



PROPOSED 2016/2017 BUDGET

PROPOSED 2016/2017 BUDGET

| | BUDGET 2016/17 | BUDGET 2015/16 | Pre-Audit Mar 31/16 | YTD 100.0% |
|--|-------------------|-------------------|------------------------|---------------|
| REVENUE | | | | |
| 1 MEMBERSHIP DUES | 4,370,678 | 4,306,087 | 4,100,759 | 95.2% |
| LESS | | | | |
| 2 DEFENCE FUND TRANSFER 10% REG.MBR. | 437,068 | 430,609 | 421,330 | 97.8% |
| NET MEMBERSHIP FEES | 3,933,611 | 3,875,478 | 3,679,430 | 94.9% |
| 3 OTHER REVENUE | | | | |
| INVESTMENT INCOME (OPS RESERVE ACCOUNT) | 7,875 | 11,500 | -3,867 | -33.6% |
| OTHER INCOME | 1,750 | 2,000 | -2,027 | |
| TOTAL REVENUE | 3,943,236 | 3,888,978 | 3,673,536 | 94.5% |
| EXPENDITURES | | | | |
| 4 COMPENSATION - OFFICERS & STAFF | | | | |
| a) PRESIDENT | 88,350 | 87,475 | 89,693 | 102.5% |
| b) SECRETARY-TREASURER | 88,350 | 87,475 | 86,628 | 99.0% |
| c) VICE-PRESIDENTS | 44,175 | 43,740 | 39,407 | 90.1% |
| d) MEMBERS AT LARGE | 22,090 | 21,870 | 31,548 | 144.3% |
| e) OFFICERS' TRANSITION | 20,000 | 20,000 | 45 | 0.2% |
| f) BENEFITS (OFFICERS) | 116,000 | 106,000 | 91,550 | 86.4% |
| g) STAFF REPS | 518,685 | 618,000 | 612,105 | 99.0% |
| h) ADMINISTRATIVE STAFF | 396,620 | 389,500 | 404,811 | 103.9% |
| i) BENEFITS (STAFF) | 290,585 | 276,745 | 322,721 | 116.6% |
| j) OVERTIME | 35,000 | 38,000 | 66,462 | 174.9% |
| k) STAFF PRO DEVELOPMENT | 5,600 | 5,200 | 5,200 | 100.0% |
| TOTAL COMPENSATION | 1,625,454 | 1,694,005 | 1,750,169 | 103.3% |
| 5 OFFICERS' RELOCATION | | | | |
| a) ALLOWANCE | 9,725 | 16,600 | 9,711 | 58.5% |
| b) MOVING EXPENSES | 10,000 | 10,000 | 6,083 | 60.8% |
| TOTAL OFFICERS' RELOCATION | 19,725 | 26,600 | 15,793 | 59.4% |
| 6 PRESIDENTS' COUNCIL & EXECUTIVE | | | | |
| a) PRESIDENTS COUNCIL | 45,000 | 45,000 | 49,405 | 109.8% |
| TOTAL PC & EXECUTIVE | 45,000 | 45,000 | 49,405 | 109.8% |
| 7 EVENTS | | | | |
| a) FPSE AGM | 288,700 | 233,625 | 228,477 | 97.8% |
| b) PRESIDENTS' RETREAT | 30,000 | 30,000 | 27,877 | 92.9% |
| c) BC FEDERATION OF LABOUR CONVENTION | 47,500 | 14,400 | 9,709 | 67.4% |
| d) BARGAINING STRATEGY CONFERENCE | 0 | 0 | 0 | 0.0% |
| e) CLC/NUCAUT CONVENTION | 0 | 0 | 0 | 0.0% |
| f) JOINT COMMITTEE CONFERENCE | 70,000 | 70,000 | 98,530 | 140.8% |
| g) FPSE CONFERENCE | 0 | 0 | 0 | 0.0% |
| h) OTHER CONFERENCES | 40,000 | 40,000 | 25,204 | 63.0% |
| TOTAL EVENTS | 476,200 | 388,025 | 389,797 | 100.5% |

