

Do It Green! Minnesota

2012 Annual Report

2013 Planning Summary

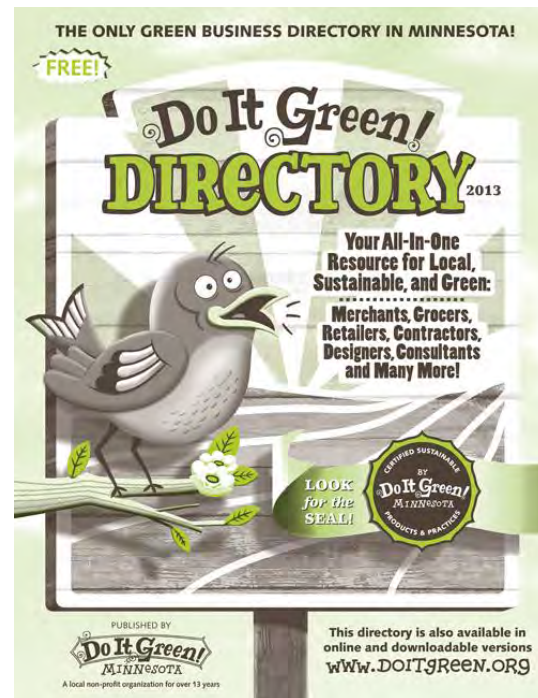
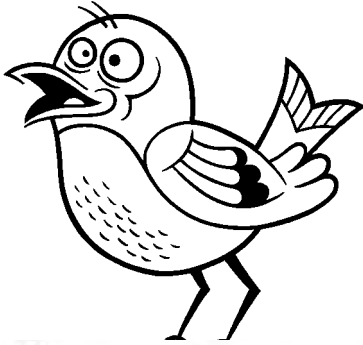


Table of Contents:

1. Organizational Information
2. Staff/Interns/Board
3. 2012 Programs Summary
4. What the Future Brings in 2013
5. 2012 Financial Summary
6. 2013 Budget

Do It Green! Minnesota Organizational Information

Mission Statement

The purpose of Do It Green! Minnesota is to educate Minnesotans about green and sustainable living and promote building healthy, local communities through:

- The printed guidebook *Do It Green! Magazine*, the *Do It Green! Directory*, and web site www.doitgreen.org
- Community events, workshops, and skillshares
- Offering a resource center for educational workshops and research

Do It Green! Minnesota will ensure that people of all incomes will have access to our publication and activities, and we will serve as a model for other cities and states nationwide.

Our Organization

Do It Green! Minnesota consists of a core Do It Green! Team of 13 and over 100 volunteers for events and special projects. Do It Green! Minnesota offers:

- Do It Green! Resource Center inside the Midtown Global Market in Minneapolis
- Do It Green! Magazine Annual (2007-2012 editions)
- Do It Green! Directory listing green businesses and organizations throughout Minnesota
- Green Living Monthly Video + Discussion Series
- Annual November Green Gifts Fair and Earth Day celebration events
- Online Green Living Database with 850+ articles and resources

Other organizational activities include e-newsletter, facebook, twitter, skillshares and information tabling.

History

Do It Green! Minnesota planted the seed in 1999 as a 501c3 organization that brought Twin Cities' residents together to share ideas that improved their lives and communities in green and sustainable ways. To help foster our mission, we grew our roots by publishing a green living guidebook with articles, tips and projects to empower individuals to have a smaller ecological footprint in Minnesota. This guide, *Do It Green! Magazine*, is now published annually. In 2004, we extended our roots by offering hands on workshops to help bridge Minnesotans from learning to doing. Some topics offered include: Build Your Own Rain Barrel, Simple Living, Green Building, Rain Gardens 101, Global Warming & You, and Solar Made Simple. As our roots spread beyond the cities, we appropriately changed our name from Twin Cities Green Guide to Do It Green! Minnesota in 2008 to reflect the interest and work we are doing in the metro and Greater Minnesota area. 2010 marked our 10 year anniversary as Do It Green! Minnesota.

