

Proposed 2011/2012 Budget

Connect the dots!

STATEMENT OF PROPOSED REVENUE AND EXPENDITURES

	BUDGET 2011/12	BUDGET 2010/11	ACTUAL Mar 31/2011
REVENUE			
1 MEMBERSHIP DUES	3,534,359	3,448,155	3,747,494
LESS			
2 DEFENCE FUND TRANSFER	353,436	344,816	370,822
<i>10% of regular member dues</i>			
NET MEMBERSHIP FEES	3,180,923	3,103,340	3,376,673
3 OTHER REVENUE			
INVESTMENT INCOME (OPRS RESERVE ACCOUNT)	20,500	17,000	23,445
OTHER INCOME			92
TOTAL REVENUE	3,201,423	3,120,339	3,400,210
EXPENDITURES			
4 COMPENSATION - OFFICERS & STAFF			
a) PRESIDENT	83,250	83,150	79,200
b) SECRETARY-TREASURER	83,250	83,150	83,661
c) VICE-PRESIDENTS	42,250	41,600	18,816
d) OTHER DUTY RELEASE (MEMBERS-AT-LARGE)	20,800	20,800	19,629
e) OFFICERS' TRANSITION	20,000	20,000	14,922
f) BENEFITS (OFFICERS)	93,100	84,600	100,366
g) STAFF REPS	550,800	550,880	544,505
h) SUPPORT STAFF	306,200	297,295	303,153
i) BENEFITS (STAFF)	221,500	209,100	239,931
j) OVERTIME	38,000	38,000	61,455
TOTAL COMPENSATION	1,459,150	1,428,575	1,465,637
5 OFFICERS' RELOCATION			
a) ALLOWANCE	12,000	12,000	3,700
b) MOVING EXPENSES	10,000	10,000	2,770
TOTAL OFFICERS' RELOCATION	22,000	22,000	6,470

6 PRESIDENTS' COUNCIL & EXECUTIVE

a) EXECUTIVE COMMITTEE	0	2,000	181
b) PRESIDENTS' COUNCIL	42,000	40,000	42,954
TOTAL PC & EXECUTIVE	42,000	42,000	43,135

7 EVENTS

a) FPSE AGM	252,400	210,000	197,051
b) PRESIDENTS' RETREAT	21,000	20,000	24,697
c) BC FEDERATION OF LABOUR CONVENTION	46,700	46,700	44,919
d) JOINT COMMITTEES CONFERENCE	56,000	56,000	83,508
e) CLC/NUCAUT CONVENTION	40,000	0	0
f) BARGAINING STRATEGY CONFERENCE	0	0	47,198
g) OTHER CONFERENCE	0	25,000	200
h) CONFERENCES	40,000	40,000	41,403
TOTAL EVENTS	456,100	397,700	438,976

8 COMMITTEES

a) BARGAINING COORDINATION	16,000	16,000	17,526
b) CONTRACT ADMINISTRATION REVIEW	8,000	8,000	15,225
c) DISABILITY MANAGEMENT & REHABILITATION	8,000	8,000	7,032
d) EDUCATION POLICY	8,000	8,000	7,476
e) HUMAN RIGHTS & INTERNATIONAL SOLIDARITY	12,000	8,000	11,627
f) WORKPLACE HEALTH, SAFETY & ENVIRONMENT	8,000	8,000	6,735
g) PENSION ADVISORY	20,000	20,000	24,937
h) PROFESSIONAL & SCHOLARLY DEVELOPMENT	8,000	8,000	8,712
i) NON-REGULAR FACULTY	16,000	16,000	13,110
j) STATUS OF WOMEN	12,000	8,000	13,167
k) AD HOC	1,000	1,000	0
l) ORGANIZING	14,000	14,000	5,143
m) PRIVATE SECTOR LOCALS & ORGANIZING COMMITTEE	4,000	4,000	1,352
TOTAL COMMITTEES	135,000	127,000	132,039

9 LOCAL SUPPORT

a) STAFF TRAVEL TO LOCALS	70,000	40,000	105,093
b) LEGAL	400,000	275,000	511,424
TOTAL LOCAL SUPPORT	470,000	315,000	616,517

10 BARGAINING

a) JADRC/JCBA	1,000	2,000	0
b) PROVINCIAL BARGAINING	50,000	50,000	114,662
TOTAL BARGAINING	51,000	52,000	114,662

11 ADVOCACY & PUBLIC RELATIONS

a) PUBLIC RELATIONS/COMMUNICATIONS/ LOBBYING	30,000	30,000	32,029
b) FPSE PUBLICATIONS	0	2,500	0
c) INTERNATIONAL SOLIDARITY FUND	37,475	15,000	18,000
d) DONATIONS/RECOGNITION	15,000	15,000	17,630
e) REPRESENTATIONS - BC FED/LABOUR GROUPS	10,000	10,000	4,820
f) REPRESENTATIONS - PROV COMMITTEES/ AGENCIES	5,000	5,000	(7,146)
g) REPRESENTATIONS - CAUT/NUCAUT	20,000	20,000	14,305
h) REPRESENTATIONS - GOV'T (Prov)	6,000	6,000	6,631
i) REPRESENTATIONS - GOV'T (Fed)	3,000	3,000	111
j) REPRESENTATIONS - OTHER	15,000	15,000	10,196
TOTAL ADVOCACY & PUBLIC RELATIONS	141,475	121,500	96,577

