



# Budget and Finance Committee Agenda

May 19, 2010 Start Time: 6:00PM

<b>A.</b>	<b>Call to Order – RoseAnn Dominguez - 6:00PM</b>
<b>B.</b>	<b>Roll Call – 6:00PM quorum determined - (Karen Summers)</b>
<b>C.</b>	<b>Announcements:</b>
<b>D.</b>	<b>Review &amp; Approve Minutes:</b> 1. Minutes from Finance Committee Meeting - April 21, 2010 - (Blue)
<b>E.</b>	<b>Budget and Finance Report: RoseAnn Dominguez</b> 1. Review Financials for March and April: <ul style="list-style-type: none"> <li>▪ Bank Balances - (March - yellow; April – green – DOCUMENT 1)</li> <li>▪ Income Statement - (white – DOCUMENT 2) – April</li> <li>▪ Organizing Income Statement - (blue – DOCUMENT 3) – April</li> <li>▪ Dues Receipts - (salmon – DOCUMENT 4) – April</li> <li>▪ Per Capita Report - (goldenrod – DOCUMENT 5) – March</li> </ul> 2. Discussion of the current 5-month budget and work on the Proposed Draft 2 <sup>nd</sup> Half of 2010 Budget <ul style="list-style-type: none"> <li>a. Assumptions for the Proposed Budget - (yellow)</li> <li>b. Budget Preparation and Discussion – Proposed Budget - (white)</li> <li>c. Approval to send the Proposed Draft Budget to the Executive Board for Adoption.</li> </ul>
<b>F.</b>	<b>New Business</b> 1. TowerCo Lease - Site # CA2081 Florandora – Proposal - (white) 2.
<b>G.</b>	<b>Old Business</b> 1. Discussion of draft suggestions on – <u>Development, Implementation and Expenditure of the 521 Budget – Policy and Procedures</u> - (buff) 2. Title on the Salinas office - Update 3.
<b>H.</b>	<b>Informational Items</b> 1.
<b>I.</b>	<b>Next Meetings:</b> 1. Wednesday June 16, 2010, 5:30pm for food and 6:00pm for the meeting – RSVP for food. 2.
<b>J.</b>	<b>Adjourn</b>

**Bank Balance on Saving and Investment accounts**  
as of March 31st, 2010

ITEMS	GL#	ACCOUNT NAME	Bank	Local	ENDING BALANCE as of 2/28/2010	ENDING BALANCE as of 3/31/2010
1	1005	CONTINGENCY FUND	Bank of The West	521	67,262.91	62,262.91
2	2180	RETIREE BENEFIT TRUST	Bank of The West	521	544,083.50	558,433.50
3	2181	CLARENCE DODGE SCHOLARSHIP	Bank of The West	521	12,131.04	13,381.04
4	2182	CAPITAL RESERVE	Bank of The West	521	152,292.00	153,292.00
5	2183	LEGAL DEFENSE FUND	Bank of The West	521	554,130.85	365,098.37
6	2184	BUILDING FUND	Bank of The West	521	388,417.10	146,809.95
7	2188	GOOD & WELFARE FUND	Bank of The West	521	80,548.92	80,607.92
8	2334	SANTA CLARA COUNTY CHAPTER FUN	Bank of The West	521	3,596.83	3,596.83
9	1006	STRIKE FUND	Bank of The West	521	240,060.30	214,780.55
10	1006	STRIKE FUND	Bank of The West - T- Bill Mature. 5/6/10	521	900,000.00	900,000.00
11	150-01	STRIKE FUND	Bank of The West	521	413,783.78	418,382.70
12	NA	STRIKE FUND per L521	@ INTERNATIONAL	521	456,520.45	456,520.45
Total reserve					\$ 3,812,827.68	\$ 3,373,166.22

PAC money

13		PAC - Candidates	US Bank - Olson	521	24,951.91	28,090.21
14		PAC - Issues	US Bank - Olson	521	240,688.45	69,231.21
15		PAC - Independent Expenditure	US Bank - Olson	521	119,430.00	194,094.05

16	1003	AGENCY FEE	Bank of The West	521	394,880.34	9,686.50
17	1003	AGENCY FEE	Bank of The West - T- Bill Mature 3/11/10	521	200,000.00	200,000.00
18	1002	ORGANIZING FUND	Bank of The West	521	574,164.40	723,537.17
19	1002	ORGANIZING FUND	Bank of The West - T- Bill Mature. 3/11, 5/6/10	521	950,000.00	950,000.00

SEIU Local 521

DOCUMENT # 1

Bank Balance on Saving and Investment accounts  
as of April 30th, 2010

ITEMS	GL#	ACCOUNT NAME	Bank	Local	ENDING BALANCE as of 3/31/2010	ENDING BALANCE as of 4/30/2010
1	1005	CONTINGENCY FUND	Bank of The West	521	62,262.91	62,262.91
2	2180	RETIREE BENEFIT TRUST	Bank of The West	521	558,433.50	572,783.50
3	2181	CLARENCE DODGE SCHOLARSHIP	Bank of The West	521	13,381.04	14,631.04
4	2182	CAPITAL RESERVE	Bank of The West	521	153,292.00	130,045.00
5	2183	LEGAL DEFENSE FUND	Bank of The West	521	365,098.37	375,098.37
6	2184	BUILDING FUND	Bank of The West	521	146,809.95	146,809.95
7	2188	GOOD & WELFARE FUND	Bank of The West	521	80,607.92	80,166.92
8	2334	SANTA CLARA COUNTY CHAPTER FUN	Bank of The West	521	3,596.83	3,596.83
9	1006	STRIKE FUND	Bank of The West	521	214,780.55	214,780.55
10	1006	STRIKE FUND	Bank of The West - T- Bill Mature. 5/6/10, 6/10	521	900,000.00	900,000.00
11	150-01	STRIKE FUND	Bank of The West	521	418,382.70	438,382.70
12	NA	STRIKE FUND per L521	@ INTERNATIONAL	521	456,520.45	456,520.45
Total reserve					\$ 3,373,166.22	\$ 3,395,078.22

PAC money

13		PAC - Candidates	US Bank - Olson	521	28,090.21	28,090.21	*
14		PAC - Issues	US Bank - Olson	521	69,231.21	69,231.21	*
15		PAC - Independent Expenditure	US Bank - Olson	521	194,094.05	194,094.05	*

16	1003	AGENCY FEE	Bank of The West	521	9,686.50	39,686.50
17	1003	AGENCY FEE	Bank of The West - T- Bill Mature 3/11/10	521	200,000.00	200,000.00
18	1002	ORGANIZING FUND	Bank of The West	521	723,537.17	858,522.51
19	1002	ORGANIZING FUND	Bank of The West - T- Bill Mature. 6/10/10, 5/6	521	950,000.00	950,000.00

\* as of March 31, 2010, statements from attorney have not received for reconciliation