Do It Green! Team, Interns & Board Members

Do It Green! Team

Ami Voeltz - *Executive Director/Programs Director*
Sara Grochowski – *Accountant*
Mike Kooiman – *Graphic & Web Designer*
Emily Ronning – *Green Gifts Fair Graphic Designer*
Heidi Meyer – *Earth Day Celebration Team Member & Green Gifts Fair Coordinator*
Jeff Bender – *Individual and Business Membership Coordinator & Magazine Retail Manager*
Amanda Grey – *Do It Green! Resource Center Manager*
Eva Lewandowski – *Grants writer & Green Gifts Fair Team Member*
Andrew Rockway – *MGM Green Team Coordinator*
Nate Dobbins – *Social Media Coordinator*
Carlos Zhingre – *Do It Green! Resource Center Staff*
Deborah Pierce - *Do It Green! Resource Center Staff & Graphic Design*
Lee Snyder – *Office Assistant*

Do It Green! Directory Team

Ami Voeltz-Schakel, *Editor-in-Chiefette*
Jeff Bender, *Do It Green! Directory Membership Manager*
Traci Rassmussen-Myers, *Chief Editor*
Michael Kooiman, *Publication & Ads Designer*

Do It Green! Interns

Rachel Mosey – *Fashion Show Coordinator as Green Gifts Fair Team Member*
Sabrina Upadhyay – *Education and Demo Coordinator as Green Gifts Fair Team Member*

Do It Green! Board Members

The Advisory Board meets bi-monthly (6 x year) to discuss strategic planning, to review organizational financials, and to make important decisions for the organization's growth and expansion.

Mark Snyder (since 2005) - *Minnesota Pollution Control Agency – Board Chair*
Andy Schakel (since 2008) - *Health Partners - Board Co-Chair*
Sara Grochowski (since 2008) - *Certified Accountant – Financial Reporter*
Ami Voeltz (founder since 2000) – *Executive Director/Board Secretary*
Corrine Bruning (joined Jan 2011) – *Board Member*
Emily Barker (joined Jan 2012) – *Board Member*

2011: Year in Summary

Publication Updates:

1. Do It Green! Magazine 2012
2. Do It Green! Directory 2013
3. Monthly E-Newsletter
4. Social Marketing – Facebook/Twitter

Do It Green! Magazine 2011 & 2012

2012 Do It Green! Magazine:

We printed 3,500 guidebooks with a cover price of \$8 and a printing cost of \$11,554 in 2011. We realized an income in 2012 of about \$2,564 through sales at 75+ locations throughout Minnesota. We also donated 2,000 guides from our 2007-2012 editions to libraries, schools, environmental educators and neighborhood events.

2013 Do It Green! Directory:

We printed 10,000 directories with a cover price of Free and a printing cost of \$5,897. To date, we have distributed 5,000 directories at over 50 retail and green event locations.

2012 Do It Green! Magazine Guidebook Donations (40% of our print run is donated)

- Community event including; CERTS Conference, Will Steger Summer Teacher Training, Environmental Educators Conference, Wood Lake Nature Center Benefit Dinner, Living Green Expo, Earth Day Celebration at the Midtown Global Market,
- Library systems including; Foley, Graceville, Pioneerland, Arrowhead & Plum Creek
- Classrooms/teachers who participate in tours at the Resource Center
- Neighborhood organizations for auctions/fundraiser events
- Community Earth Day/Green events throughout the year
- General community events seeking donations for auctions/fundraisers

Monthly E-Newsletter

We published a monthly green living e-newsletter offering local news, resources, tips, new eco products, events and job/internship opportunities. The newsletter was sent to a database list of 5,415, 12 times in 2012.

Social Networking – Facebook & Twitter

We started a Facebook and Twitter account to promote the Green Gifts Fair and Workshop events in 2010. We currently have 1,440 Facebook fans and 1,404 Twitter followers with a growth of over 400 fans and followers on each. We average about three posts/day for both Facebook and Twitter, plus an additional average of two “shares” on our partner’s posts.

Programming Updates:

1. Do It Green! Directory 2013
2. 7th Annual Green Gifts Fair
3. Do It Green! Resource Center
4. Rain Drop Project
5. MGM Green Team/Global Goes Green

Do It Green! Directory (formerly Minnesota Green Pages Directory)

For 2013, we created a Do It Green! Directory that was published as its own printed piece that is being distributed at no charge to over 100 retail and public service locations throughout Greater Minnesota. The Do It Green! Directory is also available online and will be available as a downloadable version in February 2013.

