ADMINISTRATION REVIEW	20,000	18,000	16,948	94.2%
d) EDUCATION POLICY	10,000	9,000	7,071	78.6%
e) HUMAN RIGHTS & INTERNATIONAL SOLIDARITY	13,000	17,000	17,823	104.8%
f) WORKPLACE HEALTH, ENVIRONMENT & SAFETY	10,000	9,000	10,693	118.8%
g) DISABILITY MANAGEMENT	10,000	9,000	11,007	122.3%
h) PENSION ADVISORY	26,000	24,000	30,432	126.8%
i) PROFESSIONAL DEVELOPMENT	10,000	9,000	9,850	109.4%
j) NON-REGULAR FACULTY	20,000	18,000	22,651	125.8%
k) STATUS OF WOMEN	14,000	12,000	12,619	105.2%
l) ORGANIZING	40,000	40,000	45,875	114.7%
m) PRIVATE SECTOR COMMITTEE	1,000	0	253	0.0%
N) AD HOC COMMITTEE	1,000	1,000	0	0.0%
TOTAL COMMITTEES	196,000	180,000	203,407	113.0%
9 LOCAL SUPPORT				
a) STAFF TRAVEL TO LOCALS	100,000	100,000	73,864	73.9%
b) LEGAL	500,000	500,000	278,798	55.8%
TOTAL LOCAL SUPPORT	600,000	600,000	352,662	58.8%
10 BARGAINING				
a) PROVINCIAL BARGAINING	0	25,000	76,254	305.0%
TOTAL BARGAINING	0	25,000	76,254	305.0%
11 ADVOCACY & PUBLIC RELATIONS				
a) PUBLIC RELATIONS/COMMUNICATIONS/LOBBYING	33,000	30,000	34,986	116.6%
b) INTERNATIONAL SOLIDARITY FUND	40,987	38,501	38,845	100.9%
c) DONATIONS/RECOGNITION	20,000	12,000	27,350	227.9%
d) REPRESENTATIONS - BC FED/LABOUR GROUPS	10,000	7,500	8,485	113.1%
e) REPRESENTATIONS - PROV COMMITTEES/AGENCIES	5,000	2,500	-18,967	-758.7%
f) REPRESENTATIONS - CAUT/NUCAUT	30,000	20,000	35,127	175.6%
g) REPRESENTATIONS - GOV'T (Prov & Fed)	10,000	10,000	4,797	48.0%
h) REPRESENTATIONS - OTHER	35,000	25,000	41,703	166.8%
TOTAL ADVOCACY & PUBLIC RELATIONS	183,987	145,501	172,327	118.4%
12 AFFILIATIONS AND MEMBERSHIPS				
a) AFFILIATION - BC FEDERATION OF LABOUR	82,905	80,348	82,902	103.2%
b) AFFILIATION - CAUT	98,055	97,078	97,669	100.6%
c) AFFILIATION - NUCAUT/CLC	90,495	90,898	97,225	107.0%
e) MEMBERSHIPS	14,000	12,000	15,434	128.6%
TOTAL AFFILIATIONS	285,455	280,324	293,229	104.6%

