

# CSUEU Chapter 312

## Quarterly Financial Statement

For the Quarter Ending December 31, 2011

### Fund Balance at Beginning of Quarter

Wells Fargo	\$	7,257.78
Total Funds		7,257.78

### Revenues

CSEA Dues		3,323.00
Total Revenues		3,323.00

### Expenses

Net Advance Activity		4,000.00
Chapter Meetings		416.95
Member Recruitment		104.21
Worksite/Unit Meetings		373.63
Total Expenses		(4,894.79)
Net Change		(1,571.79)

### Fund Balance at End of Quarter

Wells Fargo		5,685.99
<b>Total Fund Balance</b>		<b>\$ 5,685.99</b>



**CSUEU Chapter 312  
Budget Report  
December 31, 2011**

		YTD Activity	Budget	Budget Balance
<b>Revenue</b>				
3001	CSEA Dues	\$ (12,223)	\$ (13,080)	857
	<b>Total Revenue</b>	<b>\$ (12,223)</b>	<b>\$ (13,080)</b>	<b>857</b>
<b>Expenditures</b>				
5101	Chapter Meetings	\$ 5,901	\$ 4,000	1,901
5102	Chapter Executive Meetings	0	50	(50)
5103	Officer's Stipend	0	10	(10)
5104	Newsletter/Website	86	50	36
5105	Job Stewards	0	800	(800)
5106	Member Recruitment	391	300	91
5107	Worksite/Unit Meetings	7,675	6,000	1,675
5108	Chapter Elections	0	10	(10)
5201	Region Meetings/RD Fund	0	10	(10)
5202	Community Relations	0	10	(10)
5301	General Council	0	10	(10)
5302	CSUEU Board Meetings	0	10	(10)
5304	CSEA Committee Meetings	0	10	(10)
5305	CSEA/Division/Affiliate Mtgs	0	3,500	(3,500)
5401	Training	0	10	(10)
5403	Telephone	0	10	(10)
5404	Supplies	0	500	(500)
5405	Postage	0	50	(50)
5406	Publications	0	10	(10)
5407	Rent	0	10	(10)
5408	Equipment Maintenance/Rental	0	10	(10)
5409	Equipment Purchases	0	1,000	(1,000)
5410	Service Charge	0	10	(10)
5411	Misc Expense-Chargeable	3,139	10	3,129
5412	Misc Expense-Non-Chargeable	0	50	(50)
5413	Affiliate Dues & Meetings	0	10	(10)
	<b>Total Expenditures</b>	<b>\$ 17,192</b>	<b>\$ 16,450</b>	<b>742</b>

## CSUEU Chapter 312

### Outstanding Advances

December 31, 2011

5402ARGARCIA	Claudia Garcia	1,000.00
5402ARTANG	Hai-Ling Tang	3,000.00

<b>Total Outstanding Advances</b>	<b>4,000.00</b>
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**CSUEU Chapter 312**  
**Doubtful Accounts Receivable**  
December 31, 2011

<b>Total Outstanding Advances</b>	<b>0.00</b>
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**CSUEU Chapter 312**  
**Cash Disbursements Journal**  
**For the Period From Oct 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/27/11	10031	5107	10/6/11 Unit 2 Meeting Lunch - 5107	373.63	
		1005	The University Corporation		373.63
11/9/11	10032	5101	Reserv#24086 12/7/11Chp Mtg Room Rent - 5101	416.95	
		1005	USU Reservations & Event Svcs		416.95
11/15/11	10033	5402ARTANG	Adv for 12/11 Chapter Mtg - 5402ARTANG	3,000.00	
		1005	Hai-Ling Tang		3,000.00
11/21/11	10034	5402ARGARCIA	Adv to purchase Laptop, Access, Software - 5402ARGARCIA	1,000.00	
		1005	Claudia Garcia		1,000.00
11/30/11	10030	5106	Inv#UNC20249 11/9/11 NEWO - 5106	104.21	
		1005	The University Corporation		104.21
	<b>Total</b>			<b>4,894.79</b>	<b>4,894.79</b>

