

AGENDA ITEM 1.

WASHINGTON STATE B A R A S S O C I A T I O N

Budget and Audit Committee – Meeting Agenda March 21, 2019 | 10:00 am – 1:00 pm WSBA Offices

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NEW BUSINESS

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AGENDA ITEM 2.

DRAFT MINUTES
Washington State Bar Association
Budget and Audit Committee
Seattle, WA
January 10, 2019

Treasurer Dan Bridges called the meeting to order at 10:02 a.m. Committee members present were President Bill Pickett (phone) and President-Elect Rajeev Majumdar (phone); Governors Dan Clark (phone), P.J. Grabicki, Kim Hunter (phone), and Alec Stephens; Executive Director Paula Littlewood, and Chief Operations Officer Ann Holmes. Governor Brian Tollefson was also present (phone), along with Associate Director of Finance Tiffany Lynch, Chief Disciplinary Counsel Doug Ende, Director of Advancement/Chief Development Officer Terra Nevitt, Chief Regulatory Counsel Jean McElroy, Human Resources Director Frances Dujon-Reynolds, General Counsel Julie Shankland, and Chief Communications Officer Sara Niegowski. Guests in attendance were Mitch Hansen and Joe Purvis of Clark Nuber, WSBA Senior Accounting and Financial Systems Manager Maggie Yu, and WSBA Accountant Darshita Patel. Committee member and Governor Athan Papailiou was not present.

Minutes of January 10, 2019 Meeting

The minutes of the January 10, 2019 meeting were approved as presented.

FY 2018 Audited Financial Statements and meeting with auditors

Dan Bridges introduced guests Mitch Hansen and Joe Purvis from Clark Nuber to present the WSBA's annual audit results. He explained that this year's audit included the consolidated financial statements of WSBA and the Washington State Bar Foundation, the requirements for consolidation, and the differences in presentation from prior year reports. Mr. Hansen highlighted the audit timeframe and explained the methodology for sampling and testing transactions by using a risk-based approach. Based on the audit work performed, Clark Nuber has issued an unmodified opinion.

Upon Committee inquiry, Mr. Hansen noted that there were no adjustments, and that the minimal best practices recommendations made did not rise to the level of reporting. Mr. Purvis provided detailed information regarding year-end financial results in comparison to historical figures. Mr. Hansen then provided an overview of upcoming changes to accounting standards that will impact WSBA's future financial statements including the addition of a Statement of Functional Expenses, changes to presentation of the Statement of Cash Flows, additional note disclosures, and changes to accounting for leases.

At 10:45 a.m. the Committee met with Mr. Hansen and Mr. Purvis without staff present to discuss any additional issues. The meeting resumed with staff at 11:08 a.m. PJ Grabicki moved to approve the FY 2018 audit report. The motion was seconded by Dan Clark, and passed unanimously.

Dan Bridges left the meeting at 10:58 a.m.; Alec Stephens chaired the rest of the meeting.

Financial Statements as of September 30, 2018

Ann Holmes provided a brief overview of the financial performance through September. She noted that the results showed a net gain of \$432,000 compared to a budgeted net loss of (\$732,000), for a better than anticipated difference of \$1.1 million. This variance is a result of higher than expected revenue of \$700,000 and lower direct and indirect expenses of \$400,000.

Financial Statements as of October 31 and November 30, 2018

Ann Holmes explained that revenues and expenses seem to be on track with historical patterns early in the fiscal year. The WSBA's annual licensing season is underway and payment collects are also coming in as expected, with some additional members signing up for the payment plan and hardship exemptions. The Committee discussed

the hardship exemption policy and some members expressed the need to make changes to the existing policy. Alec Stephens requested that Kim Hunter and others interested begin the process of drafting a revision to bring forward to the Committee for further review.

Investment Update as of October 31 and November 30, 2018

Tiffany Lynch provided an update on the WSBA investment portfolio, explaining that the funds reduced slightly in value during October and November. However, based on the preliminary December financials, the funds have regained their value and the balances are on par with the value at September 30, 2018.

WSBA Expense Policy: President and President Elect Travel to and Attendance at National/Regional Events

Alec Stephens explained that the policy change regarding President and President-elect travel to conferences was discussed at the November Committee meeting and a redlined version is provided in the materials. PJ Grabicki moved to recommend that the policy revisions be approved by the Board of Governors. Dan Clark seconded the motion, which passed unanimously.

Washington State Bar Foundation Update

Terra Nevitt provided an update on the Foundation, indicating that the FY18 results were very positive and have led to an FY19 gift to the WSBA of \$275,000 - \$55,000 more than anticipated. Donations through WSBA licensing are coming in ahead of last year. The Foundation is planning to raise funds for the biennial Access to Justice Conference. Dan Clark asked for clarification about the financial relationship between the Foundation and the APEX awards event. Terra Nevitt explained that the Foundation is responsible for soliciting sponsorships for the event and uses it as a platform for fundraising, but is not directly responsible for the event.

Alec Stephens adjourned the meeting at 11:37am.

AGENDA ITEM 3.

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associated Director for Finance

Re: Investment Update as of December 31, 2018 and January 31, 2019

Date: February 25, 2019

WSBA's investments consist of short and long term bond portfolios, and are managed by our advisors at Morgan Stanley and UBS Financial. There has been no change in the makeup of the portfolio since the last report. As of January 31, there is an aggregate gain across all funds of \$75,354, or 2.3%:

TOTAL INCEPTION VALUE OF ALL FUNDS	\$3,228,015
TOTAL VALUE OF ALL FUNDS AS OF 1/31/19	\$3,303,369
GAIN/(LOSS) SINCE INCEPTION (\$ and %)	\$75,354, 2.3%

The chart below details value by fund at inception, transfers of portfolio gains above \$100,000 to the WSBA's general fund operating accounts per the Budget and Audit Committee's June 2016 direction, end of month for the periods November, December, January, and Gain/(Loss) from January 31, 2018 to January 31, 2019:

INVESTMENT FUND	VALUE					GAIN/(LOSS)
	Inception	Transfer of Gains	11/30/18 (Previously Reported)	12/31/18	1/31/19	1/31/18 – 1/31/19
Nuveen 3-7 year Municipal Bond Portfolio	\$500,000	(\$200,000) ¹	\$307,788	\$312,180	\$314,034	\$11,039
Lord Abbett & Company Short Term Duration Income Fund	\$628,015 ²	\$0	\$789,240	\$791,824	\$800,147	\$19,090
Guggenheim Total Return Bond Fund	\$1,050,000 ³	\$0	\$1,093,581	\$1,104,416	\$1,105,144	\$12,265
Virtus Multi- Sector Short Term Bond Fund	\$1,050,000 ³	\$0	\$1,069,366	\$1,067,523	\$1,084,044	\$4,097
Total	\$3,228,015	(\$200,000)	\$3,259,975	\$3,275,943	\$3,303,369	\$46,491

¹ Transfer of \$200,000 made on November 22, 2017.

² Inception value is based on original amount of \$1,428,015 (\$500,000 original purchase price of Lord Abbett, plus \$599,995 Legg Mason fund transferred on May 9, 2014, plus \$328,000 liquidation of Hays Advisory Fund on March 3, 2015) minus \$800,000 that was redistributed evenly to Guggenheim and Virtus on September 19, 2017.

³ Inception value is \$1,050,000 based on original purchase price is \$650,000 plus \$400,000 re-distributed from Lord Abbett on Sept 19, 2017.

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associated Director for Finance

Re: Investment Update as of February 28, 2019

Date: March 11, 2019

WSBA's investments consist of short and long term bond portfolios, and are managed by our advisors at Morgan Stanley and UBS Financial. There has been no change in the makeup of the portfolio since the last report. As of February 28, there is an aggregate gain across all funds of \$85,821, or 2.7%:

TOTAL INCEPTION VALUE OF ALL FUNDS	\$3,228,015
TOTAL VALUE OF ALL FUNDS AS OF 2/28/19	\$3,313,836
GAIN/(LOSS) SINCE INCEPTION (\$ and %)	\$85,821, 2.7%

The chart below details value by fund at inception, transfers of portfolio gains above \$100,000 to the WSBA's general fund operating accounts per the Budget and Audit Committee's June 2016 direction, end of month for the periods January and February, and Gain/(Loss) from February 28, 2018 to February 28, 2019:

INVESTMENT FUND	VALUE				GAIN/(LOSS)
	Inception	Transfer of Gains	1/31/19 (Previously Reported)	2/28/19	2/28/18 – 2/28/19
Nuveen 3-7 year Municipal Bond Portfolio	\$500,000	(\$200,000) ¹	\$314,034	\$315,730	\$10,942
Lord Abbett & Company Short Term Duration Income Fund	\$628,015 ²	\$0	\$800,147	\$802,658	\$22,950
Guggenheim Total Return Bond Fund	\$1,050,000 ³	\$0	\$1,105,144	\$1,105,169	\$18,554
Virtus Multi-Sector Short Term Bond Fund	\$1,050,000 ³	\$0	\$1,084,044	\$1,090,279	\$14,859
Total	\$3,228,015	(\$200,000)	\$3,303,369	\$3,313,836	\$67,305

¹ Transfer of \$200,000 made on November 22, 2017.

² Inception value is based on original amount of \$1,428,015 (\$500,000 original purchase price of Lord Abbett, plus \$599,995 Legg Mason fund transferred on May 9, 2014, plus \$328,000 liquidation of Hays Advisory Fund on March 3, 2015) minus \$800,000 that was redistributed evenly to Guggenheim and Virtus on September 19, 2017.

³ Inception value is \$1,050,000 based on original purchase price is \$650,000 plus \$400,000 re-distributed from Lord Abbett on Sept 19, 2017.

AGENDA ITEM 4.

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associate Director of Finance
Ann Holmes, Chief Operations Officer

Re: Results through December 31, 2018 (25% of fiscal year)

Date: January 29, 2019

Attached are the year-to-date financial statements through December 2018, which show that most revenue and expenses are within acceptable ranges of the budgeted amounts. Below is a summary of revenue and expense highlights through December 31, 2018, 25% of the fiscal year completed.

REVENUE AND EXPENSE ANALYSIS

General Fund Revenues

- *Licensing revenue* is slightly under budget at 24.51%. The license fees to date include fees of \$449 for the 4th quarter of the 2018 calendar year. The last three quarters of fiscal year 2019 will reflect the 2019 calendar year annual license fee of \$453. A majority of the 2019 license fee revenue is collected in January and February; after that time, we will have a better idea of how license fee revenue is trending to budget. Collection trends through January are consistent with prior years.
- *Gain/Loss on Investments and Interest Income* is currently higher than budget at 31.52%. The majority of our investment portfolio is in bonds, which are performing well based on our conservative budget. Interest income return on cash balances are higher than expected at this time.
- *Bar Exam and LPO Examination Fees* are currently higher than budget at 32.84% due to timing of fees collected for the February exam.
- *Diversity and Public Service Programs Grant revenue* is over budget at 125.0%. We receive monies from the Washington State Bar Foundation at the beginning of each year so we can fund WSBA programs and events. This year we received \$55,000 more than budgeted.
- *Pro Hac Vice Revenue* continues to be a solid source of revenue for WSBA, coming in at 34.33% of budget. This is on par with the revenue collection pattern in FY18.
- *Mandatory CLE Revenue (aggregate)* is higher than budget at 30.38%. As of December, 100% of the budget Annual Accredited Sponsor Fees have been collected, as well as higher collections on almost all other MCLE fees. FY19 fees are based on an updated fee schedule and we expect collections to continue to come in strong over the remaining months of the year.

- *New Member Product Sales Revenue* is higher than budget at 64.42%. Revenue collection is typically higher in Q1, as members look to fulfill their annual CLE obligations by the end of the calendar year. The majority of sales is derived from WSBA programs focused on Business Law and Estate Planning, as well as the Trial Advocacy Program recordings.
- *NW Lawyer Display Advertising Revenue* is under budget with nothing collected as of December 31st. This is mainly due to timing of collection. The revenue for the October issue of NW Lawyer (which was published in November) will be collected in January from the WSBA's contracted advertising agency.
- *Reimbursement from Sections* revenue for the WSBA Per-Member charge is at 0.91%. Section dues are generally collected during January and February and the corresponding Per-Member Charge allocation will follow suit.

Indirect Expenses

Salaries for regular employees are on budget at 24.93%. *Overall salary expense (regular staff and temps)* are slightly over budget at 25.65% due to higher expenses from seasonal temporary employees and lower capital labor expense offset which is dependent upon project timing. We anticipate will come in at budget for the year. *Employee benefits* are slightly under budget at 24.67%, which is in line with salary expense.

Other Indirect Expenses are slightly over budget at 26.79%. Expenses such as *rent, insurance, bank fees, depreciation, postage, staff training*, etc. are at or below budget. Areas that are higher than budget include: *Personal Property Tax* at 34.58% due to higher than anticipated property tax rates; *Office Supplies and Equipment* at 32.98% due to annual fees paid for mailing equipment; *Professional Fees- Audit* at 83.77% as a result of payments for our recently completed annual audit; *Professional Fees- Legal* at 37.27% from ongoing litigation of WSBA matters; and *Computer Pooled Expenses* at 37.32% resulting from the annual renewal of a number of software licenses, hardware maintenance agreements, and third party service contract renewals that took place in Q1.

General Fund Direct Expenses

Direct expenses are under budget in a variety of areas. However, it is too soon to predict whether this overall trend will carry through the remainder of the year. Some key areas follow:

- *Admission/Bar Exam* expenses are under budget at 4.21%, which is driven by the timing of the bar exams. These direct expenses will pick up over the course of the year and we expect them to approach budget.
- *Washington Leadership Institute* expense of \$60,000 has been paid in full. No further payment is expected for the year.
- *Communication Strategies* expense is under budget at 16.62%; however, 60% of the \$104,800 direct expense budget is for the annual awards dinner, which will take place toward the end of the fiscal year.
- *Human Resources direct expenses* are under budget at 14.74% mainly due to timing and need for spending for items such as staff training, consulting services, and recruiting and advertising.

- *Legislative Committee* expense is higher than budget at 79.09%; however, the majority of Committee activity occurs between October and December, ahead of the legislative session. It is unlikely that there will be additional expenses for the rest of the fiscal year.
- *Public Service* expenses are lower than budget at .31%; however, the majority of expenses is related to the Moderate Means Program funding to the three law schools in Washington. Those payments will likely be made in January and February.

Continuing Legal Education (CLE)

Total CLE revenue of \$777,378 came in above budget at 38.12%. Historically, Q1 is a strong revenue quarter for CLE as members are fulfilling their annual CLE obligation. Seminar registration revenue is at 28.07% and product revenue came in at 52.04 % driven by online MP3 and video sales. Overall Deskbook revenue is under budget at 18.97%, mainly due to lower Casemaker Royalty payments received as of December. Deskbook Sales and Section Publication Sales are higher than budget at 25.76% and 37.50% respectively.

CLE Indirect expenses are slightly over budget at 25.71%. CLE Direct expenses are below budget at 13.98%. It is early in the year, and direct expenses are lower than budget because programming costs have yet to be incurred. Deskbook Direct Expenses are higher than budget at 29.30%, because they are predominately tied to deskbook sales.

Client Protection Fund (CPF)

CPF revenues are slightly higher than budget at 36.16% collected. We expect to see the majority of revenues come in over January and February with annual licensing payments. Based on the known fees collected so far, it is likely that the CPF assessment revenue will come in on budget at the end of the year. Currently, total CPF direct expenses are below budget at 10.18% due to the time of payments of gifts to injured clients, which are typically paid at the end of the fiscal year. Indirect expenses are slightly under budget at 22.96%, and are expected to trend to budget throughout the year.

WASHINGTON STATE
B A R A S S O C I A T I O N

Financial Reports

(Unaudited)

Year to Date December 31, 2018

Prepared by Tiffany Lynch, Associate Director for Finance

Submitted by

Ann Holmes, Chief Operations Officer

January 25, 2019

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associate Director for Finance

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through December 31, 2018

Date: January 23, 2019

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	25.00%	24.93%/25.65% ²	\$8,417/\$75,012 ² (Under/Over budget)	25.21%	Slightly higher due to timing of expenses, expected to be on budget
Benefits	25.00%	24.67%	\$14,157 (Under budget)	25.59%	Expected to be on budget
Other Indirect Expenses	25.00%	26.79%	\$62,192 (Over budget)	23.25%	Slightly higher due to timing of expenses, expected to be on budget
Total Indirect Expenses	25.00%	25.64%	\$123,048 (Over budget)	24.93%	Expected to be on budget

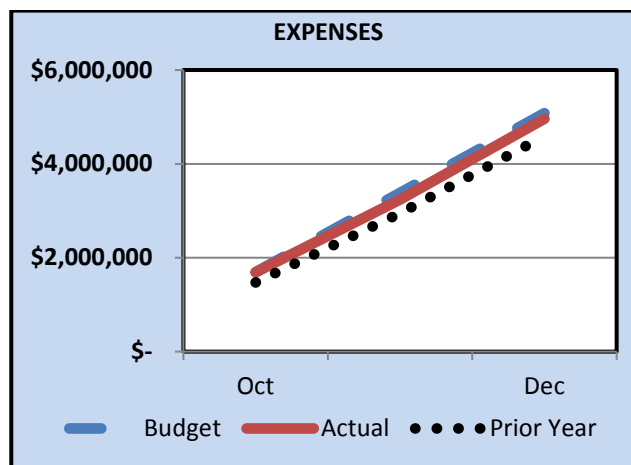
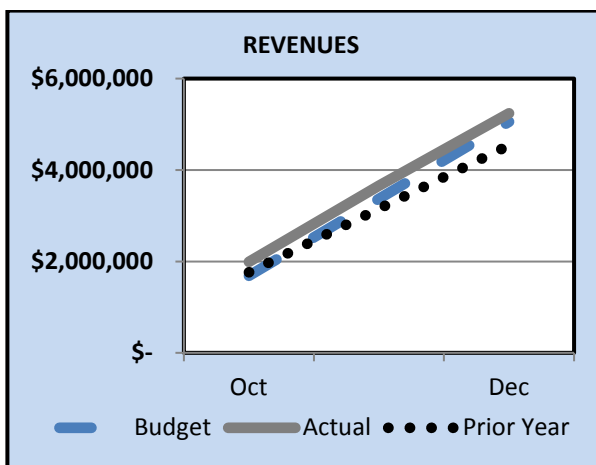
General Fund Revenues	25.00%	25.91%	\$184,837 (Over budget)	24.00%	Expected to be on budget
General Fund Direct Expenses	25.00%	15.67%	\$235,640 (Under budget)	14.09%	Expected to be on or slightly under budget

CLE Revenue	25.00%	38.12%	\$267,503 (Over budget)	24.00%	Expected to be on budget
CLE Direct Expenses	25.00%	16.28%	\$40,392 (Under budget)	14.09%	Expected to be on budget
CLE Indirect Expenses	25.00%	25.71%	\$9,704 (Over budget)	24.00%	Expected to be on budget

¹ Dollar difference is calculated based on pro-rated budget figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of November 30, 2018 (2 months into the fiscal year).

² The first figure represents salaries expense for regular employees. The second figure represents salaries expense for regular and temporary staff with offsets from allowance for open positions and capital labor & overhead.

