

Pacific Northwest Booksellers Assn.

Profit & Loss [Budget Analysis]  
January 2018 through December 2018

	Selected Period	Budgeted	2019 Budget
<b>Income</b>			
<b>Program Service Income</b>			
Fall Trade Show	\$80,233.54	\$82,000.00	83,000.00
Drayage	\$28,070.00	\$27,500.00	30,000.00
Mailing List	\$1,680.00	\$900.00	1,300.00
BINC Support Donation	\$5,840.00	\$6,000.00	6,000.00
Spring Event Income	\$3,300.00	\$2,400.00	4,000.00
Adv-Footnotes	\$1,575.00	\$1,400.00	1,500.00
Adv-Trade Show Program	\$1,300.00	\$1,500.00	1,300.00
Adv-Stuff-Its	\$1,825.00	\$2,400.00	2,000.00
Adv-NW New Title Preview	\$4,625.00	\$4,500.00	4,500.00
Adv-Buzz Books	\$2,100.00	\$1,800.00	1,800.00
Adv-NW Booklovers	\$3,565.00	\$2,500.00	2,500.00
Adv-Bookseller Blast	\$22,750.00	\$26,000.00	23,000.00
Author Promos	\$29,725.00	\$26,000.00	28,000.00
Promotional Sponsorships	\$10,100.00	\$3,000.00	5,000.00
Holiday Catalog	\$258,100.00	\$234,000.00	260,000.00
<b>Total Program Service Income</b>	<b>\$454,588.54</b>	<b>\$421,900.00</b>	<b>453,900.00</b>
Membership Dues - Renewal	\$31,975.00	\$30,000.00	31,000.00
Membership Dues - New	\$7,325.00	\$8,000.00	7,500.00
Interest Income - MM/Check	\$962.23	\$300.00	600.00
Interest Income - CD	\$2,663.15	\$1,500.00	2,000.00
Misc Income	\$10.00	\$0.00	0.00
<b>Total Income</b>	<b>\$497,523.92</b>	<b>\$461,700.00</b>	<b>495,000.00</b>

	Selected Period	Budgeted	2019 Budget
<b>Expenses</b>			
<b>Program Service Expense</b>			
Member Communication	\$87.50	\$600.00	150.00
NW Booklovers	\$5,145.17	\$6,000.00	6,500.00
Awards	\$12,832.55	\$7,000.00	10,000.00
Drayage	\$8,477.48	\$8,000.00	15,000.00
Fall Trade Show	\$81,903.26	\$80,000.00	80,000.00
Fall Show Professional Fees	\$27,698.37	\$30,000.00	30,000.00
Trade Show Programs	\$1,513.75	\$3,500.00	2,000.00
Buzz Books	\$300.00	\$300.00	300.00
Education	\$6,136.46	\$6,000.00	6,300.00
Rural Library Project	\$0.00	\$750.00	500.00
BINC Support Programs	\$9,140.00	\$6,000.00	10,000.00
Literacy Donation	\$581.00	\$1,000.00	1,000.00
Independent Bookstore Day	\$500.00	\$500.00	550.00
Indies Forward	\$0.00	\$150.00	0.00
Spring Event	\$1,751.44	\$1,500.00	3,000.00
Advertising Production	\$380.00	\$0.00	3,000.00
HC Travel	\$4,158.96	\$3,500.00	4,000.00
HC Design	\$7,711.25	\$7,000.00	8,000.00
HC Mailers	\$593.68	\$400.00	600.00
HC Print/Plate	\$85,413.50	\$82,000.00	87,000.00
HC Promotional Material	\$332.00	\$1,000.00	1,000.00
HC Freight	\$12,588.94	\$12,000.00	13,000.00
HC Distribution CO-OP to Store	\$0.00	\$36,000.00	36,000.00
<b>Total Program Service Expense</b>	<b>\$267,045.31</b>	<b>\$293,200.00</b>	<b>317,900.00</b>

#### Management Expense

Accounting/Taxes	\$600.00	\$1,000.00	600.00
Board Expense	\$18,103.62	\$14,000.00	19,000.00
Office Staff	\$25,058.00	\$27,000.00	27,000.00
Director's Wages	\$82,367.36	\$84,000.00	85,000.00
Payroll Taxes	\$9,835.54	\$10,000.00	10,000.00
Payroll Processing	\$1,828.50	\$1,800.00	1,900.00
Office Supplies/Copies/Fees	\$1,209.00	\$2,000.00	1,500.00
Computer Software	\$2,377.78	\$2,000.00	2,500.00
Telephone	\$2,745.07	\$2,200.00	2,800.00
Internet & WWW	\$1,071.35	\$1,200.00	1,200.00
Postage/Shipping	\$332.62	\$300.00	340.00
Credit Card Merchant Fees	\$5,436.15	\$5,000.00	5,500.00
Director's Travel/Mileage	\$5,605.23	\$6,000.00	7,000.00
Depreciation	\$490.00	\$0.00	500.00
Dues/Subscriptions	\$55.00	\$100.00	60.00
Office Equipment	\$0.00	\$700.00	500.00
Regional Meetings	\$1,853.39	\$3,000.00	2,000.00
Legal/Professional Fees	\$0.00	\$0.00	0.00
Insurance	\$3,080.00	\$2,800.00	3,200.00
Office Rent	\$4,954.95	\$4,800.00	6,500.00
<b>Total Management Expense</b>	<b>\$167,003.56</b>	<b>\$168,500.00</b>	<b>177,100.00</b>

<b>Total Expenses</b>	<b>\$434,048.87</b>	<b>\$461,700.00</b>	<b>495,000.00</b>
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<b>Net Profit/(Loss)</b>	<b>\$63,475.05</b>	<b>\$0.00</b>	<b>0.00</b>
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less HC Distribution expense	<u>-36,000.00</u>		
	<b>27,475.05</b>		