	A	B	C	D	N	O	P	AO	AP	AQ	AR
1			<b>Year 2010</b>		Apr			YTD - Four months			
2			<b>BUDGET for 5 months</b>		Budget	Actual	better/ (worse)	Budget	Actual	better/ (worse)	<b>NOTE</b>
3	Headcoun	<b>TOTAL DUES RECEIPTS</b>	<b>12,473,388</b>		2,494,678	2,421,534	(73,143)	9,978,710	9,885,537	(93,173)	
4	57,172	<b>OTHER INCOME</b>									
5		Interest & Dividends	<b>10,386</b>		2,077	166	(1,911)	8,309	3,470	(4,839)	
6		SMIHSS Administrative Reimbursement	<b>11,364</b>		2,273	-	(2,273)	9,091	24,600	15,509	
7		Sublease Rent	<b>38,985</b>		7,797	8,104	307	31,188	32,246	1,058	
8		Misc. Income - SEIU Int'l subsidy	<b>37,730</b>		7,546	2,415	(5,131)	30,184	19,722	(10,462)	
9		<b>Total Misc. Income</b>	<b>98,465</b>		<b>19,693</b>	<b>10,685</b>	<b>(9,008)</b>	<b>78,772</b>	<b>80,038</b>	<b>1,266</b>	
10		<b>TOTAL GENERAL FUND INCOME</b>	<b>12,571,853</b>		<b>2,514,371</b>	<b>2,432,220</b>	<b>(82,151)</b>	<b>10,057,482</b>	<b>9,965,576</b>	<b>(91,907)</b>	
11		<b>GENERAL FUND EXPENSES</b>			-						
12		<b>ORGANIZING OFFSET</b>	<b>1,604,239</b>		<b>320,848</b>	<b>320,848</b>	<b>0</b>	<b>1,283,391</b>	<b>1,283,392</b>	<b>(1)</b>	
13		<b>SALARIES</b>									
14	5	Administrative	<b>164,747</b>		32,949	30,888	2,062	131,797	124,030	7,767	
15	8	Admin Support	<b>226,826</b>		45,365	34,843	10,522	181,461	138,783	42,678	
16	13	Directors	<b>400,286</b>		80,057	80,007	50	320,229	348,788	(28,559)	reclass Robert Li to GF
17	57	Internal Organizers/Research	<b>1,475,883</b>		295,177	296,413	(1,236)	1,180,706	1,208,356	(27,650)	many LOA so more temp positions
18	18	Clerical	<b>443,786</b>		88,757	75,695	13,063	355,029	298,680	56,349	
19	2	Facilities	<b>38,497</b>		7,699	10,488	(2,788)	30,797	43,109	(12,311)	include Barbara who was at Clerical before
20	6	Data Base	<b>148,713</b>		29,743	24,655	5,088	118,971	103,531	15,439	
21	5	Member Resources Center (CSAR)	<b>101,000</b>		20,200	21,000	(800)	80,800	82,176	(1,376)	
22		Temp. Internal Organizers/Research	<b>5,282</b>		1,056	-	1,056	4,226	992	3,234	
23		Temp. Clerical/Support	<b>8,874</b>		1,775	302	1,472	7,099	572	6,527	
24		Vacation & Comp Time	<b>110,645</b>		22,129	-	22,129	88,516	83,325	5,191	
25		<b>Total Salaries</b>	<b>3,124,540</b>		<b>624,908</b>	<b>574,290</b>	<b>50,618</b>	<b>2,499,632</b>	<b>2,432,342</b>	<b>67,289</b>	
26	114	<b>PAYROLL RELATED EXPENSES</b>									
27		Pension	<b>405,823</b>		81,165	63,610	17,555	324,659	290,627	34,032	
28		Payroll Taxes Expenses	<b>492,786</b>		98,557	79,590	18,967	394,228	335,220	59,009	
29		Travel Staff-Admin	<b>16,990</b>		3,398	4,958	(1,560)	13,592	17,989	(4,398)	
30		Travel Staff- Internal Organizers	<b>49,188</b>		9,838	1,535	8,302	39,350	20,327	19,023	
31		Mileage/Ins. Reimb.-Admin & Director	<b>6,030</b>		1,206	211	995	4,824	1,586	3,238	
32		Mileage/Ins. Reimb.-Internal Organizers	<b>133,814</b>		26,763	11,616	15,147	107,051	52,187	54,865	
33		Telephone Reimbursement	<b>32,152</b>		6,430	6,880	(450)	25,722	27,911	(2,190)	
34	9	Retiree Health Exp	<b>37,749</b>		7,550	8,941	(1,392)	30,199	27,962	2,237	
35		Retire Benefit Trust Fund	<b>71,750</b>		14,350	13,000	1,350	57,400	52,000	5,400	
36	132	Benefits(Health, Dental, Vision,life,401K	<b>1,062,083</b>		212,417	267,290	(54,874)	849,667	1,001,534	(151,868)	budget was under estimate with all the temp,
37		Workers Comp Insurance	<b>71,315</b>		14,263	12,826	1,437	57,052	58,926	(1,874)	budget was under estimate with all the temp,
38		Recruiting exp	<b>1,874</b>		375	607	(232)	1,499	2,642	(1,142)	
39		<b>Total Payroll Related Expenses</b>	<b>2,381,553</b>		<b>476,311</b>	<b>471,065</b>	<b>5,245</b>	<b>1,905,242</b>	<b>1,888,910</b>	<b>16,333</b>	
40		<b>Total Salaries &amp; Payroll Expense</b>	<b>5,506,093</b>		<b>1,101,219</b>	<b>1,045,355</b>	<b>55,863</b>	<b>4,404,874</b>	<b>4,321,252</b>	<b>83,622</b>	

	A	B	C	D	N	O	P	AO	AP	AQ	AR
1			<b>Year 2010</b>		Apr			YTD - Four months			
2			<b>BUDGET for 5 months</b>		Budget	Actual	better/ (worse)	Budget	Actual	better/ (worse)	<b>NOTE</b>
41		<b>MISCELLANEOUS</b>									
42		Agency Fee/Assoc. Exp.	<b>150,000</b>		30,000	30,000	-	120,000	120,000	-	
43		Capital Fund Expense	<b>5,000</b>		1,000	1,000	-	4,000	4,000	-	
44		Admin exp share w. chapter	<b>2,268</b>		454	383	70	1,815	1,693	122	
45		Free Life insurance to members (SCR, M	<b>22,280</b>		4,456	4,381	75	17,824	17,362	461	
46		Chapter Fund Reimbursement	-		-	-	-	-	2,135	(2,135)	12/2009 dues received in Jan. 2010
47		Dodge Scholarship	<b>6,250</b>		1,250	1,250	-	5,000	5,000	-	
48		Computer Database Unionwares & MRC	<b>130,000</b>		26,000	29,500	(3,500)	104,000	79,750	24,250	
49		Bill Shawhan	<b>50,000</b>		10,000	10,000	-	40,000	40,000	-	
50		Ex-Board Stipends	<b>11,000</b>		2,200	-	2,200	8,800	4,200	4,600	
51		<b>Total Miscellaneous</b>	<b>376,798</b>		<b>75,360</b>	<b>76,515</b>	<b>(1,155)</b>	<b>301,438</b>	<b>274,140</b>	<b>27,298</b>	
52											
53		<b>ARBITRATIONS &amp; LEGAL</b>									
54		Arbitrations Fees	<b>49,738</b>		9,948	6,907	3,041	39,791	76,533	(36,742)	under budget
55		Retainer	<b>109,955</b>		21,991	-	21,991	87,964	99,774	(11,810)	
56		Court Costs	<b>2,636</b>		527	-	527	2,109	-	2,109	
57	57,172	Automatic Legal Defense Fund (\$0.25 pe	<b>71,465</b>		14,293	14,273	20	57,172	57,092	80	
58		<b>Total Arbitrations &amp; Legal</b>	<b>233,795</b>		<b>46,759</b>	<b>21,180</b>	<b>25,579</b>	<b>187,036</b>	<b>233,399</b>	<b>(46,364)</b>	
59											
60		<b>FACILITIES</b>									
61		Rent-SJC	<b>192,192</b>		38,438	37,444	994	153,754	149,923	3,831	
62		Rent-SQL	<b>24,410</b>		4,882	4,295	587	19,528	17,179	2,349	
63		Mortgage - Monterey & Parking	<b>13,710</b>		2,742	-	2,742	10,968	1,240	9,728	
64		Rent-Santa Cruz, Watsonville & Holliste	<b>32,810</b>		6,562	5,969	593	26,248	23,676	2,572	
65		Rent-Visalia	<b>5,000</b>		1,000	1,650	(650)	4,000	4,650	(650)	
66		Utilities	<b>66,419</b>		13,284	20,552	(7,268)	53,135	49,920	3,215	
67		Kitchen Sundries	<b>19,722</b>		3,944	5,423	(1,478)	15,777	12,092	3,685	
68		Gen. Liab. Ins. & Property Tax	<b>78,954</b>		15,791	15,220	571	63,163	59,671	3,493	
69		Building Maintenance/Security/Janitorial	<b>87,759</b>		17,552	21,590	(4,038)	70,207	62,708	7,499	
70		<b>Total Admin - Facilities</b>	<b>520,975</b>		<b>104,195</b>	<b>112,142</b>	<b>(7,947)</b>	<b>416,780</b>	<b>381,058</b>	<b>35,723</b>	
71					-						
72		<b>ADMINISTRATIVE - OFFICES</b>									
73		Audit/Acct. Fees & CWA NEG	<b>49,762</b>		9,952	18,088	(8,135)	39,810	50,430	(10,620)	under budget - LM2 was done earlier
74		Subscriptions	<b>1,195</b>		239	486	(247)	956	898	58	
75		Office Sundries	<b>41,593</b>		8,319	14,478	(6,159)	33,274	35,076	(1,802)	
76		Office Equipment Leases	<b>121,316</b>		24,263	29,573	(5,310)	97,053	88,004	9,049	
77		Equipment Maintenance & Repair Contra	<b>38,666</b>		7,733	8,654	(921)	30,933	26,957	3,976	
78		Contributions	<b>744</b>		149	327	(178)	595	1,034	(439)	
79		Research Material & Data	<b>903</b>		181	434	(253)	722	3,587	(2,865)	
80		Miscellaneous, off set by ORG	<b>295</b>		59	(4,072)	4,131	236	(12,583)	12,819	
81		<b>Total Admin - Offices</b>	<b>254,475</b>		<b>50,895</b>	<b>67,967</b>	<b>(17,072)</b>	<b>203,580</b>	<b>193,403</b>	<b>10,176</b>	