GENERAL FUND (Supports regulatory functions and most services to members and the public)



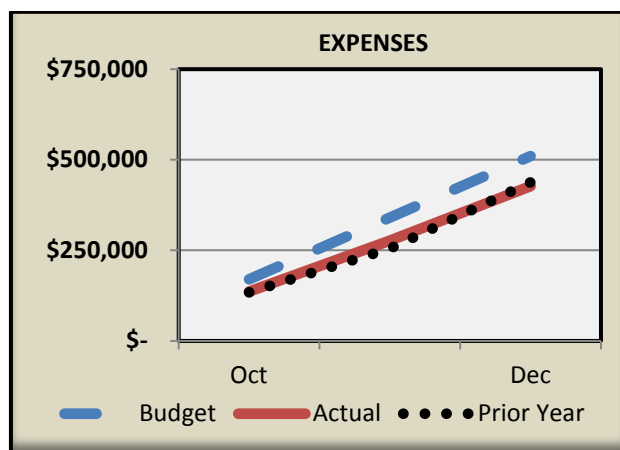
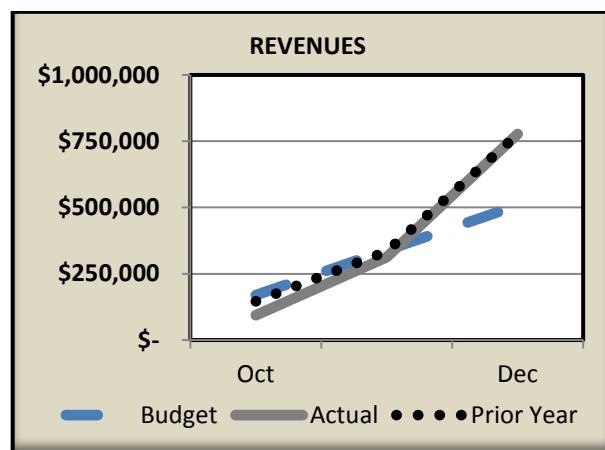
REVENUES: Revenues collected through December mainly consist of license fees, bar exam admissions, and MCLE fees. Overall revenue is on target at **25.91%**. License fees for Q1 are associated with the 2018 annual license fee of \$449 and the remaining three quarters will reflect the 2019 fee of \$453. We expect revenue to approximate budget for the year.

EXPENSES: Indirect expenses (salaries, benefits, overhead) are in line with budget at **25.66%**. Direct expenses are currently under budget at **15.67%** due to timing of activities required for spending.

PROJECTED NET RESULT: It is still early in the year to project net results, however at this point we expect the General Fund to come in on budget at year-end.

	<u>FY19 Budget</u>	<u>FY19 Actuals</u>	<u>Variance</u>
Revenues	\$5,055,581	\$5,240,418	\$184,837
Expenses	\$5,080,985	\$4,962,036	\$118,949
Profit/(Loss)	(\$25,404)	\$278,382	\$303,786

CLE FUND



REVENUES: Actual revenue is higher than budget at **38.12%** due to higher seminar registrations and CLE product sales during Q1. This is consistent with historical CLE revenue collections as members typically look to complete their MCLE requirements for reporting by the end of the calendar year.

EXPENSES: Indirect expenses are on budget at **25.71%**. Direct expenses are lower than budget at **16.28%** however it is early in the year so most of the program costs have not been incurred.

PROJECTED NET RESULT: It is still early in the year to project net results, however at this point we expect the CLE Fund to come in on budget at year-end.

	<u>FY19 Budget</u>	<u>FY19 Actuals</u>	<u>Variance</u>
Revenues	\$508,059	\$777,378	\$269,319
Expenses	\$510,084	\$427,128	\$85,956
Profit/(Loss)	(\$2,025)	\$350,250	\$352,275

CLIENT PROTECTION FUND

REVENUES: Actual revenues are slightly higher than budget at **36.16%** due to a higher number of member assessments and greater interest income. We expect to see the majority of revenue for member assessment come in during January and February.

EXPENSES: Actual expenses are under budget at **13.32%** due to timing of payments for gifts to injured clients which typically occur at the end of the fiscal year.

PROJECTED NET RESULT: Although it is early in the year to project year-end results, we expect the CPF fund to come in on budget.

SECTIONS OPERATIONS

REVENUES: Actual revenues are under budget at **4.18%** however the majority of revenue from section dues will likely come in during January and February.

EXPENSES: Actual expenses are under budget at **6.47%** due to the timing of activities required for spending and the WSBA Per-Member Charge which will increase consistent with dues collections.

PROJECTED NET RESULT: Although it is early in the year to project year-end results, we expect the Sections fund to come in on budget.

Washington State Bar Association Financial Summary
Year to Date as of December 31, 2018 25% of Year
Compared to Fiscal Year 2019 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice	-	7,500	69,438	271,867	3,617	62,957	73,054	334,824	(73,054)	(327,324)
Administration	32,966	100,000	289,577	1,138,769	(2,099)	4,885	287,478	1,143,654	(254,512)	(1,043,654)
Admissions/Bar Exam	412,545	1,327,400	213,677	841,048	17,558	416,931	231,235	1,257,979	181,310	69,421
Board of Governors	-	-	135,232	530,178	83,434	304,531	218,666	834,709	(218,666)	(834,709)
Communications Strategies	860	50,750	148,569	550,782	17,413	104,800	165,982	655,582	(165,122)	(604,832)
Conference & Broadcast Services	-	-	197,952	780,393	1,418	3,500	199,370	783,893	(199,370)	(783,893)
Discipline	18,188	96,200	1,435,632	5,664,008	38,742	220,267	1,474,373	5,884,275	(1,456,185)	(5,788,075)
Diversity	138,865	120,374	137,871	544,641	4,141	21,550	142,012	566,191	(3,147)	(445,817)
Foundation	-	-	38,867	150,663	573	14,200	39,440	164,863	(39,440)	(164,863)
Human Resources	-	-	99,945	204,958	-	-	99,945	204,958	(99,945)	(204,958)
Law Clerk Program	38,449	166,000	36,326	142,665	843	11,350	37,169	154,015	1,280	11,985
Legislative	-	-	34,665	135,416	3,863	18,650	38,529	154,066	(38,529)	(154,066)
Licensing and Membership Records	94,943	304,350	160,833	636,327	11,467	45,812	172,300	682,139	(77,357)	(377,789)
Licensing Fees	3,911,520	15,958,200	-	-	-	-	-	-	3,911,520	15,958,200
Limited License Legal Technician	-	-	56,092	215,591	6,035	25,600	62,127	241,191	(62,127)	(241,191)
Limited Practice Officers	-	-	41,484	168,653	753	3,000	42,237	156,182	(42,237)	(171,653)
Mandatory CLE	318,971	1,050,000	169,817	620,981	62,279	252,448	232,096	873,429	86,875	176,571
Member Assistance Program	2,267	10,000	36,060	141,224	0	1,275	36,060	142,499	(33,793)	(132,499)
Member Benefits	10,045	17,000.00	22,769	92,611	35,801	185,096	58,570	277,707	(48,525)	(260,707)
Member Services & Engagement	56,838	141,200.00	121,822	505,614	4,570	56,065	126,391	561,679	(69,553)	(420,479)
NW Lawyer	62,089	461,350	73,589	302,818	67,725	355,635	141,313	658,453	(79,224)	(197,103)
Office of General Counsel	330	-	211,315	928,680	748	13,076	212,063	941,756	(211,733)	(941,756)
OGC-Disciplinary Board	-	-	43,548	187,073	17,912	103,500	61,459	290,573	(61,459)	(290,573)
Outreach and Engagement	-	-	94,827	371,046	2,913	30,852	97,740	401,898	(97,740)	(401,898)
Practice of Law Board	-	-	11,779	74,063	2,628	16,000	14,407	90,063	(14,407)	(90,063)
Professional Responsibility Program	-	-	66,082	258,870	1,935	6,700	68,018	265,570	(68,018)	(265,570)
Public Service Programs	138,805	112,000	31,085	142,504	801	232,415	31,887	374,919	106,918	(262,919)
Publication and Design Services	-	-	40,176	141,602	4,100	5,263	44,276	146,865	(44,276)	(146,865)
Sections Administration	2,738	300,000	129,568	515,018	6,603	9,297	136,171	524,315	(133,433)	(224,315)
Technology	-	-	417,495	1,540,222	-	-	417,495	1,540,222	(417,495)	(1,540,222)
Subtotal General Fund	5,240,418	20,222,324	4,566,091	17,798,285	395,774	2,525,655	4,961,864	20,323,940	278,554	(101,616)
Expenses using reserve funds	-	-	-	-	-	-	4,961,864	-	-	-
Total General Fund - Net Result from Operations									278,554	(101,616)
Percentage of Budget	25.91%		25.65%		15.67%		24.41%			
CLE-Seminars and Products	747,022	1,879,500	295,614	1,150,797	55,068	393,776	350,682	1,544,573	396,340	334,927
CLE - Deskbooks	30,356	160,000	56,286	217,303	20,332	69,390	76,618	286,693	(46,263)	(126,693)
Total CLE	777,378	2,039,500	351,900	1,368,100	75,400	463,166	427,300	1,831,266	350,078	208,234
Percentage of Budget	38.12%		25.72%		16.28%		23.33%			
Total All Sections	22,718	544,140	-	-	54,376	841,025	54,376	841,025	(31,658)	(296,885)
Client Protection Fund-Restricted	358,860	992,500	37,706	164,210	51,314	504,000	89,020	668,210	269,840	324,290
Management of Western States Bar Conference (No WSBA Funds)	200	68,200	-	-	909	62,800	909	62,800	(709)	5,400
Totals	6,399,573	23,866,664	4,955,697	19,330,595	577,772	4,396,646	5,533,469	23,727,241	866,104	139,423
Percentage of Budget	26.81%		25.64%		13.14%		23.32%			

Summary of Fund Balances:	Fund Balances Sept. 30, 2018	2019 Budgeted Fund Balances	Fund Balances Year to date
Restricted Funds:			
Client Protection Fund	3,227,988	3,552,278	3,497,828
Western States Bar Conference	8,340	13,740	7,630.96
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	604,125	812,359	954,203
Section Funds	1,160,343	863,458	1,128,685
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	450,000	450,000	450,000
Unrestricted Funds (General Fund):			
Unrestricted General Fund	1,845,858	1,744,242	2,124,412
Total General Fund Balance	3,795,858	3,694,242	4,074,412
Net Change in general Fund Balance		(101,616)	278,554
Total Fund Balance	8,796,654	8,936,077	9,662,758
Net Change in Fund Balance		139,423	866,104

Washington State Bar Association

Statement of Activities

For the Period from December 1, 2018 to December 31, 2018

25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	15,778,000.00	1,301,048.22	3,882,498.68	11,895,501.32	24.61%
LLLT LICENSE FEES	5,800.00	676.00	2,049.45	3,750.55	35.34%
LPO LICENSE FEES	174,400.00	9,034.40	26,972.04	147,427.96	15.47%
TOTAL REVENUE:	15,958,200.00	1,310,758.62	3,911,520.17	12,046,679.83	24.51%

Washington State Bar Association

Statement of Activities

For the Period from December 1, 2018 to December 31, 2018

25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE					
REVENUE:					
CONFERENCES & INSTITUTES	7,500.00	-	-	7,500.00	0%
TOTAL REVENUE:	7,500.00	-	-	7,500.00	0%
DIRECT EXPENSES:					
PRO BONO & LEGAL AID COMMITTEE	-	(78.81)	-	-	
ATJ BOARD RETREAT	2,000.00	-	-	2,000.00	0.00%
LEADERSHIP TRAINING	2,000.00	-	-	2,000.00	0.00%
ATJ BOARD EXPENSE	24,000.00	1,040.83	2,876.88	21,123.12	11.99%
STAFF TRAVEL/PARKING	3,500.00	82.40	126.92	3,373.08	3.63%
STAFF MEMBERSHIP DUES	120.00	100.00	100.00	20.00	83.33%
PUBLIC DEFENSE	7,000.00	197.46	512.97	6,487.03	7.33%
CONFERENCE/INSTITUTE EXPENSE	14,837.00	-	-	14,837.00	0.00%
RECEPTION/FORUM EXPENSE	9,500.00	-	-	9,500.00	0.00%
TOTAL DIRECT EXPENSES:	62,957.00	1,341.88	3,616.77	59,340.23	5.74%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.10 FTE)	160,817.00	14,055.27	40,915.67	119,901.33	25.44%
BENEFITS EXPENSE	59,156.00	5,779.00	14,634.50	44,521.50	24.74%
OTHER INDIRECT EXPENSE	51,894.00	4,048.93	13,887.47	38,006.53	26.76%
TOTAL INDIRECT EXPENSES:	271,867.00	23,883.20	69,437.64	202,429.36	25.54%
TOTAL ALL EXPENSES:	334,824.00	25,225.08	73,054.41	261,769.59	21.82%
NET INCOME (LOSS):	(327,324.00)	(25,225.08)	(73,054.41)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	70,000.00	11,501.50	23,367.34	46,632.66	33.38%
GAIN/LOSS ON INVESTMENTS	30,000.00	15,338.04	8,153.51	21,846.49	27.18%
MISCELLANEOUS	-	1,445.25	1,445.25	(1,445.25)	
TOTAL REVENUE:	100,000.00	28,284.79	32,966.10	67,033.90	32.97%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	-	(515.44)	(5,775.39)	5,775.39	
STAFF TRAVEL/PARKING	4,200.00	350.00	1,050.00	3,150.00	25.00%
STAFF MEMBERSHIP DUES	685.00	-	294.17	390.83	42.94%
MISCELLANEOUS	-	2,332.20	2,332.20	(2,332.20)	
TOTAL DIRECT EXPENSES:	4,885.00	2,166.76	(2,099.02)	6,984.02	-42.97%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.97 FTE)	700,100.00	62,707.74	176,718.25	523,381.75	25.24%
BENEFITS EXPENSE	241,718.00	23,898.14	60,105.17	181,612.83	24.87%
OTHER INDIRECT EXPENSE	196,951.00	15,380.58	52,753.88	144,197.12	26.79%
TOTAL INDIRECT EXPENSES:	1,138,769.00	101,986.46	289,577.30	849,191.70	25.43%
TOTAL ALL EXPENSES:	1,143,654.00	104,153.22	287,478.28	856,175.72	25.14%
NET INCOME (LOSS):	(1,043,654.00)	(75,868.43)	(254,512.18)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS					
REVENUE:					
EXAM SOFT REVENUE	35,000.00	-	-	35,000.00	0.00%
BAR EXAM FEES	1,200,000.00	31,425.00	387,875.00	812,125.00	32.32%
SPECIAL ADMISSIONS	60,000.00	3,685.00	8,610.00	51,390.00	14.35%
LLLT EXAM FEES	7,500.00	-	1,810.00	5,690.00	24.13%
LLLT WAIVER FEES	900.00	-	150.00	750.00	16.67%
LPO EXAMINATION FEES	24,000.00	300.00	14,100.00	9,900.00	58.75%
TOTAL REVENUE:	1,327,400.00	35,410.00	412,545.00	914,855.00	31.08%
DIRECT EXPENSES:					
DEPRECIATION	17,776.00	-	-	17,776.00	0.00%
POSTAGE	4,000.00	102.82	797.05	3,202.95	19.93%
STAFF TRAVEL/PARKING	13,000.00	350.00	1,050.00	11,950.00	8.08%
STAFF MEMBERSHIP DUES	400.00	-	-	400.00	0.00%
SUPPLIES	2,500.00	-	-	2,500.00	0.00%
FACILITY, PARKING, FOOD	70,000.00	-	5,750.00	64,250.00	8.21%
EXAMINER FEES	35,000.00	-	-	35,000.00	0.00%
UBE EXMINATIONS	130,000.00	-	-	130,000.00	0.00%
BOARD OF BAR EXAMINERS	25,000.00	(283.62)	-	25,000.00	0.00%
BAR EXAM PROCTORS	31,000.00	-	-	31,000.00	0.00%
CHARACTER & FITNESS BOARD	20,000.00	1,508.83	5,311.62	14,688.38	26.56%
DISABILITY ACCOMMODATIONS	20,000.00	-	-	20,000.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	900.00	-	-	900.00	0.00%
LAW SCHOOL VISITS	1,000.00	-	615.12	384.88	61.51%
EXAM WRITING	28,355.00	-	-	28,355.00	0.00%
COURT REPORTERS	18,000.00	1,953.40	4,034.10	13,965.90	22.41%
TOTAL DIRECT EXPENSES:	416,931.00	3,631.43	17,557.89	399,373.11	4.21%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.30 FTE)	496,503.00	43,017.82	125,182.62	371,320.38	25.21%
BENEFITS EXPENSE	188,862.00	18,377.84	46,738.77	142,123.23	24.75%
OTHER INDIRECT EXPENSE	155,683.00	12,174.00	41,755.68	113,927.32	26.82%
TOTAL INDIRECT EXPENSES:	841,048.00	73,569.66	213,677.07	627,370.93	25.41%
TOTAL ALL EXPENSES:	1,257,979.00	77,201.09	231,234.96	1,026,744.04	18.38%
NET INCOME (LOSS):	69,421.00	(41,791.09)	181,310.04		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	5,400.00	450.00	1,350.00	4,050.00	25.00%
STAFF MEMBERSHIP DUES	2,131.00	-	400.00	1,731.00	18.77%
TELEPHONE	1,000.00	-	149.95	850.05	15.00%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	-	60,000.00	-	100.00%
BOG MEETINGS	117,000.00	2,113.64	5,599.20	111,400.80	4.79%
BOG COMMITTEES' EXPENSES	30,000.00	2,284.16	6,365.68	23,634.32	21.22%
BOG CONFERENCE ATTENDANCE	49,000.00	945.60	2,418.10	46,581.90	4.93%
BOG TRAVEL & OUTREACH	35,000.00	3,450.03	6,202.36	28,797.64	17.72%
ED TRAVEL & OUTREACH	5,000.00	94.12	948.50	4,051.50	18.97%
TOTAL DIRECT EXPENSES:	304,531.00	9,337.55	83,433.79	221,097.21	27.40%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	361,878.00	30,091.85	91,966.83	269,911.17	25.41%
BENEFITS EXPENSE	107,757.00	11,028.17	27,047.63	80,709.37	25.10%
OTHER INDIRECT EXPENSE	60,543.00	4,728.30	16,217.62	44,325.38	26.79%
TOTAL INDIRECT EXPENSES:	530,178.00	45,848.32	135,232.08	394,945.92	25.51%
TOTAL ALL EXPENSES:	834,709.00	55,185.87	218,665.87	616,043.13	26.20%
NET INCOME (LOSS):	(834,709.00)	(55,185.87)	(218,665.87)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATION STRATEGIES					
REVENUE:					
APEX LUNCH/DINNER	50,000.00	-	-	50,000.00	0.00%
50 YEAR MEMBER TRIBUTE LUNCH	750.00	-	300.00	450.00	40.00%
WSBA LOGO MERCHANDISE SALES	-	-	560.00	(560.00)	
TOTAL REVENUE:	50,750.00	-	860.00	49,890.00	1.69%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,700.00	350.00	1,050.00	3,650.00	22.34%
STAFF MEMBERSHIP DUES	1,000.00	135.00	430.00	570.00	43.00%
SUBSCRIPTIONS	10,050.00	36.31	137.39	9,912.61	1.37%
DIGITAL/ONLINE DEVELOPMENT	1,450.00	-	10.00	1,440.00	0.69%
APEX DINNER	63,000.00	-	-	63,000.00	0.00%
50 YEAR MEMBER TRIBUTE LUNCH	8,000.00	584.85	8,458.95	(458.95)	105.74%
COMMUNICATIONS OUTREACH	15,000.00	3,205.08	6,882.46	8,117.54	45.88%
SPEAKERS & PROGRAM DEVELOP	1,600.00	-	-	1,600.00	0.00%
EQUIPMENT, HARDWARE & SOFTWARE	-	-	384.25	(384.25)	
TELEPHONE	-	26.68	53.36	(53.36)	
CONFERENCE CALLS	-	-	6.91	(6.91)	
TOTAL DIRECT EXPENSES:	104,800.00	4,337.92	17,413.32	87,386.68	16.62%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.62 FTE)	312,393.00	32,005.25	87,323.52	225,069.48	27.95%
BENEFITS EXPENSE	124,221.00	11,992.98	30,674.44	93,546.56	24.69%
OTHER INDIRECT EXPENSE	114,168.00	8,913.13	30,571.15	83,596.85	26.78%
TOTAL INDIRECT EXPENSES:	550,782.00	52,911.36	148,569.11	402,212.89	26.97%
TOTAL ALL EXPENSES:	655,582.00	57,249.28	165,982.43	489,599.57	25.32%
NET INCOME (LOSS):	(604,832.00)	(57,249.28)	(165,122.43)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONFERENCE & BROADCAST SERVICES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
TRANSLATION SERVICES	3,500.00	505.60	1,418.05	2,081.95	40.52%
TOTAL DIRECT EXPENSES:	3,500.00	505.60	1,418.05	2,081.95	40.52%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.15 FTE)	429,625.00	41,044.57	109,281.78	320,343.22	25.44%
BENEFITS EXPENSE	174,080.00	15,897.12	41,322.28	132,757.72	23.74%
OTHER INDIRECT EXPENSE	176,688.00	13,804.43	47,347.93	129,340.07	26.80%
TOTAL INDIRECT EXPENSES:	780,393.00	70,746.12	197,951.99	582,441.01	25.37%
TOTAL ALL EXPENSES:	783,893.00	71,251.72	199,370.04	584,522.96	25.43%
NET INCOME (LOSS):	(783,893.00)	(71,251.72)	(199,370.04)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	3,200.00	106.25	340.00	2,860.00	10.63%
RECOVERY OF DISCIPLINE COSTS	80,000.00	5,095.00	14,131.22	65,868.78	17.66%
DISCIPLINE HISTORY SUMMARY	13,000.00	1,175.84	3,717.01	9,282.99	28.59%
TOTAL REVENUE:	96,200.00	6,377.09	18,188.23	78,011.77	18.91%
DIRECT EXPENSES:					
DEPRECIATION-SOFTWARE	7,123.00	859.00	2,576.00	4,547.00	36.16%
PUBLICATIONS PRODUCTION	444.00	-	211.25	232.75	47.58%
STAFF TRAVEL/PARKING	35,000.00	2,013.89	6,522.25	28,477.75	18.64%
STAFF MEMBERSHIP DUES	3,900.00	-	1,425.00	2,475.00	36.54%
TELEPHONE	2,300.00	186.46	558.84	1,741.16	24.30%
COURT REPORTERS	55,000.00	1,882.80	5,414.43	49,585.57	9.84%
OUTSIDE COUNSEL/AIC	2,000.00	-	-	2,000.00	0.00%
LITIGATION EXPENSES	25,000.00	1,731.95	5,129.71	19,870.29	20.52%
DISABILITY EXPENSES	7,500.00	-	2,500.00	5,000.00	33.33%
ONLINE LEGAL RESEARCH	68,000.00	5,583.92	11,273.63	56,726.37	16.58%
LAW LIBRARY	12,500.00	2,430.28	2,878.39	9,621.61	23.03%
TRANSLATION SERVICES	1,500.00	247.89	247.89	1,252.11	16.53%
CONFERENCE CALLS	-	-	4.16	(4.16)	
TOTAL DIRECT EXPENSES:	220,267.00	14,936.19	38,741.55	181,525.45	17.59%
INDIRECT EXPENSES:					
SALARY EXPENSE (36.88 FTE)	3,556,329.00	307,299.92	893,282.65	2,663,046.35	25.12%
BENEFITS EXPENSE	1,196,316.00	119,254.32	298,246.21	898,069.79	24.93%
OTHER INDIRECT EXPENSE	911,363.00	71,169.01	244,103.03	667,259.97	26.78%
TOTAL INDIRECT EXPENSES:	5,664,008.00	497,723.25	1,435,631.89	4,228,376.11	25.35%
TOTAL ALL EXPENSES:	5,884,275.00	512,659.44	1,474,373.44	4,409,901.56	25.06%
NET INCOME (LOSS):	(5,788,075.00)	(506,282.35)	(1,456,185.21)		