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|---|-------------------|-------------------|------------------------|---------------|
| 8 COMMITTEES | | | | |
| a) JADRC/JCBA | 1,000 | 1,000 | 367 | 36.7% |
| b) BARGAINING COORDINATION | 20,000 | 20,000 | 16,850 | 84.2% |
| c) CONTRACT ADMINISTRATION REVIEW | 20,000 | 20,000 | 17,238 | 86.2% |
| d) EDUCATION POLICY | 10,000 | 10,000 | 9,910 | 99.1% |
| e) HUMAN RIGHTS & INTERNATIONAL SOLIDARITY | 17,000 | 13,000 | 19,387 | 149.1% |
| f) WORKPLACE HEALTH, ENVIRONMENT & SAFETY | 10,000 | 10,000 | 7,999 | 80.0% |
| g) DISABILITY MANAGEMENT | 10,000 | 10,000 | 8,972 | 89.7% |
| h) PENSION ADVISORY | 26,000 | 26,000 | 25,544 | 98.2% |
| i) PROFESSIONAL DEVELOPMENT | 10,000 | 10,000 | 10,512 | 105.1% |
| j) NON-REGULAR FACULTY | 20,000 | 20,000 | 18,652 | 93.3% |
| k) STATUS OF WOMEN | 14,000 | 14,000 | 11,585 | 82.8% |
| l) ORGANIZING | 40,000 | 40,000 | 25,646 | 64.1% |
| m) PRIVATE SECTOR COMMITTEE | 4,000 | 1,000 | 896 | 89.6% |
| N) AD HOC COMMITTEE | 1,000 | 1,000 | 0 | 0.0% |
| TOTAL COMMITTEES | 203,000 | 196,000 | 173,559 | 88.6% |
| 9 LOCAL SUPPORT | | | | |
| a) STAFF TRAVEL TO LOCALS | 100,000 | 100,000 | 89,826 | 89.8% |
| b) LEGAL | 500,000 | 500,000 | 336,771 | 67.4% |
| TOTAL LOCAL SUPPORT | 600,000 | 600,000 | 426,596 | 71.1% |
| 10 BARGAINING | | | | |
| a) PROVINCIAL BARGAINING | 0 | 0 | 6,290 | 0.0% |
| TOTAL BARGAINING | 0 | 25,000 | 6,290 | 25.2% |
| 11 ADVOCACY & PUBLIC RELATIONS | | | | |
| a) PUBLIC RELATIONS/COMMUNICATIONS/LOBBYING | 30,000 | 33,000 | 21,750 | 65.9% |
| b) INTERNATIONAL SOLIDARITY FUND | 54,619 | 40,987 | 43,750 | 106.7% |
| c) DONATIONS/RECOGNITION | 30,000 | 20,000 | 38,550 | 192.8% |
| d) REPRESENTATIONS - BC FED/LABOUR GROUPS | 10,000 | 10,000 | 2,877 | 28.8% |
| e) REPRESENTATIONS - PROV COMMITTEES/AGENCIES | 43,400 | 5,000 | -38,724 | -774.5% |
| f) REPRESENTATIONS - CAUT/NUCAUT | 30,000 | 30,000 | 25,123 | 83.7% |
| g) REPRESENTATIONS - GOV'T (Prov & Fed) | 10,000 | 10,000 | 5,773 | 57.7% |
| h) REPRESENTATIONS - OTHER | 35,000 | 35,000 | 48,676 | 139.1% |
| TOTAL ADVOCACY & PUBLIC RELATIONS | 243,019 | 183,987 | 147,775 | 80.3% |
| 12 AFFILIATIONS AND MEMBERSHIPS | | | | |
| a) AFFILIATION - BC FEDERATION OF LABOUR | 83,735 | 82,905 | 82,902 | 100.0% |
| b) AFFILIATION - CAUT | 83,660 | 98,055 | 99,496 | 101.5% |
| c) AFFILIATION - NUCAUT/CLC | 91,400 | 90,495 | 90,485 | 100.0% |
| e) MEMBERSHIPS | 16,000 | 14,000 | 13,861 | 99.0% |
| TOTAL AFFILIATIONS | 274,795 | 285,455 | 286,744 | 100.5% |

