



**Northeast Region Construction Specifications Institute
BOARD REPORT**

DATE: October 21, 2022
TO: Northeast Region Board of Directors
FROM: Martin Helly

SUBJECT: Report of Treasurer

A. Report Summary

1. Transfer of accounts from prior treasurer completed.
2. Taxes for prior year filed.
3. Audit committee formed.
4. Finance Committee formed.
5. Bonding and Directors/Officers Insurance obtained. Negotiations ongoing on general liability policy.
6. Monthly bills processed.

B. The Report

1. Balance Sheet and Cash Flow reports attached.
2. Budget for FY 2023 as approved attached.
3. Problem areas:
 - Unless CSI grows membership, RAP and Chapter Assessment numbers will not be met.
 - Assume no income from Maine Chapter assessment for current year.
 - Region needs to create A/E Sponsor Committee to begin efforts to meet target.
 - Affiliation Agreement creates need for legal services and associated expenses.

ATTACHMENTS

1. Balance Sheet.
2. Cash Flow
3. FY2023 Approved Budget

Respectfully submitted;

Martin Helly, Treasurer
NE Region CSI Treasurer

END OF REPORT

CC: Region Secretary

**Northeast Region CSI Inc
Financial Accounts for FY23
Fall Board Report 10/22/2022**

Balances	7/1/2022	10/20/2022
Operating Checking - BOA	\$2,545.61	\$6,164.18
Operating Savings - BOA	\$24,415.45	\$20,415.98
Operating Reserve Investment - Fidelity	\$41,789.56	\$39,573.62
Total Operating Funds	\$68,750.62	\$66,153.78
Scholarship Savings - BOA	\$2,872.16	\$263.00
Total Restricted Funds	\$2,872.16	\$263.00

Northeast Region CSI Inc
Cash Flow 7/1/2022 - 10/20/2022
Fall Board Report 10/22/2022

OPERATING INFLOWS

110 Chapter Assessments	\$350.00 **
115 RAP Program	\$2,393.00 **
130 Interest	\$0.53

TOTAL OPERATING INFLOW **\$2,743.53**

OPERATING OUTFLOW

225 Meeting Travel	\$494.67 **
230 Excom Meeting	\$123.06
510 CPA	\$750.00
555 Supplies	\$30.80
575 Online Meeting	\$149.90
580 Support Services	\$3,214.00 **

TOTAL OPERATING OUTFLOW **\$4,762.43**

NET OPERATING CASHFLOW **-\$2,018.90**

SCHOLARSHIP INFLOW

910 Auction Proceeds	\$390.84 **
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TOTAL SCHOLARSHIP INFLOW **\$390.84**

SCHOLARSHIP OUTFLOW

920 Scholarship Payments	\$3,000.00 **
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TOTAL SCHOLARSHIP OUTFLOW **\$3,000.00**

NET SCHOLARSHIP CASHFLOW **-\$2,609.16**

BUDGET AS APPROVED MAY 2022

Income

RAP (7% National Fee)	11000
Ch Assessments \$15 / member	8500
Income from Regional Conference	10000
CDT Training Classes	2500
AE Sponsor	10000
Totals	42000

Notes:

Charge \$100 EA for CDT Class Attendees
AE Regional Sponsorship
Returned Regional Conference Seed

Expense

Administrative	
Accountant Fees	1000
D & O and Liability Ins	2000
Support Services	15500
Zoom	300
Constant Contact	650
	19450

Meeting & Travel Reimburse	
National Denver -Fall Meeting	
NERCSI Event	1500
Travel -Rooms	8500
Spring Board Meeting	10000
	20000

Regional Conference Seed Money	
Jersey City 2023	10000
Rochester 2024	
	10000

Executive Board Costs	
Pres and VP Travel	2500
Misc Treasurer	300
Misc Secretary	300
Ex Com Meeting	300
	3400

Regional Committees	
Awards	600
Outreach	0
Website	500
Social Media	2000
Programs	500
	3600

Totals	56450
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