Report of the District Secretary/Treasurer
Capital District, Kiwanis International
March 6, 2021

Membership

2020-21 Starting # **3926**
Current Total **3967** (as of February 22, 2021)
Net Change **+41**

Total Active Charters – 141 (Chilhowie is CS and 19 other clubs are CSN for owing > $150.00)
Clubs who have lost members this year: **40 (113 members)**
Clubs who have gained members this year: **46 (171 members)**
Clubs who are net 0 this year: **55**
Clubs below 15 members: **37** (11 of which have lost members this year)

Election Reporting

Club Election (2020-21): 138 out 141 Submitted (Tappahannock, Martinsville, Chilhowie)
Lt. Governor-Elect: **7 out of 17** elected (Missing D2, D3, D4, D5, D6, D7, D8, D12, D14, D17)

Club Monthly Reporting

Clubs with all 2020-21 reports turned in through end of January 2021: **87 of 141**
Clubs with no reporting in 2020-21: **23**
(D2-Bull Run, D4-PG County, D5-Coastal DE, Dover, Georgetown, Seaford, D6-Bel Air, D7-Mt. Airy, State Line MD, D8-Old Town, D9-Orange County, D10-Central Chesterfield, D11-Tappahannock, D12-Legacy eClub, D13-City Center, Old Point Comfort, D14-Churchland, Great Bridge, Ocean View, Portsmouth, VA Beach Town Center, D15-Martinsville, D16-Chilhowie)

LTG Reporting
Contact Visits - 17 out of 17 submitted
Board Visits - 4 out of 17 submitted

Statement of Financial Position

Capital District Kiwanis	Capital District Key Club	Capital District Circle K
Cash on Hand: $125,226.04	Cash on Hand: $207,882.12	Cash on Hand: $31,338.43
Investments: $866,684.07		
Total Assets: $991,910.11	Total Assets: $207,882.12	Total Assets: $31,338.43
Net Revenue: $84,921.28	**Net Revenue: $17,707.47**	**Net Revenue: $5,554.82**

Capital District Circle K

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
500 Income				
505 Membership Dues	2,160.00	4,500.00	-2,340.00	48.00 %
510 CDKF Subsidy		10,000.00	-10,000.00	
520 Interest Income	0.40		0.40	
530 Fall Membership Rally Registration	28.86	3,200.00	-3,171.14	0.90 %
536 District Converntion Program Ads		125.00	-125.00	
537 District Convention Registation	3,851.59	21,000.00	-17,148.41	18.34 %
538 ICON Spirit Packs		500.00	-500.00	
540 Summer Social Registration		900.00	-900.00	
585 Miscellaneous Fundraising		250.00	-250.00	
Total 500 Income	**6,040.85**	**40,475.00**	**-34,434.15**	**14.92 %**
Total Revenue	**$6,040.85**	**$40,475.00**	**$ -34,434.15**	**14.92 %**
GROSS PROFIT	**$6,040.85**	**$40,475.00**	**$ -34,434.15**	**14.92 %**
Expenditures				
650 Administrative Expenses Oct-Mar				
651 Governor		200.00	-200.00	
652 Secretary -Treasurer		75.00	-75.00	
653 Communications Coordinator		75.00	-75.00	
654 LTG - North		100.00	-100.00	
655 LTG - South		100.00	-100.00	
657 LTG - Metro		100.00	-100.00	
659 LTG - West		100.00	-100.00	
662 Club Building/Revitalization Committee		75.00	-75.00	
663 Conference/Convention Committee		25.00	-25.00	
664 K-Family Committee		25.00	-25.00	
665 Laws, Regulations & Awards Committee		25.00	-25.00	
666 Membership Development & Education Committee		25.00	-25.00	
668 Service Committee		25.00	-25.00	
670 Miscellaneous Expense (Apr-Sep)		200.00	-200.00	
Total 650 Administrative Expenses Oct-Mar		**1,150.00**	**-1,150.00**	
675 Adminstrative Expenses Apr-Sep				
676 Governor		150.00	-150.00	
677 Secretary-Treasurer		50.00	-50.00	
678 Communications Coordinator		50.00	-50.00	
679 LTG - North		75.00	-75.00	
680 LTG - South		75.00	-75.00	
682 LTG - Metro		75.00	-75.00	
684 LTG - West		75.00	-75.00	
687 Club Building/Revitalization Committee		50.00	-50.00	
688 Conference/Convention Committee		15.00	-15.00	
689 K-Family Committee		15.00	-15.00	