Washington State Bar Association
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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS	110,000.00	-	137,500.00	(27,500.00)	125.00%
WORK STUDY GRANTS	10,374.00	682.50	1,365.00	9,009.00	13.16%
TOTAL REVENUE:	120,374.00	682.50	138,865.00	(18,491.00)	115.36%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	6,000.00	36.56	992.30	5,007.70	16.54%
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
COMMITTEE FOR DIVERSITY	5,000.00	89.28	1,144.27	3,855.73	22.89%
DIVERSITY EVENTS & PROJECTS	10,000.00	-	2,004.42	7,995.58	20.04%
INTERNAL DIVERSITY OUTREACH	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSE:	21,550.00	125.84	4,140.99	17,409.01	19.22%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.05 FTE)	328,835.00	28,609.47	82,297.69	246,537.31	25.03%
BENEFITS EXPENSE	115,724.00	11,364.77	28,730.25	86,993.75	24.83%
OTHER INDIRECT EXPENSE	100,082.00	7,826.16	26,842.98	73,239.02	26.82%
TOTAL INDIRECT EXPENSES:	544,641.00	47,800.40	137,870.92	406,770.08	25.31%
TOTAL ALL EXPENSES:	566,191.00	47,926.24	142,011.91	424,179.09	25.08%
NET INCOME (LOSS):	(445,817.00)	(47,243.74)	(3,146.91)		

Washington State Bar Association
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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	3,000.00	-	-	3,000.00	0.00%
PRINTING & COPYING	800.00	-	494.90	305.10	61.86%
STAFF TRAVEL/PARKING	1,400.00	11.99	11.99	1,388.01	0.86%
SUPPLIES	500.00	-	-	500.00	0.00%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
BOARD OF TRUSTEES	3,000.00	66.29	66.29	2,933.71	2.21%
POSTAGE	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	14,200.00	78.28	573.18	13,626.82	4.04%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.15 FTE)	89,538.00	7,862.32	23,130.10	66,407.90	25.83%
BENEFITS EXPENSE	32,707.00	3,199.62	8,093.66	24,613.34	24.75%
OTHER INDIRECT EXPENSE	28,418.00	2,228.26	7,642.75	20,775.25	26.89%
TOTAL INDIRECT EXPENSES:	150,663.00	13,290.20	38,866.51	111,796.49	25.80%
TOTAL ALL EXPENSES:	164,863.00	13,368.48	39,439.69	125,423.31	23.92%
NET INCOME (LOSS):	(164,863.00)	(13,368.48)	(39,439.69)		

Washington State Bar Association

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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	150.00	-	220.00	(70.00)	146.67%
STAFF MEMBERSHIP DUES	1,250.00	219.00	438.00	812.00	35.04%
SUBSCRIPTIONS	2,100.00	-	154.80	1,945.20	7.37%
STAFF TRAINING- GENERAL	30,000.00	804.71	1,808.71	28,191.29	6.03%
RECRUITING AND ADVERTISING	7,000.00	1,022.03	1,396.49	5,603.51	19.95%
PAYROLL PROCESSING	49,000.00	3,462.56	10,529.42	38,470.58	21.49%
SALARY SURVEYS	2,900.00	545.00	545.00	2,355.00	18.79%
CONSULTING SERVICES	10,000.00	-	-	10,000.00	0.00%
TRANSFER TO INDIRECT EXPENSE	(102,400.00)	(6,053.30)	(15,092.42)	(87,307.58)	14.74%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	260,398.00	21,340.39	62,765.98	197,632.02	24.10%
ALLOWANCE FOR OPEN POSITIONS	(200,000.00)	-	-	(200,000.00)	0.00%
BENEFITS EXPENSE	84,017.00	8,411.72	20,961.75	63,055.25	24.95%
OTHER INDIRECT EXPENSE	60,543.00	4,728.28	16,217.59	44,325.41	26.79%
TOTAL INDIRECT EXPENSES:	<u>204,958.00</u>	<u>34,480.39</u>	<u>99,945.32</u>	<u>105,012.68</u>	<u>48.76%</u>
TOTAL ALL EXPENSES:	<u>204,958.00</u>	<u>34,480.39</u>	<u>99,945.32</u>	<u>105,012.68</u>	<u>48.76%</u>
NET INCOME (LOSS):	<u>(204,958.00)</u>	<u>(34,480.39)</u>	<u>(99,945.32)</u>		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	162,000.00	35,224.00	37,849.00	124,151.00	23.36%
LAW CLERK APPLICATION FEES	4,000.00	200.00	600.00	3,400.00	15.00%
TOTAL REVENUE:	166,000.00	35,424.00	38,449.00	127,551.00	23.16%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	-	250.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	6,000.00	424.48	842.81	5,157.19	14.05%
LAW CLERK OUTREACH	5,000.00	-	-	5,000.00	0.00%
TOTAL DIRECT EXPENSES:	11,350.00	424.48	842.81	10,507.19	7.43%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.10 FTE)	84,449.00	7,341.72	21,367.68	63,081.32	25.30%
BENEFITS EXPENSE	31,033.00	3,034.23	7,688.41	23,344.59	24.77%
OTHER INDIRECT EXPENSE	27,183.00	2,119.57	7,269.96	19,913.04	26.74%
TOTAL INDIRECT EXPENSES:	142,665.00	12,495.52	36,326.05	106,338.95	25.46%
TOTAL ALL EXPENSES:	154,015.00	12,920.00	37,168.86	116,846.14	24.13%
NET INCOME (LOSS):	11,985.00	22,504.00	1,280.14		

Washington State Bar Association

Statement of Activities

For the Period from December 1, 2018 to December 31, 2018

25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,550.00	-	(95.61)	4,645.61	-2.10%
STAFF MEMBERSHIP DUES	450.00	-	-	450.00	0.00%
SUBSCRIPTIONS	2,000.00	1,981.80	1,981.80	18.20	99.09%
TELEPHONE	400.00	-	-	400.00	0.00%
OLYMPIA RENT	2,500.00	-	-	2,500.00	0.00%
CONTRACT LOBBYIST	5,000.00	-	-	5,000.00	0.00%
LOBBYIST CONTACT COSTS	1,000.00	-	-	1,000.00	0.00%
LEGISLATIVE COMMITTEE	2,500.00	718.94	1,977.30	522.70	79.09%
BOG LEGISLATIVE COMMITTEE	250.00	-	-	250.00	0.00%
TOTAL DIRECT EXPENSES:	18,650.00	2,700.74	3,863.49	14,786.51	20.72%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.10 FTE)	80,340.00	7,020.61	20,432.13	59,907.87	25.43%
BENEFITS EXPENSE	27,893.00	2,775.14	6,963.28	20,929.72	24.96%
OTHER INDIRECT EXPENSE	27,183.00	2,119.61	7,269.98	19,913.02	26.74%
TOTAL INDIRECT EXPENSES:	135,416.00	11,915.36	34,665.39	100,750.61	25.60%
TOTAL ALL EXPENSES:	154,066.00	14,616.10	38,528.88	115,537.12	25.01%
NET INCOME (LOSS):	(154,066.00)	(14,616.10)	(38,528.88)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	22,000.00	1,152.09	4,344.63	17,655.37	19.75%
RULE 9/LEGAL INTERN FEES	11,000.00	400.00	1,000.00	10,000.00	9.09%
INVESTIGATION FEES	22,000.00	2,900.00	7,400.00	14,600.00	33.64%
PRO HAC VICE	230,000.00	22,450.00	78,960.00	151,040.00	34.33%
MEMBER CONTACT INFORMATION	19,000.00	993.05	3,201.94	15,798.06	16.85%
PHOTO BAR CARD SALES	350.00	24.00	36.00	314.00	10.29%
TOTAL REVENUE:	304,350.00	27,919.14	94,942.57	209,407.43	31.20%
DIRECT EXPENSES:					
DEPRECIATION	13,812.00	1,151.00	3,452.00	10,360.00	24.99%
POSTAGE	29,000.00	(3,783.83)	5,635.72	23,364.28	19.43%
LICENSING FORMS	3,000.00	213.57	2,379.11	620.89	79.30%
TOTAL DIRECT EXPENSES:	45,812.00	(2,419.26)	11,466.83	34,345.17	25.03%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.35 FTE)	395,080.00	34,795.69	98,775.97	296,304.03	25.00%
BENEFITS EXPENSE	133,752.00	13,233.87	33,256.63	100,495.37	24.86%
OTHER INDIRECT EXPENSE	107,495.00	8,396.75	28,800.22	78,694.78	26.79%
TOTAL INDIRECT EXPENSES:	636,327.00	56,426.31	160,832.82	475,494.18	25.28%
TOTAL ALL EXPENSES:	682,139.00	54,007.05	172,299.65	509,839.35	25.26%
NET INCOME (LOSS):	(377,789.00)	(26,087.91)	(77,357.08)		

Washington State Bar Association
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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	600.00	22.00	82.33	517.67	13.72%
LLLT BOARD	17,000.00	1,495.99	3,750.49	13,249.51	22.06%
LLLT OUTREACH	8,000.00	650.00	2,201.97	5,798.03	27.52%
TOTAL DIRECT EXPENSES:	<u>25,600.00</u>	<u>2,167.99</u>	<u>6,034.79</u>	<u>19,565.21</u>	<u>23.57%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.55 FTE)	135,526.00	11,704.08	34,056.56	101,469.44	25.13%
BENEFITS EXPENSE	41,762.00	4,689.54	11,782.96	29,979.04	28.21%
OTHER INDIRECT EXPENSE	38,303.00	2,989.18	10,252.53	28,050.47	26.77%
TOTAL INDIRECT EXPENSES:	<u>215,591.00</u>	<u>19,382.80</u>	<u>56,092.05</u>	<u>159,498.95</u>	<u>26.02%</u>
TOTAL ALL EXPENSES:	<u>241,191.00</u>	<u>21,550.79</u>	<u>62,126.84</u>	<u>179,064.16</u>	<u>25.76%</u>
NET INCOME (LOSS):	<u><u>(241,191.00)</u></u>	<u><u>(21,550.79)</u></u>	<u><u>(62,126.84)</u></u>		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED PRACTICE OFFICERS					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
LPO BOARD	3,000.00	41.64	753.38	2,246.62	25.11%
TOTAL DIRECT EXPENSES:	3,000.00	41.64	753.38	2,246.62	25.11%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.17 FTE)	99,089.00	8,611.11	25,064.71	74,024.29	25.30%
BENEFITS EXPENSE	40,651.00	3,444.48	8,683.37	31,967.63	21.36%
OTHER INDIRECT EXPENSE	28,913.00	2,255.46	7,735.98	21,177.02	26.76%
TOTAL INDIRECT EXPENSES:	168,653.00	14,311.05	41,484.06	127,168.94	24.60%
TOTAL ALL EXPENSES:	171,653.00	14,352.69	42,237.44	129,415.56	24.61%
NET INCOME (LOSS):	(171,653.00)	(14,352.69)	(42,237.44)		

