

**IEEE Project 802**  
**Statement of Operations**  
**Nov 05 Plenary Session**  
**Vancouver, BC**  
**As of Mar 5, 2006**

Session Income				Actual	Budget	Deviation
Net Registrations				1,429	1,200	229
68%	978	Early Registrations @ \$300	293,400		216,000	77,400
	8	Early cancellations @ \$300	-2,400			
	27	Cancellations @ \$250	-6,750			
32%	451	Registrations @ \$400	180,400		192,000	(11,600)
	4	Cancellation @ \$350	-1,400			
	0	On-site registrations @ \$400	0			
	1	Other @ \$100	100			
Registraion Subtotal				462,239	408,000	54,239
	0	Deadbeat Payment @ \$350	0	0		0
Interest				34	60	(26)
Other				2,240	0	2,240
<b>TOTAL Session Income</b>				<b>464,513</b>	<b>408,060</b>	<b>56,453</b>

Session Expenses				Actual	Budget	
Audio Visual Rentals				9,230	15,000	5,770
Audit				0	0	0
Bank Charges				379	278	(101)
Copying				3,757	3,500	(257)
Credit Card Discounts & Fees				13,487	10,800	(2,687)
Equipment Expenses				20,565	9,000	(11,565)
Get IEEE 802 Contribution				103,425	93,750	(9,675)
Insurance				0	0	0
Meeting Administration				87,759	76,838	(10,921)
Misc Expenses				3,755	20,500	16,745
Networking				62,234	54,388	(7,846)
Phone & Electrical				375	2,100	1,725
Refreshments				123,238	100,000	(23,238)
Shipping				13,676	4,500	(9,176)
Social				46,734	40,000	(6,734)
Supplies				303	500	197
<b>TOTAL Session Expense</b>				<b>488,916</b>	<b>431,154</b>	<b>(57,762)</b>
Other Income/Expense				(46,328) *		
<b>NET Session Surplus/(Deficit)</b>				<b>(70,731)</b>	<b>(23,094)</b>	<b>(47,637)</b>

Analysis						
Refreshments per registration				86	83	(3)
Social per registration				33	33	1
Meeting Admin per registration				61	64.03	3
Surplus/(Loss) per registration				(49)	(19)	(30)
Pre-Registration ratio				0.68	0.60	

Cash on hand as of Jan 31, 2006	308,789
Reserve for uninvoiced expenses for prior sessions	-1200
Reserve for other outstanding commitments	(7,500)
Income received for current session	(60,000)
Expenses prepaid for current session	28,588
Expenses prepaid for future sessions	0
Petty cash fund (F2F)	2,000

<b>Operating Reserve following this session</b>	<b>270,677</b>
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* Online ed	\$ 18,834
P&P	\$ 16,129
Legal	\$ 11,365
Tot Other	\$ 46,328

**IEEE Project 802**  
**Estimated Statement of Operations**  
**March 2006 Plenary Session**  
**Denver, Co**  
**As of March 5, 2006**

<b>Meeting Income</b>	<i>Estimate</i>	<i>Budget</i>	<i>Variance</i>
Registrations	1,400	1,200	200
Registration income	<b>616,000</b>	<b>528,000</b>	88,000
Cancellation refunds	<b>(12,320)</b>	<b>(10,560)</b>	
Deadbeat collections	0	0	0
Bank interest	60	60	0
Other income	0	0	0
<b>TOTAL Meeting Income</b>	<b>603,740</b>	517,500	86,240
<b>Meeting Expenses</b>	<i>Estimate</i>	<i>Budget</i>	<i>Variance</i>
Audio Visual Rentals	15,000	15,000	0
Audit		8,000	8,000
Bank Charges	500	500	0
Copying	3,750	3,500	(250)
Credit Card Discount	17,248	14,784	(2,464)
Equipment Expenses	70,000	9,000	(61,000)
Get IEEE 802 Contribution	105,000	90,000	(15,000)
Insurance	3,500	3,500	0
Meeting Administration	84,658	75,064	(9,594)
Misc Expenses	2,000	500	(1,500)
Network	54,950	65,000	10,050
Phone & Electrical	2,100	2,100	0
Refreshments	126,000	96,000	(30,000)
Shipping	10,000	6,500	(3,500)
Social	56,000	42,000	(14,000)
Supplies	1,000	1,000	0
Other Discounts		0	0
<b>TOTAL Meeting Expense</b>	<b>551,706</b>	432,448	(119,258)
<b>Other Income/Expense</b>	<b>79,659</b>		
<b>NET Meeting Income/Expense</b>	<b>131,693</b>	<b>85,052</b>	46,641
<b>Analysis</b>			
Refreshments per registration	90	80	(10)
Social per registration	40	35	(5)
Meeting Administration per registration	60	63	2
Networking per registration	39	54	15
Get IEEE 802 Contribution per registratio	75	75	0
Surplus/Deficit per registration	94	71	23
Pre-registration rate	0.600	0.600	
Previous operating reserve	270,677		
<b>NET Meeting Income/Expense</b>	<b>131,693</b>		
<b>Projected operating reserve</b>	<b>402,370</b>		

## Tasks

### **Treasury tasks, week of Mar 2006 plenary:**

- **Future budgets readied for approval**
  - London VAT issue
  - Request approval Friday or via email ballot
- **Get 802 budget renewal**
- **L50 form completion**
  - Asset tracking becoming an issue
- **Audit for 2005**
- **Ongoing**
  - Registration counters
  - Staff phone use
  - VeriLAN contract
  - F&B