2013:

Do It Green! Minnesota has 160+ Do It Green! Directory members published online and in print. Our directory grew 65 members from 2012 due to increased recruiting and by offering a new directory in print as its own printed pieces distributed at no charge.

Individual Members: We launched our Individual Membership program in 2010. We have not promoted the membership as best as we could. In 2011, we had 29 individual members.

7th Annual Green Gifts Fair

Do It Green! Minnesota offered our annual Green Gifts Fair on Saturday, November 17th from 10am-5pm at the Midtown Global Market on Chicago and Lake St. in Minneapolis. There were an estimated 6,500 in attendance with 70 local vendors. The event was our kick off event for the 2013 Do It Green! Directory publication. The event is also meant to introduce Twin Cities' residents to green gift options over the holidays by bringing in local green and fair trade vendors and artists to sell gifts in one place.

In addition, the Green Gifts Fair offered 15 eco holiday tables and information displays on how to have a low waste, green holiday season. Tables included alternative holiday tree and decorating ideas, non-toxic cleaning information and activity to make your own cleaner, food tasting, food print game, recycled paper/holiday gift bag activity, alternative ways to wrap gifts display table, and the Eco Fashion Show. Over 650 fair attendees participated in the information tables and activities including non-toxic cleaner making, alternative give wrap, making recycled gift bags, eco twister, and more. We also offered a free bus/lightrail pass to the event through Metro Transit.

Our 2012 community partners/sponsor for the event were: Midtown Global Market, City Pages, KFAI, Home Depot & Metro Transit.

Do It Green! Educational/Outreach Pieces

We co-sponsored the Earth Day Celebration event at the Midtown Global Market Earth Day weekend. We hosted 15 community educational tables as well as hands-on activities inside our Do It Green! Resource Center.

Other Community Outreach Tabling Events:

- The Homegrown Experience, Bioneers Conference, Living Green Expo, Neighborhood Sustainability Conference, RAM Conference, CERTS Conference, VegFest, Richfield Wellness Festival, Brooklyn Center Earth Fest.

Do It Green! Resource Center

We have hosted the Do It Green! Resource Center inside the Midtown Global Market since April of 2010. Do It Green! Minnesota is proud to collaborate with the Midtown Global Market to host the Do It Green! Resource Center and an office located in the lower level next to MGM's offices. The Do It Green! Resource Center's mission is to:

- Educate Twin Cities Metro area residents about living green, sustainably and building healthy communities through books, handouts and live staff five days a week.
- Providing hands-on tools and workshops to help residents make high impact changes for the environment.
- Provide a check-out system for books, videos and educational kits to community members and organizations.

The Resource Center is located conveniently inside the Midtown Global Market and is chock full of resource materials, flyers, books, and media to help visitors take the next step toward living more sustainably and becoming a deeper shade of green. The Do It Green! Resource Center offers displays, action ideas and workshop or expert events on a different topic each month.

2012 Educational tables and displays:

- Ongoing monthly displays in our Do It Green! Resource Center including topics such as: choose before you buy (MPCA display), alternative ways to wrap gifts, why compost, repurposing sweaters, and recycle more.

Do It Green! Resource Center fiscal sponsors for 2012 included: Hennepin County Environmental Services and Natural Built Home.

Do It Green! Resource Center Usage for 2012

Total staffed hours: 350.75

Total unique visitors during non-event staffed hours: 1,070

Total visitors during special event hours: 875

Total number of kids reached through tours and other programs: 244

Do It Green! Minnesota Special Events:

- Earth Day Celebration Event April: Reached an additional 250 in the center, plus exposure to 4,400 in attendance for the event
- Green Gifts Fair November: Reached an additional 650 in the center, plus exposure to 6,500 in attendance for the event

Total exposure year-round: Midtown Global Market visitors

Mondays-Thursdays are typically 3000-3500

Fridays and Saturdays are typically 3500-4000 (and more if there are events on Fri night or Saturday day)