	A	B	C	D	N	O	P	AO	AP	AQ	AR
1			<b>Year 2010</b>		Apr			YTD - Four months			
2			<b>BUDGET for 5 months</b>		Budget	Actual	better/ (worse)	Budget	Actual	better/ (worse)	<b>NOTE</b>
82											
83		<b>COMMUNICATIONS</b>									
84		Printing	<b>28,109</b>		5,622	11,388	(5,767)	22,487	21,278	1,209	
85		Paper	<b>12,200</b>		2,440	2,047	393	9,760	6,192	3,569	
86		Website/Station/communication	<b>2,563</b>		513	321	192	2,051	1,217	834	
87		Telephone & Internet	<b>71,273</b>		14,255	34,162	(19,907)	57,018	70,712	(13,694)	finalize some old invociess never paid
88		Postage	<b>32,275</b>		6,455	8,682	(2,227)	25,820	28,070	(2,250)	more IHSS mailing monthly
89		Professional Fees/Translations	<b>3,658</b>		732	329	403	2,926	1,502	1,424	
90		<b>Total Communications</b>	<b>150,078</b>		<b>30,016</b>	<b>56,928</b>	<b>(26,913)</b>	<b>120,062</b>	<b>128,970</b>	<b>(8,907)</b>	
91											
92		<b>CONFERENCES/MILEAGE</b>									
93		Staff-Misc. Conf/Seminar	<b>3,300</b>		660	485	175	2,640	1,120	1,520	
94		Exec. Board-Conferences	<b>341</b>		68	-	68	273	-	273	
95		Misc. Members-Reimbursed	<b>2,915</b>		583	-	583	2,332	-	2,332	
96		<b>Total Conferences/Mileage</b>	<b>6,556</b>		<b>1,311</b>	<b>485</b>	<b>827</b>	<b>5,245</b>	<b>1,120</b>	<b>4,125</b>	
97					-	-	-	-	-	-	
98		<b>STAFF MEETING &amp; TRAINING</b>									
99		Director Training	<b>2,223</b>		445	223	221	1,779	11,298	(9,519)	budget will catch up later on
100		Staff - representation & political & comm	<b>32,021</b>		6,404	4,019	2,386	25,617	17,374	8,243	
101		Clerical Staff	<b>573</b>		115	635	(520)	458	1,015	(556)	
102		Executive Staff	<b>854</b>		171	-	171	683	-	683	
103		Tuition Reim.-Internal Organizers	<b>5,000</b>		1,000	-	1,000	4,000	-	4,000	
104		Tuition Reim.-OPEIU	<b>5,000</b>		1,000	-	1,000	4,000	321	3,679	
105		<b>Total Staff Training</b>	<b>45,671</b>		<b>9,134</b>	<b>4,877</b>	<b>4,258</b>	<b>36,537</b>	<b>30,007</b>	<b>6,530</b>	
106											
107		<b>EDUCATION &amp; TRAINING</b>									
108		Steward & Chief Steward Training	<b>4,429</b>		886	606	280	3,543	1,140	2,403	
109		Executive Board	<b>436</b>		87	-	87	349	-	349	
110		Education & Training Committee Meetin	<b>2,783</b>		557	36	520	2,226	64	2,162	
111		Industry Training Events	<b>375</b>		75	2,094	(2,019)	300	3,837	(3,537)	budget will catch up later on
112		<b>Total Education &amp; Training</b>	<b>8,022</b>		<b>1,604</b>	<b>2,736</b>	<b>(1,131)</b>	<b>6,418</b>	<b>5,041</b>	<b>1,377</b>	
113											
114		<b>POLITICAL/SOCIAL INVOLVEMENT</b>									
115	40,000	Candidates Account (\$0.20 per member	<b>20,000</b>		4,000	8,011	(4,011)	16,000	31,744	(15,744)	offset by Issues account budgetary
116	40,000	Issues Account (\$0.00 per member per m	<b>20,000</b>		4,000	-	4,000	16,000	-	16,000	
117		Legal	<b>26,758</b>		5,352	7,109	(1,758)	21,406	11,848	9,558	
118		Committee Meetings	<b>1,821</b>		364	900	(536)	1,457	4,451	(2,994)	
119		Conferences	<b>664</b>		133	-	133	531	-	531	
120		Electoral Staff/ Activity	<b>236</b>		47	-	47	189	-	189	
121		Polls & Surveys	<b>1,000</b>		200	-	200	800	-	800	
122		Special Printing	<b>2,000</b>		400	15	385	1,600	65	1,535	

	A	B	C	D	N	O	P	AO	AP	AQ	AR
1			<b>Year 2010</b>		Apr			YTD - Four months			
2			<b>BUDGET for 5 months</b>		Budget	Actual	better/ (worse)	Budget	Actual	better/ (worse)	<b>NOTE</b>
123		Subscriptions	<b>500</b>		100	-	100	400	-	400	
124		<b>Total Political/Social Involvement</b>	<b>72,978</b>		<b>14,596</b>	<b>16,035</b>	<b>(1,439)</b>	<b>58,383</b>	<b>48,108</b>	<b>10,275</b>	
125											
126		<b>SOCIAL &amp; ECONOMIC JUSTICE</b>									
127		Committee Meetings	<b>369</b>		74	97	(23)	295	557	(262)	
128		Conferences	<b>1,000</b>		200	-	200	800	-	800	
129		Contributions/Solidarity	<b>3,684</b>		737	1,250	(513)	2,947	2,500	447	
130	57,172	Caucus Activities	<b>37,729</b>		7,546	6,437	1,108	30,183	14,114	16,070	
131		<b>Total Social &amp; Economic Justice</b>	<b>42,782</b>		<b>8,556</b>	<b>7,785</b>	<b>772</b>	<b>34,226</b>	<b>17,171</b>	<b>17,055</b>	
132											
133		<b>MEMBER INVOLVEMENT</b>									
134		Memorabilia/Give away Member Pride	<b>17,406</b>		3,481	5,488	(2,007)	13,925	8,388	5,537	
135		Awards/Recognition	<b>114</b>		23	-	23	91	52	39	
136		Ex Board / Advisory Board Reimburse	<b>400</b>		80		80	320	166	154	
137		Rally Rental & Bus	<b>21,505</b>		4,301	876	3,425	17,204	3,338	13,866	
138		Member Reimbursement/Lost time	<b>469</b>		94	1,378	(1,285)	375	2,691	(2,316)	Lost timers in NEG
139		Transportation & Vehicle Expenses	<b>2,042</b>		408	4,036	(3,628)	1,634	5,810	(4,176)	
140		<b>Total Member Involvement</b>	<b>41,936</b>		<b>8,387</b>	<b>11,779</b>	<b>(3,392)</b>	<b>33,549</b>	<b>20,446</b>	<b>13,103</b>	
141											
142		<b>NEGOTIATIONS</b>									
143		Printing Contracts	<b>2,000</b>		400	-	400	1,600	-	1,600	
144		Meetings & Supplies	<b>17,406</b>		3,481	2,442	1,040	13,925	7,774	6,150	
145		Strike Preparations	<b>1,925</b>		385		385	1,540	-	1,540	
146	40,000	Automatic Strike Fund Transfer (\$0.50 p	<b>100,000</b>		20,000	20,000	-	80,000	80,000	-	
147		<b>Total Negotiations</b>	<b>121,331</b>		<b>24,266</b>	<b>22,442</b>	<b>1,825</b>	<b>97,065</b>	<b>87,774</b>	<b>9,290</b>	
148		<b>MEETINGS &amp; EVENTS</b>									
149		Executive Board Meetings	<b>56,000</b>		11,200	-	11,200	44,800	6,554	38,246	
150		Steward/Council meetings	<b>4,602</b>		920	420	501	3,682	2,953	729	
151	57172	521 Party & other events	<b>57,172</b>		11,434	-	11,434	45,738	-	45,738	
152		Officers Vote Event 2/2010	<b>207,500</b>		41,500	30,060	11,440	166,000	225,139	(59,139)	
153		Industries & Members conference	<b>35,000</b>		7,000	485	6,515	28,000	985	27,015	
154		Miscellaneous	<b>210</b>		42	-	42	168	-	168	
155		<b>Total Meetings &amp; Events</b>	<b>360,484</b>		<b>72,097</b>	<b>30,964</b>	<b>41,132</b>	<b>288,387</b>	<b>235,630</b>	<b>52,757</b>	
156											
157		<b>REPRESENTATIVE DUES</b>									
158	57,172	SEIU \$7.65 ea	<b>2,186,829</b>		437,366	437,309	57	1,749,463	1,748,077	1,386	
159	55,172	SEIU Unity Fund \$5.00ea	<b>1,379,300</b>		275,860	273,910	1,950	1,103,440	1,090,635	12,805	
160	200	SEIU Retirees \$1.00ea	<b>1,000</b>		200	627	(427)	800	1,600	(800)	
161	57,172	SEIU/ State Council-\$2.53ea	<b>723,226</b>		144,645	143,382	1,263	578,581	573,239	5,342	
162	1,200	Nurse Alliance \$1.45ea	<b>8,700</b>		1,740	1,434	306	6,960	5,736	1,224	
163	23,500	So Bay CLC \$0.55ea	<b>64,625</b>		12,925	12,744	181	51,700	49,749	1,952	