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13 ADMINISTRATION				
a) AUDIT	9,500	9,500	10,960	115.4%
b) BANK CHARGES & INTEREST	4,500	4,500	3,682	81.8%
c) AMORTIZATION	67,295	65,650	40,268	61.3%
d) EMPLOYEE RELATIONS	5,000	5,000	3,113	62.3%
e) NON CAPITAL EQUIPMENT, LEASE & MAINTENANCE	51,000	46,000	62,109	135.0%
f) INSURANCE	5,000	4,500	5,067	112.6%
g) OFFICE MAINTENANCE	500	500	10	2.0%
h) PRINTING/PHOTOCOPYING	4,000	3,000	3,582	119.4%
i) POSTAGE/COURIER	4,250	4,250	2,821	66.4%
j) RENT	167,580	166,200	165,239	99.4%
K) STAFF TRAINING	20,000	15,000	20,325	135.5%
L) SUBSCRIPTIONS	21,000	19,000	25,526	134.3%
m) OFFICE SUPPLIES	18,000	18,000	18,805	104.5%
n) TELECOMMUNICATIONS	35,000	35,000	29,393	84.0%
o) WEB SITE COMMUNICATION	2,500	1,500	4,486	299.0%
p) PARKING	21,500	20,000	22,622	113.1%
TOTAL ADMINISTRATION	427,125	417,600	407,047	97.5%
TOTAL EXPENDITURES	3,846,197	3,845,545	3,783,199	98.4%
UNADJUSTED SURPLUS (DEFICIT)	33,282	-24,056	-67,995	
CONTINGENT TRANSFER - LEGAL OVER \$ 300,000	200,000	24,056		
SURPLUS (DEFICIT)	242,782	-0	-57,035	

PROPOSED CAPITAL BUDGET FOR THE PERIOD OF APRIL 1, 2015 TO MARCH 31, 2016			
	2015/16 Budget	2014/15 Budget	2014/15 Actual
Equipment, Furniture & Fixtures	\$2,000	\$2,000	\$0
Computer Equipment	\$30,000	\$30,000	\$20,218
Leasehold Improvements	\$5,000	\$5,000	\$0
TOTALS	\$37,000	\$37,000	\$20,218

NOTES TO FPSE 2015-2016

PROPOSED BUDGET

REVENUE

1. Membership Dues

Membership dues are projected based on actual and estimated dues for the fiscal year 2014-2015. There has been a projected increase of 2% for 2015-2016 over the budgeted amount of 2014-2015 due to anticipated wage increases and allowance for scale advancement.

2. Defence Fund Transfer

The defence fund transfer remains at 10% of regular members' dues.

3. Other Revenue

Investment income includes income on operating reserve investments, unrealized gain or loss on operating reserve investments due to market valuation at period end, interest income on operating reserve investment account and current bank account. Income from operating reserve investment account assumes a 2% return on investment, based on an approximate \$550,000 fund value at budget preparation time. This approximates current achievable returns on low risk investment vehicles such as banker's acceptance paper, low risk government and corporate bonds, and GIC.

Other income includes income derived from the provision of Laserfiche services to FSPE affiliates, based on a four locals using the service at an annual \$500 access fee.

EXPENDITURES

4. Compensation - Officers & Staff

a)b)c)d)e)f) Budget for President and Secretary-Treasurer salaries and benefits are based on 100% release. Expenses for two Vice-Presidents are based on 25% release cost each. Members-at-Large compensation is based on 12.5% release cost each. Officers' Transition represents a 25% release cost for each officer leaving the FPSE Executive. Release costs increased by 1% over 2014-2015 to account for faculty wage increases in effect during 2015-16. Officer benefits continue to be budgeted at just under 41% of total officer compensation.

g)h)i) FPSE Staff Representative and Support Staff salaries and benefits based on collective agreement with CUPE 1004. Budgeted staff compensation amounts reflect a projected increase of 3% over 2014-2015; this reflects a 2% pay increase in October 2015 as well as a "catch-up" amount for retro from October 2013, not budgeted but incurred in 2014-2015.

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- j) Overtime line is primarily overtime worked by Staff Representatives, which is banked and accounted for as a liability, expensed in the period earned. Support Staff overtime is accounted for in the same way.
- k) Staff Professional Development is contractually set at \$400 per full time employee, per year, per staff CUPE Local 1004 collective agreement.

5. Officers' Relocation

Officers' relocation is a provision in the event a new President or Secretary-Treasurer has to relocate from outside the lower mainland. Budgeted amounts for Moving Expenses have been maintained for 2015-2016 from 2014-2015.

Allowance has been budgeted at \$1383 per month, to reflect a \$1000/month payout "net" of income taxes.