Washington State Bar Association

Statement of Activities

For the Period from December 1, 2018 to December 31, 2018

25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANDATORY CONTINUING LEGAL EDUCATION					
REVENUE:					
ACCREDITED PROGRAM FEES	540,000.00	45,050.00	166,750.00	373,250.00	30.88%
FORM 1 LATE FEES	150,000.00	21,165.00	63,890.00	86,110.00	42.59%
MEMBER LATE FEES	203,000.00	-	700.00	202,300.00	0.34%
ANNUAL ACCREDITED SPONSOR FEES	43,000.00	250.00	43,000.00	-	100.00%
ATTENDANCE LATE FEES	85,000.00	10,600.00	28,180.00	56,820.00	33.15%
COMITY CERTIFICATES	29,000.00	9,450.07	16,450.64	12,549.36	56.73%
TOTAL REVENUE:	1,050,000.00	86,515.07	318,970.64	731,029.36	30.38%
DIRECT EXPENSES:					
DEPRECIATION	249,948.00	20,674.00	62,023.00	187,925.00	24.81%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
MCLE BOARD	2,000.00	66.41	256.12	1,743.88	12.81%
TOTAL DIRECT EXPENSES:	252,448.00	20,740.41	62,279.12	190,168.88	24.67%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.90 FTE)	374,898.00	47,698.39	106,467.70	268,430.30	28.40%
BENEFITS EXPENSE	124,996.00	12,097.05	30,913.66	94,082.34	24.73%
OTHER INDIRECT EXPENSE	121,087.00	9,456.57	32,435.20	88,651.80	26.79%
TOTAL INDIRECT EXPENSES:	620,981.00	69,252.01	169,816.56	451,164.44	27.35%
TOTAL ALL EXPENSES:	873,429.00	89,992.42	232,095.68	641,333.32	26.57%
NET INCOME (LOSS):	176,571.00	(3,477.35)	86,874.96		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	10,000.00	750.00	2,266.80	7,733.20	22.67%
TOTAL REVENUE:	10,000.00	750.00	2,266.80	7,733.20	22.67%
DIRECT EXPENSES:					
PUBLICATIONS PRODUCTION	200.00	-	-	200.00	0.00%
STAFF MEMBERSHIP DUES	225.00	-	-	225.00	0.00%
PROF LIAB INSURANCE	850.00	-	-	850.00	0.00%
TOTAL DIRECT EXPENSES:	1,275.00	-	-	1,275.00	0.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.90 FTE)	84,582.00	7,424.00	21,632.30	62,949.70	25.58%
BENEFITS EXPENSE	34,402.00	3,304.28	8,462.44	25,939.56	24.60%
OTHER INDIRECT EXPENSE	22,240.00	1,739.15	5,965.11	16,274.89	26.82%
TOTAL INDIRECT EXPENSES:	141,224.00	12,467.43	36,059.85	105,164.15	25.53%
TOTAL ALL EXPENSES:	142,499.00	12,467.43	36,059.85	106,439.15	25.31%
NET INCOME (LOSS):	(132,499.00)	(11,717.43)	(33,793.05)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER SERVICES & ENGAGEMENT					
REVENUE:					
ROYALTIES	30,000.00	277.81	11,743.53	18,256.47	39.15%
NMP PRODUCT SALES	70,000.00	25,646.00	45,094.64	24,905.36	64.42%
SPONSORSHIPS	1,200.00	-	-	1,200.00	0.00%
SEMINAR REGISTRATIONS	30,000.00	-	-	30,000.00	0.00%
TRIAL ADVOCACY PROGRAM	10,000.00	-	-	10,000.00	0.00%
TOTAL REVENUE:	141,200.00	25,923.81	56,838.17	84,361.83	40.25%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,500.00	100.85	193.93	4,306.07	4.31%
SUBSCRIPTIONS	480.00	-	769.60	(289.60)	160.33%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
YLL SECTION PROGRAM	1,100.00	-	-	1,100.00	0.00%
WYLC CLE COMPS	1,000.00	-	-	1,000.00	0.00%
WYLC OUTREACH EVENTS	2,500.00	13.15	13.15	2,486.85	0.53%
WYL COMMITTEE	15,000.00	319.74	767.86	14,232.14	5.12%
OPEN SECTIONS NIGHT	4,400.00	-	-	4,400.00	0.00%
RURAL PLACEMENT PROGRAM	10,500.00	-	-	10,500.00	0.00%
TRIAL ADVOCACY EXPENSES	2,500.00	-	-	2,500.00	0.00%
RECEPTION/FORUM EXPENSE	4,000.00	1,204.78	1,204.78	2,795.22	30.12%
WYLC SCHOLARSHIPS/DONATIONS/GRANT	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	385.00	-	-	385.00	0.00%
LENDING LIBRARY	5,500.00	29.19	1,612.74	3,887.26	29.32%
NMP SPEAKERS & PROGRAM DEVELOPMENT	1,500.00	3.61	7.77	1,492.23	0.52%
TOTAL DIRECT EXPENSES:	56,065.00	1,671.32	4,569.83	51,495.17	8.15%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.98 FTE)	296,941.00	22,165.35	68,115.11	228,825.89	22.94%
BENEFITS EXPENSE	110,321.00	10,780.06	27,329.54	82,991.46	24.77%
OTHER INDIRECT EXPENSE	98,352.00	7,690.29	26,376.94	71,975.06	26.82%
TOTAL INDIRECT EXPENSES:	505,614.00	40,635.70	121,821.59	383,792.41	24.09%
TOTAL ALL EXPENSES:	561,679.00	42,307.02	126,391.42	435,287.58	22.50%
NET INCOME (LOSS):	(420,479.00)	(16,383.21)	(69,553.25)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBERSHIP BENEFITS					
REVENUE:					
SPONSORSHIPS	8,000.00	-	-	8,000.00	0.00%
INTERNET SALES	9,000.00	6,419.00	10,045.00	(1,045.00)	111.61%
TOTAL REVENUE:	17,000.00	6,419.00	10,045.00	6,955.00	59.09%
DIRECT EXPENSES:					
LEGAL LUNCHBOX COURSEBOOK PRODUCTION	500.00	-	-	500.00	0.00%
LEGAL LUNCHBOX SPEAKERS & PROGRAM	1,700.00	12.11	25.80	1,674.20	1.52%
WSBA CONNECTS	46,560.00	11,640.00	19,400.00	27,160.00	41.67%
CASEMAKER & FASTCASE	136,336.00	5,416.00	16,248.00	120,088.00	11.92%
CONFERENCE CALLS	-	-	127.69	(127.69)	
TOTAL DIRECT EXPENSES:	185,096.00	17,068.11	35,801.49	149,294.51	19.34%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.73 FTE)	54,366.00	4,293.13	12,890.57	41,475.43	23.71%
BENEFITS EXPENSE	20,206.00	1,988.16	5,031.52	15,174.48	24.90%
OTHER INDIRECT EXPENSE	18,039.00	1,413.09	4,846.71	13,192.29	26.87%
TOTAL INDIRECT EXPENSES:	92,611.00	7,694.38	22,768.80	69,842.20	24.59%
TOTAL ALL EXPENSES:	277,707.00	24,762.49	58,570.29	219,136.71	21.09%
NET INCOME (LOSS):	(260,707.00)	(18,343.49)	(48,525.29)		

Washington State Bar Association

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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	-	1,267.59	(1,267.59)	
DISPLAY ADVERTISING	297,500.00	-	-	297,500.00	0.00%
SUBSCRIPT/SINGLE ISSUES	350.00	(36.00)	36.00	314.00	10.29%
CLASSIFIED ADVERTISING	12,500.00	1,910.65	6,709.85	5,790.15	53.68%
GEN ANNOUNCEMENTS	17,500.00	-	-	17,500.00	0.00%
PROF ANNOUNCEMENTS	21,000.00	-	-	21,000.00	0.00%
JOB TARGET ADVERTISING	112,500.00	17,343.72	54,075.63	58,424.37	48.07%
TOTAL REVENUE:	461,350.00	19,218.37	62,089.07	399,260.93	13.46%
DIRECT EXPENSES:					
BAD DEBT EXPENSE	2,000.00	-	(1,950.00)	3,950.00	-97.50%
POSTAGE	89,000.00	-	10,235.96	78,764.04	11.50%
PRINTING, COPYING & MAILING	250,000.00	28,506.32	58,560.28	191,439.72	23.42%
DIGITAL/ONLINE DEVELOPMENT	10,200.00	-	700.00	9,500.00	6.86%
GRAPHICS/ARTWORK	3,500.00	-	-	3,500.00	0.00%
EDITORIAL ADVISORY COMMITTEE	800.00	42.01	178.27	621.73	22.28%
STAFF MEMBERSHIP DUES	135.00	-	-	135.00	0.00%
TOTAL DIRECT EXPENSES:	355,635.00	28,548.33	67,724.51	287,910.49	19.04%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.25 FTE)	177,211.00	14,037.72	46,469.46	130,741.54	26.22%
BENEFITS EXPENSE	70,006.00	5,044.27	12,206.67	57,799.33	17.44%
OTHER INDIRECT EXPENSE	55,601.00	4,347.87	14,912.76	40,688.24	26.82%
TOTAL INDIRECT EXPENSES:	302,818.00	23,429.86	73,588.89	229,229.11	24.30%
TOTAL ALL EXPENSES:	658,453.00	51,978.19	141,313.40	517,139.60	21.46%
NET INCOME (LOSS):	(197,103.00)	(32,759.82)	(79,224.33)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	-	330.00	(330.00)	
TOTAL REVENUE:	-	-	330.00	(330.00)	
DIRECT EXPENSES:					
DEPRECIATION	3,336.00	-	-	3,336.00	0.00%
STAFF TRAVEL/PARKING	3,240.00	-	-	3,240.00	0.00%
STAFF MEMBERSHIP DUES	1,500.00	-	200.00	1,300.00	13.33%
COURT RULES COMMITTEE	2,000.00	15.54	548.37	1,451.63	27.42%
DISCIPLINE ADVISORY ROUNDTABLE	500.00	-	-	500.00	0.00%
CUSTODIANSHIPS	2,500.00	-	-	2,500.00	0.00%
TOTAL DIRECT EXPENSES:	13,076.00	15.54	748.37	12,327.63	5.72%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.75 FTE)	588,978.00	45,807.21	124,140.91	464,837.09	21.08%
BENEFITS EXPENSE	197,610.00	19,616.02	49,052.98	148,557.02	24.82%
OTHER INDIRECT EXPENSE	142,092.00	11,114.22	38,120.73	103,971.27	26.83%
TOTAL INDIRECT EXPENSES:	928,680.00	76,537.45	211,314.62	717,365.38	22.75%
TOTAL ALL EXPENSES:	941,756.00	76,552.99	212,062.99	729,693.01	22.52%
NET INCOME (LOSS):	(941,756.00)	(76,552.99)	(211,732.99)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL - DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
DISCIPLINARY BOARD EXPENSES	10,000.00	485.48	1,368.98	8,631.02	13.69%
CHIEF HEARING OFFICER	33,000.00	2,500.00	7,500.00	25,500.00	22.73%
HEARING OFFICER EXPENSES	3,000.00	42.72	42.72	2,957.28	1.42%
HEARING OFFICER TRAINING	2,000.00	-	-	2,000.00	0.00%
OUTSIDE COUNSEL	55,000.00	3,000.00	9,000.00	46,000.00	16.36%
TOTAL DIRECT EXPENSES:	<u>103,500.00</u>	<u>6,028.20</u>	<u>17,911.70</u>	<u>85,588.30</u>	<u>17.31%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.45 FTE)	110,578.00	8,237.15	23,853.84	86,724.16	21.57%
BENEFITS EXPENSE	40,663.00	3,980.82	10,093.69	30,569.31	24.82%
OTHER INDIRECT EXPENSE	35,832.00	2,798.94	9,600.10	26,231.90	26.79%
TOTAL INDIRECT EXPENSES:	<u>187,073.00</u>	<u>15,016.91</u>	<u>43,547.63</u>	<u>143,525.37</u>	<u>23.28%</u>
TOTAL ALL EXPENSES:	<u>290,573.00</u>	<u>21,045.11</u>	<u>61,459.33</u>	<u>229,113.67</u>	<u>21.15%</u>
NET INCOME (LOSS):	<u><u>(290,573.00)</u></u>	<u><u>(21,045.11)</u></u>	<u><u>(61,459.33)</u></u>		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OUTREACH & ENGAGEMENT					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSE:					
STAFF TRAVEL/PARKING	1,400.00	-	-	1,400.00	0.00%
STAFF MEMBERSHIP DUES	1,152.00	-	-	1,152.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
ABA DELEGATES	4,500.00	-	-	4,500.00	0.00%
ANNUAL CHAIR MEETINGS	600.00	-	496.74	103.26	82.79%
JUDICIAL RECOMMENDATIONS COMMITTEE	4,500.00	652.55	1,976.10	2,523.90	43.91%
BOG ELECTIONS	6,500.00	-	-	6,500.00	0.00%
BAR OUTREACH	10,000.00	-	440.27	9,559.73	4.40%
PROFESSIONALISM	2,000.00	-	-	2,000.00	0.00%
TOTAL DIRECT EXPENSES:	30,852.00	652.55	2,913.11	27,938.89	9.44%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.73 FTE)	224,397.00	19,604.40	57,063.00	167,334.00	25.43%
BENEFITS EXPENSE	79,186.00	7,815.52	19,682.62	59,503.38	24.86%
OTHER INDIRECT EXPENSE	67,463.00	5,271.80	18,081.71	49,381.29	26.80%
TOTAL INDIRECT EXPENSES:	371,046.00	32,691.72	94,827.33	276,218.67	25.56%
TOTAL ALL EXPENSES:	401,898.00	33,344.27	97,740.44	304,157.56	24.32%
NET INCOME (LOSS):	(401,898.00)	(33,344.27)	(97,740.44)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
PRACTICE OF LAW BOARD	16,000.00	104.03	2,628.08	13,371.92	16.43%
TOTAL DIRECT EXPENSES:	<u>16,000.00</u>	<u>104.03</u>	<u>2,628.08</u>	<u>13,371.92</u>	<u>16.43%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (0.40 FTE)	50,676.00	2,001.18	5,598.13	45,077.87	11.05%
BENEFITS EXPENSE	13,502.00	1,471.14	3,570.99	9,931.01	26.45%
OTHER INDIRECT EXPENSE	<u>9,885.00</u>	<u>760.88</u>	<u>2,609.73</u>	<u>7,275.27</u>	<u>26.40%</u>
TOTAL INDIRECT EXPENSES:	<u>74,063.00</u>	<u>4,233.20</u>	<u>11,778.85</u>	<u>62,284.15</u>	<u>15.90%</u>
TOTAL ALL EXPENSES:	<u>90,063.00</u>	<u>4,337.23</u>	<u>14,406.93</u>	<u>75,656.07</u>	<u>16.00%</u>
NET INCOME (LOSS):	<u>(90,063.00)</u>	<u>(4,337.23)</u>	<u>(14,406.93)</u>		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	2,000.00	969.77	969.77	1,030.23	48.49%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
CPE COMMITTEE	4,200.00	109.35	965.36	3,234.64	22.98%
TOTAL DIRECT EXPENSES:	6,700.00	1,079.12	1,935.13	4,764.87	28.88%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.65 FTE)	160,192.00	14,020.21	40,806.47	119,385.53	25.47%
BENEFITS EXPENSE	57,904.00	5,692.95	14,371.06	43,532.94	24.82%
OTHER INDIRECT EXPENSE	40,774.00	3,179.37	10,904.92	29,869.08	26.74%
TOTAL INDIRECT EXPENSES:	258,870.00	22,892.53	66,082.45	192,787.55	25.53%
TOTAL ALL EXPENSES:	265,570.00	23,971.65	68,017.58	197,552.42	25.61%
NET INCOME (LOSS):	(265,570.00)	(23,971.65)	(68,017.58)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	110,000.00	-	137,500.00	(27,500.00)	125.00%
PSP PRODUCT SALES	2,000.00	1,069.00	1,305.00	695.00	65.25%
TOTAL REVENUE:	112,000.00	1,069.00	138,805.00	(26,805.00)	123.93%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	207,915.00	-	-	207,915.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	40.00	89.85	1,910.15	4.49%
PRO BONO & PUBLIC SERVICE COMMITTEE	2,000.00	237.80	549.16	1,450.84	27.46%
PUBLIC SERVICE EVENTS AND PROJECTS	20,500.00	(744.06)	162.27	20,337.73	0.79%
TOTAL DIRECT EXPENSES:	232,415.00	(466.26)	801.28	231,613.72	0.34%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.03 FTE)	87,057.00	6,369.71	16,844.07	70,212.93	19.35%
BENEFITS EXPENSE	29,994.00	2,943.74	7,437.24	22,556.76	24.80%
OTHER INDIRECT EXPENSE	25,453.00	1,983.74	6,803.98	18,649.02	26.73%
TOTAL INDIRECT EXPENSES:	142,504.00	11,297.19	31,085.29	111,418.71	21.81%
TOTAL ALL EXPENSES:	374,919.00	10,830.93	31,886.57	343,032.43	8.50%
NET INCOME (LOSS):	(262,919.00)	(9,761.93)	106,918.43		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLICATION & DESIGN SERVICES					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
SUBSCRIPTIONS	83.00	-	-	83.00	0.00%
IMAGE LIBRARY	4,680.00	-	4,100.00	580.00	87.61%
TOTAL DIRECT EXPENSES:	<u>5,263.00</u>	<u>-</u>	<u>4,100.00</u>	<u>1,163.00</u>	<u>77.90%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.22 FTE)	80,074.00	7,887.41	24,464.80	55,609.20	30.55%
BENEFITS EXPENSE	31,380.00	2,979.36	7,602.50	23,777.50	24.23%
OTHER INDIRECT EXPENSE	30,148.00	2,364.12	8,108.76	22,039.24	26.90%
TOTAL INDIRECT EXPENSES:	<u>141,602.00</u>	<u>13,230.89</u>	<u>40,176.06</u>	<u>101,425.94</u>	<u>28.37%</u>
TOTAL ALL EXPENSES:	<u>146,865.00</u>	<u>13,230.89</u>	<u>44,276.06</u>	<u>102,588.94</u>	<u>30.15%</u>
NET INCOME (LOSS):	<u><u>(146,865.00)</u></u>	<u><u>(13,230.89)</u></u>	<u><u>(44,276.06)</u></u>		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	300,000.00	843.75	2,737.50	297,262.50	0.91%
TOTAL REVENUE:	300,000.00	843.75	2,737.50	297,262.50	0.91%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,200.00	-	206.36	993.64	17.20%
SUBSCRIPTIONS	372.00	-	372.00	-	100.00%
CONFERENCE CALLS	300.00	-	78.70	221.30	26.23%
MISCELLANEOUS	300.00	-	-	300.00	0.00%
SECTION/COMMITTEE CHAIR MTGS	1,000.00	-	360.87	639.13	36.09%
DUES STATEMENTS	6,000.00	5,585.18	5,585.18	414.82	93.09%
STAFF MEMBERSHIP DUES	125.00	-	-	125.00	0.00%
TOTAL DIRECT EXPENSES:	9,297.00	5,585.18	6,603.11	2,693.89	71.02%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.25 FTE)	297,955.00	26,981.38	73,706.58	224,248.42	24.74%
BENEFITS EXPENSE	112,039.00	10,880.32	27,713.18	84,325.82	24.74%
OTHER INDIRECT EXPENSE	105,024.00	8,206.56	28,147.81	76,876.19	26.80%
TOTAL INDIRECT EXPENSES:	515,018.00	46,068.26	129,567.57	385,450.43	25.16%
TOTAL ALL EXPENSES:	524,315.00	51,653.44	136,170.68	388,144.32	25.97%
NET INCOME (LOSS):	(224,315.00)	(50,809.69)	(133,433.18)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	85,000.00	351.50	29,137.06	55,862.94	34.28%
STAFF TRAVEL/PARKING	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	110.00	-	-	110.00	0.00%
TELEPHONE	24,000.00	1,527.36	4,340.13	19,659.87	18.08%
COMPUTER HARDWARE	29,000.00	1,276.88	2,656.41	26,343.59	9.16%
COMPUTER SOFTWARE	29,000.00	734.83	734.83	28,265.17	2.53%
HARDWARE SERVICE & WARRANTIES	60,000.00	4,536.54	29,059.65	30,940.35	48.43%
SOFTWARE MAINTENANCE & LICENSING	270,000.00	10,272.46	107,152.81	162,847.19	39.69%
TELEPHONE HARDWARE & MAINTENANCE	10,000.00	137.35	137.35	9,862.65	1.37%
COMPUTER SUPPLIES	15,000.00	416.93	5,121.05	9,878.95	34.14%
THIRD PARTY SERVICES	143,000.00	22,955.90	70,797.65	72,202.35	49.51%
TRANSFER TO INDIRECT EXPENSES	(667,610.00)	(42,209.75)	(249,136.94)	(418,473.06)	37.32%
TOTAL DIRECT EXPENSES:	-	-	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	1,059,680.00	96,752.61	278,975.03	780,704.97	26.33%
BENEFITS EXPENSE	370,332.00	35,773.13	91,226.92	279,105.08	24.63%
CAPITAL LABOR & OVERHEAD	(188,800.00)	(9,006.48)	(32,862.93)	(155,937.07)	17.41%
OTHER INDIRECT EXPENSE	299,010.00	23,369.74	80,156.02	218,853.98	26.81%
TOTAL INDIRECT EXPENSES:	1,540,222.00	146,889.00	417,495.04	1,122,726.96	27.11%
TOTAL ALL EXPENSES:	1,540,222.00	146,889.00	417,495.04	1,122,726.96	27.11%
NET INCOME (LOSS):	(1,540,222.00)	(146,889.00)	(417,495.04)		