**CSUEU Chapter 312**  
**Cash Receipts Journal**  
**For the Period From Oct 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
10/27/11	3001 1005	Sept 11 Dues	Sept 11 Dues - 3001 CSU	1,076.00	1,076.00
11/8/11	3001 1005	Oct 11 Dues	October 2011 - Chapter Dues - 3001 CSU	1,122.00	1,122.00
12/6/11	3001 1005	Nov 11 Dues	November 2011 Dues - 3001 CSU	1,125.00	1,125.00
				<u>3,323.00</u>	<u>3,323.00</u>

**CSUEU Chapter 312**  
**General Journal**  
**For the Period From Oct 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Date. Report is printed with Accounts having Zero Amounts and with shortened descriptions and in Detail Format.

Date	Account ID	Reference	Trans Description	Debit Amt	Credit Amt
			<b>Total</b>		

**CSUEU Chapter 312**  
**Financial Statement**  
**January 1, 2011 to December 31, 2011**

**Fund Balance as of January 1, 2011**

Wells Fargo	\$	8,504.59
Total Funds		8,504.59

**Revenues**

CSEA Dues	12,223.00
Total Revenues	12,223.00

**Expenses**

Net Advance Activity	(2,149.25)
Chapter Meetings	5,900.61
Newsletter/Website	85.56
Member Recruitment	391.37
Worksite/Unit Meetings	7,674.81
Misc Expense-Chargeable	3,138.50
Total Expenses	(15,041.60)
Net Change	(2,818.60)

**Fund Balance as of December 31, 2011**

Wells Fargo		5,685.99
<b>Total Fund Balance</b>	<b>\$</b>	<b>5,685.99</b>





**CSUEU Chapter 312  
Budget Report  
December 31, 2011**

		YTD Activity		Budget	Budget Balance
<b>Revenue</b>					
3001	CSEA Dues	\$ (12,223)	\$	(13,080)	857
	<b>Total Revenue</b>	<b>\$ (12,223)</b>	<b>\$</b>	<b>(13,080)</b>	<b>857</b>
<b>Expenditures</b>					
5101	Chapter Meetings	\$ 5,901	\$	4,000	1,901
5102	Chapter Executive Meetings	0		50	(50)
5103	Officer's Stipend	0		10	(10)
5104	Newsletter/Website	86		50	36
5105	Job Stewards	0		800	(800)
5106	Member Recruitment	391		300	91
5107	Worksite/Unit Meetings	7,675		6,000	1,675
5108	Chapter Elections	0		10	(10)
5201	Region Meetings/RD Fund	0		10	(10)
5202	Community Relations	0		10	(10)
5301	General Council	0		10	(10)
5302	CSUEU Board Meetings	0		10	(10)
5304	CSEA Committee Meetings	0		10	(10)
5305	CSEA/Division/Affiliate Mtgs	0		3,500	(3,500)
5401	Training	0		10	(10)
5403	Telephone	0		10	(10)
5404	Supplies	0		500	(500)
5405	Postage	0		50	(50)
5406	Publications	0		10	(10)
5407	Rent	0		10	(10)
5408	Equipment Maintenance/Rental	0		10	(10)
5409	Equipment Purchases	0		1,000	(1,000)
5410	Service Charge	0		10	(10)
5411	Misc Expense-Chargeable	3,139		10	3,129
5412	Misc Expense-Non-Chargeable	0		50	(50)
5413	Affiliate Dues & Meetings	0		10	(10)
	<b>Total Expenditures</b>	<b>\$ 17,192</b>	<b>\$</b>	<b>16,450</b>	<b>742</b>

## CSUEU Chapter 312

### Outstanding Advances

December 31, 2011

5402ARGARCIA	Claudia Garcia	1,000.00
5402ARTANG	Hai-Ling Tang	3,000.00
<b>Total Outstanding Advances</b>		<b>4,000.00</b>