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|--|-------------------|-------------------|------------------------|---------------|
| 13 ADMINISTRATION | | | | |
| a) AUDIT | 10,500 | 9,500 | 10,593 | 111.5% |
| b) BANK CHARGES & INTEREST | 6,000 | 4,500 | 6,976 | 155.0% |
| c) AMORTIZATION | 40,440 | 67,295 | 30,181 | 44.8% |
| d) EMPLOYEE RELATIONS | 7,500 | 5,000 | 12,578 | 251.6% |
| e) NON CAPITAL EQUIPMENT, LEASE & MAINTENANCE | 51,000 | 51,000 | 66,732 | 130.8% |
| f) INSURANCE | 5,000 | 5,000 | 4,812 | 96.2% |
| g) OFFICE MAINTENANCE | 500 | 500 | 918 | 183.6% |
| h) PRINTING/PHOTOCOPYING | 4,000 | 4,000 | 3,094 | 77.4% |
| i) POSTAGE/COURIER | 4,250 | 4,250 | 4,066 | 95.7% |
| j) RENT | 171,828 | 167,580 | 165,252 | 98.6% |
| K) STAFF TRAINING | 25,000 | 20,000 | 32,700 | 163.5% |
| L) SUBSCRIPTIONS | 21,000 | 21,000 | 31,486 | 149.9% |
| m) OFFICE SUPPLIES | 20,000 | 18,000 | 25,514 | 141.7% |
| n) TELECOMMUNICATIONS | 35,000 | 35,000 | 33,834 | 96.7% |
| o) WEB SITE COMMUNICATION | 37,500 | 2,500 | 7,418 | 296.7% |
| p) PARKING | 14,800 | 21,500 | 14,769 | 68.7% |
| TOTAL ADMINISTRATION | 454,318 | 436,625 | 450,925 | 103.3% |
| TOTAL EXPENDITURES | 3,941,512 | 3,845,545 | 3,697,055 | 96.1% |
| UNADJUSTED SURPLUS (DEFICIT) | | -24,056 | | |
| CONTINGENT TRANSFER - LEGAL OVER \$ 300,000 | | 24,056 | | |
| SURPLUS (DEFICIT) | 1,723 | -0 | -23,519 | |

PROPOSED CAPITAL BUDGET FOR THE PERIOD APRIL 1, 2016 TO MARCH 31, 2017

| ASSET CLASS | 2016/17 Budget | 2015/16 Budget | 2015/16 Actual |
|---------------------------------|-----------------|-----------------|-----------------|
| Equipment, Furniture & Fixtures | \$2,000 | \$2,000 | \$3,431 |
| Computer Equipment | \$30,000 | \$30,000 | \$6,696 |
| Leasehold Improvements | \$5,000 | \$5,000 | \$0 |
| TOTALS | \$37,000 | \$37,000 | \$10,127 |

NOTES TO FPSE 2016-2017

PROPOSED BUDGET

REVENUE

1. Membership Dues

Membership dues are projected based on actual and estimated dues for the fiscal year 2016-2017. There has been a projected increase of 1.50% for 2016-2017 over the budgeted amount of 2015-2016 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 1.5% return on investment, based on an approximate \$525,000 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 three locals using the service at an annual \$500 access fee, as well as interest on the main chequing account.

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, plus \$5,000 for one member to attend the CAS. Officers' Transition represents a 25% release cost for each officer leaving the FPSE executive. Release costs increased by 1% over 2015-2016 to account for faculty wage increases in effect during 2016-17. Officer benefits are budgeted at just over 44% of total officer compensation. Increase from 2015-16 due to increased benefit accruals due to doubling of release time for FPSE Pension Representatives.

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 1.0% over 2015-2016, and has been adjusted to reflect changes in the staffing composition of the

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office. Budget based on six full time Staff Representatives, one full time Financial Coordinator, three full time Administrative Coordinators and three part time Administrative Coordinators.

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 2016-2017 from 2015-2016.

Allowance has been budgeted at \$810 per month and adjusted according to income changes of recipients.

6. Presidents' Council and Executive Committee

President's Council & Executive Committee allocation has been maintained at \$45,000 for 2016-2017.

7. Events

a) AGM

Costs projected as follows:

| | |
|--|------------------|
| Accommodations..... | 115,000 |
| Delegate Travel | 40,000 |
| Delegate Meals - Reimbursed..... | 15,000 |
| Catering & Food Services | 85,000 |
| Banquet & Social Events | 2,500 |
| Audio/Visual Services | 30,00 |
| Conference Room Rentals (incl. in Accom. & Catering)..... | 0 |
| Speaker Fees and Direct Costs..... | 5,000 |
| Office/AGM Supplies | 10,000 |
| Direct Staff Costs (Travel, Meals, Accom., Overtime) | 10,000 |
| Registration Fees (\$175 x 137 delegates) | (23,800) |
| Total | \$288,700 |

b) Presidents' Retreat has been maintained at \$30,000 for 2016-2017.

c) BC Fed Convention has been set at \$47,500 for a full convention in 2016-2017. This is an increase of \$2,500 from the previous full convention budget.

d) Bargaining Strategy Conference set at \$0 in anticipation of a bargaining strategy conference not being held in 2016-2017.