Washington State Bar Association

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25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONTINUING LEGAL EDUCATION (CLE)					
REVENUE:					
SEMINAR REGISTRATIONS	876,000.00	147,746.50	245,928.50	630,071.50	28.07%
SEMINAR-EXHIB/SPNSR/ETC	41,500.00	500.00	500.00	41,000.00	1.20%
SHIPPING & HANDLING	1,000.00	57.18	120.18	879.82	12.02%
COURSEBOOK SALES	11,000.00	1,981.00	3,946.00	7,054.00	35.87%
MP3 AND VIDEO SALES	950,000.00	300,177.75	496,527.44	453,472.56	52.27%
TOTAL REVENUE:	1,879,500.00	450,462.43	747,022.12	1,132,477.88	39.75%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	3,000.00	88.50	135.96	2,864.04	4.53%
POSTAGE - FLIERS/CATALOGS	10,685.00	-	1,447.38	9,237.62	13.55%
POSTAGE - MISC./DELIVERY	2,500.00	70.00	140.00	2,360.00	5.60%
DEPRECIATION	5,540.00	633.00	1,898.00	3,642.00	34.26%
ONLINE EXPENSES	40,000.00	3,590.38	10,626.00	29,374.00	26.57%
ACCREDITATION FEES	4,696.00	2,202.00	2,170.00	2,526.00	46.21%
SEMINAR BROCHURES	20,770.00	-	4,328.29	16,441.71	20.84%
FACILITIES	223,500.00	7,750.00	26,080.10	197,419.90	11.67%
SPEAKERS & PROGRAM DEVELOP	68,100.00	1,375.29	6,859.39	61,240.61	10.07%
CLE SEMINAR COMMITTEE	500.00	-	37.85	462.15	7.57%
BAD DEBT EXPENSE	600.00	-	(523.00)	1,123.00	-87.17%
STAFF TRAVEL/PARKING	5,675.00	72.00	190.60	5,484.40	3.36%
STAFF MEMBERSHIP DUES	1,260.00	-	1,007.00	253.00	79.92%
SUPPLIES	3,650.00	-	186.17	3,463.83	5.10%
TELEPHONE	-	-	13.88	(13.88)	
COST OF SALES - DESKBOOKS	-	2,051.05	-	-	
COST OF SALES - COURSEBOOKS	1,200.00	175.48	354.16	845.84	29.51%
A/V DEVELOP COSTS (RECORDING)	1,500.00	-	-	1,500.00	0.00%
SHIPPING SUPPLIES	100.00	-	-	100.00	0.00%
POSTAGE & DELIVERY-COURSEBOOKS	500.00	58.83	115.81	384.19	23.16%
TOTAL DIRECT EXPENSES:	393,776.00	18,066.53	55,067.59	338,708.41	13.98%
INDIRECT EXPENSES:					
SALARY EXPENSE (9.72 FTE)	656,422.00	59,021.78	168,451.42	487,970.58	25.66%
BENEFITS EXPENSE	254,178.00	24,599.11	62,758.23	191,419.77	24.69%
OTHER INDIRECT EXPENSE	240,197.00	18,777.32	64,404.41	175,792.59	26.81%
TOTAL INDIRECT EXPENSES:	1,150,797.00	102,398.21	295,614.06	855,182.94	25.69%
TOTAL ALL EXPENSES:	1,544,573.00	120,464.74	350,681.65	1,193,891.35	22.70%
NET INCOME (LOSS):	334,927.00	329,997.69	396,340.47		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DESKBOOKS					
REVENUE:					
SHIPPING & HANDLING	2,000.00	500.82	662.82	1,337.18	33.14%
DESKBOOK SALES	80,000.00	12,070.90	20,605.90	59,394.10	25.76%
SECTION PUBLICATION SALES	3,000.00	450.00	1,125.00	1,875.00	37.50%
CASEMAKER ROYALTIES	75,000.00	2,260.66	7,961.82	67,038.18	10.62%
TOTAL REVENUE:	160,000.00	15,282.38	30,355.54	129,644.46	18.97%
DIRECT EXPENSES:					
COST OF SALES - DESKBOOKS	50,000.00	7,835.22	16,392.06	33,607.94	32.78%
COST OF SALES - SECTION PUBLICATION	750.00	117.06	234.12	515.88	31.22%
SPLITS TO SECTIONS	1,000.00	-	-	1,000.00	0.00%
DESKBOOK ROYALTIES	1,000.00	-	-	1,000.00	0.00%
SHIPPING SUPPLIES	150.00	-	-	150.00	0.00%
POSTAGE & DELIVER-DESKBOOKS	2,000.00	718.35	893.00	1,107.00	44.65%
FLIERS/CATALOGS	3,000.00	-	-	3,000.00	0.00%
POSTAGE - FLIERS/CATALOGS	1,500.00	-	-	1,500.00	0.00%
COMPLIMENTARY BOOK PROGRAM	2,000.00	-	-	2,000.00	0.00%
BAD DEBT EXPENSE	100.00	-	-	100.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	1,350.00	2,645.00	4,795.00	35.55%
STAFF MEMBERSHIP DUES	250.00	-	168.00	82.00	67.20%
MISCELLANEOUS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	69,390.00	10,020.63	20,332.18	49,057.82	29.30%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.05 FTE)	117,663.00	10,281.31	30,624.52	87,038.48	26.03%
BENEFITS EXPENSE	48,981.00	4,683.28	12,053.59	36,927.41	24.61%
OTHER INDIRECT EXPENSE	50,659.00	3,967.41	13,607.88	37,051.12	26.86%
TOTAL INDIRECT EXPENSES:	217,303.00	18,932.00	56,285.99	161,017.01	25.90%
TOTAL ALL EXPENSES:	286,693.00	28,952.63	76,618.17	210,074.83	26.72%
NET INCOME (LOSS):	(126,693.00)	(13,670.25)	(46,262.63)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CLIENT PROTECTION FUND					
REVENUE:					
CPF RESTITUTION	3,000.00	335.51	695.26	2,304.74	23.18%
CPF MEMBER ASSESSMENTS	982,000.00	205,950.00	339,330.00	642,670.00	34.55%
INTEREST INCOME	7,500.00	6,611.38	18,834.31	(11,334.31)	251.12%
TOTAL REVENUE:	992,500.00	212,896.89	358,859.57	633,640.43	36.16%
DIRECT EXPENSES:					
BANK FEES - WELLS FARGO	1,000.00	(41.70)	(167.47)	1,167.47	-16.75%
GIFTS TO INJURED CLIENTS	500,000.00	50,000.00	51,200.00	448,800.00	10.24%
CPF BOARD EXPENSES	3,000.00	153.96	281.23	2,718.77	9.37%
TOTAL DIRECT EXPENSES:	504,000.00	50,112.26	51,313.76	452,686.24	10.18%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.25 FTE)	97,740.00	7,115.40	20,586.84	77,153.16	21.06%
BENEFITS EXPENSE	35,581.00	3,489.10	8,823.93	26,757.07	24.80%
OTHER INDIRECT EXPENSE	30,889.00	2,418.50	8,295.21	22,593.79	26.85%
TOTAL INDIRECT EXPENSES:	164,210.00	13,023.00	37,705.98	126,504.02	22.96%
TOTAL ALL EXPENSES:	668,210.00	63,135.26	89,019.74	579,190.26	13.32%
NET INCOME (LOSS):	324,290.00	149,761.63	269,839.83		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANAGEMENT OF WESTERN STATES BAR CONFERENCE (NO WSBA FUNDS)					
REVENUE:					
REGISTRATION REVENUE	33,000.00	-	-	33,000.00	0.00%
OTHER ACTIVITIES REGISTRATION REVENUE	20,000.00	-	-	20,000.00	0.00%
WESTERN STATES BAR MEMBERSHIP DUES	3,200.00	200.00	200.00	3,000.00	6.25%
SPONSORSHIPS	12,000.00	-	-	12,000.00	0.00%
TOTAL REVENUE:	68,200.00	200.00	200.00	68,000.00	0.29%
DIRECT EXPENSES:					
FACILITIES	55,000.00	-	-	55,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
BANK FEES	-	-	1.00	(1.00)	
WSBC PRESIDENT TRAVEL	500.00	-	-	500.00	0.00%
OPTIONAL ACTIVITIES EXPENSE	3,500.00	78.15	78.15	3,421.85	2.23%
MARKETING EXPENSE	800.00	-	52.04	747.96	6.51%
STAFF TRAVEL/PARKING	2,000.00	-	777.87	1,222.13	38.89%
TOTAL DIRECT EXPENSES:	62,800.00	78.15	909.06	61,890.94	1.45%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	62,800.00	78.15	909.06	61,890.94	1.45%
NET INCOME (LOSS):	5,400.00	121.85	(709.06)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	471,440.00	1,284.50	4,099.50	467,340.50	0.87%
SEMINAR PROFIT SHARE	15,000.00	7,034.41	7,034.41	7,965.59	46.90%
INTEREST INCOME	1,900.00	-	-	1,900.00	0.00%
PUBLICATIONS REVENUE	4,000.00	-	-	4,000.00	0.00%
OTHER	49,250.00	2,710.00	11,583.75	37,666.25	23.52%
TOTAL REVENUE:	541,590.00	11,028.91	22,717.66	518,872.34	4.19%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	533,005.00	8,612.04	51,638.32	481,366.68	9.69%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	308,232.00	843.75	2,737.50	305,494.50	0.89%
TOTAL DIRECT EXPENSES:	841,237.00	9,455.79	54,375.82	786,861.18	6.46%
NET INCOME (LOSS):	(299,647.00)	1,573.12	(31,658.16)		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	11,868,980.00	1,017,941.17	2,958,827.51	8,910,152.49	24.93%
ALLOWANCE FOR OPEN POSITIONS	(200,000.00)	-	-	(200,000.00)	0.00%
TEMPORARY SALARIES	141,330.00	39,264.98	54,425.38	86,904.62	38.51%
CAPITAL LABOR & OVERHEAD	(188,800.00)	(9,006.48)	(32,862.93)	(155,937.07)	17.41%
EMPLOYEE ASSISTANCE PLAN	4,800.00	-	1,200.00	3,600.00	25.00%
EMPLOYEE SERVICE AWARDS	2,230.00	32.60	1,392.60	837.40	62.45%
FICA (EMPLOYER PORTION)	879,000.00	62,791.72	197,514.20	681,485.80	22.47%
L&I INSURANCE	47,250.00	-	-	47,250.00	0.00%
MEDICAL (EMPLOYER PORTION)	1,590,000.00	122,770.21	364,461.10	1,225,538.90	22.92%
RETIREMENT (EMPLOYER PORTION)	1,494,000.00	121,622.29	367,472.17	1,126,527.83	24.60%
TRANSPORTATION ALLOWANCE	119,250.00	105,008.20	105,718.20	13,531.80	88.65%
UNEMPLOYMENT INSURANCE	87,500.00	1,294.23	5,501.80	81,998.20	6.29%
STAFF DEVELOPMENT-GENERAL	6,900.00	-	315.72	6,584.28	4.58%
TOTAL SALARY & BENEFITS EXPENSE:	15,852,440.00	1,461,718.92	4,023,965.75	11,828,474.25	25.38%
WORKPLACE BENEFITS	39,000.00	2,241.39	9,049.20	29,950.80	23.20%
HUMAN RESOURCES POOLED EXP	102,400.00	6,053.30	15,092.42	87,307.58	14.74%
MEETING SUPPORT EXPENSES	12,500.00	1,235.46	3,667.68	8,832.32	29.34%
RENT	1,802,000.00	141,497.13	439,830.78	1,362,169.22	24.41%
PERSONAL PROP TAXES-WSBA	14,000.00	1,613.92	4,841.78	9,158.22	34.58%
FURNITURE, MAINT, LH IMP	35,200.00	3,417.88	3,952.97	31,247.03	11.23%
OFFICE SUPPLIES & EQUIPMENT	46,000.00	2,442.01	15,168.76	30,831.24	32.98%
FURN & OFFICE EQUIP DEPRECIATION	51,300.00	3,435.00	10,834.78	40,465.22	21.12%
COMPUTER HARDWARE DEPRECIATION	51,800.00	3,452.00	10,358.00	41,442.00	20.00%
COMPUTER SOFTWARE DEPRECIATION	162,700.00	9,311.00	28,385.00	134,315.00	17.45%
INSURANCE	143,000.00	11,916.18	35,748.54	107,251.46	25.00%
PROFESSIONAL FEES-AUDIT	35,000.00	23,743.60	29,319.20	5,680.80	83.77%
PROFESSIONAL FEES-LEGAL	50,000.00	6,611.75	18,633.65	31,366.35	37.27%
TELEPHONE & INTERNET	47,000.00	3,535.89	11,302.75	35,697.25	24.05%
POSTAGE - GENERAL	36,000.00	1,785.69	5,920.76	30,079.24	16.45%
RECORDS STORAGE	40,000.00	2,791.16	13,832.61	26,167.39	34.58%
STAFF TRAINING	95,245.00	3,386.84	18,443.44	76,801.56	19.36%
BANK FEES	35,400.00	3,258.75	8,191.22	27,208.78	23.14%
PRODUCTION MAINTENANCE & SUPPLIES	12,000.00	(2,197.48)	20.53	11,979.47	0.17%
COMPUTER POOLED EXPENSES	667,610.00	42,209.75	249,136.94	418,473.06	37.32%
TOTAL OTHER INDIRECT EXPENSES:	3,478,155.00	271,741.22	931,731.01	2,546,423.99	26.79%
TOTAL INDIRECT EXPENSES:	19,330,595.00	1,733,460.14	4,955,696.76		

Washington State Bar Association
Statement of Activities
For the Period from December 1, 2018 to December 31, 2018
25.00% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE
SUMMARY PAGE				
LICENSE FEES	15,958,200.00	1,310,758.62	3,911,520.17	12,046,679.83
ACCESS TO JUSTICE	(327,324.00)	(25,225.08)	(73,054.41)	(254,269.59)
ADMINISTRATION	(1,043,654.00)	(75,868.43)	(254,512.18)	(789,141.82)
ADMISSIONS/BAR EXAM	69,421.00	(41,791.09)	181,310.04	(111,889.04)
BOARD OF GOVERNORS	(834,709.00)	(55,185.87)	(218,665.87)	(616,043.13)
COMMUNICATIONS	(604,832.00)	(57,249.28)	(165,122.43)	(439,709.57)
CONFERENCE & BROADCAST SERVICES	(783,893.00)	(71,251.72)	(199,370.04)	(584,522.96)
DISCIPLINE	(5,788,075.00)	(506,282.35)	(1,456,185.21)	(4,331,889.79)
DIVERSITY	(445,817.00)	(47,243.74)	(3,146.91)	(442,670.09)
FOUNDATION	(164,863.00)	(13,368.48)	(39,439.69)	(125,423.31)
HUMAN RESOURCES	(204,958.00)	(34,480.39)	(99,945.32)	(105,012.68)
LAP	(132,499.00)	(11,717.43)	(33,793.05)	(98,705.95)
LEGISLATIVE	(154,066.00)	(14,616.10)	(38,528.88)	(115,537.12)
LICENSING AND MEMBERSHIP	(377,789.00)	(26,087.91)	(77,357.08)	(300,431.92)
LIMITED LICENSE LEGAL TECHNICIAN	(241,191.00)	(21,550.79)	(62,126.84)	(179,064.16)
LIMITED PRACTICE OFFICERS	(171,653.00)	(14,352.69)	(42,237.44)	(129,415.56)
MANDATORY CLE ADMINISTRATION	176,571.00	(3,477.35)	86,874.96	89,696.04
MEMBER BENEFITS	(260,707.00)	(18,343.49)	(48,525.29)	(212,181.71)
MEMBER SERVICES & ENGAGEMENT	(420,479.00)	(16,383.21)	(69,553.25)	(350,925.75)
NW LAWYER	(197,103.00)	(32,759.82)	(79,224.33)	(117,878.67)
OFFICE OF GENERAL COUNSEL	(941,756.00)	(76,552.99)	(211,732.99)	(730,023.01)
OGC-DISCIPLINARY BOARD	(290,573.00)	(21,045.11)	(61,459.33)	(229,113.67)
OUTREACH & ENGAGEMENT	(401,898.00)	(33,344.27)	(97,740.44)	(304,157.56)
PRACTICE OF LAW BOARD	(90,063.00)	(4,337.23)	(14,406.93)	(75,656.07)
PROFESSIONAL RESPONSIBILITY PROGRAM	(265,570.00)	(23,971.65)	(68,017.58)	(197,552.42)
PUBLICATION & DESIGN SERVICES	(146,865.00)	(13,230.89)	(44,276.06)	(102,588.94)
PUBLIC SERVICE PROGRAMS	(262,919.00)	(9,761.93)	106,918.43	(369,837.43)
LAW CLERK PROGRAM	11,985.00	22,504.00	1,280.14	10,704.86
SECTIONS ADMINISTRATION	(224,315.00)	(50,809.69)	(133,433.18)	(90,881.82)
TECHNOLOGY	(1,540,222.00)	(146,889.00)	(417,495.04)	(1,122,726.96)
CLE - PRODUCTS	733,919.00	280,016.88	441,651.15	292,267.85
CLE - SEMINARS	(398,992.00)	49,980.81	(45,310.68)	(353,681.32)
SECTIONS OPERATIONS	(299,647.00)	1,573.12	(31,658.16)	(267,988.84)
DESKBOOKS	(126,693.00)	(13,670.25)	(46,262.63)	(80,430.37)
CLIENT PROTECTION FUND	324,290.00	149,761.63	269,839.83	54,450.17
WESTERN STATES BAR CONFERENCE (No WSBA Funds)	5,400.00	121.85	(709.06)	6,109.06
INDIRECT EXPENSES	(19,330,595.00)	(1,733,460.14)	(4,955,696.76)	(14,374,898.24)
TOTAL OF ALL	19,193,934.00	1,399,591.46	4,089,592.34	15,104,341.66
NET INCOME (LOSS)	136,661.00	333,868.68	866,104.42	

**Washington State Bar Association
Analysis of Cash Investments
As of December 31, 2018**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 1,338,766

Total

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.34%	\$ 3,849,497
UBS Financial Money Market	2.37%	\$ 1,057,240
Morgan Stanley Money Market	2.35%	\$ 26,282
Merrill Lynch Money Market	2.20%	\$ 1,923,598
Long Term Investments	Varies	\$ 3,275,943
Short Term Investments	Varies	\$ -

General Fund Total \$ 11,471,325

Client Protection Fund

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 319,788

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.34%	\$ 3,304,977
Morgan Stanley Money Market	2.10%	\$ 104,413
Wells Fargo Investments	Varies	\$ -

Client Protection Fund Total \$ 3,729,178

Grand Total Cash & Investments \$ 15,200,504

**Washington State Bar Association
Analysis of Cash Investments
As of December 31, 2018**

Long Term Investments- General Fund

UBS Financial Long Term Investments
Nuveen 3-7 year Municipal Bond Portfolio

Value as of 12/31/2018
\$ 312,180.11

Morgan Stanley Long Term Investments
Lord Abbett Short Term Duration Income Fund
Guggenheim Total Return Bond Fund
Virtus Multi-Sector Short Term Bond Fund

Value as of 12/31/2018
\$ 791,824.32
\$ 1,104,415.55
\$ 1,067,522.82
\$ 2,963,762.69

Total Long Term Investments- General Fund 3,275,942.80

Short Term Investments- General Fund

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total Short Term Investments- General Fund -

Client Protection Fund

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term Mths</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total CPF -

WASHINGTON STATE
B A R A S S O C I A T I O N

Financial Reports

(Unaudited)

Year to Date January 31, 2019

Prepared by Tiffany Lynch, Associate Director for Finance

Submitted by

Ann Holmes, Chief Operations Officer

February 25, 2019

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associate Director for Finance

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through January 31, 2019

Date: February 25, 2019

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	33.33%	33.37%/34.63% ²	\$4,504/\$150,764 ² (Over budget)	33.72%	Slightly higher due to timing of expenses, expected to be on budget
Benefits	33.33%	32.67%	\$28,139 (Under budget)	33.62%	Expected to be on budget
Other Indirect Expenses	33.33%	33.97%	\$22,146 (Over budget)	29.60%	Slightly higher due to timing of expenses, expected to be on budget
Total Indirect Expenses	33.33%	34.08%	\$144,772 (Over budget)	32.94%	Expected to be on budget

General Fund Revenues	33.33%	35.03%	\$342,169 (Over budget)	33.07%	Expected to be on budget
General Fund Direct Expenses	33.33%	27.26%	\$153,408 (Under budget)	20.60%	Expected to be on or slightly under budget

CLE Revenue	33.33%	41.64%	\$169,387 (Over budget)	41.22%	Expected to be on budget
CLE Direct Expenses	33.33%	20.43%	\$59,752 (Under budget)	15.32%	Expected to be on budget
CLE Indirect Expenses	33.33%	34.03%	\$9,471 (Over budget)	33.47%	Expected to be on budget

¹ Dollar difference is calculated based on pro-rated budget figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of November 30, 2018 (2 months into the fiscal year).