12 AFFILIATIONS AND MEMBERSHIPS

a) AFFILIATION - BC FEDERATION OF LABOUR	74,500	74,500	72,792
b) AFFILIATION - CAUT	93,000	91,215	93,546
c) AFFILIATION - NUCAUT/CLC	87,000	85,450	85,430
e) MEMBERSHIPS	11,500	11,500	8,548
TOTAL AFFILIATIONS	266,000	262,665	260,315

13 ADMINISTRATION

a) AUDIT	8,250	8,250	7,308
b) BANK CHARGES & INTEREST	3,500	3,500	4,374
c) AMORTIZATION	61,400	58,085	48,700
d) EMPLOYEE RELATIONS	5,000	5,000	6,068
e) EQUIPMENT LEASE & MAINTENANCE	31,500	24,000	46,910
f) INSURANCE	4,500	4,500	4,707
g) OFFICE MAINTENANCE	1,500	1,500	0
h) POSTAGE & COURIER	4,000	4,000	4,445
i) PRINTING/PHOTOCOPYING	2,000	1,500	3,650
j) RENT	157,500	145,365	153,235
k) PARKING	19,000	18,125	21,356
l) STAFF TRAINING	15,000	10,000	20,871
m) SUBSCRIPTIONS	16,000	16,000	17,890

n) OFFICE SUPPLIES	17,500	16,000	19,904
o) TELECOMMUNICATIONS	32,500	30,000	39,731
p) WEB SITE COMMUNICATION	7,000	7,000	3,168
TOTAL ADMINISTRATION	386,150	352,825	402,316
TOTAL EXPENDITURES	3,428,875	3,121,264	3,576,643
Less: Transfer to Staff Professional Development Fund	(3,600)	(3,600)	(3,600)
Add: Transfer from Defence Fund - Legal & Bargaining	0	0	242,925
SURPLUS (DEFICIT)	(231,052)	(4,525)	121,053

CAPITAL BUDGET

ASSET CLASS	2011/2012 Budget	2010/2011 Actual	2010/2011 Budget
Equipment, Furniture & Fixtures	\$3,000	\$12,192	\$3,000
Computer Equipment	\$10,000	\$97,359	\$77,750
Leasehold Improvements	\$18,000	\$0	\$2,000
TOTALS	\$31,000	\$109,551	\$82,750

EXPLANATORY NOTES TO FPSE 2011/2012 PROPOSED BUDGET

REVENUE

1. Membership Dues

Membership dues are based on budgeted actual dues for the fiscal year 2010-2011 with a 2.5 % increase based on projected membership growth and salary scale advancement.

2. Defence Fund Transfer

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

3. Other Revenue

Includes investment income on operating investments, unrealized gain or loss on operating investments due to market valuation at period end, interest income on operating investment account and current bank account. Income from operating investment account assumes a % 4.35 return on investment, based on \$ 472,000 fund value at budget preparation time. This approximates current returns on 10 year bond indices.

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 are compensation is based on 12.5 % release cost each. Officers' Transition represents a 25 % release cost for each officer leaving the FPSE Executive. Lack of collective agreement for 2011-2012 has resulted in no significant increase in compensation budgeted. Officer benefits are budgeted at 38% of total officer compensation.

g)h)i) FPSE Staff Representative and Support Staff salaries and benefits based on collective agreement with CUPE 1004 which expires Sept 30/2011. Hence, there have been no budget allocations for increased staff wages. Increase of 3% Support Staff salaries due to increased part-time employee hours.

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. Increase in budgeted amount from 2010-2011 is due primarily to increased Staff Representative time away from office at locals for bargaining.

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 have been maintained from 2010-2011.

6. Presidents' Council and Executive Committee

Executive Committee line has been eliminated for 2011-2012, and its \$2000 allocation included with the Presidents' Council allocation which has been maintained for 2011-2012 at \$40,000. This represents no change from 2010-2011 in the combined category.