Capital District Circle K

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
690 Laws, Regulations & Awards Committee		15.00	-15.00	
691 Membership Development & Education Committee		15.00	-15.00	
693 Service Committee		25.00	-25.00	
695 On-to-ICON Committee		50.00	-50.00	
699 Miscellaneous Expense (Oct-Mar)		200.00	-200.00	
Total 675 Adminstrative Expenses Apr-Sep		**935.00**	**-935.00**	
700 Fall Membership Rally				
701 Lodging		4,300.00	-4,300.00	
702 Meals		1,300.00	-1,300.00	
703 Registration/Workshop Supplies		200.00	-200.00	
704 Decorations		150.00	-150.00	
705 Souvenir T-Shirts	78.66	450.00	-371.34	17.48 %
Total 700 Fall Membership Rally	**78.66**	**6,400.00**	**-6,321.34**	**1.23 %**
710 District Convention				
711 AV Rental		250.00	-250.00	
713 Complimetnary Meals		250.00	-250.00	
714 Paid Meals		18,000.00	-18,000.00	
715 Registration Materials		150.00	-150.00	
716 Convention T-Shirts		600.00	-600.00	
720 Decorations		300.00	-300.00	
721 Awards		400.00	-400.00	
724 DLSSP Supplies		200.00	-200.00	
725 Workshop Materials and Gifts		150.00	-150.00	
726 Keynote Speaker Fees		200.00	-200.00	
729 District Convention - Other		400.00	-400.00	
Total 710 District Convention		**20,900.00**	**-20,900.00**	
730 Spring Officer Training Conference				
733 Printing		100.00	-100.00	
734 Supplies/Decorations		100.00	-100.00	
Total 730 Spring Officer Training Conference		**200.00**	**-200.00**	
739 International Convention Tour				
620 ICON Registration-Board/OTIC		1,200.00	-1,200.00	
625 ICON Lodging for Board		1,200.00	-1,200.00	
627 ICON Travel for Governor		400.00	-400.00	
743 Spirit Pack		500.00	-500.00	
Total 739 International Convention Tour		**3,300.00**	**-3,300.00**	
749 District Board Expenses				
605 GATC Travel for Governor		450.00	-450.00	
610 District Officer Traning Conference		500.00	-500.00	
750 District Officer Badges & Pins	110.79	150.00	-39.21	73.86 %
751 Board Meeting Lodging		1,500.00	-1,500.00	
752 Board Meeing Supplies		400.00	-400.00	

Capital District Circle K

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
753 Board Meeting Meals		600.00	-600.00	
754 District Board Shirts	198.58	300.00	-101.42	66.19 %
755 Miscellaneous Board Expenses		1,000.00	-1,000.00	
Total 749 District Board Expenses	**309.37**	**4,900.00**	**-4,590.63**	**6.31 %**
759 Mandatory Expenses				
760 Website Hosting	98.00	100.00	-2.00	98.00 %
761 Kiwanis Administrative Expenses		700.00	-700.00	
762 Annual Audit of Books		350.00	-350.00	
765 Other Mandatory Costs		80.00	-80.00	
Total 759 Mandatory Expenses	**98.00**	**1,230.00**	**-1,132.00**	**7.97 %**
769 Other Expenses				
615 CKI SPARK Scholarship		400.00	-400.00	
773 Miscellaneous Exenses		250.00	-250.00	
Total 769 Other Expenses		**650.00**	**-650.00**	
810 Summer Social				
812 Lodging		300.00	-300.00	
814 Food		300.00	-300.00	
816 Picnic Rental		90.00	-90.00	
818 Parking		70.00	-70.00	
Total 810 Summer Social		**760.00**	**-760.00**	
Total Expenditures	**$486.03**	**$40,425.00**	**$ -39,938.97**	**1.20 %**
NET OPERATING REVENUE	**$5,554.82**	**$50.00**	**$5,504.82**	**11,109.64 %**
NET REVENUE	**$5,554.82**	**$50.00**	**$5,504.82**	**11,109.64 %**