² The first figure represents salaries expense for regular employees. The second figure represents salaries expense for regular and temporary staff with offsets from allowance for open positions and capital labor & overhead.

Washington State Bar Association Financial Summary
Year to Date as of January 31, 2019 33.33% of Year
Compared to Fiscal Year 2019 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice	-	7,500	91,353	271,867	5,193	62,957	96,546	334,824	(96,546)	(327,324)
Administration	67,132	100,000	383,966	1,138,769	(8,389)	4,885	375,577	1,143,654	(308,445)	(1,043,654)
Admissions/Bar Exam	468,790	1,327,400	282,781	841,048	54,000	416,931	336,781	1,257,979	132,009	69,421
Board of Governors	-	-	204,183	530,178	97,685	304,531	301,868	834,709	(301,868)	(834,709)
Communications Strategies	860	50,750	195,197	550,782	26,919	104,800	222,116	655,582	(221,256)	(604,832)
Conference & Broadcast Services	-	-	262,660	780,393	1,762	3,500	264,422	783,893	(264,422)	(783,893)
Discipline	26,306	96,200	1,892,880	5,664,008	57,815	220,267	1,950,695	5,884,275	(1,924,389)	(5,788,075)
Diversity	138,865	120,374	184,800	544,641	5,019	21,550	189,819	566,191	(50,954)	(445,817)
Foundation	-	-	51,065	150,663	2,634	14,200	53,699	164,863	(53,699)	(164,863)
Human Resources	-	-	133,753	204,958	-	-	133,753	204,958	(133,753)	(204,958)
Law Clerk Program	102,602	166,000	47,787	142,665	1,166	11,350	48,953	154,015	53,649	11,985
Legislative	-	-	45,586	135,416	5,731	18,650	51,317	154,066	(51,317)	(154,066)
Licensing and Membership Records	128,458	304,350	213,428	636,327	12,924	45,812	226,353	682,139	(97,895)	(377,789)
Licensing Fees	5,113,914	15,958,200	-	-	-	-	-	-	5,113,914	15,958,200
Limited License Legal Technician	-	-	73,852	215,591	7,886	25,600	81,738	241,191	(81,738)	(241,191)
Limited Practice Officers	-	-	54,855	168,653	1,273	3,000	56,128	156,182	(56,128)	(171,653)
Mandatory CLE	460,613	1,050,000	236,074	620,981	83,101	252,448	319,175	873,429	141,438	176,571
Member Assistance Program	4,047	10,000	47,789	141,224	825	1,275	48,614	142,499	(44,567)	(132,499)
Member Benefits	10,927	17,000.00	30,119	92,611	110,993	185,096	141,112	277,707	(130,185)	(260,707)
Member Services & Engagement	65,327	141,200.00	162,284	505,614	7,213	56,065	169,497	561,679	(104,170)	(420,479)
NW Lawyer	97,406	461,350	93,320	302,818	117,551	355,635	210,871	658,453	(113,465)	(197,103)
Office of General Counsel	330	-	280,576	928,680	1,430	13,076	282,005	941,756	(281,675)	(941,756)
OGC-Disciplinary Board	-	-	58,149	187,073	26,267	103,500	84,416	290,573	(84,416)	(290,573)
Outreach and Engagement	-	-	124,659	371,046	2,913	30,852	127,572	401,898	(127,572)	(401,898)
Practice of Law Board	-	-	15,437	74,063	3,106	16,000	18,542	90,063	(18,542)	(90,063)
Professional Responsibility Program	-	-	87,079	258,870	2,663	6,700	89,742	265,570	(89,742)	(265,570)
Public Service Programs	138,962	112,000	41,373	142,504	49,801	232,415	91,173	374,919	47,789	(262,919)
Publication and Design Services	-	-	52,011	141,602	4,280	5,263	56,291	146,865	(56,291)	(146,865)
Sections Administration	258,406	300,000	175,131	515,018	6,719	9,297	181,850	524,315	76,557	(224,315)
Technology	-	-	551,115	1,540,222	-	-	551,115	1,540,222	(551,115)	(1,540,222)
Subtotal General Fund	7,082,944	20,222,324	6,073,262	17,798,285	688,477	2,525,655	6,761,739	20,323,940	321,205	(101,616)
Expenses using reserve funds							6,761,739		-	-
Total General Fund - Net Result from Operations									321,205	(101,616)
Percentage of Budget	35.03%		34.12%		27.26%		33.27%			
CLE-Seminars and Products	804,787	1,879,500	391,820	1,150,797	63,808	393,776	455,629	1,544,573	349,158	334,927
CLE - Deskbooks	44,433	160,000	73,684	217,303	30,829	69,390	104,513	286,693	(60,080)	(126,693)
Total CLE	849,220	2,039,500	465,504	1,368,100	94,637	463,166	560,141	1,831,266	289,079	208,234
Percentage of Budget	41.64%		34.03%		20.43%		30.59%			
Total All Sections	413,599	544,140	-	-	329,192	841,025	329,192	841,025	84,407	(296,885)
Client Protection Fund-Restricted	916,052	992,500	49,537	164,210	56,378	504,000	105,915	668,210	810,137	324,290
Management of Western States Bar Conference (N	2,400	68,200	-	-	909	62,800	909	62,800	1,491	5,400
Totals	9,264,215	23,866,664	6,588,303	19,330,595	1,169,593	4,396,646	7,757,897	23,727,241	1,506,319	139,423
Percentage of Budget	38.82%		34.08%		26.60%		32.70%			

Summary of Fund Balances:	Fund Balances Sept. 30, 2018	2019 Budgeted Fund Balances	Fund Balances Year to date
Restricted Funds:			
Client Protection Fund	3,227,988	3,552,278	4,038,125
Western States Bar Conference	8,340	13,740	9,830.96
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	604,125	812,359	893,204
Section Funds	1,160,343	863,458	1,244,750
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	450,000	450,000	450,000
Unrestricted Funds (General Fund):			
Unrestricted General Fund	1,845,858	1,744,242	2,167,063
Total General Fund Balance	3,795,858	3,694,242	4,117,063
Net Change in general Fund Balance		(101,616)	321,205
Total Fund Balance	8,796,654	8,936,077	10,302,973
Net Change In Fund Balance		139,423	1,506,319

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	15,778,000.00	1,189,169.16	5,071,667.84	10,706,332.16	32.14%
LLLT LICENSE FEES	5,800.00	399.99	2,449.44	3,350.56	42.23%
LPO LICENSE FEES	174,400.00	12,824.96	39,797.00	134,603.00	22.82%
TOTAL REVENUE:	15,958,200.00	1,202,394.11	5,113,914.28	10,844,285.72	32.05%

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE					
REVENUE:					
CONFERENCES & INSTITUTES	7,500.00	-	-	7,500.00	0%
TOTAL REVENUE:	7,500.00	-	-	7,500.00	0%
DIRECT EXPENSES:					
ATJ BOARD RETREAT	2,000.00	-	-	2,000.00	0.00%
LEADERSHIP TRAINING	2,000.00	-	-	2,000.00	0.00%
ATJ BOARD EXPENSE	24,000.00	1,312.91	4,189.79	19,810.21	17.46%
STAFF TRAVEL/PARKING	3,500.00	39.72	166.64	3,333.36	4.76%
STAFF MEMBERSHIP DUES	120.00	-	100.00	20.00	83.33%
PUBLIC DEFENSE	7,000.00	223.90	736.87	6,263.13	10.53%
CONFERENCE/INSTITUTE EXPENSE	14,837.00	-	-	14,837.00	0.00%
RECEPTION/FORUM EXPENSE	9,500.00	-	-	9,500.00	0.00%
TOTAL DIRECT EXPENSES:	62,957.00	1,576.53	5,193.30	57,763.70	8.25%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.10 FTE)	160,817.00	13,430.20	54,345.87	106,471.13	33.79%
BENEFITS EXPENSE	59,156.00	4,760.63	19,395.13	39,760.87	32.79%
OTHER INDIRECT EXPENSE	51,894.00	3,724.34	17,611.81	34,282.19	33.94%
TOTAL INDIRECT EXPENSES:	271,867.00	21,915.17	91,352.81	180,514.19	33.60%
TOTAL ALL EXPENSES:	334,824.00	23,491.70	96,546.11	238,277.89	28.83%
NET INCOME (LOSS):	(327,324.00)	(23,491.70)	(96,546.11)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	70,000.00	9,318.11	32,685.45	37,314.55	46.69%
GAIN/LOSS ON INVESTMENTS	30,000.00	26,257.86	34,411.37	(4,411.37)	114.70%
MISCELLANEOUS	-	(1,410.25)	35.00	(35.00)	
TOTAL REVENUE:	100,000.00	34,165.72	67,131.82	32,868.18	67.13%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	-	(7,383.77)	(13,159.16)	13,159.16	
STAFF TRAVEL/PARKING	4,200.00	350.00	1,400.00	2,800.00	33.33%
STAFF MEMBERSHIP DUES	685.00	-	294.17	390.83	42.94%
MISCELLANEOUS	-	743.65	3,075.85	(3,075.85)	
TOTAL DIRECT EXPENSES:	4,885.00	(6,290.12)	(8,389.14)	13,274.14	-171.73%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.97 FTE)	700,100.00	60,695.94	237,414.19	462,685.81	33.91%
BENEFITS EXPENSE	241,718.00	19,545.73	79,650.90	162,067.10	32.95%
OTHER INDIRECT EXPENSE	196,951.00	14,147.43	66,901.31	130,049.69	33.97%
TOTAL INDIRECT EXPENSES:	1,138,769.00	94,389.10	383,966.40	754,802.60	33.72%
TOTAL ALL EXPENSES:	1,143,654.00	88,098.98	375,577.26	768,076.74	32.84%
NET INCOME (LOSS):	(1,043,654.00)	(53,933.26)	(308,445.44)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS					
REVENUE:					
EXAM SOFT REVENUE	35,000.00	-	-	35,000.00	0.00%
BAR EXAM FEES	1,200,000.00	51,035.00	438,910.00	761,090.00	36.58%
SPECIAL ADMISSIONS	60,000.00	5,510.00	14,120.00	45,880.00	23.53%
LLLT EXAM FEES	7,500.00	-	1,810.00	5,690.00	24.13%
LLLT WAIVER FEES	900.00	-	150.00	750.00	16.67%
LPO EXAMINATION FEES	24,000.00	(300.00)	13,800.00	10,200.00	57.50%
TOTAL REVENUE:	1,327,400.00	56,245.00	468,790.00	858,610.00	35.32%
DIRECT EXPENSES:					
DEPRECIATION	17,776.00	-	-	17,776.00	0.00%
POSTAGE	4,000.00	243.89	1,040.94	2,959.06	26.02%
STAFF TRAVEL/PARKING	13,000.00	350.00	1,400.00	11,600.00	10.77%
STAFF MEMBERSHIP DUES	400.00	-	-	400.00	0.00%
SUPPLIES	2,500.00	265.78	265.78	2,234.22	10.63%
FACILITY, PARKING, FOOD	70,000.00	22,115.06	27,865.06	42,134.94	39.81%
EXAMINER FEES	35,000.00	10,000.00	10,000.00	25,000.00	28.57%
UBE EXMINATIONS	130,000.00	-	-	130,000.00	0.00%
BOARD OF BAR EXAMINERS	25,000.00	61.98	61.98	24,938.02	0.25%
BAR EXAM PROCTORS	31,000.00	-	-	31,000.00	0.00%
CHARACTER & FITNESS BOARD	20,000.00	1,982.96	7,294.58	12,705.42	36.47%
DISABILITY ACCOMMODATIONS	20,000.00	-	-	20,000.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	900.00	-	-	900.00	0.00%
LAW SCHOOL VISITS	1,000.00	44.00	659.12	340.88	65.91%
EXAM WRITING	28,355.00	-	-	28,355.00	0.00%
COURT REPORTERS	18,000.00	1,378.60	5,412.70	12,587.30	30.07%
TOTAL DIRECT EXPENSES:	416,931.00	36,442.27	54,000.16	362,930.84	12.95%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.30 FTE)	496,503.00	42,692.88	167,875.50	328,627.50	33.81%
BENEFITS EXPENSE	188,862.00	15,213.16	61,951.93	126,910.07	32.80%
OTHER INDIRECT EXPENSE	155,683.00	11,197.92	52,953.60	102,729.40	34.01%
TOTAL INDIRECT EXPENSES:	841,048.00	69,103.96	282,781.03	558,266.97	33.62%
TOTAL ALL EXPENSES:	1,257,979.00	105,546.23	336,781.19	921,197.81	26.77%
NET INCOME (LOSS):	69,421.00	(49,301.23)	132,008.81		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	5,400.00	450.00	1,800.00	3,600.00	33.33%
STAFF MEMBERSHIP DUES	2,131.00	200.00	600.00	1,531.00	28.16%
TELEPHONE	1,000.00	139.92	289.87	710.13	28.99%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	-	60,000.00	-	100.00%
BOG MEETINGS	117,000.00	6,355.21	11,954.41	105,045.59	10.22%
BOG COMMITTEES' EXPENSES	30,000.00	994.70	7,360.38	22,639.62	24.53%
BOG CONFERENCE ATTENDANCE	49,000.00	4,532.47	6,950.57	42,049.43	14.18%
BOG TRAVEL & OUTREACH	35,000.00	1,176.48	7,378.84	27,621.16	21.08%
ED TRAVEL & OUTREACH	5,000.00	401.98	1,350.48	3,649.52	27.01%
TOTAL DIRECT EXPENSES:	304,531.00	14,250.76	97,684.55	206,846.45	32.08%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	361,878.00	55,825.01	147,791.84	214,086.16	40.84%
BENEFITS EXPENSE	107,757.00	8,776.91	35,824.54	71,932.46	33.25%
OTHER INDIRECT EXPENSE	60,543.00	4,349.21	20,566.83	39,976.17	33.97%
TOTAL INDIRECT EXPENSES:	530,178.00	68,951.13	204,183.21	325,994.79	38.51%
TOTAL ALL EXPENSES:	834,709.00	83,201.89	301,867.76	532,841.24	36.16%
NET INCOME (LOSS):	(834,709.00)	(83,201.89)	(301,867.76)		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATION STRATEGIES					
REVENUE:					
APEX LUNCH/DINNER	50,000.00	-	-	50,000.00	0.00%
50 YEAR MEMBER TRIBUTE LUNCH	750.00	-	300.00	450.00	40.00%
WSBA LOGO MERCHANDISE SALES	-	-	560.00	(560.00)	
TOTAL REVENUE:	50,750.00	-	860.00	49,890.00	1.69%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,700.00	350.00	1,400.00	3,300.00	29.79%
STAFF MEMBERSHIP DUES	1,000.00	630.00	1,060.00	(60.00)	106.00%
SUBSCRIPTIONS	10,050.00	203.06	340.45	9,709.55	3.39%
DIGITAL/ONLINE DEVELOPMENT	1,450.00	-	10.00	1,440.00	0.69%
APEX DINNER	63,000.00	6,562.50	6,562.50	56,437.50	10.42%
50 YEAR MEMBER TRIBUTE LUNCH	8,000.00	-	8,458.95	(458.95)	105.74%
COMMUNICATIONS OUTREACH	15,000.00	1,733.10	8,615.56	6,384.44	57.44%
SPEAKERS & PROGRAM DEVELOP	1,600.00	-	-	1,600.00	0.00%
EQUIPMENT, HARDWARE & SOFTWARE	-	-	384.25	(384.25)	
TELEPHONE	-	26.68	80.04	(80.04)	
CONFERENCE CALLS	-	-	6.91	(6.91)	
TOTAL DIRECT EXPENSES:	104,800.00	9,505.34	26,918.66	77,881.34	25.69%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.62 FTE)	312,393.00	28,438.51	115,762.03	196,630.97	37.06%
BENEFITS EXPENSE	124,221.00	9,991.26	40,665.70	83,555.30	32.74%
OTHER INDIRECT EXPENSE	114,168.00	8,198.52	38,769.67	75,398.33	33.96%
TOTAL INDIRECT EXPENSES:	550,782.00	46,628.29	195,197.40	355,584.60	35.44%
TOTAL ALL EXPENSES:	655,582.00	56,133.63	222,116.06	433,465.94	33.88%
NET INCOME (LOSS):	(604,832.00)	(56,133.63)	(221,256.06)		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONFERENCE & BROADCAST SERVICES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
TRANSLATION SERVICES	3,500.00	343.65	1,761.70	1,738.30	50.33%
TOTAL DIRECT EXPENSES:	3,500.00	343.65	1,761.70	1,738.30	50.33%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.15 FTE)	429,625.00	38,025.09	147,306.87	282,318.13	34.29%
BENEFITS EXPENSE	174,080.00	13,985.22	55,307.50	118,772.50	31.77%
OTHER INDIRECT EXPENSE	176,688.00	12,697.67	60,045.60	116,642.40	33.98%
TOTAL INDIRECT EXPENSES:	780,393.00	64,707.98	262,659.97	517,733.03	33.66%
TOTAL ALL EXPENSES:	783,893.00	65,051.63	264,421.67	519,471.33	33.73%
NET INCOME (LOSS):	(783,893.00)	(65,051.63)	(264,421.67)		