**CSUEU Chapter 312**  
**Doubtful Accounts Receivable**  
December 31, 2011

<b>Total Outstanding Advances</b>	<b>0.00</b>
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**CSUEU Chapter 312**  
**Cash Receipts Journal**  
**For the Period From Jan 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
1/14/11	5107	Exp Claims	10/13/10 Election Mtg & Lunch - 5107	1,596.18	
	5101		12/09/10 Chp mtg - 5101	222.80	
	5106		12/8/10 New Emp Orientation - 5106	57.07	
	5101		12/09/10 Chp Mtg Meal - 5101	1,102.99	
	5104		12/9/10 Office Supplies - 5104	85.56	
	5101		12/9/10 Chp Mtg Gift Cards - 5101	571.05	
	5402ARTANG		Apply Against Advance - 5402ARTANG		5,000.00
	1005		Hai-Ling Tang	1,364.35	
1/31/11	3001	Jan 11 Dues	Calculated Chapter Dues - January 2011 - 3001		1,117.00
	1005		CSU	1,117.00	
2/28/11	3001	Feb 11 Dues	February 2011 Calculated Dues - 3001		1,094.00
	1005		CSU	1,094.00	
3/31/11	3001	March Dues	Calculated Dues - March 2011- 3001		1,118.00
	1005		CSU	1,118.00	
4/30/11	3001	Apr 11 Dues	April 2011 Calculated Dues - 3001		1,134.00
	1005		CSU	1,134.00	
5/31/11	5101	Clear Advance	3/16/11 Qtrly Chapter Mtg - 5101	1,858.34	
	5402ARTANG		Apply against advance - 5402ARTANG		2,000.00
	1005		Hai-Ling Tang	141.66	
6/6/11	3001	May 11 Funds	Calculated May 2011 Funds-3001		1,128.00
	1005		CSU	1,128.00	
7/12/11	3001	June 11 Dues	June 2011 Calculated Dues - 3001		1,113.00
	1005		CSU	1,113.00	
7/29/11	5107	Clear Advance	6/15/11 Unit 7 Mtg - 5107	1,103.70	
	5107		7/7/11 Unit 5 Mtg - 5107	211.85	
	5106		7/6/11 NEWO - 5106	114.51	
	5107		8/4/11 Unit 9 Mtg reserv - 5107	366.35	
	5402ARTANG		Apply against advance - 5402ARTANG		2,000.00
	1005		Hai-Ling Tang	203.59	
8/2/11	3001	July 11 Dues	July 2011 Calculated Dues - 3001		1,123.00
	1005		CSU	1,123.00	
9/13/11	3001	Aug 2011 Dues	Calculated Chapter Dues - August 2011 - 3001		1,073.00
	1005		CSU	1,073.00	
9/22/11	5402ARTANG	Clear Advance	To Clear Advance - 5402ARTANG		48.84
	1005		Hai-Ling Tang	48.84	
10/27/11	3001	Sept 11 Dues	Sept 11 Dues - 3001		1,076.00

**CSUEU Chapter 312**  
**Cash Receipts Journal**  
**For the Period From Jan 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
	1005		CSU	1,076.00	
11/8/11	3001	Oct 11 Dues	October 2011 - Chapter Dues - 3001		1,122.00
	1005		CSU	1,122.00	
12/6/11	3001	Nov 11 Dues	November 2011 Dues - 3001		1,125.00
	1005		CSU	1,125.00	
				<u>21,271.84</u>	<u>21,271.84</u>

