

Streamlined Sales Tax Governing Board

Quarterly Financial Report Second Quarter FY 2008

**Submitted to the Governing Board
March XX, 2008**

Streamlined Sales Tax Governing Board
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Second Quarter FY 2008

For the first six months of Fiscal Year 2008, the Governing Board realized a surplus of \$400,829 on its operations. All member dues have been paid for the fiscal year. This resulted in an ending balance of \$1,041,165.

The Streamlined Sales Tax Governing Board realized an operating deficit of \$51,710 during the second quarter of Fiscal Year 2008. Income totaled \$141,517 and consisted of membership dues, interest income, and meeting income. Total expenses were \$193,227. The accounts for the December meeting had not been closed out as of the end of the quarter. This report includes expenses but not income from the December Governing Board meeting, which accounts for the operating deficit. It is believed that with the income from the December meeting, the quarterly finances will be close to break-even.

Major budgetary items reflected in the second quarter FY 2008 statements include:

- Member payments totaled \$82,937. All member states have paid in full.
- Salary and benefits for three full-time employees totaled \$63,545 during the quarter.
- Travel expenses for staff and Governing Board members totaled \$17,932.
- Office expenses and contractual services combined to total \$29,912.
- Meeting expenses for the second quarter were \$81,839, which includes most expenses from the September meeting and the December meeting.

The income statement includes a comparison of the Budgeted Income and Expense Statement for FY 2008 to the year-to-date actual expenses as of December 31, 2007 and a year-to-date percentage of the budget utilized. Total expenses have been substantially less than expected in all major categories for the first six months of the fiscal year. It is expected that expenses in these categories will exceed income in the remainder of the fiscal year but remain within budgeted amounts. The Finance Committee will monitor these and other expenses, and will be prepared to recommend adjustments to budgeted levels if necessary.

Also included is a Balance Sheet for the period ended December 31, 2007. On December 31, 2007, assets of the Governing Board totaled \$1,198,252, of which 96% was held in the form of cash or cash equivalents. The remainder was composed of accounts receivable, prepaid expenses, furniture, and equipment.

The documents continue to reflect the strong financial condition of the Governing Board.

Streamlined Sales Tax Governing Board Inc
Statement of Activities
6 months ended 12/31/07

	Oct-Dec	July - December		
		FY 2008 Budget	Actual	Variance
BEGINNING BALANCE	\$1,092,875	\$660,000	\$640,336	97%
INCOME				
Member Payments	\$82,937	\$600,000	\$620,000	103%
Member payments held in escrow	0	0	0	na
Publication Sales	0	0	0	na
Investment Income	11,295	20,000	21,374	107%
NGA/ NCSL Contributions	0	0	0	
Meeting Income (Dec. meeting not included)	47,285	270,000	50,395	19%
TOTAL INCOME	\$141,517	\$890,000	\$691,769	78%
EXPENSES				
Salaries and Benefits				
Salaries	\$58,472	\$300,300	\$116,945	39%
Payroll Taxes	2,516	22,500	6,847	30%
Health coverage	2,256	19,200	3,380	18%
Retirement Expense	300	9,500	550	6%
Subtotal - Salaries	\$63,545	\$351,500	\$127,721	36%
Office Expense				
Telecommunications	\$4,554	\$20,000	\$8,220	41%
Printing	2,967	16,000	2,061	13%
Materials and Supplies	1,441	6,000	4,136	69%
Postage and Delivery	56	4,000	1,163	29%
Law Service and Books	0	1,500	0	na
Computer Equipment and Furniture-Depreci	2,636	0	2,636	na
Computer Equipment and Furniture	169	7,000	169	2%
Other Insurance	0	10,000	0	na
Other - Write off of conference receivables	0	0	0	na
Subtotal -Office Expense	\$11,823	\$64,500	\$18,385	29%
Travel				
Employee Travel	\$13,166	\$40,000	\$23,071	58%
Other Travel	4,766	80,000	4,766	6%
Subtotal -Travel	\$17,932	\$120,000	\$27,837	23%
Contractual Services				
Rent - Office space	\$3,518	\$13,000	\$6,055	47%
Central Registration	6,481	50,000	6,481	13%
Accounting Services	2,400	11,000	5,625	51%
Legal Services	0	30,000	0	0%
Fund Audit	2,500	10,000	6,500	65%
Web Site Development & Hosting	0	20,000	0	0%
Other	3,190	50,000	4,962	10%
Subtotal - Contractual Services	\$18,089	\$184,000	\$29,623	16%
Meeting Expenses (Including Dec. meeting)	\$81,839	\$205,000	\$87,374	43%
Registration System Enhancements	\$0	\$100,000	\$0	na
Reserve	\$0	\$60,000	\$0	na
TOTAL EXPENSES	\$193,227	\$1,085,000	\$290,940	27%
Surplus(Deficit) for Budget Period	<u>(\$51,710)</u>	<u>(\$195,000)</u>	<u>\$400,829</u>	na
ENDING BALANCE	\$1,041,165	\$465,000	\$1,041,165	224%

Streamlined Sales Tax Governing Board Inc
Balance Sheet
December 31, 2007

Assets

Current Assets

Cash and cash equivalents	\$1,142,930
FTA Receivable	24,300
BAC receivable	1,918
Reception receivable	6,000
Streamline Conferences-Registrations	<u>15,180</u>

Total current assets \$1,190,328

Noncurrent assets

Furniture and equipment, net \$7,078

Rent Deposit \$846

Total noncurrent assets \$7,923

Total assets \$1,198,252

Liabilities and net assets

Current Liabilities

Accounts payable	\$50
Vacation Payable	7,116
Deferred revenue-Membership	0
Deferred revenue-Meetings	<u>43,376</u>

Total current liabilities \$50,542

Long term Liabilities

Deferred revenue-Membership \$106,545

Total liabilities \$157,087

Commitments and Contingencies

Net Assets

Unrestricted \$1,041,165

Total Liabilities and Net Assets \$1,198,252