



6-13-1989

Note to J. Wesley Cochran enclosing SEAALL budget, June 13, 1989

Mary Smith Forman

Right click to open a feedback form in a new tab to let us know how this document benefits you.

Follow this and additional works at: https://uknowledge.uky.edu/seaall_cor

 Part of the [Law Librarianship Commons](#)

Repository Citation

Forman, Mary Smith, "Note to J. Wesley Cochran enclosing SEAALL budget, June 13, 1989" (1989). *Correspondence*. 780.
https://uknowledge.uky.edu/seaall_cor/780

This Correspondence is brought to you for free and open access by the SEAALL Archive at UKnowledge. It has been accepted for inclusion in Correspondence by an authorized administrator of UKnowledge. For more information, please contact UKnowledge@lsv.uky.edu.

AKERMAN, BENTERPITT & EIDSON
Firststate Tower

255 S. Orange Avenue
Orlando, Florida 32801
(407) 843-7860

Teletype: (407) 843-6610

TELECOPIER TRANSMITTAL LETTER

Client Matter/Name: <u>NB/ Library</u>	Date: <u>6/13/89</u>
Client Matter/Number: <u>99998-00039</u>	Time: <u>1:10 PM</u>

PLEASE DELIVER THE ACCOMPANYING TELECOPIES MATERIAL TO:

NAME: Wes Cochran

FIRM/COMPANY: University of Mississippi Law Library

CITY: University STATE MS

TELEPHONE NUMBER: 601-232-7731

SENDER'S NAME: Mary Forman

TOTAL NUMBER OF PAGES (INCLUDING THIS TRANSMITTAL LETTER): 4

PLEASE CALL IMMEDIATELY IF ANY PAGES ARE NOT RECEIVED

COMMENTS:

SOUTHEASTERN CHAPTER OF THE
AMERICAN ASSOCIATION OF LAW LIBRARIES, INC.

1989-90 PROPOSED BUDGET

FOR THE INITIAL FISCAL YEAR

APRIL 11, 1989 THROUGH SEPTEMBER 30, 1990

AS APPROVED BY THE EXECUTIVE COMMITTEE ON JUNE 18, 1989

<u>INCOME & ASSETS</u>	<u>AMOUNT</u>
Bank account(s)	\$ 7,000
Membership dues	\$10,000
Newsletter advertising	\$ 1,200
Vendor contributions	\$ 2,000
Interest	\$ 350
Annual meeting registration	<u>\$11,250</u>
TOTAL INCOME & ASSETS:	\$31,800
<u>EXPENSES</u>	
Postage, printing, supplies, misc.	\$ 3,000
Newsletter	\$ 750
Breakfast subsidy	\$ 1,500
Accounting/legal	\$ 700
President's workshop	\$ 2,000
Scholarships	\$ 2,000
Annual meeting - Oxford, MS	\$12,776
Gifts	<u>\$ 250</u>
TOTAL EXPENSES	\$22,976
NET INCOME & ASSETS	<u>\$ 8,824</u>

1 yr only ✓

DETAILED EXPLANATION OF EACH LINE ITEM

Bank account - amount on hand as of 4/10/89. I felt we needed a budget to cover from the date we were incorporated so have proposed a 17 1/2 month budget initially. Because our membership year and fiscal years are different (June 1 to May 31 / October 1 to September 30) in accordance with AALL and our by-laws, I had to take into consideration two years worth of dues, 2 years worth of AALL breakfasts, but only 1 annual meeting.

Membership dues - 500 members at \$10.00 each for 1989/90 and 1990/91.

Newsletter advertising - income from sale of ads in Southeastern Law Librarian. Based on figure of \$200 per issue, assuming that six issues will be published during this fiscal period (Summer 1989, Fall 1989, Winter 1990, Spring 1990, Summer 1990, Fall 1990, - v.14#4, v.15#1, v.15#2, v.15#3, v.15#4, v.16#1).

Vendor contributions - based on Wes Cochran's estimate. Actual figure for 1989 Miami/Nassau was \$5,300, but each region of the chapter solicits when hosting a meeting, so the figure may be substantially less in 1990.

Interest - based on 1988/89 income of \$200, taking into account that \$6,000 was on loan and assuming that there won't be a lot of cash on hand for any length of time.

Annual meeting registration - 125 people at \$90 each; Wes Cochran's estimate based on Oxford meeting expenses.

Postage, printing, supplies, misc. - I took everyone's input plus added approximately \$100 per committee. This could be broken down further next year, but since this is our first try, I thought this category should be rather vague. I had a 12 month figure of \$2,000, so just added 50% to that for the 17 1/2 month figure.

Newsletter - amount determined by Mike Petit. He gave this figure to my secretary to plug in, so I'm not sure what it's for, although probably could be plugged in above to Postage, printing, etc. This, too, is based on 6 issues being produced during this fiscal period.

Breakfast subsidy, 1989 and 1990 - based on 1989 price of \$6.00 for 125 people.

Accounting/legal - Diana has had an accountant review our methods, etc. to be in compliance with IRS; also includes → expenses for filing with IRS for 501(c)(6). My law firm will not charge for any attorney or paralegal time, but will charge for actual costs, i.e. filing with Secretary of State, etc. None of these charges have come through yet, but will soon.

President's workshop - I believe there will be two this year: one in the Fall of 1989 and then in the Spring of 1990 (which Tim will attend) and from then on in the Spring.

Scholarships - I just rounded it off rather than leave it at \$1800.

Annual meeting - Oxford, MS - based on Wes Cochran's estimates.

Gifts - plaque for Service to SEAALL, gavel for President, etc.

PLEASE REVIEW THIS AND CALL WITH ANY QUESTIONS, ETC. BY THURSDAY MORNING, JUNE 15. I WILL BE RUNNING THIS IN FINAL AT 11:00 AM THAT DAY, BECAUSE I AM LEAVING THE OFFICE AROUND NOON. I NEED TO MAKE ANY CHANGES BY THEN.