



**IEEE Central Texas Section
2020 Summer/Fall Leadership Planning Meeting
August 29, 2020
San Marcos, WebEx**

Treasurer's Report

Bill Martino

Variance Report

Central Texas Section Checking Account as of 7/31/2020

YTD Variance Report										
Central Texas Section Checking Account as of 07/31/2020										
				Revenue			Expense			Net Income (Loss)
				Actual	Full Year Budget	Variance (Actual - Budget)	Actual	Full Year Budget	Variance (Actual - Budget)	Actual
Chapters and Groups				10,757.92	14,950.00	(4,192.08)	6,305.57	27,204.00	(20,898.43)	4,452.35
Section						-			-	-
IEEE Revenue and Expense				13,851.09	17,065.25	(3,214.16)	5,430.00	12,714.34	(7,284.34)	8,421.09
Conferences and Workshops (Section share)				1,439.48	700.00	739.48	763.98	-	763.98	675.50
Section Committee				-	-	-	-	600.00	(600.00)	-
Management Meetings				-	-	-	657.38	4,600.00	(3,942.62)	(657.38)
Promotion				-	1,110.00	(1,110.00)	-	3,200.00	(3,200.00)	-
Edu Activities and Student Branches				-	-	-	-	7,760.00	(7,760.00)	-
Travel				-	250.00	(250.00)	446.41	7,890.00	(7,443.59)	(446.41)
Miscellaneous				-	-	-	1,314.04	2,222.00	(907.96)	(1,314.04)
Pass-through Items				5,415.42	-	5,415.42	5,171.42	-	5,171.42	244.00
Unclassified (tracking in progress)				-	-	-	-	-	-	-
Total				31,463.91	34,075.25	(2,611.34)	20,088.80	66,190.34	(46,101.54)	11,375.11

Account Balances

Section Checking Account		Investment Account*	
Date	Balance	Date	Balance
12/31/19	40,202.05	12/31/19	51,986.21
8/24/20	51,602.78	7/31/20	47,672.60
		* subject to market variation	
		\$ 4,400 to LSS 2/1/20	