Capital District Key Club

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
5000 Income				
5050 Membership Dues	17,440.50	60,000.00	-42,559.50	29.07 %
5100 Capital Dist Foundation		3,000.00	-3,000.00	
5200 Savings Account Interest	3.45	100.00	-96.55	3.45 %
5330 International Convention		37,000.00	-37,000.00	
5390 District Project	139.60		139.60	
5500 DCON Registration	123.92	147,000.00	-146,876.08	0.08 %
5550 Fall Rally		8,500.00	-8,500.00	
Total 5000 Income	**17,707.47**	**255,600.00**	**-237,892.53**	**6.93 %**
Total Revenue	**$17,707.47**	**$255,600.00**	**$ -237,892.53**	**6.93 %**
GROSS PROFIT	**$17,707.47**	**$255,600.00**	**$ -237,892.53**	**6.93 %**
Expenditures				
6000 Conferences & Training		500.00	-500.00	
6020 International Leadership Tng		37,000.00	-37,000.00	
6040 Summer Training Conference		5,000.00	-5,000.00	
6060 Spring Leadership Conference		4,000.00	-4,000.00	
6070 Winter Leadership Conf		3,000.00	-3,000.00	
6080 Fall Leadership Conf		3,000.00	-3,000.00	
6090 Fall Training Rally		7,000.00	-7,000.00	
6095 Other Leadership Conferences		1,000.00	-1,000.00	
Total 6000 Conferences & Training		**60,500.00**	**-60,500.00**	
6100 Officers Expenses Sep - Mar		3,200.00	-3,200.00	
6200 Officers Expenses Apr-Sep		3,200.00	-3,200.00	
7000 General Expenses				
7005 Capital Key		200.00	-200.00	
7010 Postage & Delivery		200.00	-200.00	
7015 Printing		300.00	-300.00	
7020 Supplies		500.00	-500.00	
7025 Admin\\Training Supplies		700.00	-700.00	
7030 District Project		50,000.00	-50,000.00	
7035 District Website		250.00	-250.00	
7040 Badges & Board Shirts		2,000.00	-2,000.00	
7045 District Leadership Conference		1,000.00	-1,000.00	
7050 Miscellaneous Expenses		1,000.00	-1,000.00	
7055 Board Meeting Transportatiion		2,500.00	-2,500.00	
7060 Zone Adminstrator Expenses		3,000.00	-3,000.00	
7065 Audit of Books		500.00	-500.00	
7080 New Club Support		1,000.00	-1,000.00	
Total 7000 General Expenses		**63,150.00**	**-63,150.00**	
7300 Administrator's Expenses		4,000.00	-4,000.00	
7500 District Convention				

Capital District Key Club

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
7504 Printing		600.00	-600.00	
7506 Name Tag, Ribbons, etc.		300.00	-300.00	
7508 Office Supplies		500.00	-500.00	
7510 Program Printing		1,500.00	-1,500.00	
7514 Motivational Speaker		3,000.00	-3,000.00	
7518 Audio Visual Equipment		12,000.00	-12,000.00	
7520 Awards & Trophies		3,000.00	-3,000.00	
7522 Souveniers		11,000.00	-11,000.00	
7526 Officers Pins and Gifts		500.00	-500.00	
7530 Board & Guest Meals		5,000.00	-5,000.00	
7532 ConventionBanquet		33,000.00	-33,000.00	
7534 Convention Breakfast		28,150.00	-28,150.00	
7536 Advisor Reception		2,500.00	-2,500.00	
7542 Misc General Expenses		1,000.00	-1,000.00	
7544 Vehicles		500.00	-500.00	
7546 Hotel Rooms		69,000.00	-69,000.00	
Total 7500 District Convention		**171,550.00**	**-171,550.00**	
Total Expenditures	**$0.00**	**$305,600.00**	**$ -305,600.00**	**0.00%**
NET OPERATING REVENUE	**$17,707.47**	**$ -50,000.00**	**$67,707.47**	**-35.41 %**
NET REVENUE	**$17,707.47**	**$ -50,000.00**	**$67,707.47**	**-35.41 %**