7. Events

a) AGM

Costs projected as follows:

Accommodations	\$65,000
Delegate Travel.....	\$98,000
Delegate Meals - Reimbursed.....	\$6,500
Catering & Food Services.....	\$35,000
Banquet & Social Events	\$20,000
Audio/Visual Services	\$15,000
Conference Room Rentals.....	\$2,500
Speaker Fees and Direct Costs	\$12,000
Direct Staff Costs (Travel, Meals, Accom, Overtime).....	\$14,000
Registration Fees (\$175 x 132 delegates)	(\$23,100)
Total.....	\$252,400

b) President's Retreat has been increased \$1000 to \$21,000 for 2011-2012.

c) BC Fed Convention has been maintained at 2010-2011 levels pending change in convention structure for 2011-2012. Expected costs of new format to be less than current budgeted amount by an unspecified amount.

d) Joint Committees Conference budget is set at \$56,000 for 2011-2012, which represents 7 committees x \$8,000 per committee.

e) CLC/NUCAUT Convention set at \$40,000 for 2011-2012 based on past costs incurred and member attendance.

f) Bargaining Strategy Conference Set at \$0 as there is no bargaining strategy conference planned for 2011-2012.

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

h) Conferences maintained at \$ 40,000 for 2011-2012.

8. Committees

a) Budget reflects regular meetings of FPSE standing committees as well as a provision for Ad Hoc committee meetings. There are no changes to budgets for all committees from 2010-2011, except for Human Rights & International Solidarity and Status of Women which see \$4,000 increases respectively. Each committee that participates in the Joint Committee Conference has had \$8,000 allocated towards the Joint Committees Conference line item for the 2011-2012 event.

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 with locals and external organizations. This has been increased \$ 30,000 to \$ 70,000 for 2011-2012 in anticipation of bargaining related trips.

b) Legal has been increased to \$400,000 for 2011-2012. This represents an estimate of total legal costs for 2010-2011, extrapolated from actual legal expenditures as of Feb 28/11, and taking into account an expected increase in legal expenditures in continuing to negotiate a new collective bargaining agreement for members.

10. Bargaining

b) Bargaining has been maintained at \$50,000 as bargaining will continue in 2011-2012 due to the expiration of current collective agreements in March 2010.

11. Advocacy and Public Relations

a) Public Relations includes lobbying and public relations, advertising, polling, information campaigns, costs of printing bulletins, and lobbying meeting expenses. Maintained at \$ 30,000 for 2011-2012.

b) FPSE Publications: The budget does not provide for resumption of printing *Profile*.

c) International Solidarity Fund is designated for support of international labour organizations and campaigns. \$ 37,475 in total funds budgeted for 2011-2012 fiscal year based on 1% of prior years' member dues received.

d) Donations/Recognition includes donations made to external organizations, primarily for support of charities and labour organization initiatives.

e) Representations - Provincial Committees/Agencies primarily includes meetings of the College Pension Plan Board Trustees. No change from 2010-2011.

g) Representations – CAUT represents the net cost of attendance at CAUT/NUCAUT events by FPSE executive, staff and FPSE members.

f) Representations – Other provides for meetings with CFS, CAF, ACIFA, CUFA, WOF, United Way and other external organizations.

12. Affiliations

- a) B.C Federation of Labour budget unchanged from 2010-2011.
- b) CAUT budget increased \$1785 in accordance with new CAUT affiliation fees for 2011-2012, to be enacted in fiscal 2011-2012.
- c) CLC/NUCAUT budget increased \$1550 in accordance with new NUCAUT affiliation fees for 2011-2012, to be enacted in fiscal 2011-2012.
- d) Memberships budget remains unchanged for 2011-2012.

13. Administration

- a) Audit unchanged based on 2010-2011 audit fees.
- b) Bank Charges & Interest unchanged from 2010-2011.
- c) Amortization for 2011-2012 based on 2010-2011 amount plus amortization due to planned acquisitions less amortization foregone through dispositions or obsolescence.
- d) Employee relations budget maintained for 2011-2012. Includes provision for interviewing, employment advertising, and small staff functions, as well as acknowledgement of illness.
- e) Equipment lease and maintenance increased by \$ 7500 over 2010-2011 to cover increased non-capitalized maintenance costs from increased complexity of computer equipment utilized by staff.
- f) Insurance no change in premiums anticipated for 2011-2012.
- g) Office maintenance includes costs of cleaning carpets, lighting, moving furniture, and miscellaneous small repairs.
- h) Postage & courier budget maintained at 2010-2011 levels.
- i) Printing includes photocopy paper, printing of envelopes, stationery, and business cards. Increased \$500 due to volume of copying.
- j) Rent based on lease agreement with BCTF. Approximate increase of less than 2% expected for 2011-12.
- k) Parking increased by \$775 for 2011-2012 to reflect increase in rates with parking company as well as increased usage of staff transit passes.
- l) Staff training increased by \$5,000 for 2011-2012 due to increased training of Staff Reps and anticipated training of new Staff Representative to be hired.
- m) Subscriptions/books maintained at \$16,000 for 2011-2012. Publications provide research and resource material for members and Staff Reps.
- n) Office supplies budget increased \$1500 for 2011-2012.
- o) Telecommunications budget increased \$2500 from 2010-2011. Includes costs for fax machine, long distance, cell phone charges, conference calling services, voicemail and internet services.
- p) Web Site & Communications budget covers web site hosting, maintenance design, and enhancements. Unchanged for 2011-2012.