	A	B	C	D	N	O	P	AO	AP	AQ	AR
1			<b>Year 2010</b>		Apr			YTD - Four months			
2			<b>BUDGET for 5 months</b>		Budget	Actual	better/ (worse)	Budget	Actual	better/ (worse)	<b>NOTE</b>
164	3,800	SMCO CLC \$0.60ea	<b>11,400</b>		2,280	(30)	2,310	9,120	8,609	511	
165	7,000	Fresno CLC \$0.45ea	<b>15,750</b>		3,150	2,858	292	12,600	11,426	1,174	
166	6,500	Bakersfield CLC \$0.25ea	<b>8,125</b>		1,625	1,506	120	6,500	6,106	394	
167	6,500	Monterey & Santa Cruz LC \$0.55ea	<b>17,875</b>		3,575	3,612	(37)	14,300	13,841	459	
168	110	Tuolumne CLC	<b>275</b>		55	55	-	220	220	(0)	
169	57,172	CA Labor Fed 25% X .47ea	<b>33,589</b>		6,718	5,038	1,680	26,871	20,084	6,787	
170		Building Trades-SMCO	<b>1,500</b>		300	300	-	1,200	1,200	-	
171		<b>Total Representative Dues</b>	<b>4,452,194</b>		<b>890,439</b>	<b>882,745</b>	<b>7,694</b>	<b>3,561,755</b>	<b>3,530,521</b>	<b>31,234</b>	
172											
173		<b>TOTAL EXPENSES</b>	<b>13,798,407</b>		<b>2,759,681</b>	<b>2,680,782</b>	<b>78,900</b>	<b>11,038,725</b>	<b>10,791,433</b>	<b>247,293</b>	
174					-	-	-	-	-	-	
175		<b>TOTAL INCOME LESS TOTAL EXP</b>	<b>(1,226,554)</b>		<b>(245,311)</b>	<b>(248,562)</b>	<b>(3,252)</b>	<b>(981,243)</b>	<b>(825,857)</b>	<b>155,386</b>	
176											
177		<b>VOLUNTARY TRANSFERS</b>									
178		Building Funds	<b>65,000</b>		13,000	13,000	-	52,000	52,000	-	
179		Strike Fund	-		-	-	-	-	-	-	
180		<b>Total Transfers</b>	<b>65,000</b>		<b>13,000</b>	<b>13,000</b>	-	<b>52,000</b>	<b>52,000</b>	-	
181		<b>TOTAL INCOME LESS EXPENSES</b>	<b>(1,291,554)</b>		<b>(258,311)</b>	<b>(261,562)</b>	<b>(3,252)</b>	<b>(1,033,243)</b>	<b>(877,857)</b>	<b>155,386</b>	
182											
183											

SEIU Local 521  
Organizing Statement for the year of 2010

Doc # 3

	A	D	G	J	L	M	N	AM
1		Jan-10	Feb-10	Mar-10	Apr-10			
2		Actual	Actual	Actual	Budget	Acutal	Better / Worst	Actual YTD - 4 months
3								
4	Budget from SEIU Local 521	320,848	320,848	320,848	320,848	320,848	-	1,283,392
5								
6	<b>Expenses</b>							
7	Legal - Organizi	2,350	2,350	4,700	3,000	-	3,000	9,400
8	Arbitration - Organizing	-	-	-	-	-	-	-
9	Lost Time - Organizing	-	-	-	200	-	200	-
10	Salaries - Organizing (25+2)	100,544	61,679	87,398	128,541	60,232	68,309	309,853
11	Workers Comp. Ins. - Org	1,937	3,054	1,924	3,856	1,924	1,932	8,838
12	Payroll Tax Exp - Organ.	7,498	6,335	6,538	19,281	802	18,479	21,173
13	401K Matching	2,430	1,904	1,773	3,856	2,063	1,793	8,171
14	EMPLOYEE BENEFITS - Organi	25,284	46,909	5,163	32,135	11,865	20,271	89,220
15	Pension Plan Exp - Organi.	-	21,649	11,646	17,996	11,195	6,801	44,491
16	Staff Recruiting Exp-Org.	19	-	-	600	-	600	19
17	Vacation / Comp Time - Org	-	23,787	-	12,854	155	12,699	23,942
18	Training Exp - Org.	3,815	449	715	1,200	439	761	5,418
19	Mileage reimb exp - Organizing	4,846	6,393	7,243	15,000	3,592	11,409	22,073
20	Vehicle Expenses	1,957	629	1,125	12,000	1,090	10,911	4,800
21	RENT EXPENSES - Organizing	8,556	9,854	7,795	18,000	5,087	12,913	31,292
22	Telephone Expenses - Organizin	497	900	1,467	2,300	1,397	903	4,261
23	Utilities Expenses	-	-	-	400	-	400	-
24	Office Supplies & Other Allocatio	6,144	3,795	3,479	2,500	4,088	(1,588)	17,506
25	Printing Expenses - Organizing	20	-	-	1,000	-	1,000	20
26	Postage Expenses - Organizing	-	-	-	300	-	300	-
27	PT Organizing	-	-	-	1,000	-	1,000	-
28	Communication Cost Expenses	-	-	-	200	-	200	-
29	Referral lead/DATA - Organizing	940	-	-	400	-	400	940
30	Professional Fee Expenses	-	-	-	400	-	400	-
31	Translation Expenses - Organ	-	-	-	200	-	200	-
32	Equipment Leasing Exp - Organi	-	-	-	500	-	500	-
33	Equip. Maint. & Repair -Organi	-	697	-	200	-	200	697
34	Computer Database Services	1,450	725	725	1,000	725	275	3,625
35	Subscriptions - Organizing	-	-	-	100	-	100	-
36	Travel Expenses - ORGANIZING	12,202	11,940	13,002	25,000	10,251	14,749	47,396
37	Conference - Organizing	-	-	-	600	-	600	-
38	Rally / Bus Rental-Organizing	-	-	-	200	3	197	3
39	Memorabilia / Give Away-Org	-	-	-	100	-	100	-
40	Meeting - Organizing	273	346	115	1,500	543	957	1,277
41	Donation - Organizing	-	834	400	-	-	-	1,234
42								
43	Total Expenses	180,761	204,230	155,209	306,420	115,451	190,969	655,650
44								
45	Net Income	140,087	116,618	165,639	14,428	205,397	190,969	627,742