**CSUEU Chapter 312**  
**Cash Disbursements Journal**  
**For the Period From Jan 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/11/11	10019	5402ARTANG	Reserv # 23213 3/16/11 Chp Mtg - 5402ARTANG	372.00	
		1005	The University Corporation		372.00
3/4/11	10020	5106	Inv#UNC19395-Cater ing 2/9/11 NEWO - 5106	115.58	
		1005	The University Corporation		115.58
3/10/11	10021	5402ARTANG	Adv for 3/16/11 Chp Mtg - 5402ARTANG	2,000.00	
		1005	Hai-Ling Tang		2,000.00
5/31/11	10022	5402ARTANG	Adv for 6/15/11 Unit 7 Mtg - 5402ARTANG	2,000.00	
		1005	Hai-Ling Tang		2,000.00
6/23/11	10023	5411	Invoice #424245AFP - 5411	3,138.50	
		1005	iPROMOTEu		3,138.50
7/21/11	10024	5107	7/7 Unit 5 Meeting - Banquet - 5107	967.64	
		1005	The University Corporation		967.64
7/26/11	10026	5107	7/4/11 Event# 71033 Unit 5 Mtg - 5107	967.64	
		1005	The University Corporation		967.64
7/29/11	10024V	5107	7/7 Unit 5 Meeting - Banquet - 5107		967.64
		1005	The University Corporation	967.64	
7/29/11	10025	5402ARTANG	Advance for 8/4/11 Unit 9 Mtg - 5402ARTANG	2,000.00	
		1005	Hai-Ling Tang		2,000.00
9/15/11	10027	5402ARTANG	Adv for 9/21/11 Chapter Mtg - 5402ARTANG	2,000.00	
		1005	Hai-Ling Tang		2,000.00
9/20/11	10027V	5402ARTANG	Adv for 9/21/11 Chapter Mtg - 5402ARTANG		2,000.00
		1005	Hai-Ling Tang	2,000.00	
9/20/11	10028	5101	9/21 Catering for Chp Mtg - 5101	1,311.53	
		1005	Angie Caruso's		1,311.53
9/22/11	10029	5107	9/7-8 LSS Presentation on Site - 5107	344.13	
		1005	Joan Kennedy		344.13

**CSUEU Chapter 312**  
**Cash Disbursements Journal**  
**For the Period From Jan 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
9/22/11	10029V	5107	9/7-8 LSS Presentation on Site - 5107		344.13
		1005	Joan Kennedy	344.13	
10/27/11	10031	5107	10/6/11 Unit 2 Meeting Lunch - 5107	373.63	
		1005	The University Corporation		373.63
11/9/11	10032	5101	Reserv#24086 12/7/11Chp Mtg	416.95	
		1005	Room Rent - 5101 USU Reservations & Event Svcs		416.95
11/15/11	10033	5402ARTANG	Adv for 12/11 Chapter Mtg - 5402ARTANG	3,000.00	
		1005	Hai-Ling Tang		3,000.00
11/21/11	10034	5402ARGARCIA	Adv to purchase Laptop, Access, Software - 5402ARGARCIA	1,000.00	
		1005	Claudia Garcia		1,000.00
11/30/11	10030	5106	Inv#UNC20249 11/9/11 NEWO - 5106	104.21	
		1005	The University Corporation		104.21
	<b>Total</b>			<b>23,423.58</b>	<b>23,423.58</b>

**CSUEU Chapter 312**  
**General Journal**  
**For the Period From Jan 1, 2011 to Dec 31, 2011**

Filter Criteria includes: Report order is by Date. Report is printed with Accounts having Zero Amounts and with shortened descriptions and in Detail Format.

<b>Date</b>	<b>Account ID</b>	<b>Reference</b>	<b>Trans Description</b>	<b>Debit Amt</b>	<b>Credit Amt</b>
1/31/11	5107 5402ARTAN	GJE0111312	6/16/10 Unit 5 Meeting - 5107 Apply against advance - 5402ARTA	1,149.25	1,149.25
7/29/11	5107 5402ARTAN	GJE0711312	3/16/11 CHP Mtg Cancelled. Funds Clear advance - 5402ARTANG	372.00	372.00
9/22/11	5107 5101 5107 5402ARTAN	GJE0911312	8/4/11 Unit 9 Meeting - 5107 9/21 Res#24086 - Chp Mtg - 5101 9/8 Library Service Specialist Works Apply against advance - 5402ARTA	1,076.65 416.95 457.56	1,951.16
		<b>Total</b>		<b>3,472.41</b>	<b>3,472.41</b>