Sundays are typically 2000-3000

2012 Usage requests by Interest (Top 15 shown in numerical order, largest to smallest, followed by themes)

1. Children/parents playing and coloring (including Earth Grown Crayon interest), people hanging out and reading resources
2. Composting, gardening, rain barrels, rain gardens
3. Displays/"Do You Know" poster (supplements display theme) Most interest expressed in: Mulch and Composting, Energy, Gardening, Gift Wrap, Hydroponics, Reduce and Reuse.
4. Do It Green! Interest, workshops, internships
5. Magazine Sales, coupon redemption, Silent Auction Pick-up, DIG Directory Info.
6. DIG Library, browsing resources
7. Recycling/Reuse (including Reuse Coupon Book), Energy/Water conservation (includes Solar Panels)
8. Green Building Materials/Natural Built Home
9. Earth Day, Green Gifts Fair
10. Alternative Transportation, bus, train, bike (including maps)
11. Local or Organic Food, Food Print, Farming, MN Grown Directory
12. Asking directions Area/MGM
13. Outreach, Latino, other
14. Toxic materials, Non-toxic cleaners, Green Products
15. Home Audit & Home Water Audit Checklists

Others: Sustainable Living in MN, Recycling cell phones and Ink, Green Events in the Twin Cities, Permeable Driveways, Hazardous Material Disposal, E-newsletter, Parks

Unstaffed Hours People browse and utilize the Resource Center, even when not staffed by our volunteers during MGM open hours.

- Sit, read, take hand-outs
- Drop-off cell phones, ink, holiday lights etc. for recycling
- Browse Display/"Do You Know" poster
- Sign-up for e-newsletter
- Post items on the bulletin board

10 Most Popular Handouts in order (based on frequency of restocking or reordering)

1. Bike Maps
2. Do It Green! Brochures
3. Minnesota Grown Directory
4. Composting (various handouts)
5. Home Water Audit Checklist
6. Home Audit Checklist
7. State Parks Map/ Events Guide
8. Food Print Wallet Card
9. Seafood Watch
10. CFL Lighting Guide

Approximately 800 handouts were given to visitors over the course of the year.

Rain Drop Project

The Rain Drop Project was funded by the Mississippi Watershed Management Organization (MWMO) grant program. We received a \$1,500 Mini Grant in 2011, and the project was completed in May 2012. The grant included translating our Home Water Audit Checklist into Spanish and hiring a Spanish speaking intern to help educate Spanish speaking homeowners about additional things they can do in their home to reduce toxins in our water and conserve water. Our intern hosted one shift a week at our Do It Green! Resource Center and performed outreach at local schools and libraries. We printed 2,500 copies of the translated water checklist and distributed them at the Resource Center and 15 additional locations throughout the Twin Cities, including businesses and community events. The checklist continues to be available at the Resource Center and will be posted on our website.

Checklist distribution locations include: *Hosmer Public Library, Lake Street Public Library, Franklin Public Library, La Oportunidad, Community Action of Minneapolis, La Conexión de las Américas/Anderson United Community School, Richard R. Green Central Park School, Midtown Global Market Earth Day Celebration, Neighborhood Sustainability Conference, Living Green Expo, Brooklyn Center EarthFest, Richland Wellness Expo, Cinch de Mayo event, Water Workshops by our Intern at various public libraries.*

MGM Green Team / Global Goes Green

In June of 2010, Do It Green! Minnesota Team members and interns worked with Midtown Global Market (MGM) staff to create an MGM Green Team to work on internal and public waste issues including:

1. MGM Office Practices
2. MGM Vendor Practices
3. MGM Events/Public Spaces

The Green Team at the Midtown Global Market in 2012 focused on reducing packaging and energy waste and improving waste disposal in the coming year. A collaboration between Do It Green! Minnesota and MGM staff, the Green Team encouraged vendors, Market staff, and interested community members to come together to enhance the sustainability of the Midtown Global Market. The Green Team conducted a survey to the market vendors and will use this information in 2013 to:

1. Conduct energy and waste audits throughout the Market, highlighting the alignment between lower waste and lower costs.
2. Take steps market-wide to reduce reliance on styrofoam and other environmentally-harmful materials.
3. Improve recycling and organic waste disposal through the addition of new bins.