Washington State Bar Association
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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	3,200.00	63.75	403.75	2,796.25	12.62%
RECOVERY OF DISCIPLINE COSTS	80,000.00	6,545.22	20,676.44	59,323.56	25.85%
DISCIPLINE HISTORY SUMMARY	13,000.00	1,508.34	5,225.35	7,774.65	40.20%
TOTAL REVENUE:	96,200.00	8,117.31	26,305.54	69,894.46	27.34%
DIRECT EXPENSES:					
DEPRECIATION-SOFTWARE	7,123.00	858.00	3,434.00	3,689.00	48.21%
PUBLICATIONS PRODUCTION	444.00	-	211.25	232.75	47.58%
STAFF TRAVEL/PARKING	35,000.00	3,284.03	9,806.28	25,193.72	28.02%
STAFF MEMBERSHIP DUES	3,900.00	-	1,425.00	2,475.00	36.54%
TELEPHONE	2,300.00	186.46	745.30	1,554.70	32.40%
COURT REPORTERS	55,000.00	4,237.05	9,651.48	45,348.52	17.55%
OUTSIDE COUNSEL/AIC	2,000.00	-	-	2,000.00	0.00%
LITIGATION EXPENSES	25,000.00	1,957.76	7,087.47	17,912.53	28.35%
DISABILITY EXPENSES	7,500.00	-	2,500.00	5,000.00	33.33%
ONLINE LEGAL RESEARCH	68,000.00	5,642.00	16,915.63	51,084.37	24.88%
LAW LIBRARY	12,500.00	2,907.74	5,786.13	6,713.87	46.29%
TRANSLATION SERVICES	1,500.00	-	247.89	1,252.11	16.53%
CONFERENCE CALLS	-	-	4.16	(4.16)	
TOTAL DIRECT EXPENSES:	220,267.00	19,073.04	57,814.59	162,452.41	26.25%
INDIRECT EXPENSES:					
SALARY EXPENSE (36.88 FTE)	3,556,329.00	294,813.53	1,188,096.18	2,368,232.82	33.41%
BENEFITS EXPENSE	1,196,316.00	96,971.56	395,217.77	801,098.23	33.04%
OTHER INDIRECT EXPENSE	911,363.00	65,463.06	309,566.09	601,796.91	33.97%
TOTAL INDIRECT EXPENSES:	5,664,008.00	457,248.15	1,892,880.04	3,771,127.96	33.42%
TOTAL ALL EXPENSES:	5,884,275.00	476,321.19	1,950,694.63	3,933,580.37	33.15%
NET INCOME (LOSS):	(5,788,075.00)	(468,203.88)	(1,924,389.09)		

Washington State Bar Association

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS	110,000.00	-	137,500.00	(27,500.00)	125.00%
WORK STUDY GRANTS	10,374.00	-	1,365.00	9,009.00	13.16%
TOTAL REVENUE:	120,374.00	-	138,865.00	(18,491.00)	115.36%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	6,000.00	202.15	1,194.45	4,805.55	19.91%
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
COMMITTEE FOR DIVERSITY	5,000.00	665.59	1,809.86	3,190.14	36.20%
DIVERSITY EVENTS & PROJECTS	10,000.00	-	2,004.42	7,995.58	20.04%
INTERNAL DIVERSITY OUTREACH	200.00	10.25	10.25	189.75	5.13%
TOTAL DIRECT EXPENSE:	21,550.00	877.99	5,018.98	16,531.02	23.29%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.05 FTE)	328,835.00	30,384.68	112,682.37	216,152.63	34.27%
BENEFITS EXPENSE	115,724.00	9,345.80	38,076.05	77,647.95	32.90%
OTHER INDIRECT EXPENSE	100,082.00	7,198.67	34,041.65	66,040.35	34.01%
TOTAL INDIRECT EXPENSES:	544,641.00	46,929.15	184,800.07	359,840.93	33.93%
TOTAL ALL EXPENSES:	566,191.00	47,807.14	189,819.05	376,371.95	33.53%
NET INCOME (LOSS):	(445,817.00)	(47,807.14)	(50,954.05)		

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	3,000.00	2,000.00	2,000.00	1,000.00	66.67%
PRINTING & COPYING	800.00	-	494.90	305.10	61.86%
STAFF TRAVEL/PARKING	1,400.00	-	11.99	1,388.01	0.86%
SUPPLIES	500.00	-	-	500.00	0.00%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
BOARD OF TRUSTEES	3,000.00	60.89	127.18	2,872.82	4.24%
POSTAGE	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	14,200.00	2,060.89	2,634.07	11,565.93	18.55%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.15 FTE)	89,538.00	7,515.06	30,645.16	58,892.84	34.23%
BENEFITS EXPENSE	32,707.00	2,634.14	10,727.80	21,979.20	32.80%
OTHER INDIRECT EXPENSE	28,418.00	2,049.64	9,692.39	18,725.61	34.11%
TOTAL INDIRECT EXPENSES:	150,663.00	12,198.84	51,065.35	99,597.65	33.89%
TOTAL ALL EXPENSES:	164,863.00	14,259.73	53,699.42	111,163.58	32.57%
NET INCOME (LOSS):	(164,863.00)	(14,259.73)	(53,699.42)		

Washington State Bar Association

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	150.00	-	220.00	(70.00)	146.67%
STAFF MEMBERSHIP DUES	1,250.00	340.00	778.00	472.00	62.24%
SUBSCRIPTIONS	2,100.00	-	154.80	1,945.20	7.37%
STAFF TRAINING- GENERAL	30,000.00	805.00	2,613.71	27,386.29	8.71%
RECRUITING AND ADVERTISING	7,000.00	405.71	1,802.20	5,197.80	25.75%
PAYROLL PROCESSING	49,000.00	3,535.56	14,064.98	34,935.02	28.70%
SALARY SURVEYS	2,900.00	655.10	1,200.10	1,699.90	41.38%
CONSULTING SERVICES	10,000.00	-	-	10,000.00	0.00%
TRANSFER TO INDIRECT EXPENSE	(102,400.00)	(5,741.37)	(20,833.79)	(81,566.21)	20.35%
TOTAL DIRECT EXPENSES:	-	-	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	260,398.00	22,648.95	85,414.93	174,983.07	32.80%
ALLOWANCE FOR OPEN POSITIONS	(200,000.00)	-	-	(200,000.00)	0.00%
BENEFITS EXPENSE	84,017.00	6,809.23	27,770.98	56,246.02	33.05%
OTHER INDIRECT EXPENSE	60,543.00	4,349.20	20,566.79	39,976.21	33.97%
TOTAL INDIRECT EXPENSES:	204,958.00	33,807.38	133,752.70	71,205.30	65.26%
TOTAL ALL EXPENSES:	204,958.00	33,807.38	133,752.70	71,205.30	65.26%
NET INCOME (LOSS):	(204,958.00)	(33,807.38)	(133,752.70)		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	162,000.00	64,053.00	101,902.00	60,098.00	62.90%
LAW CLERK APPLICATION FEES	4,000.00	100.00	700.00	3,300.00	17.50%
TOTAL REVENUE:	166,000.00	64,153.00	102,602.00	63,398.00	61.81%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	-	250.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	6,000.00	322.73	1,165.54	4,834.46	19.43%
LAW CLERK OUTREACH	5,000.00	-	-	5,000.00	0.00%
TOTAL DIRECT EXPENSES:	11,350.00	322.73	1,165.54	10,184.46	10.27%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.10 FTE)	84,449.00	7,012.98	28,380.66	56,068.34	33.61%
BENEFITS EXPENSE	31,033.00	2,498.79	10,187.20	20,845.80	32.83%
OTHER INDIRECT EXPENSE	27,183.00	1,949.66	9,219.62	17,963.38	33.92%
TOTAL INDIRECT EXPENSES:	142,665.00	11,461.43	47,787.48	94,877.52	33.50%
TOTAL ALL EXPENSES:	154,015.00	11,784.16	48,953.02	105,061.98	31.78%
NET INCOME (LOSS):	11,985.00	52,368.84	53,648.98		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,550.00	410.49	314.88	4,235.12	6.92%
STAFF MEMBERSHIP DUES	450.00	-	-	450.00	0.00%
SUBSCRIPTIONS	2,000.00	-	1,981.80	18.20	99.09%
TELEPHONE	400.00	-	-	400.00	0.00%
OLYMPIA RENT	2,500.00	207.03	207.03	2,292.97	8.28%
CONTRACT LOBBYIST	5,000.00	1,250.00	1,250.00	3,750.00	25.00%
LOBBYIST CONTACT COSTS	1,000.00	-	-	1,000.00	0.00%
LEGISLATIVE COMMITTEE	2,500.00	-	1,977.30	522.70	79.09%
BOG LEGISLATIVE COMMITTEE	250.00	-	-	250.00	0.00%
TOTAL DIRECT EXPENSES:	18,650.00	1,867.52	5,731.01	12,918.99	30.73%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.10 FTE)	80,340.00	6,705.76	27,137.89	53,202.11	33.78%
BENEFITS EXPENSE	27,893.00	2,265.46	9,228.74	18,664.26	33.09%
OTHER INDIRECT EXPENSE	27,183.00	1,949.67	9,219.65	17,963.35	33.92%
TOTAL INDIRECT EXPENSES:	135,416.00	10,920.89	45,586.28	89,829.72	33.66%
TOTAL ALL EXPENSES:	154,066.00	12,788.41	51,317.29	102,748.71	33.31%
NET INCOME (LOSS):	(154,066.00)	(12,788.41)	(51,317.29)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	22,000.00	1,979.40	6,324.03	15,675.97	28.75%
RULE 9/LEGAL INTERN FEES	11,000.00	450.00	1,450.00	9,550.00	13.18%
INVESTIGATION FEES	22,000.00	4,100.00	11,500.00	10,500.00	52.27%
PRO HAC VICE	230,000.00	26,719.00	105,679.00	124,321.00	45.95%
MEMBER CONTACT INFORMATION	19,000.00	194.55	3,396.49	15,603.51	17.88%
PHOTO BAR CARD SALES	350.00	72.00	108.00	242.00	30.86%
TOTAL REVENUE:	304,350.00	33,514.95	128,457.52	175,892.48	42.21%
DIRECT EXPENSES:					
DEPRECIATION	13,812.00	1,150.00	4,602.00	9,210.00	33.32%
POSTAGE	29,000.00	245.53	5,881.25	23,118.75	20.28%
LICENSING FORMS	3,000.00	62.00	2,441.11	558.89	81.37%
TOTAL DIRECT EXPENSES:	45,812.00	1,457.53	12,924.36	32,887.64	28.21%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.35 FTE)	395,080.00	34,060.14	132,836.11	262,243.89	33.62%
BENEFITS EXPENSE	133,752.00	10,811.84	44,068.47	89,683.53	32.95%
OTHER INDIRECT EXPENSE	107,495.00	7,723.59	36,523.81	70,971.19	33.98%
TOTAL INDIRECT EXPENSES:	636,327.00	52,595.57	213,428.39	422,898.61	33.54%
TOTAL ALL EXPENSES:	682,139.00	54,053.10	226,352.75	455,786.25	33.18%
NET INCOME (LOSS):	(377,789.00)	(20,538.15)	(97,895.23)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	600.00	-	82.33	517.67	13.72%
LLLT BOARD	17,000.00	1,699.45	5,449.94	11,550.06	32.06%
LLLT OUTREACH	8,000.00	151.65	2,353.62	5,646.38	29.42%
TOTAL DIRECT EXPENSES:	25,600.00	1,851.10	7,885.89	17,714.11	30.80%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.55 FTE)	135,526.00	11,176.24	45,232.80	90,293.20	33.38%
BENEFITS EXPENSE	41,762.00	3,834.27	15,617.23	26,144.77	37.40%
OTHER INDIRECT EXPENSE	38,303.00	2,749.51	13,002.04	25,300.96	33.95%
TOTAL INDIRECT EXPENSES:	215,591.00	17,760.02	73,852.07	141,738.93	34.26%
TOTAL ALL EXPENSES:	241,191.00	19,611.12	81,737.96	159,453.04	33.89%
NET INCOME (LOSS):	(241,191.00)	(19,611.12)	(81,737.96)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED PRACTICE OFFICERS					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
LPO BOARD	3,000.00	519.32	1,272.70	1,727.30	42.42%
TOTAL DIRECT EXPENSES:	3,000.00	519.32	1,272.70	1,727.30	42.42%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.17 FTE)	99,089.00	8,475.31	33,540.02	65,548.98	33.85%
BENEFITS EXPENSE	40,651.00	2,821.04	11,504.41	29,146.59	28.30%
OTHER INDIRECT EXPENSE	28,913.00	2,074.61	9,810.59	19,102.41	33.93%
TOTAL INDIRECT EXPENSES:	168,653.00	13,370.96	54,855.02	113,797.98	32.53%
TOTAL ALL EXPENSES:	171,653.00	13,890.28	56,127.72	115,525.28	32.70%
NET INCOME (LOSS):	(171,653.00)	(13,890.28)	(56,127.72)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANDATORY CONTINUING LEGAL EDUCATION					
REVENUE:					
ACCREDITED PROGRAM FEES	540,000.00	47,795.00	214,545.00	325,455.00	39.73%
FORM 1 LATE FEES	150,000.00	12,197.50	76,087.50	73,912.50	50.73%
MEMBER LATE FEES	203,000.00	60,550.00	61,250.00	141,750.00	30.17%
ANNUAL ACCREDITED SPONSOR FEES	43,000.00	-	43,000.00	-	100.00%
ATTENDANCE LATE FEES	85,000.00	8,100.00	36,280.00	48,720.00	42.68%
COMITY CERTIFICATES	29,000.00	13,000.00	29,450.64	(450.64)	101.55%
TOTAL REVENUE:	1,050,000.00	141,642.50	460,613.14	589,386.86	43.87%
DIRECT EXPENSES:					
DEPRECIATION	249,948.00	20,676.00	82,699.00	167,249.00	33.09%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
MCLE BOARD	2,000.00	145.88	402.00	1,598.00	20.10%
TOTAL DIRECT EXPENSES:	252,448.00	20,821.88	83,101.00	169,347.00	32.92%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.90 FTE)	374,898.00	47,492.72	153,960.42	220,937.58	41.07%
BENEFITS EXPENSE	124,996.00	10,066.74	40,980.40	84,015.60	32.79%
OTHER INDIRECT EXPENSE	121,087.00	8,698.44	41,133.64	79,953.36	33.97%
TOTAL INDIRECT EXPENSES:	620,981.00	66,257.90	236,074.46	384,906.54	38.02%
TOTAL ALL EXPENSES:	873,429.00	87,079.78	319,175.46	554,253.54	36.54%
NET INCOME (LOSS):	176,571.00	54,562.72	141,437.68		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	10,000.00	1,500.00	3,766.80	6,233.20	37.67%
LAP GROUPS REVENUE	-	280.00	280.00	(280.00)	
TOTAL REVENUE:	10,000.00	1,780.00	4,046.80	5,953.20	40.47%
DIRECT EXPENSES:					
PUBLICATIONS PRODUCTION	200.00	-	-	200.00	0.00%
STAFF MEMBERSHIP DUES	225.00	-	-	225.00	0.00%
PROF LIAB INSURANCE	850.00	825.00	825.00	25.00	97.06%
TOTAL DIRECT EXPENSES:	1,275.00	825.00	825.00	450.00	64.71%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.90 FTE)	84,582.00	7,367.22	28,999.52	55,582.48	34.29%
BENEFITS EXPENSE	34,402.00	2,762.38	11,224.82	23,177.18	32.63%
OTHER INDIRECT EXPENSE	22,240.00	1,599.71	7,564.82	14,675.18	34.01%
TOTAL INDIRECT EXPENSES:	141,224.00	11,729.31	47,789.16	93,434.84	33.84%
TOTAL ALL EXPENSES:	142,499.00	12,554.31	48,614.16	93,884.84	34.12%
NET INCOME (LOSS):	(132,499.00)	(10,774.31)	(44,567.36)		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER SERVICES & ENGAGEMENT					
REVENUE:					
ROYALTIES	30,000.00	39.38	11,782.91	18,217.09	39.28%
NMP PRODUCT SALES	70,000.00	7,724.00	52,818.64	17,181.36	75.46%
SPONSORSHIPS	1,200.00	725.00	725.00	475.00	60.42%
SEMINAR REGISTRATIONS	30,000.00	-	-	30,000.00	0.00%
TRIAL ADVOCACY PROGRAM	10,000.00	-	-	10,000.00	0.00%
TOTAL REVENUE:	141,200.00	8,488.38	65,326.55	75,873.45	46.27%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,500.00	-	193.93	4,306.07	4.31%
SUBSCRIPTIONS	480.00	-	769.60	(289.60)	160.33%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
YLL SECTION PROGRAM	1,100.00	705.00	705.00	395.00	64.09%
WYLC CLE COMPS	1,000.00	-	-	1,000.00	0.00%
WYLC OUTREACH EVENTS	2,500.00	-	13.15	2,486.85	0.53%
WYL COMMITTEE	15,000.00	-	767.86	14,232.14	5.12%
OPEN SECTIONS NIGHT	4,400.00	10.00	10.00	4,390.00	0.23%
RURAL PLACEMENT PROGRAM	10,500.00	-	-	10,500.00	0.00%
TRIAL ADVOCACY EXPENSES	2,500.00	-	-	2,500.00	0.00%
RECEPTION/FORUM EXPENSE	4,000.00	1,046.76	2,251.54	1,748.46	56.29%
WYLC SCHOLARSHIPS/DONATIONS/GRANT	2,500.00	835.90	835.90	1,664.10	33.44%
STAFF MEMBERSHIP DUES	385.00	-	-	385.00	0.00%
LENDING LIBRARY	5,500.00	45.74	1,658.48	3,841.52	30.15%
NMP SPEAKERS & PROGRAM DEVELOPMENT	1,500.00	-	7.77	1,492.23	0.52%
TOTAL DIRECT EXPENSES:	56,065.00	2,643.40	7,213.23	48,851.77	12.87%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.98 FTE)	296,941.00	24,496.04	92,611.15	204,329.85	31.19%
BENEFITS EXPENSE	110,321.00	8,892.35	36,221.89	74,099.11	32.83%
OTHER INDIRECT EXPENSE	98,352.00	7,073.69	33,450.63	64,901.37	34.01%
TOTAL INDIRECT EXPENSES:	505,614.00	40,462.08	162,283.67	343,330.33	32.10%
TOTAL ALL EXPENSES:	561,679.00	43,105.48	169,496.90	392,182.10	30.18%
NET INCOME (LOSS):	(420,479.00)	(34,617.10)	(104,170.35)		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBERSHIP BENEFITS					
REVENUE:					
SPONSORSHIPS	8,000.00	-	-	8,000.00	0.00%
INTERNET SALES	9,000.00	882.00	10,927.00	(1,927.00)	121.41%
TOTAL REVENUE:	17,000.00	882.00	10,927.00	6,073.00	64.28%
DIRECT EXPENSES:					
LEGAL LUNCHBOX COURSEBOOK PRODUCTION	500.00	-	-	500.00	0.00%
LEGAL LUNCHBOX SPEAKERS & PROGRAM	1,700.00	-	25.80	1,674.20	1.52%
WSBA CONNECTS	46,560.00	-	19,400.00	27,160.00	41.67%
CASEMAKER & FASTCASE	136,336.00	75,192.00	91,440.00	44,896.00	67.07%
CONFERENCE CALLS	-	-	127.69	(127.69)	
TOTAL DIRECT EXPENSES:	185,096.00	75,192.00	110,993.49	74,102.51	59.97%
INDIRECT EXPENSES:	54,366.00	4,409.37	17,299.94	37,066.06	31.82%
SALARY EXPENSE (0.73 FTE)	20,206.00	1,640.69	6,672.21	13,533.79	33.02%
BENEFITS EXPENSE	18,039.00	1,299.78	6,146.49	11,892.51	34.07%
OTHER INDIRECT EXPENSE					
TOTAL INDIRECT EXPENSES:	92,611.00	7,349.84	30,118.64	62,492.36	32.52%
TOTAL ALL EXPENSES:	277,707.00	82,541.84	141,112.13	136,594.87	50.81%
NET INCOME (LOSS):	(260,707.00)	(81,659.84)	(130,185.13)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	-	1,267.59	(1,267.59)	
DISPLAY ADVERTISING	297,500.00	26,497.10	26,497.10	271,002.90	8.91%
SUBSCRIPT/SINGLE ISSUES	350.00	36.00	72.00	278.00	20.57%
CLASSIFIED ADVERTISING	12,500.00	50.00	6,759.85	5,740.15	54.08%
GEN ANNOUNCEMENTS	17,500.00	364.00	364.00	17,136.00	2.08%
PROF ANNOUNCEMENTS	21,000.00	1,209.60	1,209.60	19,790.40	5.76%
JOB TARGET ADVERSTISING	112,500.00	7,160.16	61,235.79	51,264.21	54.43%
TOTAL REVENUE:	461,350.00	35,316.86	97,405.93	363,944.07	21.11%
DIRECT EXPENSES:					
BAD DEBT EXPENSE	2,000.00	-	(1,950.00)	3,950.00	-97.50%
POSTAGE	89,000.00	19,536.69	29,772.65	59,227.35	33.45%
PRINTING, COPYING & MAILING	250,000.00	28,089.55	86,649.83	163,350.17	34.66%
DIGITAL/ONLINE DEVELOPMENT	10,200.00	2,200.00	2,900.00	7,300.00	28.43%
GRAPHICS/ARTWORK	3,500.00	-	-	3,500.00	0.00%
EDITORIAL ADVISORY COMMITTEE	800.00	-	178.27	621.73	22.28%
STAFF MEMBERSHIP DUES	135.00	-	-	135.00	0.00%
TOTAL DIRECT EXPENSES:	355,635.00	49,826.24	117,550.75	238,084.25	33.05%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.25 FTE)	177,211.00	11,779.27	58,248.73	118,962.27	32.87%
BENEFITS EXPENSE	70,006.00	3,952.52	16,159.19	53,846.81	23.08%
OTHER INDIRECT EXPENSE	55,601.00	3,999.28	18,912.04	36,688.96	34.01%
TOTAL INDIRECT EXPENSES:	302,818.00	19,731.07	93,319.96	209,498.04	30.82%
TOTAL ALL EXPENSES:	658,453.00	69,557.31	210,870.71	447,582.29	32.03%
NET INCOME (LOSS):	(197,103.00)	(34,240.45)	(113,464.78)		