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	County	Office	B	C	COUNTIES												
2			B	C		Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10
3	FAT	FAT	26	M	FRESNO COUNTY	2,554	2,555	2,549									
4	FAT	FAT	26	A	FRESNO COUNTY - AGENCY	1,381	1,385	1,378									
5	KER	BFL	26	M	KERN COUNTY	3,329	3,322	3,317									
6	KER	BFL	26	A	KERN COUNTY - AGENCY	1,783	1,782	1,777									
7	KIN	HAN	26	M	KINGS COUNTY	395	396	393									
8	MAD	FAT	26	M	MADERA COUNTY COMPA	46	46	62									
9	MAD	FAT	26	M	MADERA COUNTY SEMC	18	17	18									
10	MAR	FAT	26	M	MARIPOSA COUNTY	239	240	239									
11	MRY	SAL	26	M	MONTEREY COUNTY	2,291	2,253	2,248									
12	MRY	SAL	26	A	MONTEREY COUNTY - AGENCY	305	313	353									
13	SB	SAL	26	M	SAN BENITO COUNTY	147	143	144									
14	SB	SAL	26	A	SAN BENITO COUNTY - AGENCY	167	169	172									
15	SMC	SQL	26	M	SAN MATEO COUNTY	826	832	832									
16	SMC	SQL	26	A	SAN MATEO COUNTY - AGENCY	639	644	643									
17	SC	SJC	26	M	SANTA CLARA COUNTY	7,984	7,943	7,942									
18	SC	SJC	26	A	SANTA CLARA COUNTY - AGENCY	964	951	931									
19	SCR	SCR	26	M	SANTA CRUZ COUNTY	1,088	1,618	1,604									
20	SCR	SCR	26	A	SANTA CRUZ COUNTY - AGENCY	42	63	58									
21	STA	FAT	26	M	STANISLAUS COUNTY	433	454	444									
22	STA	FAT	26	A	STANISLAUS COUNTY - AGENCY	92	92	89									
23	TUL	VIS	26	M	TULARE COUNTY	878	873	861									
24	TUL	VIS	26	A	TULARE COUNTY - AGENCY	586	582	578									
25	TUO	FAT	26	M	TUOLUMNE COUNTY	22	22	22									
26	<b>CITIES</b>																
27	KER	BFL	26	M	CITY OF ARVIN	26	26	26									
28	KER	BFL	26	M	CITY OF BAKERSFIELD	734	742	733									
29	FAT	HAN	26	M	CITY OF COALINGA	25	25	25									
30	FAT	BFL	26	A	CITY OF COALINGA - AGENCY	8	8	8									
31	KIN	HAN	26	M	CITY OF CORCORAN	-	8	8									
32	KER	BFL	26	M	CITY OF DELANO	206	207	206									
33	SMC	SQL	26	M	CITY OF EAST PALO ALTO	27	26	26									
34	SMC	SQL	26	M	CITY OF EAST PALO ALTO - AGENCY	7	7	7									
35	TUL	HAN	26	M	CITY OF EXETER	14	16	14									
36	MRY	SAL	26	M	CITY OF GREENFIELD	16	15	15									
37	KIN	HAN	26	M	CITY OF HANFORD	117	116	113									
38	KIN	HAN	26	A	CITY OF HANFORD - AGENCY	19	19	20									
39	SB	SAL	26	M	CITY OF HOLLISTER	37	37	-									
40	SB	SAL	26	A	CITY OF HOLLISTER - AGENCY	6	6	-									
41	KIN	SAL	26	M	CITY OF KINGS	13	14	2									
42	KIN	SAL	26	A	CITY OF KINGS - AGENCY	4	3	15									
43	TUL	VIS	26	M	CITY OF LINDSAY	9	8	8									
44	SMC	SQL	26	M	CITY OF MENLO PARK	127	106	108									
45	SMC	SQL	26	A	CITY OF MENLO PARK - AGENCY	84	104	102									
46	SC	SQL	26	M	CITY OF MOUNTAIN VIEW	138	136	133									
47	SC	SQL	26	A	CITY OF MOUNTAIN VIEW - AGENCY	34	29	33									
48	SC	SQL	26	M	CITY OF PALO ALTO	478	474	478									
49	SC	SQL	26	A	CITY OF PALO ALTO - AGENCY	160	162	164									
50	SMC	SQL	26	M	CITY OF REDWOOD CITY	277	277	278									
51	MRY	SAL	26	M	CITY OF SALINAS	262	258	257									
52	SMC	SQL	26	M	CITY OF SAN MATEO-MAINT/LIB	129	125	126									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
2	<b>B C</b>					Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10
53	SMC	SQL	26	M	CITY OF SAN MATEO-MAINT/LIB - AGENCY	38	29	40									
54	SCR	SCR	26	M	CITY OF SANTA CRUZ	526	492	556									
55	SCR	SCR	26	A	CITY OF SANTA CRUZ - AGENCY	1	1	1									
56	SCR	SCR	26	M	CITY OF SCOTTS VALLEY	26	26	26									
57	KER	BFL	26	M	CITY OF SHAFER	69	66	62									
58	SC	SQL	26	M	CITY OF SUNNYVALE	49	50	50									
59	SC	SQL	26	A	CITY OF SUNNYVALE - AGENCY	-	-	-									
60	KER	BFL	26	M	CITY OF TAFT	-	10	10									
61	TUL	HAN	26	M	CITY OF TULARE	119	119	119									
62	TUL	HAN	26	A	CITY OF TULARE - AGENCY	10	9	10									
63	KER	BFL	26	M	CITY OF WASCO	49	50	54									
64	SCR	SCR	26	M	CITY OF WATSONVILLE	56	57	57									
65	<b>SCHOOLS</b>																
66	SC	SJC	12	M	CAMPBELL-UHSD	64	61	61									
67	SC	SJC	12	M	CUPERTINO SD	51	158	158									
68	SC	SJC	12	A	CUPERTINO SD - AGENCY	16	26	26									
69	KER	BFL	12	M	EDISON ELEMENTARY	29	29	29									
70	FAT	FAT	12	M	FASTA	158	181	368									
71	FAT	FAT	12	A	FASTA - AGENCY	204	87	152									
72	FAT	FAT	12	M	FRESNO UNIFIED SCHOOL	492	490	494									
73	FAT	FAT	12	A	FRESNO UNIFIED SCHOOL - AGENCY	109	108	110									
74	MRY	SAL	12	M	GONZALES UNIFIED SCH DIST	5	5	5									
75	FAT	FAT	12	M	LIDLAW / FIRST STUDENT INC.	237	240	486									
76	SC	SJC	12	M	MORGAN HILL USD	306	311	309									
77	SC	SJC	12	M	ORCHARD SD	-	26	25									
78	FAT	FAT	12	M	RIVERDALE UNIFIED	56	57	56									
79	STA	FAT	12	M	SALIDA UNION SCHOOL	35	35	36									
80	SCR	SCR	12	M	SAN LORENZO VALLEY	107	104	151									
81	SCR	SCR	12	A	SAN LORENZO VALLEY - AGENCY	1	-	-									
82	SMC	SJC	12	M	SAN MATEO COE	-	80	40									
83	SC	SJC	12	M	SANTA CLARA COE	-	2,793	1,380									
84	KER	BFL	12	M	STANDARD SCHOOL	54	54	52									
85	KER	BFL	12	M	TAFT UNION HIGH SCHOOL DIST	47	47	47									
86	SC	SJC	12	M	WEST VALLEY CCD	279	277	278									
87	<b>PRIVATE NON-PROFIT</b>																
88	SC	SJC	12	M	ACHIEVEKIDS	100	101	96									
89	SC	SQL	26	M	MOMENTUM	223	227	229									
90	SC	SQL	26	A	MOMENTUM - AGENCY	7	6	6									
91	SC	SJC	12	M	AMERICAN REDCROSS	43	-	42									
92	SB	SAL	26	M	CHAMBERLAIN'S CHILDRENS CENTER	27	-	43									
93	MRY	SAL	12	M	M.A.O.F (FORMALLY CHILDRENS CTR OF MRY)	-	47	49									
94	MAD	FAT	26	M	COMMUNITY ACTION PART MADERA	76	79	74									
95	MAD	FAT	26	M	COMMUNITY ACTION MADERA - AGENCY	-	-	-									
96	KER	FAT	26	M	COMMUNITY ACTION KERN	413	405	405									
97	KIN	VIS	26	M	COMMUNITY ACTION KINGS	25	25	24									
98	SCR	SCR	26	M	COMMUNITY BRIDGES	115	116	112									
99	SC	SJC	24	M	COMMUNITY SOLUTIONS	100	100	100									
100	SC	SJC	26	M	GARDNER FAMILY HEALTH CTR	123	-	123									
101	MER	FAT	26	M	GOLDEN VALLEY HEALTH CTR	336	347	345									
102	SC	SJC	24	M	HOPE REHABILITATION	174	178	175									
103	SC	SJC	26	M	HUMANE SOCIETY	12	13	13									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
2	B C					Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10
104	SC	SJC	26	A	HUMANE SOCIETY - AGENCY	17	16	15									
105	SC	SJC	12	M	OSHMANS FAMILY JCC	45	41	43									
106	SC	SJC	24	M	MACSA	48	43	44									
107	SMC	SQL	12	M	PENINSULA JEWISH COMM CTR	55	-	55									
108	SC	SJC	26	M	REBEKAH	85	86	81									
109	SCR	SCR	26	M	SALUD PARA LA GENTE INC.	118	108	79									
110	SCR	SCR	26	M	SANTA CRUZ COMM COUNSELING	78	79	96									
111	SC	SJC	26	M	STARLIGHT	62	64	64									
112	TUL	VIS	12	M	STUDENT TRANSPORTATION	32	-	34									
113	SCR	SCR	26	M	WOMEN'S CRISIS SUPPORT	20	18	19									
114	<b>HOMECARE</b>																
115	SC	SJC	24	M	ADDUS	68	51	66									
116	SMC	SQL	12	M	IHSS SAN MATEO	1,702	1,704	1,655									
117	SMC	SQL	12	A	IHSS SAN MATEO - AGENCY	1,063	1,008	1,018									
118	SC	SJC	12	M	IHSS SANTA CLARA	4,047	4,051	4,388									
119	SC	SJC	12	A	IHSS SANTA CLARA - AGENCY	9,847	9,720	9,071									
120	SC	SJC	12	M	OLDER ADULTS CARE MGMT	331	118	109									
121	SM	SJC	12	M	PATHWAYS CONTINUOUS CARE	112	111	107									
122	<b>SPECIAL DISTRICTS</b>																
123	KER	BFL	26	M	ARVIN-EDISON WATER STORAGE DIST	12	12	12									
124	KER	BFL	12	M	BEAR VALLEY	29	29	29									
125	FAT	FAT	26	M	CENTRAL CA LEGAL SERVICES	44	46	48									
126	MRY	SAL	26	M	CHISPA HOUSING MANAGEMENT	26	26	25									
127	FAT	FAT	26	M	COURT - FRESNO COUNTY	264	270	264									
128	FAT	FAT	26	A	COURT - FRESNO COUNTY - AGENCY	72	70	69									
129	KER	BFL	26	M	COURT - KERN COUNTY	326	322	321									
130	KER	BFL	26	A	COURT - KERN COUNTY - AGENCY	69	70	69									
131	KIN	HAN	26	M	COURT - KINGS COUNTY	59	58	58									
132	KIN	HAN	26	A	COURT - KINGS COUNTY - AGENCY	3	3	3									
133	MAR	FAT	26	M	COURT - MARIPOSA	8	8	8									
134	MRY	SAL	26	M	COURT - MONTEREY COUNTY	105	99	101									
135	MRY	SAL	26	A	COURT - MONTEREY COUNTY - AGENCY	37	43	44									
136	SB	SAL	26	M	COURT - SAN BENITO	27	27	27									
137	SCR	SCR	26	M	COURT - SANTA CRUZ	112	111	111									
138	SCR	SCR	26	A	COURT - SANTA CRUZ - AGENCY	1	1	1									
139	SC	SJC	26	M	COURT - SCCO	592	591	590									
140	SC	SJC	26	A	COURT - SCCO SUPERIOR - AGENCY	14	14	14									
141	SMC	SJC	26	M	COURT - SMCO	162	162	164									
142	SMC	SJC	26	A	COURT - SMCO - AGENCY	66	64	63									
143	TUL	VIS	26	M	COURT - TULARE	183	181	180									
144	FAT	FAT	12	M	HOUSING AUTHORITY - FAT	91	95	96									
145	FAT	FAT	12	A	HOUSING AUTHORITY - FAT AGENCY	33	34	35									
146	MRY	SAL	26	M	HOUSING AUTHORITY - MONTEREY	69	66	65									
147	SC	SJC	26	M	HOUSING AUTHORITY - SCCO	102	103	104									
148	SC	SJC	26	A	HOUSING AUTHORITY - SCCO AGENCY	23	23	23									
149	KER	BFL	26	M	KERN COUNTY CEMETARY	4	4	4									
150	KER	BFL	26	M	KERN COUNTY WATER AGENCY	12	12	12									
151	KER	BFL	26	A	KERN COUNTY WATER AGENCY - AGENCY	15	15	15									
152	KER	FAT	26	M	KERN REGIONAL CENTER	163	158	159									
153	SC	SJC	24	M	LAW FOUNDATION	55	56	56									
154	TUL	BFL	26	M	LINDSAY STRATHMORE IRRIGATION	2	2	2									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
2	B C				Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	
155	MRY	SAL	26	M	MONTEREY BAY UNIFIED AIR POLL CONTROL DIST	15	29	28									
156	SB/MRY	SAL	26	M	MV PUBLIC TRANSPORTATION	80	82	84									
157	SC	SJC	26	M	SAN ANDREAS REG CTR	226	-	213									
158	SB	SAL	26	M	SAN BENITO CO WATER DISTRICT	13	13	13									
159	KER	FAT	26	M	SAN JOAQUIN VALLEY AIR POLLUTION	237	128	127									
160	KER	FAT	26	A	SAN JOAQUIN VALLEY AIR POLLUTION - AGENCY	106	106	106									
161	SCR	SCR	26	M	SANTA CRUZ METRO TRANSIT DIST	94	94	94									
162	SCR	SCR	26	M	SOQUEL CREEK WATER DISTRICT	13	14	14									
163	KER	BFL	12	M	SSJMUD	8	8	8									
164	SC	SJC	26	M	VTA	263	266	265									
165	SC	SJC	26	A	VTA - AGENCY	-	-	-									
166	SCR	SCR	26	M	YWCA	13	14	13									
167	<b>OTHER</b>																
168	SC	SJC		M	ASSOCIATE MEMBERS	12	-	-									
169	SC	SJC		M	RETIRED MEMBERS	140	568	162									
170	SC	SJC		M	CAL-PER RETIREES	33	33	36									
171	SC	SJC	26	M	521 STAFF	72	83	74									
172																	
173					<b>TOTAL</b>	<b>55,958</b>	<b>58,792</b>	<b>57,581</b>	-	-	-	-	-	-	-	-	-