Do It Green! Minnesota Organizational Retreat

The board executed a successful Team/Board/Community Partner on March 10, 2012 at the St. Paul Waldorf School to assess the organization and help to build community partners.

What the Future Brings in 2013:

Do It Green! Resource Center

We will continue to focus our energy on activity in the resource center including promoting and hosting classrooms/tours, partnering on on-going events in the Midtown Global Market (e.g. Apple & Cheese Fest, Baby Fest, etc.). In addition, we will implement our multilingual work from our Carolyn Foundation grant. We will also work towards the goal of staffing the resource center five to seven days a week. In addition, we will be partnering with Communities of Light (a volunteer non-profit focusing on solar energy use for self-sufficiency) and Cooperative Energy (a non-profit focusing on energy efficiency in the communities surrounding the Midtown Global Market) by sharing space and joint staffing in the center.

Rain Drop Project

This project was completed by May 2012. However, we continue to distribute our home water audit checklist handouts in English and Spanish at our resource center and special events.

7th Annual Green Gifts Fair

The annual growth, interest and success of the Green Gifts Fair indicates that the event should continue and is scheduled for Saturday, November 23rd. The Fair Coordinator, Heidi Meyer, has agreed to the position for the 2013 event. A Green Gifts Fair Team will need to be formed. Planning will begin in June.

2014 Do It Green! Magazine

Due to budgetary concerns and a need to assess the guidebook's effectiveness, the board has agreed to halt production again for a 2014 issue. During this time, magazine publishers will take time to assess the magazine. The 2012 issue "The Ultimate Sustainable Living Toolkit" will continue to sell at our 75 retail locations and can be reprinted if there is a need without a 2012 date to continue retail sales through 2013.

2013 Bioneers Video & Discussion Series

In partnership with Northland Bioneers, we will be co-hosting/sponsoring monthly video showings that will include a local speaker(s), discussion and a potluck the third Wednesday of each month from 6-9pm at the Midtown Global Market.

Topics include:

Jan 16 - Health and Toxicity

Feb 20 - Go see Bill MicKibbin on tour at St. Thomas from 350.org, very inspiring!

Feb 27 - Green Business

March 20 - Indigenous Wisdom

April 17 - Biomimicry and/or Rights of Nature

May 15 - Local Foodsheds and/or Transition Towns

June 19 - Media/Citizen Journalism

Living Green Expo 2013

Do It Green! Minnesota staff has been a part of the Living Green Expo through many different roles since its inception in 2001 including Lifestyles & Recreation Topic Coordinator, Exhibitor Reviewer, and Workshops Coordinator contracting with the Minnesota Pollution Control Agency. Ami Voeltz has been serving on the Stewardship Council including mostly a group of original founders working with the Minnesota Environmental Partnership. We are waiting to hear if the 2013 event will even occur, so all work on this council is at a halt. If the event will not occur this year, we will try to bring together all council members to discuss other ideas for a living green event in the future.

Web Page Redesign and Updates

We currently work with Advantage Labs to host our site, and are now working with Because Collective to redesign our site and move us to Drupal 7 (most current version available). We are about 65% complete and hope to launch the new site early in 2013.

Office Space

Do It Green! Minnesota's office is now housed inside the Midtown Global Market. The office space is set up with one working computer space. We are also hosting another non-profit organization, Cooperative Energy, in our office and for use of storage space in 2013.

Grantwriting

On-going grantwriting and other fundraising opportunities will be sought throughout the year. Our grant seeking priorities are focusing on general operating funds for both our organization and our Do It Green! Resource Center. Team Members Ami Voeltz and Eva Lewandowski will continue working on grant research and writing in 2013. We were informed in late December that we received a \$10,000 grant from the Carolyn Foundation to support our multi-lingual resources in the Do It Green! Resource Center.

Memberships – Individual and Directory

We will be seeking a new Membership Coordinator to work throughout the year to maintain and increase individual memberships and Do It Green! Directory memberships. This income will be an important chunk of income for the organization.