6. Presidents' Council and Executive Committee

Presidents' Council and Executive Committee allocation has been maintained at \$45,000 for 2015-2016.

7. Events

a) AGM

Costs projected as follows:

Accommodations.....	104,200
Delegate Travel	44,750
Delegate Meals - Reimbursed.....	20,700
Catering & Food Services	50,375
Banquet & Social Events	7,500
Audio/Visual Services	11,500
Conference Room Rentals	0
Speaker Fees and Direct Costs.....	5,000
Office/AGM Supplies	7,500
Direct Staff Costs (Travel, Meals, Accom, Overtime)	6,2500
Registration Fees (\$175 x 135 delegates)	(24,155)
Total	\$233,625

- b) Presidents' Retreat has been increased \$4,000 to \$30,000 for 2015-2016; this is a more accurate reflection of expected costs based on the past few years.

c) BC Fed Convention has been decreased to \$14,400 from 2015-2016 levels due to return to a smaller/regional convention format in 2015-2016.

d) Bargaining Strategy Conference set at \$0 in anticipation of a bargaining strategy conference not being held in 2015-2016.

e) CLC/NUCAUT Convention set at \$0 for 2015-2016 due there not being an event until 2017.

f) Joint Committee Conference budget is set at \$80,000 for 2015-2016, which represents seven committees x \$11,420 per committee. Increase in allocation from 2014-15 of \$10,000 per committee periodic readjustment to reflect increasing costs (inflation).

g) FPSE Other Conference set at \$0 due to no specific event planned.

h) Conferences increased to \$40,000 for 2015-2016. Includes all costs associated with member attendance at Summer Institute of Union Women, CLC Political Action Conference, CAUT Librarians, CLC Winter School, Harry Crowe Foundation, Lancaster House events, Pacific Northwest Labour History Conference, SHARE Pension Conference, and others.

8. Committees

a) Budget reflects regular meetings of FPSE standing committees as well as a provision for ad hoc committee meetings. Committees are budgeted at a standard rate of \$10,000 per meeting per fiscal year, with the exception of BCC, CARC, and NRFC, which are budgeted for two meetings. PAC is budgeted at \$13,000 per meeting due to extraordinarily high attendance. Each committee that participates in the Joint Committee Conference has had \$11,420 allocated towards the Joint Committee Conference line item for the 2015-2016 event. The PSLOC has been budgeted for \$1,000 due to low activity.

HRISC is budgeted at \$13,000; this does not include the \$5,000 included in 2014-15 for the Speaker's Tour since that item must be approved at AGM. Adjustment made post approval, post AGM. Expenditures for 2014-2015 included \$4,551.67 related to the Speaker's Tour.

SWC is budgeted for \$14,000, or one committee meeting plus expenses related to Day of Remembrance and International Women's Day events.

Organizing is set at \$40,000, which represents \$14,000 for 2015-16, plus \$26,000 for ongoing organizing activities in 2015-2016.

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9. Local Support

a) Staff Travels To Locals refers to those costs associated with FPSE staff representatives and officers travelling to and attending contract administration, local negotiations, organizing, meetings with locals and external organizations. This has been maintained at \$100,000 for 2015-2016 in anticipation of bargaining, arbitration and mediation related trips.

b) Legal has been maintained at \$500,000 for 2015-2016, which may be offset with a proposed draw from the Defence Fund should Legal expenditures beyond \$300,000 result in an operating deficit. This represents an estimate of total legal costs for 2015-2016, taking into account expected legal expenditures for grievance, arbitration and mediation purposes. Primary service providers in order or decreasing frequency are McGrady & Co, Victory Square Legal Group, Noonan and Company, Vincent L Ready, John B Hall, Wayne Moore, Mark J Brown, Julie Nichols and Robert Pekeles.

10. Bargaining

b) Bargaining has been reduced to \$0 for 2015-2016 due to contract settlements in 2014-15.