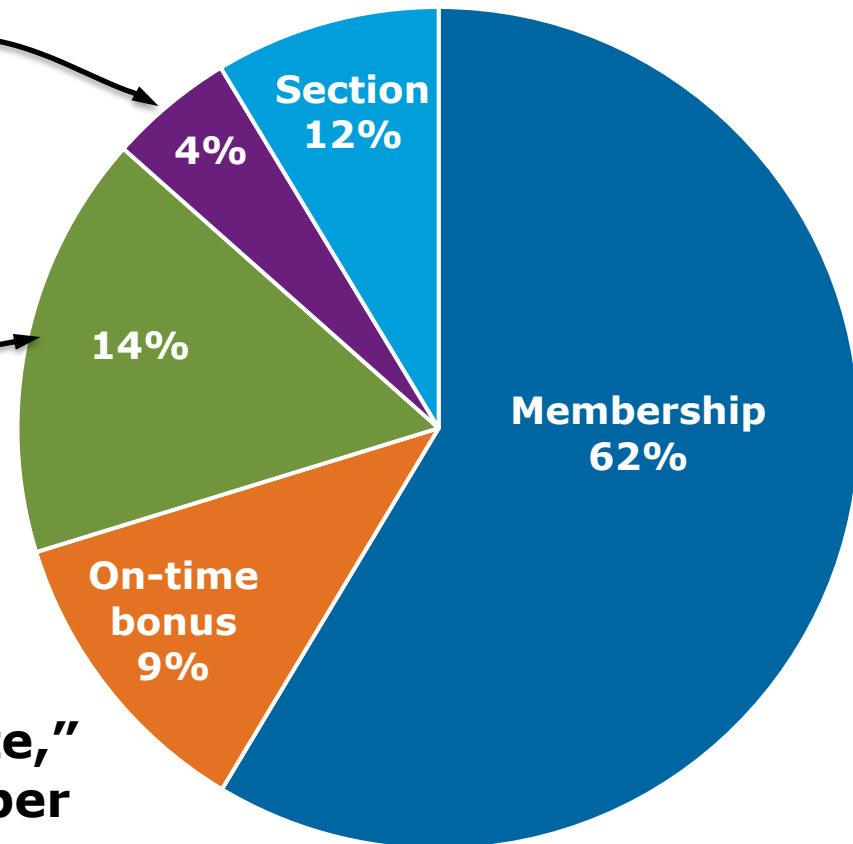
2020 IEEE Rebate

\$16,345.80

9 Chapters and groups with 6 or more meetings, + \$675

14 Chapters and groups with 2 or more meetings, \$2,800

IEEE funds chapters and groups with a dues "rebate," \$200 for 2 to 5 meetings per year, \$275 for 6 or more meetings per year.



2020 Budget Timeline

Date	Milestone
Nov 30	OUs submit individual Financial Plans to SecCom
Dec 1	Draft of Section portion of budget prepared for Finance Committee by Section Chair, consulting with Section Treasurer and OU Treasurers as necessary
Dec 18	Following review by the Finance Committee, the Section portion of budget distributed to ExCom for review and feedback
Dec 31	SecCom accepts individual OU Financial Plans, negotiating if necessary
Dec 31	OU Financial Plans reviewed by Finance Committee and incorporated into the comprehensive plan
2 nd week Jan	SecCom agrees on final draft financial plan
7 days before Spring Plng Mtg	Final draft financial plan distributed to the ExCom by Section Chair

2020 OU Financial Plan

IEEE										
Central Texas Section										
<chapter, affinity group, or committee name here>										
2021 Annual Financial Plan										
Enter data in the yellow cells. Do not type in gray shaded cells.										
Prepared by:	Treasurer	email:		phone:				date submitted:		
Approved by:	Chairman	email:		phone:						
All official meetings must be open to all IEEE members and be documented in vTools reports, unless specifically exempted by the Section Chairman.										
Revenue										
1. 2021 Beginning of Year Revenue										
a.	IEEE active chapter dues rebate							\$	200	
b.	vTools report activity bonus: chapter with >= 6 technical meetings in 2019, or a chapter with >= 6 technical meetings, enter \$75								-	
c.	Expected 2019 ending balance (1)								-	
2021 beginning balance available to chapter until SecCom and ExCom FinPlan approval (2)								\$	200	
2. 2021 estimated additional revenue (regular meetings, revenue sharing, society and corporate support, etc.)										
a.	Society support							\$	-	
b.	Corporate support								-	
c.									-	
d.									-	
e.									-	
f.									-	
Total estimated additional revenue for 2021									-	
Estimated Opening Balance for 2021									\$	200
Expense										
3. 2021 Estimated expenses (admin, technical, and non-technical meetings, socials, etc.)										
					Number of events	Average expense per event	Estimated expenses for 2021			
a.	Chapter Admin meetings (chapter committee meetings, officer training, etc.)					\$	-	\$	-	
b.	Monthly technical or group interest meetings						-		-	
c.	Non-technical meetings (receptions, award events, pre-university activities -science fairs/STEM, etc.)						-		-	
d.							-		-	
e.							-		-	
f.							-		-	
g.							-		-	
Total estimated expenses for 2021									\$	-
Adjustment										
Expected 2021 ending balance--(desired greater than zero). If the expected balance is negative, consider increasing revenue, decreasing expenses, or both.									\$	200
Request for added CTS funding based on Chapter 2021 FinPlan and past performance (4)									\$	-
Footnotes: 1. Ending balance will be adjusted by Treasurer upon closing of 2019 books. You will be informed if different from this entry.										
2: ExCom approval is at the Spring Planning Meeting										
3: Workshops must be approved by CTS before implementation. If planning a workshop(s) enter an estimate of chapter share of net surplus here for budgeting purposes.										
4: Subject to adjustment by FinCom, SecCom or ExCom depending on available Section funds, and chapter/group financial history. You will be informed before the Spring Planning meeting if FinCom or SecCom thinks an adjustment is necessary.										