Administrative Tasks

A number of administrative pieces will need to be maintained this year including:

- Web site updates for all program content, team member content and our community calendar
- Management of new blog and posts
- Copyright/Trademark for all Do It Green! Minnesota content
- Database building of contacts and partners on CiviCRM

Team Roles Filled for 2013:

- Executive Director – Ami Voeltz
- Green Gifts Fair Coordinator – Heidi Meyer
- Graphic Designer/Web – Mike Kooiman
- Accountant – Sara Grochowski
- Grant Research/Writing – Ami Voeltz/Eva Lewandowski
- Do It Green! Resource Center Coordinator – Amanda Grey
- Social Media Coordinator – Nate Dobbins
- MGM Green Team Coordinator – Andrew Rockway

Team Roles Needed for 2013:

- **Do It Green! Directory Manager** – *Position posted Jan 2013*
- **Programs Director** – *Position posted Jan 2013*
- **Membership Manager** – *Position posted Jan 2013*
- **Office Manager** – *Position posted Jan 2013*
- **Do It Green! Resource Center Manager** – *Position posted Jan 2013*
- **Do It Green! Resource Center Educators (multilingual)** – *Positions posted Jan 2013*
- **6th Annual Green Gifts Fair Team Members** – *(June – Dec)*

2013: Work Plan Timeline:

January

- Web revisions/updates work
- Post and hire new interns and team members
- Year end details including 2013 budget and annual reports
- Plan Team and Board Meetings for 2013
- Publish online 2012 Do It Green! Directory members
- Distribute 2012 Magazine
- Plan video and discussion series with Northland Bioneers

February

- Meet with Living Green Expo and other sustainability community members to discuss no event this year
- Distribute and promote Do It Green! Directory
- Begin new grant programs (Carolyn Foundation and Hennepin County?)
- Web work
- Earth Day planning through April

March

- Do It Green! Mag evaluation
- All new team positions filled
- 2012 magazine articles online
- Build community partners/partnerships

April

- Promote Do It Green! Directory begins for renewals through September
- Earth Day Celebration Event
- Attend community Earth Month events

May

- Grant research and writing
- MGM Green Team work continues

June

- Green Gifts Fair planning begins now through November
- Built neighborhood organization partners/partnerships

July

- Directory print publication

August

- Renewals, design and content for 2014 Do It Green! Directory edition

September

- Green Gifts Fair promo begins

October

- 2014 Do It Green! Directory to print

November

- Do It Green! Directory Kick-off & Promo
- Distribute Do It Green! Directory

December

OFF

Do It Green! Minnesota 2012 Income Statement and 2013 Budget

| Do It Green! Minnesota | | | | | | | |
|--|------------------|--------------------------------|------------------|-----------------------------|-----------|--|--|
| 2012 Detailed Income Statement | | | | | | | |
| Actuals For the Twelve Months Ending December 31, 2012 | | | | | | | |
| | 2012 | | | | | | |
| | ACTUAL | | | | | | |
| Revenues | | Administrative expenses | | Promotional expenses | | | |
| Sales - Magazine | \$ 2,564 | Professional dues | \$ - | Tabling expenses | \$ 30 | | |
| Sales - Membership | \$ 12,455 | Paypal fees | \$ 417 | Design fees | \$ - | | |
| Sales - Sponsorship | \$ 11,200 | Banking fees | \$ 31 | | \$ 30 | | |
| Sales - Sponsorship (rent) | \$ 4,034 | Technology asst fees | \$ 4,998 | | | | |
| Sales - Membership Individual | \$ 455 | Computer purchase | \$ - | | | | |
| Sales - Gifts Fair Booths | \$ 7,760 | Organizational fees | \$ 75 | | | | |
| Sales - Gift Fair Auction | \$ 2,057 | Insurance expenses | \$ 1,561 | Team Member Expenses | | | |
| Sales - Advertising | \$ 210 | Supplies | \$ 331 | | | | |
| Donations | \$ 1,104 | Resource center | \$ 50 | Contractor fees | \$ 12,000 | | |
| Other Grant Income | \$ 1,000 | Office furniture | \$ - | Team member gifts | \$ 191 | | |
| Other Income | \$ 600 | Copying | \$ 133 | Meeting expenses | \$ 725 | | |
| Interest Income | \$ 40 | Telephone & Internet | \$ 1,079 | | \$ 12,916 | | |
| Total Revenues | \$ 43,479 | Postage | \$ 23 | | | | |
| | | Rent expense | \$ 4,800 | | | | |
| | | Workshop supplies | \$ - | | | | |
| | | | \$ 13,498 | Green Gifts Fair | | | |
| Expenses | | | | | | | |
| Administrative Expenses | \$ 13,498 | Magazine expenses | | | | | |
| Magazine Supplies & Expenses | \$ 10,422 | | | | | | |
| Gifts Fair Supplies & Expense | \$ 4,507 | | | | | | |
| Promotional Expenses | \$ 30 | | | | | | |
| Team Member Expenses | \$ 12,916 | | | | | | |
| Grant - Mini Raindrop | \$ 1,441 | | | | | | |
| Grant - Other | \$ 950 | | | | | | |
| Total Expenses | \$ 43,764 | | | | | | |
| Net Income | \$ (285) | | | | | | |
| For Management Purposes Only | | | | | | | |