Capital District Kiwanis

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
7000 Revenue				
7100 Membership Dues	107,808.00	128,000.00	-20,192.00	84.23 %
7105 Interest Income	0.36	2.00	-1.64	18.00 %
7200 District Events				
7210 Midyear Conference	706.99	1,000.00	-293.01	70.70 %
7220 District Convention		47,625.00	-47,625.00	
7230 International Convention		5,000.00	-5,000.00	
7240 Past Governors	2,795.00	500.00	2,295.00	559.00 %
7260 Key Leader		17,000.00	-17,000.00	
Total 7200 District Events	**3,501.99**	**71,125.00**	**-67,623.01**	**4.92 %**
Total 7000 Revenue	**111,310.35**	**199,127.00**	**-87,816.65**	**55.90 %**
Total Revenue	**$111,310.35**	**$199,127.00**	**$ -87,816.65**	**55.90 %**
GROSS PROFIT	**$111,310.35**	**$199,127.00**	**$ -87,816.65**	**55.90 %**
Expenditures				
8000 Expenditures				
8050 Management				
8100 District Office (Personnel)				
8200 Secretary-Treasurer				
8201 District Business		800.00	-800.00	
8202 District Convention		300.00	-300.00	
8203 Board Meetings		350.00	-350.00	
8204 Midyear Conference		300.00	-300.00	
8205 Leadership Team Conference	44.00	200.00	-156.00	22.00 %
8206 International Convention		1,250.00	-1,250.00	
8207 District Secretaries Conference		1,250.00	-1,250.00	
Total 8200 Secretary-Treasurer	**44.00**	**4,450.00**	**-4,406.00**	**0.99 %**
Total 8100 District Office (Personnel)	**44.00**	**4,450.00**	**-4,406.00**	**0.99 %**
8400 District Office (Operating)				
8405 Background Checks	202.00	1,000.00	-798.00	20.20 %
8410 Bank Charges		200.00	-200.00	
8415 Board Meeting Expenses	702.83	3,000.00	-2,297.17	23.43 %
8420 Credit Card Processing		300.00	-300.00	
8425 D&O Insurance	800.00	800.00	0.00	100.00 %
8430 International Convention		5,000.00	-5,000.00	
8435 Office Supplies	74.46	1,250.00	-1,175.54	5.96 %
8440 Office Equipment		1,500.00	-1,500.00	
8445 Printing		500.00	-500.00	
8450 Pins / Badges / Shirts	31.85	1,500.00	-1,468.15	2.12 %
8455 Postage & PO Box	93.60	500.00	-406.40	18.72 %
8460 Professional Services	153.00	900.00	-747.00	17.00 %
8465 Software & Hosting	662.68	1,000.00	-337.32	66.27 %

Capital District Kiwanis

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
8470 Telephone / Internet	512.15	1,200.00	-687.85	42.68 %
8475 MNT Zeller Match Program	1,250.00	6,250.00	-5,000.00	20.00 %
8480 The Capital Kiwanian Expenses	253.44	408.00	-154.56	62.12 %
Total 8400 District Office (Operating)	**4,736.01**	**25,308.00**	**-20,571.99**	**18.71 %**
8500 Governor				
8505 District Business		1,800.00	-1,800.00	
8510 Board Meetings	68.00	500.00	-432.00	13.60 %
8515 Midyear Conference		300.00	-300.00	
8520 SLP District Conventions		600.00	-600.00	
8525 Leadership Team Education Conference		200.00	-200.00	
8530 International Convention		1,000.00	-1,000.00	
8535 SLP International Conventions		1,000.00	-1,000.00	
8540 District Convention		300.00	-300.00	
Total 8500 Governor	**68.00**	**5,700.00**	**-5,632.00**	**1.19 %**
8550 Governor-Elect				
8555 District Business		1,000.00	-1,000.00	
8560 Board Meetings	22.40	500.00	-477.60	4.48 %
8565 Governor-Elect Training		400.00	-400.00	
8570 Midyear Conference		300.00	-300.00	
8575 Leadership Team Education Conference		200.00	-200.00	
8580 International Convention		1,250.00	-1,250.00	
8585 District Convention		300.00	-300.00	
8590 Hosting of International Trustee		500.00	-500.00	
Total 8550 Governor-Elect	**22.40**	**4,450.00**	**-4,427.60**	**0.50 %**
8600 Immediate Past Governor				
8605 District Business		900.00	-900.00	
8610 Board Meetings	44.00	500.00	-456.00	8.80 %
8615 Midyear Confernece		300.00	-300.00	
8620 Leadership Team Education Conference		200.00	-200.00	
8625 International Convention		1,250.00	-1,250.00	
8630 District Convention		300.00	-300.00	
Total 8600 Immediate Past Governor	**44.00**	**3,450.00**	**-3,406.00**	**1.28 %**
8650 Regional Trustees				
8655 District Business		1,200.00	-1,200.00	
8660 Board Meetings	474.62	1,500.00	-1,025.38	31.64 %
8665 Midyear Conferences		1,500.00	-1,500.00	
8670 Leadership Team Education Conference		1,200.00	-1,200.00	
8675 International Convention		5,400.00	-5,400.00	
8680 District Convention		4,000.00	-4,000.00	
Total 8650 Regional Trustees	**474.62**	**14,800.00**	**-14,325.38**	**3.21 %**
8700 Lt. Governors				
8705 Club Visits Mileage	1,698.80	8,500.00	-6,801.20	19.99 %