11. Advocacy and Public Relations

a) Public Relations includes lobbying and public relations, advertising, polling, newswire services, member information campaigns, costs of printing bulletins, and lobbying meeting expenses. Increased \$3,000 to \$33,000 for 2015-2016 after being frozen for three years.

b) International Solidarity Fund is designated for support of international labour organizations and campaigns. \$40,987 in total funds budgeted for 2015-2016 fiscal year based on 1% of 2013-2014 member dues received.

c) Donations/Recognition includes donations made to external organizations, primarily for support of charities and labour organization initiatives (Labour Community Christmas Dinner, BC Teacher's Federation Hardship Fund, Xatsull First Nation, Williams Lake Indian Band, UNBC Faculty Association, DTES Women's Centre, BC Lions More Than A Bystander Anti-Bullying and Anti-Domestic Violence Program).

d) Representations – BC Fed/Labour Groups represents the net cost of attendance and representation at, and to, meetings with the BC Federation of Labour and other labour organizations.

e) Representations - Provincial Committees/Agencies primarily includes meetings of the College Pension Plan Board Trustees. No change from 2015-2016. Credit balance result of increased expense reimbursement from the College Pension Board and the BC Investment Management Corporation.

f) Representations – CAUT represents the net cost of attendance at CAUT/NUCAUT events by FPSE executive and FPSE members. This includes items such as the Chief Negotiators Forum.

g) Representations – Government includes costs of meetings with provincial and federal representatives of government and government agencies, including 50% of October PC lobby costs. Costs are approximately 90% provincial government and 10% federal government.

h) Representations – Other provides for meetings with CLC, CAF, COCAL, ACIFA, PNLHA, Press Progress Forum, WOF, National Centre for Bargaining, CC West Conference, United Way and other external organizations.

12. Affiliations

a) BC Federation of Labour increased by \$2550 to account for increased affiliation rate in 2015-2016.

b) CAUT budget increased by just under a \$1,000 for 2015-2016 to account for small affiliation rate increase.

c) CLC/NUCAUT budget decreased \$400 for 2015-2016 to account for small over estimation of previous year's change in affiliation rate.

d) Memberships budget increased to \$14,000 for 2015-2016.

13. Administration

a) Audit maintained at \$9,500 for 2015-2016 based on 2014-2015 fees.

b) Bank Charges & Interest maintained at \$4,500 for 2015-2016.

c) Amortization for 2015-2016 based on 2014-2015 amount plus amortization due to planned acquisitions less amortization foregone through dispositions or obsolescence.

d) Employee relations budget maintained for 2015-2016. Includes provision for interviewing, employment advertising and small staff functions, as well as acknowledgement of illness.

e) Equipment lease and maintenance increased by \$5,000 for 2015-2016 to more accurately reflect purchase of non-capital equipment.

f) Insurance increased by \$500 to account for small premium changes.

g) Office maintenance includes costs of cleaning carpets, lighting, moving furniture, and miscellaneous small repairs. Budget maintained from 2014-15.

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- h) Postage & Courier maintained for 2015-2016.
- i) Printing includes photocopy paper, printing of envelopes, stationery, and business cards. Increased by \$1,000 after being frozen four years.
- j) Rent based on lease agreement with BCTF, renewed through 2018.
- k) Parking increased by \$1,500 from 2014-2015 levels. Includes building parking contract as well as non-allocated event parking.
- l) Staff training increased to \$5,000 for 2015-2016.
- m) Subscriptions/books increased to \$21,000 for 2015-2016. Publications provide research and resource material for members and staff reps.
- n) Office supplies maintained for 2015-2016.
- o) Telecommunications budget maintained for 2015-2016. Includes costs for telephones, fax machine, long distance, cell phone charges, voicemail, email and internet services.
- p) Web Site & Communications increased by \$1,000; budget covers web site hosting, maintenance design, security and enhancements.