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2020 OU Financial Plan

2021 Beginning of Year Revenue			
a. IEEE active chapter dues rebate		200	
b. vTools report activity bonus: chapter with >=		-	
c. Expected 2020 ending balance (1)		-	
2021 beginning balance available to chapter			\$ 200

The 2021 OU Financial Plan forms will be distributed in the first week of November with these cells pre-filled based on number of meetings held at that time.

Reduce the expected ending balance by any unreported expenses, and by any anticipated additional end-of-year expenses. Ending balance will be set to its actual value after books close early in 2021. You will be informed of any change.

If the activity bonus is 0, but you expect to reach 6 or more qualifying meetings by year-end put \$75 in the activity bonus field.

Thank you

Questions?

Chapter and Group Funding

Annual Chapter and Group Carryover

Each year chapters and groups may receive funds by way of:

- 1) Share of the IEEE Rebate
- 2) Surplus from events
- 3) Grants, awards, and other support from Societies
- 4) Revenue from other entities outside of CTS, e. g., corporate support

Unspent funds from these sources will carryover to the following year and be part of the opening balance of the chapter or group.

CTS Leadership

CTS Officers **Chair:** Larry Larson; **Vice Chair:** Andrew Bluiett;
Treasurer: Bill Martino; **Secretary:** Martha Dodge
Past Chairs: Fawzi Behmann, Leslie Martinich

Standing Committees & Coordinators	Coordinators
Committee Chair (K12 STEM)	John Purvis
Conference Chair	Fawzi Behmann
Consultants Net (Coord)	Luis Basto
Coordinator-Life Member	Kai Wong
Educational Activities	Leslie Martinich
Electronic Comm Coordinator	Joe Redfield James Mercier
Finance Committee	
Govt Activities Coordinator	Leslie Martinich Mina Hanna
Membership Development	James Mercier
Newsletter Editor	Joe Redfield James Mercier
Nomin & Appointmts Chair	Leslie Martinich
Outreach Program-Corporate Policies and Procedures	Fawzi Behmann John Purvis Tom Grim
PACE Chair (coordinator)	Norma Antunano
Professional Activities	Fawzi Behmann
R5 South Chair	Christopher Sanderson
SAMIEEE Recipient	James Mercier Joe Redfield

	Chapters & Affinity Groups
CH05005	Comms/Sign Proc/ConsElec (COM19/SP01/CE08)
CH05006	Computer & EMBS (C16/EMB18)
CH05008	Electromagnetic Compatibility (EMC27)
CH05009	PES, PELS, IES, IAS (PE31,PEL35,IE13,IA34)
CH05069	Photonics (PHO36)
CH05188	CCT Sys & Solid State (CAS/SSC)
CH05190	Product Safety Engr (PSE43)
CH05202	Education (E25)
CH05220	Ant. Prop. & MW Tech (AP03/MTT17)
CH05225	Instrument & Measurement (IM09)
CH05235	Tech & Engr Management (TEM14)
CH05250	Tech & Engr Mgmt (TEM14) UT-Austin Grad
CH10136	Electron Devices (ED15)
CN50005	Consultants Network (CN)
YP50005	Young Professionals (YP)
LM50005	Life Member (LM)
WE50005	Women in Engineering (WIE)

	Student Groups
HKN023	UT Eta Kappa Nu, Psi Austin
SBC1971	UT-Austin (C16) Computer Soc
SBC0197A	UT-Austin (COM19) Communicat
SBC0197B	UT-Austin (RA24) Robotics/Auto
SBC0197C	UT-Austin (PE31) Power & Energy
STB01971	UT-Austin St Branch
STB04141	Tx State San Marcos St Branch