Capital District Kiwanis

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
8710 Midyear Conference Mileage		1.00	-1.00	
8715 District Convention		6,800.00	-6,800.00	
Total 8700 Lt. Governors	**1,698.80**	**15,301.00**	**-13,602.20**	**11.10 %**
8750 Lt. Governors-Designate				
8755 Leadership Team Education Conference	1,736.92	3,400.00	-1,663.08	51.09 %
8760 International Convention		15,300.00	-15,300.00	
8765 District Convention		6,800.00	-6,800.00	
Total 8750 Lt. Governors-Designate	**1,736.92**	**25,500.00**	**-23,763.08**	**6.81 %**
8800 Service Leadership Programs				
8805 Aktion Club		2,103.50	-2,103.50	
8810 Builders Club		450.00	-450.00	
8815 Circle K International	68.85	4,650.00	-4,581.15	1.48 %
8820 Kiwanis Kids		450.00	-450.00	
8830 Key Leader		2,400.00	-2,400.00	
Total 8800 Service Leadership Programs	**68.85**	**10,053.50**	**-9,984.65**	**0.68 %**
8900 District Committees				
8910 Finance		500.00	-500.00	
8920 Achievement		1,000.00	-1,000.00	
8925 Leadership & Education		800.00	-800.00	
8930 Membership	15.74	10,000.00	-9,984.26	0.16 %
8940 On-to-ICON		150.00	-150.00	
8945 Past Governors		500.00	-500.00	
Total 8900 District Committees	**15.74**	**12,950.00**	**-12,934.26**	**0.12 %**
8970 District Support				
8975 District Editor/Designer Salary	4,000.00	12,000.00	-8,000.00	33.33 %
8985 Partnership Coordinator		500.00	-500.00	
8995 Youth Protection Manager		650.00	-650.00	
Total 8970 District Support	**4,000.00**	**13,150.00**	**-9,150.00**	**30.42 %**
Total 8050 Management	**12,909.34**	**135,112.50**	**-122,203.16**	**9.55 %**
9000 Functions				
9100 Midyear Conference				
9120 Registration Supplies		1,000.00	-1,000.00	
Total 9100 Midyear Conference		**1,000.00**	**-1,000.00**	
9200 Leadership Team Education Conference				
9205 Meals		1,600.00	-1,600.00	
9210 Sleeping Rooms		4,000.00	-4,000.00	
9215 Programs & Souvenirs		1,000.00	-1,000.00	
Total 9200 Leadership Team Education Conference		**6,600.00**	**-6,600.00**	
9300 Key Leader				
9305 KI Program Fee		4,000.00	-4,000.00	
9310 Meals / Snacks		5,000.00	-5,000.00	

Capital District Kiwanis

Budget vs. Actuals: FY_2020_2021 - FY21 P&L

October 2020 - September 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
9315 Sleeping Rooms		4,000.00	-4,000.00	
9320 Programs & Souvenirs		2,000.00	-2,000.00	
Total 9300 Key Leader		**15,000.00**	**-15,000.00**	
9400 District Convention				
9405 Meals		28,962.50	-28,962.50	
9410 Sleeping Rooms		3,105.00	-3,105.00	
9415 Programs & Souvenirs		2,000.00	-2,000.00	
9420 Registration Supplies	372.76	3,575.00	-3,202.24	10.43 %
9425 Entertainment & A/V		1,600.00	-1,600.00	
9430 Speakers Fees		3,500.00	-3,500.00	
Total 9400 District Convention	**372.76**	**42,742.50**	**-42,369.74**	**0.87 %**
9500 Kiwanis-Family Weekend				
9505 Meals		2,000.00	-2,000.00	
9510 Sleeping Rooms		6,000.00	-6,000.00	
9515 Programs & Souvenirs		2,000.00	-2,000.00	
Total 9500 Kiwanis-Family Weekend		**10,000.00**	**-10,000.00**	
Total 9000 Functions	**372.76**	**75,342.50**	**-74,969.74**	**0.49 %**
Total 8000 Expenditures	**13,282.10**	**210,455.00**	**-197,172.90**	**6.31 %**
Payroll Expenses				
Taxes	1,235.90	4,989.60	-3,753.70	24.77 %
Wages	12,000.00	36,000.00	-24,000.00	33.33 %
Total Payroll Expenses	**13,235.90**	**40,989.60**	**-27,753.70**	**32.29 %**
Reimbursements	-128.93		-128.93	
Total Expenditures	**$26,389.07**	**$251,444.60**	**$ -225,055.53**	**10.49 %**
NET OPERATING REVENUE	**$84,921.28**	**$ -52,317.60**	**$137,238.88**	**-162.32 %**
NET REVENUE	**$84,921.28**	**$ -52,317.60**	**$137,238.88**	**-162.32 %**