## ASSUMPTIONS INCORPORATED INTO THE BUDGET

Our situation is much graver than we had anticipated. If we use the normal procedure of estimating revenues and expenditures and watching carefully over the 12 month's year we come close to "catch up". We have historically used vacancies, closely watched purchases, and tried other means to get as close to zero as possible during the year. In the 3 years we have been a union, we have been accurate and careful and we have caught up from our initial deficit predictions fairly well.

For 2010, however the whole situation is different. We have a greater estimated deficit than I have ever considered, and we have no positive possibilities of changing the situation. Plus, we have only 7 months remaining in the year. So, we have a shorter time line to catch up.

Some of the items which are more serious for us include...

1. We currently have 5 staff out on some form of personal medical leave or family leave. These folks still have fully paid benefits and we pay at least half, often more than that for our share of their integrated sick leave / SDI. And in most of these cases, we have added temporary staff to cover their assignments.
2. This is the lowest our dues will be. In 2011 our dues raise to 1.45% and the dues caps that remain within the local will raise an additional \$30 per month to catch up.
3. We anticipate more furloughs and layoffs to be negotiated or implemented on our members regardless of our hard fight against these. Historically we had been able to count on wage increases to help our situation. This is not anticipated for the remainder of 2010.
4. We are spending more money on lawsuits against the various employers than we ever have. This makes our situation more difficult.

Because of this, Rosanne and I are recommending making a budget using the actual revenues and expenditures for the first 4 months of 2010 and adjusting for one time only issues that are not going to be a problem in the last part of the year. From that we will also recommend certain cuts in expenditures to get us closer to a balanced budget.

Using actual we are \$219,000 A MONTH over budget. I have worked with the staff and we are recommending a list of cuts in expenditures which will amount to about \$100,000. We then will ask for approval from the Board to meet with both unions and discuss their suggestions for further cuts amounting to at least \$50,000.

We will use the average of the revenues and the expenditures actually spent for the first four months of the year. We will then subtract these... to get closer to the \$219,000 deficit each month.