| Do It Green! Minnesota | | | | | | | | | |
|---|------------------|------------------|-------------------------|----------------------|-------------------------------------|-----------------------|------------------------|--|--|
| 2013 Detailed Budgeted Income Statement | | | | | | | | | |
| | 2013 | BY PROGRAM | | | | | | | |
| | BUDGET | 30% | 15% | 20% | 15% | 10% | 10% | | |
| Revenues | | DIRECTORY | GREEN GIFTS FAIR | GENERAL ADMIN | WEB, NEWS & SOCIAL MEDIA | MGM GREEN TEAM | RESOURCE CENTER | | |
| Sales - Magazine | \$ 500 | | | \$ 500 | | | | | |
| Sales - Membership | \$ 14,000 | \$ 14,000 | | | | | | | |
| Sales - Sponsorship | \$ 11,000 | \$ 3,300 | \$ 1,650 | \$ 2,200 | \$ 1,650 | \$ 1,100 | \$ 1,100 | | |
| Sales - Sponsorship (rent) | \$ 4,800 | | | | | | \$ 4,800 | | |
| Sales - Membership Individual | \$ 500 | \$ 150 | \$ 75 | \$ 100 | \$ 75 | \$ 50 | \$ 50 | | |
| Sales - Gifts Fair Booths | \$ 8,000 | | \$ 8,000 | | | | | | |
| Sales - Gift Fair Auction | \$ 1,600 | | \$ 1,600 | | | | | | |
| Sales - Advertising | \$ 500 | | | | \$ 500 | | | | |
| Donations | \$ 600 | \$ 180 | \$ 90 | \$ 120 | \$ 90 | \$ 60 | \$ 60 | | |
| Other Income | \$ 1,200 | | | | | | \$ 1,200 | | |
| Interest Income | \$ 25 | \$ 8 | \$ 4 | \$ 5 | \$ 4 | \$ 3 | \$ 3 | | |
| Total Revenues | \$ 42,725 | \$ 17,638 | \$ 11,419 | \$ 2,925 | \$ 2,319 | \$ 1,213 | \$ 7,213 | | |
| | | | | | | | | | |
| Expenses | | | | | | | | | |
| Administrative Expenses | \$ 11,350 | \$ 885 | \$ 443 | \$ 590 | \$ 4,703 | \$ 295 | \$ 5,095 | | |
| Directory Supplies & Expenses | \$ 12,500 | \$ 12,500 | | | | | | | |
| Gifts Fair Supplies & Expense | \$ 4,000 | | \$ 4,000 | | | | | | |
| Promotional Expenses | \$ 25 | | | \$ 25 | | | | | |
| Team Member Expenses | \$ 13,000 | \$ 3,000 | \$ 1,500 | \$ 5,000 | \$ 1,500 | \$ 1,000 | \$ 1,000 | | |
| Total Expenses | \$ 40,875 | \$ 16,385 | \$ 5,943 | \$ 5,615 | \$ 6,203 | \$ 1,295 | \$ 6,095 | | |
| Net Income | \$ 1,850 | \$ 1,253 | \$ 5,476 | \$ (2,690) | \$ (3,884) | \$ (83) | \$ 1,118 | | |