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

f) Joint Committee Conference budget is set at \$70,000 for 2016-2017, which represents 7 committees x \$10,000 per committee.

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

h) Conferences maintained at \$40,000 for 2016-2017. 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 \$10,000 allocated towards the Joint Committee Conference line item for the 2016-2017 event. The Private Sector Committee has been increased by \$3,000 in anticipation of increased activity.

HRISC is budgeted at \$17,000; this does not include the \$6,000 proposed to be part of 2016-17 for the Speaker's Tour since that item must be approved at AGM. Adjustment made post approval, post AGM. Expenditures for 2015-2016 included \$5,356.79 related to the Speaker's Tour. Expected that some costs and offsetting local contributions for the 2015-16 Tour will be received and recorded in the 2016-17 fiscal year.

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 for ongoing organizing activities in 2016-2017.

9. Local Support

a) Staff Travels To Locals refers to those costs associated with FPSE staff representatives and officers travelling to and attending to contract administration, local negotiations, organizing, meetings

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with locals and external organizations. This has been maintained at \$100,000 for 2016-2017 in anticipation of bargaining, arbitration and mediation related trips.

b) Legal has been maintained at \$500,000 for 2016-2017, 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 2016-2017, 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 2016-2017 due to contract settlements in 2014-15 and 2015-2016.

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. Reduced \$3,000 to \$30,000 for 2016-2017 in anticipation of reduced demand.

b) International Solidarity Fund is designated for support of international labour organizations and campaigns. \$54,619 in total funds budgeted for 2016-2017 fiscal year based on 1.25% of 2015-2016 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). Increase of \$10,000 to account for a one time commitment to CAUT of \$5,000 in 2016-17.

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. No change from 2015-16.

e) Representations - Provincial Committees/Agencies primarily includes meetings of the College Pension Plan Board Trustees. Increase of \$38,400 to account for doubling of Pension Representative release time from 2015-2016 with no corresponding compensation from the Government of BC.

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. No change from 2015-16.

g) Representations – Government includes costs of meetings with provincial and federal representatives of government and government agencies, including ½ of October PC lobby costs. Costs are approximately 90% provincial govt and 10% federal govt. No change from 2015-16.

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. No change from 2015-16 as overage in current year was due to one time event.

12. Affiliations

a) BC Federation of Labour increased by 1% to account for anticipated increased affiliation rate in 2016-2017.

b) CAUT maintained at the same amount for 2016-17.

c) CLC/NUCAUT maintained at the same amount for 2016-17.

d) Memberships budget increased to \$16,000 for 2016-2017 to account for membership in the Columbia Institute.

13. Administration

a) Audit increased by \$1,000 to \$10,500 for 2016-2017 based on 2015-2016 fees.

b) Bank Charges & Interest increased \$1,500 to \$6,000 for 2016-2017. Changes to FPSE staff credit cards increase risk of interest payments on charges.

c) Amortization for 2016-2017 based on 2015-2016 amount plus amortization due to planned acquisitions in 2016-17 less amortization foregone through dispositions or obsolescence.

d) Employee relations budget increased by \$2,500 for 2016-2017 due to anticipated increased in staff turnover and hiring needs. Includes provision for interviewing, employment advertising and small staff functions, as well as acknowledgement of illness.

e) Equipment lease and maintenance maintained for 2016-2017.

f) Insurance maintained for 2016-2017.

g) Office maintenance includes costs of cleaning carpets, lighting, moving furniture, and miscellaneous small repairs. Budget maintained for 2016-2017.

h) Printing maintained for 2016-2017.

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- i) Postage & courier maintained for 2016-2017.
- j) Rent based on lease agreement with BCTF, renewed through 2018.
- k) Parking reduced by \$6,800 from 2015-2016 levels. Staff transit passes now accounted for via taxable benefits and costs have been shifted accordingly.
- l) Staff training increased by \$5,000 for 2016-2017.
- m) Subscriptions/books maintained for 2016-2017. Publications provide research and resource material for members and staff reps.
- n) Office supplies increased by \$2,000 for 2016-2017 to account for staffing changes.
- o) Telecommunications budget maintained for 2016-2017. Includes costs for telephones, fax machine, long distance, cell phone charges, voicemail, email and internet services.
- p) Web Site & Communications increased by \$35,000 to account for planned site redesign and security audit; budget covers web site hosting, regular maintenance, ongoing security and updates.