1. \$56,000 local wide vote.
2. \$5,000 duplication machine leases
3. \$12,999 for retiree health trust fund contributions
4. \$1,050 Executive Board Stipends (average for 2 months)
5. \$2,000 utilities (we are currently doing energy audits of each facility).
6. \$5,000 arbitrations and retainer (both line items)
7. \$638 Executive Board meetings
8. \$500 representative dues to Nurse Alliance (we lost 400 nurses at Natividad)
9. \$1,000 telephone and internet
10. \$1,000 postage
11. \$200 Directors/Staff meetings
12. \$1,000 a month rather than \$2,000+ currently budgeted in memorabilia (the actuals for the first four months are not good estimates of purchases).
13. \$3,000 - Instead of saving \$13,000 a month for the Building fund, cut the contribution to \$10,000 a month saving \$3,000 per month.
14. \$2,917.00 cutting 40% from various proposed meeting food budgets
15. \$534 Chapter Funds

The Grand Total Savings of recommended deletions/cuts from actual usage during the first 4 months of 2010 is \$92,838 per month.

\$ 92,838 per month savings is less than ONE HALF of the amount which we are over each month. We still are \$126,584 per month over budget. Considering the potential for more expenditures and less revenue we believe that we should reduce our expenditures or increase our income by another \$95,000 a month. Approving this budget would include authorizing RoseAnn and Kristy to discuss ways to find the additional savings by meeting with the two staff unions (OPEIU and CWA) and with managers; then coming back with additional temporary or permanent cuts or revenue enhancements for the last five - seven months of 2010.

# SEIU Local 521 Budget for 2010b - 7 months

*DRAFT*

	A	B	D	E
1			Average 1 month	7 months Total
2				
3	Headcount	<b>TOTAL DUES RECEIPTS</b>	<b>2,471,384</b>	<b>17,299,690</b>
4	57,740	<b>OTHER INCOME</b>		
5		Interest & Dividends	868	6,073
6		SMIHSS Administrative Reimbursement	6,150	43,050
7		Sublease Rent	8,061	56,430
8		Misc. Income - SEIU Int'l subsidy	2,431	17,014
9		<b>Total Misc. Income</b>	<b>17,510</b>	<b>122,567</b>
10		<b>TOTAL GENERAL FUND INCOME</b>	<b>2,488,894</b>	<b>17,422,257</b>
11		<b>GENERAL FUND EXPENSES</b>		
12		<b>ORGANIZING OFFSET</b>	<b>320,848</b>	<b>2,245,936</b>
13		<b>SALARIES</b>		
14	5	Administrative	31,008	217,053
15	7	Admin Support	34,696	242,871
16	15	Directors	104,197	729,379
17	51	Internal Organizers	223,744	1,566,206
18	5	CED	24,742	173,192
19	5	CESA	18,489	129,423
20	3	Communication	12,998	90,983
21	2	Research	9,061	63,426
22	3	Political	13,056	91,393
23	18	Clerical	74,670	522,690
24	2	Facilities	10,777	75,440
25	6	Data Base Services	25,883	181,180
26		Temp. Internal Organizers/Research	248	1,735
27		Temp. Clerical/Support	143	1,002
28		Vacation & Comp Time	20,831	145,819
29	122	<b>Total Salaries</b>	<b>604,542</b>	<b>4,231,791</b>
30		<b>PAYROLL RELATED EXPENSES</b>		
31		Pension	72,657	508,597
32		Payroll Taxes Expenses	83,805	586,635
33		Travel Staff-Admin	4,497	31,481
34		Travel Staff- Internal Organizers	5,082	35,572
35		Mileage/Ins. Reimb.-Admin & Director	396	2,775
36		Mileage/Ins. Reimb.-Internal Organizers	13,047	91,327
37		Telephone Reimbursement	6,978	48,845
38	9	Retiree Health Exp - including Ward	6,990	48,933
39	0	Retire Benefit Trust Fund	1	7
40		Benefits(Health, Dental, Vision,life,401K,FI	250,384	1,752,685
41		Workers Comp Insurance	14,731	103,120
42		Recruiting exp	660	4,623
43		<b>Total Payroll Related Expenses</b>	<b>459,228</b>	<b>3,214,599</b>
44		<b>Total Salaries &amp; Payroll Expenses</b>	<b>1,063,770</b>	<b>7,446,390</b>

# SEIU Local 521 Budget for 2010b - 7 months

*DRAFT*

	A	B	D	E
1			<b>Average 1 month</b>	<b>7 months Total</b>
2				
45				
46		<b>MISCELLANEOUS</b>		
47		Agency Fee/Assoc. Exp.	30,000	210,000
48		Capital Fund Expense	1,000	7,000
49		Admin exp share w. chapter	423	2,963
50		Free Life insurance to members (SCR, MR)	4,341	30,384
52		Dodge Scholarship	1,250	8,750
53		Computer Database Unionwares	4,938	34,563
54		MRC - IHSS	15,000	105,000
55		Bill Shawhan	10,000	70,000
57		<b>Total Miscellaneous</b>	<b>66,951</b>	<b>468,659</b>
58				
59		<b>ARBITRATIONS &amp; LEGAL</b>		
60		Arbitrations Fees	14,133	98,933
61		Retainer	24,944	174,605
63	57,740	Automatic Legal Defense Fund (\$0.25 per m	14,273	99,911
64		<b>Total Arbitrations &amp; Legal</b>	<b>53,350</b>	<b>373,449</b>
65				
66		<b>FACILITIES</b>		
67		Rent-SJC	37,481	262,365
68		Rent-SQL	4,295	30,063
69		Rent - Monterey & Parking	310	2,169
70		Rent-Santa Cruz, Watsonville & Hollister	5,919	41,433
71		Rent-Visalia	1,163	8,138
72		Utilities	10,480	73,359
73	*	Kitchen Sundries	1,814	12,696
74		Gen. Liab. Ins. & Property Tax	14,918	104,423
75		Building Maintenance/Security/Janitorial	15,677	109,739
76		<b>Total Admin - Facilities</b>	<b>92,055</b>	<b>644,387</b>
77				
78		<b>ADMINISTRATIVE - OFFICES</b>		
79		Audit/Acct. Fees	11,607	81,252
80		Staff NEG Consultant	1,000	7,000
81		Subscriptions	225	1,572
82		Office Sundries	8,769	61,384
83		Office Equipment Leases	17,001	119,006
84		Equipment Maintenance & Repair Contracts	6,739	47,175
85		Contributions	259	1,810
86		Research Material & Data	897	6,278
88		<b>Total Admin - Offices</b>	<b>46,497</b>	<b>325,476</b>
89				
90		<b>COMMUNICATIONS</b>		
91		Printing	5,319	37,236
92		Paper	1,548	10,835
93		Website/Station/communication	304	2,129
94		Telephone & Internet	16,678	116,745
95		Postage	6,018	42,123
96		Professional Fees/Translations	376	2,629
97		<b>Total Communications</b>	<b>30,242</b>	<b>211,697</b>
98				

# SEIU Local 521 Budget for 2010b - 7 months

*DRAFT*

	A	B	D	E
1			Average 1 month	7 months Total
2				
99		<b>CONFERENCES/MILEAGE</b>		
100		Staff-Misc. Conf/Seminar	280	1,959
101		Exec. Board-Conferences	-	-
102		Misc. Members-Reimbursed	-	-
103		<b>Total Conferences/Mileage</b>	<b>280</b>	<b>1,959</b>
104				
105		<b>STAFF MEETING &amp; TRAINING</b>	-	
106		Staff / Director Training	2,624	18,371
107 *		Staff - representation & political & commun	2,606	18,243
108 *		Clerical Staff	152	1,065
109		Executive Staff	-	-
110		Tuition Reim.-Internal Organizers	-	-
111		Tuition Reim.-OPEIU	80	562
112		<b>Total Staff Training</b>	<b>5,463</b>	<b>38,241</b>
113				
114		<b>EDUCATION &amp; TRAINING</b>		
115 *		Steward & Chief Steward Training	171	1,197
116		Executive Board	-	-
117		Education & Training Committee Meeting &	16	113
118		Industry Training Events	959	6,714
119		<b>Total Education &amp; Training</b>	<b>1,146</b>	<b>8,024</b>
120				
121		<b>POLITICAL/SOCIAL INVOLVEMENT</b>		
122	40,000	Candidates Account (\$0.1 per member per n	7,936	55,552
123	40,000	Issues Account (\$0.1 per member per month	-	-
124		Legal	2,962	20,735
125 *		Committee Meetings	668	4,673
126		Conferences	-	-
127		Electoral Staff/ Activity	-	-
128		Polls & Surveys	-	-
129		Special Printing	16	114
130		Subscriptions	-	-
131		<b>Total Political/Social Involvement</b>	<b>11,582</b>	<b>81,073</b>
132				
133		<b>SOCIAL &amp; ECONOMIC JUSTICE</b>		
134		Committee Meetings	139	976
135		Conferences	-	-
136		Contributions/Solidarity	625	4,375
137	57,740	Caucus Activities	3,528	24,699
138		<b>Total Social &amp; Economic Justice</b>	<b>4,293</b>	<b>30,049</b>
139				
140		<b>MEMBER INVOLVEMENT</b>		
141		Memorabilia/Give away Member Pride	1,000	7,000
142		Awards/Recognition	13	91
143		Ex Board / Advisory Board Reimbursement	42	291
144		Rally Rental & Bus	835	5,842
145		Member Reimbursement/Lost time	673	4,709
146		Transportation & Vehicle Expenses	1,452	10,167
147		<b>Total Member Involvement</b>	<b>4,014</b>	<b>28,101</b>

# SEIU Local 521 Budget for 2010b - 7 months

*DRAFT*

	A	B	D	E
1			Average 1 month	7 months Total
2				
148				
149		<b>NEGOTIATIONS</b>		
150		Printing Contracts	-	-
151*		Meetings & Supplies	1,166	8,163
152		Strike Preparations	-	-
153	40,000	Automatic Strike Fund Transfer (\$0.50 per r	20,000	140,000
154		<b>Total Negotiations</b>	<b>21,166</b>	<b>148,163</b>
155				
156		<b>MEETINGS &amp; EVENTS</b>		
157		Executive Board Meetings	1,000	7,003
158*		Steward/Council meetings	443	3,100
159	57,740	521 Party & other events	-	-
160		Officer Election/Special Localwide event	-	-
161		Industries & Members conference	246	1,723
162		Miscellaneous	-	-
163		<b>Total Meetings &amp; Events</b>	<b>1,689</b>	<b>11,826</b>
164				
165		<b>REPRESENTATIVE DUES</b>		
166	57,740	SEIU \$7.65 ea	437,019	3,059,134
167	55,740	SEIU Unity Fund \$5.00ea	272,659	1,908,611
168	200	SEIU Retirees \$1.00ea	400	2,800
169	57,740	SEIU/ State Council-\$2.53ea	143,310	1,003,167
170	950	Nurse Alliance \$1.45ea	934	6,538
171	23,500	So Bay CLC \$0.55ea	12,437	87,060
172	3,800	SMCO CLC \$0.60ea	2,152	15,065
173	7,000	Fresno CLC \$0.45ea	2,857	19,996
174	6,500	Bakersfield CLC \$0.25ea	1,526	10,685
175	6,500	Monterey & Santa Cruz LC \$0.55ea	3,460	24,221
176	110	Tuolumne CLC	55	386
177	57,740	CA Labor Fed 25% X .47ea	5,021	35,147
178		Building Trades-SMCO	300	2,100
179		<b>Total Representative Dues</b>	<b>882,130</b>	<b>6,174,912</b>
180				
181		<b>TOTAL EXPENSES</b>	<b>2,605,477</b>	<b>18,238,342</b>
182				
183		<b>TOTAL INCOME LESS TOTAL EXPEN</b>	<b>(116,584)</b>	<b>(816,086)</b>
184				
185		<b>VOLUNTARY TRANSFERS</b>		
186		Building Funds	<b>10,000</b>	70,000
187		Strike Fund	-	-
188		<b>Total Transfers</b>	<b>10,000</b>	<b>70,000</b>
189		<b>TOTAL INCOME LESS EXPENSES &amp; T</b>	<b>(126,584)</b>	<b>(886,086)</b>

# DEVELOPMENT, IMPLEMENTATION AND EXPENDITURE OF THE 521 BUDGET POLICY AND PROCEDURES

## Development and approval of the Annual or Biennial Budget and Expenditure

### 1. General Funds

#### **Budget Development and Expenditures**

- A. There will be at least one Budget Development meeting of the Budget and Finance Committee to give input into the budget.
- B. In addition pre-approval general membership informational meetings may be scheduled for input.
- C. Personnel issues may be discussed by Officers in Executive Session before presented publicly.
- D. Within the approved budget, the CEO and her/his appointees spend and report monthly to Board and Officers.
- E. Recommendations to transfer money from any savings account to the General Fund **for cash flow** must be approved by the majority of the Executive Board members voting at a special or regular meeting or if necessary, in an emergency, by an email poll.

#### **Special Funds – Development and Expenditures -**

From time to time items not anticipated in the approved Budget are needed. Recommendations **for projects or programs** from General Fund line items or Savings Accounts (Strike, Strike Prep, Legal Defense, Contingency etc) may be made by management staff, Committees, Caucuses, Industry Councils, Regional groups, or Chapters. Decisions by the Officers will be reported to the Executive Board within the month. Where no emergency exists, notice of such requests will be made to Officers and Executive Board members at least one week prior to the Officers' vote.

- A. Committee, Caucuses, and Industries
  - i. Committees, Caucuses, or Industries may provide input into development of those sections. Some groups are required to present their budget before they are approved as a caucus or committee.
- B. Capitol Expenses
  - i. As part of the budget process, plans to purchase buildings or enter into long term building leases or plans for construction or retrofitting will be discussed at an announced meeting and incorporated into the Budget and Finance deliberations. The results of these deliberations will be part of the budget line items or separately earmarked expenditures from specific

savings accounts. As long as the Executive Board approves these in advance, staff may implement reasonable costs toward eventual purchase or lease without further Board vote. All such expenditures will be reported to the Officers each month. Final approval of building or property purchases must be authorized by the Executive Board.

- C. Technology
  - i. A “Technology” Committee of the Executive Board will submit a one or two-year technology/office equipment plan (including computer hardware, software, networks, phones, video, printers, copiers, faxes, etc.) with priorities. Once the plan is approved by the Executive Board the purchases may be implemented by staff following the directions of the approved plan using the appropriate line item or savings account as indicated on the plan.
- D. Good and Welfare Committee
  - i. Shall function under their Bylaws and rules.

## **2. Political Budget and Funds Including COPE PACs**

Political moneys including Independent Expenditures (IE), Issues, Candidate PACs and political specified staffing, research or materials shall be approved and recommended by appropriate COPE Committees established. The Executive Board will approve a plan submitted by the Localwide COPE Chair with input from the Local’s COPE Committees and the Political Director. The Executive Board shall approve this plan and then within that plan the appropriate COPE Committees will be authorized to make expenditures. Special care must be made to supply supporting documentation to the Localwide COPE Chair and the CEO for signatures in order to comply with Federal, State, and Local laws. Moneys remaining in PACE accounts will continue to be approved through their own bylaws process and be approved by the Officers of the Local.

[In the mean time until a plan is approved, the Officers will continue to approve these signatures and report to the Executive Board.]

## **3. Organizing Budget**

- A. The annual or biennial Organizing Budget will be recommended by the Organizing Committee and approved by the Executive Board. Within the approved budget, the CEO and her/his appointees spend and report monthly to Board and Officers.
- B. Reporting for the Organizing Budget shall be the same as reporting for the General Fund.
- C. Authorizing expenditures from the Organizing savings account must be recommended by the Organizing Committee or an Officer and must comply with all Local Union and International rules regarding proper uses of Organizing money. Organizing expenditures from the Organizing Savings Account above \$5,000

must be approved by the Officers and reported to the Executive Board.

4. **Approval** of the Budget and Program Budgets will be by the Executive Board at a scheduled meeting.

### **Monitoring of the Budget and Financial Situation**

1. The Union will provide timely monthly copies of year to date expenditures/income and savings for the General Fund, the Organizing Fund and others which may be developed.
2. There will be a written explanation of any line item or Category which is more than ten percent over budgeted amount.
3. Written reports of Trustees will be made available to the Executive Board.
4. Meetings will be scheduled to ask questions regarding the Auditor's annual report and management letter.

### **Information Available to Members**

1. All reports or audits will be available to members at each local office upon request.
2. Budget and Finance Committee meeting documents and reports that are approved by the Executive Board will be posted on the 521 website.
3. All members are invited to any input meetings listed in this policy (except Personnel Issues and Litigation Issues). The Local Union will post the times and dates on the website.

\* for the second portion of 2010 the Development and Implementation of the 521 Budget as stated above will be used as possible