Washington State Bar Association

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For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	-	330.00	(330.00)	
TOTAL REVENUE:	-	-	330.00	(330.00)	
DIRECT EXPENSES:					
DEPRECIATION	3,336.00	-	-	3,336.00	0.00%
STAFF TRAVEL/PARKING	3,240.00	-	-	3,240.00	0.00%
STAFF MEMBERSHIP DUES	1,500.00	-	200.00	1,300.00	13.33%
COURT RULES COMMITTEE	2,000.00	681.25	1,229.62	770.38	61.48%
DISCIPLINE ADVISORY ROUNDTABLE	500.00	-	-	500.00	0.00%
CUSTODIANSHIPS	2,500.00	-	-	2,500.00	0.00%
TOTAL DIRECT EXPENSES:	13,076.00	681.25	1,429.62	11,646.38	10.93%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.75 FTE)	588,978.00	43,091.39	167,232.30	421,745.70	28.39%
BENEFITS EXPENSE	197,610.00	15,946.53	64,999.51	132,610.49	32.89%
OTHER INDIRECT EXPENSE	142,092.00	10,223.10	48,343.83	93,748.17	34.02%
TOTAL INDIRECT EXPENSES:	928,680.00	69,261.02	280,575.64	648,104.36	30.21%
TOTAL ALL EXPENSES:	941,756.00	69,942.27	282,005.26	659,750.74	29.94%
NET INCOME (LOSS):	(941,756.00)	(69,942.27)	(281,675.26)		

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL - DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
DISCIPLINARY BOARD EXPENSES	10,000.00	287.20	1,656.18	8,343.82	16.56%
CHIEF HEARING OFFICER	33,000.00	2,500.00	10,000.00	23,000.00	30.30%
HEARING OFFICER EXPENSES	3,000.00	67.71	110.43	2,889.57	3.68%
HEARING OFFICER TRAINING	2,000.00	-	-	2,000.00	0.00%
OUTSIDE COUNSEL	55,000.00	5,500.00	14,500.00	40,500.00	26.36%
TOTAL DIRECT EXPENSES:	<u>103,500.00</u>	<u>8,354.91</u>	<u>26,266.61</u>	<u>77,233.39</u>	<u>25.38%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.45 FTE)	110,578.00	8,747.66	32,601.50	77,976.50	29.48%
BENEFITS EXPENSE	40,663.00	3,279.30	13,372.99	27,290.01	32.89%
OTHER INDIRECT EXPENSE	35,832.00	2,574.55	12,174.65	23,657.35	33.98%
TOTAL INDIRECT EXPENSES:	<u>187,073.00</u>	<u>14,601.51</u>	<u>58,149.14</u>	<u>128,923.86</u>	<u>31.08%</u>
TOTAL ALL EXPENSES:	<u>290,573.00</u>	<u>22,956.42</u>	<u>84,415.75</u>	<u>206,157.25</u>	<u>29.05%</u>
NET INCOME (LOSS):	<u><u>(290,573.00)</u></u>	<u><u>(22,956.42)</u></u>	<u><u>(84,415.75)</u></u>		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OUTREACH & ENGAGEMENT					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSE:					
STAFF TRAVEL/PARKING	1,400.00	-	-	1,400.00	0.00%
STAFF MEMBERSHIP DUES	1,152.00	-	-	1,152.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
ABA DELEGATES	4,500.00	-	-	4,500.00	0.00%
ANNUAL CHAIR MEETINGS	600.00	-	496.74	103.26	82.79%
JUDICIAL RECOMMENDATIONS COMMITTEE	4,500.00	-	1,976.10	2,523.90	43.91%
BOG ELECTIONS	6,500.00	-	-	6,500.00	0.00%
BAR OUTREACH	10,000.00	-	440.27	9,559.73	4.40%
PROFESSIONALISM	2,000.00	-	-	2,000.00	0.00%
TOTAL DIRECT EXPENSES:	30,852.00	-	2,913.11	27,938.89	9.44%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.73 FTE)	224,397.00	18,585.55	75,648.55	148,748.45	33.71%
BENEFITS EXPENSE	79,186.00	6,396.54	26,079.16	53,106.84	32.93%
OTHER INDIRECT EXPENSE	67,463.00	4,849.10	22,930.81	44,532.19	33.99%
TOTAL INDIRECT EXPENSES:	371,046.00	29,831.19	124,658.52	246,387.48	33.60%
TOTAL ALL EXPENSES:	401,898.00	29,831.19	127,571.63	274,326.37	31.74%
NET INCOME (LOSS):	(401,898.00)	(29,831.19)	(127,571.63)		

Washington State Bar Association
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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
PRACTICE OF LAW BOARD	16,000.00	477.70	3,105.78	12,894.22	19.41%
TOTAL DIRECT EXPENSES:	<u>16,000.00</u>	<u>477.70</u>	<u>3,105.78</u>	<u>12,894.22</u>	<u>19.41%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (0.40 FTE)	50,676.00	1,802.08	7,400.21	43,275.79	14.60%
BENEFITS EXPENSE	13,502.00	1,155.77	4,726.76	8,775.24	35.01%
OTHER INDIRECT EXPENSE	<u>9,885.00</u>	<u>699.89</u>	<u>3,309.62</u>	<u>6,575.38</u>	<u>33.48%</u>
TOTAL INDIRECT EXPENSES:	<u>74,063.00</u>	<u>3,657.74</u>	<u>15,436.59</u>	<u>58,626.41</u>	<u>20.84%</u>
TOTAL ALL EXPENSES:	<u>90,063.00</u>	<u>4,135.44</u>	<u>18,542.37</u>	<u>71,520.63</u>	<u>20.59%</u>
NET INCOME (LOSS):	<u>(90,063.00)</u>	<u>(4,135.44)</u>	<u>(18,542.37)</u>		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	2,000.00	-	969.77	1,030.23	48.49%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
CPE COMMITTEE	4,200.00	727.81	1,693.17	2,506.83	40.31%
TOTAL DIRECT EXPENSES:	6,700.00	727.81	2,662.94	4,037.06	39.75%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.65 FTE)	160,192.00	13,395.14	54,201.61	105,990.39	33.84%
BENEFITS EXPENSE	57,904.00	4,676.79	19,047.85	38,856.15	32.90%
OTHER INDIRECT EXPENSE	40,774.00	2,924.46	13,829.38	26,944.62	33.92%
TOTAL INDIRECT EXPENSES:	258,870.00	20,996.39	87,078.84	171,791.16	33.64%
TOTAL ALL EXPENSES:	265,570.00	21,724.20	89,741.78	175,828.22	33.79%
NET INCOME (LOSS):	(265,570.00)	(21,724.20)	(89,741.78)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	110,000.00	-	137,500.00	(27,500.00)	125.00%
PSP PRODUCT SALES	2,000.00	157.00	1,462.00	538.00	73.10%
TOTAL REVENUE:	112,000.00	157.00	138,962.00	(26,962.00)	124.07%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	207,915.00	48,999.58	48,999.58	158,915.42	23.57%
STAFF TRAVEL/PARKING	2,000.00	-	89.85	1,910.15	4.49%
PRO BONO & PUBLIC SERVICE COMMITTEE	2,000.00	-	549.16	1,450.84	27.46%
PUBLIC SERVICE EVENTS AND PROJECTS	20,500.00	-	162.27	20,337.73	0.79%
TOTAL DIRECT EXPENSES:	232,415.00	48,999.58	49,800.86	182,614.14	21.43%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.03 FTE)	87,057.00	6,045.60	22,889.67	64,167.33	26.29%
BENEFITS EXPENSE	29,994.00	2,417.02	9,854.26	20,139.74	32.85%
OTHER INDIRECT EXPENSE	25,453.00	1,824.68	8,628.66	16,824.34	33.90%
TOTAL INDIRECT EXPENSES:	142,504.00	10,287.30	41,372.59	101,131.41	29.03%
TOTAL ALL EXPENSES:	374,919.00	59,286.88	91,173.45	283,745.55	24.32%
NET INCOME (LOSS):	(262,919.00)	(59,129.88)	47,788.55		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLICATION & DESIGN SERVICES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
SUBSCRIPTIONS	83.00	79.98	79.98	3.02	96.36%
IMAGE LIBRARY	4,680.00	100.00	4,200.00	480.00	89.74%
TOTAL DIRECT EXPENSES:	5,263.00	179.98	4,279.98	983.02	81.32%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.22 FTE)	80,074.00	7,188.74	31,653.54	48,420.46	39.53%
BENEFITS EXPENSE	31,380.00	2,471.24	10,073.74	21,306.26	32.10%
OTHER INDIRECT EXPENSE	30,148.00	2,174.61	10,283.37	19,864.63	34.11%
TOTAL INDIRECT EXPENSES:	141,602.00	11,834.59	52,010.65	89,591.35	36.73%
TOTAL ALL EXPENSES:	146,865.00	12,014.57	56,290.63	90,574.37	38.33%
NET INCOME (LOSS):	(146,865.00)	(12,014.57)	(56,290.63)		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	300,000.00	255,668.75	258,406.25	41,593.75	86.14%
TOTAL REVENUE:	300,000.00	255,668.75	258,406.25	41,593.75	86.14%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,200.00	115.54	321.90	878.10	26.83%
SUBSCRIPTIONS	372.00	-	372.00	-	100.00%
CONFERENCE CALLS	300.00	-	78.70	221.30	26.23%
MISCELLANEOUS	300.00	-	-	300.00	0.00%
SECTION/COMMITTEE CHAIR MTGS	1,000.00	-	360.87	639.13	36.09%
DUES STATEMENTS	6,000.00	-	5,585.18	414.82	93.09%
STAFF MEMBERSHIP DUES	125.00	-	-	125.00	0.00%
TOTAL DIRECT EXPENSES:	9,297.00	115.54	6,718.65	2,578.35	72.27%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.25 FTE)	297,955.00	28,992.06	102,698.64	195,256.36	34.47%
BENEFITS EXPENSE	112,039.00	9,022.63	36,735.81	75,303.19	32.79%
OTHER INDIRECT EXPENSE	105,024.00	7,548.60	35,696.41	69,327.59	33.99%
TOTAL INDIRECT EXPENSES:	515,018.00	45,563.29	175,130.86	339,887.14	34.00%
TOTAL ALL EXPENSES:	524,315.00	45,678.83	181,849.51	342,465.49	34.68%
NET INCOME (LOSS):	(224,315.00)	209,989.92	76,556.74		

Washington State Bar Association
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For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	85,000.00	1,967.24	31,104.30	53,895.70	36.59%
STAFF TRAVEL/PARKING	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	110.00	-	-	110.00	0.00%
TELEPHONE	24,000.00	1,701.93	6,042.06	17,957.94	25.18%
COMPUTER HARDWARE	29,000.00	803.72	3,460.13	25,539.87	11.93%
COMPUTER SOFTWARE	29,000.00	-	734.83	28,265.17	2.53%
HARDWARE SERVICE & WARRANTIES	60,000.00	-	29,059.65	30,940.35	48.43%
SOFTWARE MAINTENANCE & LICENSING	270,000.00	592.06	107,744.87	162,255.13	39.91%
TELEPHONE HARDWARE & MAINTENANCE	10,000.00	-	137.35	9,862.65	1.37%
COMPUTER SUPPLIES	15,000.00	277.28	5,398.33	9,601.67	35.99%
THIRD PARTY SERVICES	143,000.00	1,212.25	72,009.90	70,990.10	50.36%
TRANSFER TO INDIRECT EXPENSES	(667,610.00)	(6,554.48)	(255,691.42)	(411,918.58)	38.30%
TOTAL DIRECT EXPENSES:	-	-	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	1,059,680.00	90,108.36	369,083.39	690,596.61	34.83%
BENEFITS EXPENSE	370,332.00	28,233.97	119,460.89	250,871.11	32.26%
CAPITAL LABOR & OVERHEAD	(188,800.00)	(6,218.76)	(39,081.69)	(149,718.31)	20.70%
OTHER INDIRECT EXPENSE	299,010.00	21,496.06	101,652.08	197,357.92	34.00%
TOTAL INDIRECT EXPENSES:	1,540,222.00	133,619.63	551,114.67	989,107.33	35.78%
TOTAL ALL EXPENSES:	1,540,222.00	133,619.63	551,114.67	989,107.33	35.78%
NET INCOME (LOSS):	(1,540,222.00)	(133,619.63)	(551,114.67)		

Washington State Bar Association

Statement of Activities

For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONTINUING LEGAL EDUCATION (CLE)					
REVENUE:					
SEMINAR REGISTRATIONS	876,000.00	(206.25)	245,722.25	630,277.75	28.05%
SEMINAR-EXHIB/SPNSR/ETC	41,500.00	-	500.00	41,000.00	1.20%
SHIPPING & HANDLING	1,000.00	58.50	178.68	821.32	17.87%
COURSEBOOK SALES	11,000.00	1,020.00	4,966.00	6,034.00	45.15%
MP3 AND VIDEO SALES	950,000.00	56,892.66	553,420.10	396,579.90	58.25%
TOTAL REVENUE:	1,879,500.00	57,764.91	804,787.03	1,074,712.97	42.82%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	3,000.00	47.55	183.51	2,816.49	6.12%
POSTAGE - FLIERS/CATALOGS	10,685.00	412.48	1,859.86	8,825.14	17.41%
POSTAGE - MISC./DELIVERY	2,500.00	-	140.00	2,360.00	5.60%
DEPRECIATION	5,540.00	632.12	2,530.12	3,009.88	45.67%
ONLINE EXPENSES	40,000.00	4,284.08	14,910.08	25,089.92	37.28%
ACCREDITATION FEES	4,696.00	(36.00)	2,134.00	2,562.00	45.44%
SEMINAR BROCHURES	20,770.00	-	4,328.29	16,441.71	20.84%
FACILITIES	223,500.00	1,750.00	27,830.10	195,669.90	12.45%
SPEAKERS & PROGRAM DEVELOP	68,100.00	1,532.12	8,391.51	59,708.49	12.32%
CLE SEMINAR COMMITTEE	500.00	-	37.85	462.15	7.57%
BAD DEBT EXPENSE	600.00	-	(523.00)	1,123.00	-87.17%
STAFF TRAVEL/PARKING	5,675.00	-	190.60	5,484.40	3.36%
STAFF MEMBERSHIP DUES	1,260.00	-	1,007.00	253.00	79.92%
SUPPLIES	3,650.00	-	186.17	3,463.83	5.10%
TELEPHONE	-	-	13.88	(13.88)	
COST OF SALES - COURSEBOOKS	1,200.00	73.41	427.57	772.43	35.63%
A/V DEVELOP COSTS (RECORDING)	1,500.00	-	-	1,500.00	0.00%
SHIPPING SUPPLIES	100.00	-	-	100.00	0.00%
POSTAGE & DELIVERY-COURSEBOOKS	500.00	44.80	160.61	339.39	32.12%
TOTAL DIRECT EXPENSES:	393,776.00	8,740.56	63,808.15	329,967.85	16.20%
INDIRECT EXPENSES:					
SALARY EXPENSE (9.72 FTE)	656,422.00	58,469.57	226,920.99	429,501.01	34.57%
BENEFITS EXPENSE	254,178.00	20,465.02	83,223.25	170,954.75	32.74%
OTHER INDIRECT EXPENSE	240,197.00	17,271.82	81,676.23	158,520.77	34.00%
TOTAL INDIRECT EXPENSES:	1,150,797.00	96,206.41	391,820.47	758,976.53	34.05%
TOTAL ALL EXPENSES:	1,544,573.00	104,946.97	455,628.62	1,088,944.38	29.50%
NET INCOME (LOSS):	334,927.00	(47,182.06)	349,158.41		

Washington State Bar Association

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For the Period from January 1, 2019 to January 31, 2019

33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DESKBOOKS					
REVENUE:					
SHIPPING & HANDLING	2,000.00	355.50	1,018.32	981.68	50.92%
DESKBOOK SALES	80,000.00	10,085.50	30,691.40	49,308.60	38.36%
SECTION PUBLICATION SALES	3,000.00	450.00	1,575.00	1,425.00	52.50%
CASEMAKER ROYALTIES	75,000.00	3,186.42	11,148.24	63,851.76	14.86%
TOTAL REVENUE:	160,000.00	14,077.42	44,432.96	115,567.04	27.77%
DIRECT EXPENSES:					
COST OF SALES - DESKBOOKS	50,000.00	7,994.52	24,386.58	25,613.42	48.77%
COST OF SALES - SECTION PUBLICATION	750.00	78.04	312.16	437.84	41.62%
SPLITS TO SECTIONS	1,000.00	398.60	398.60	601.40	39.86%
DESKBOOK ROYALTIES	1,000.00	337.50	337.50	662.50	33.75%
SHIPPING SUPPLIES	150.00	-	-	150.00	0.00%
POSTAGE & DELIVER-DESKBOOKS	2,000.00	1,276.19	2,169.19	(169.19)	108.46%
FLIERS/CATALOGS	3,000.00	-	-	3,000.00	0.00%
POSTAGE - FLIERS/CATALOGS	1,500.00	-	-	1,500.00	0.00%
COMPLIMENTARY BOOK PROGRAM	2,000.00	411.54	411.54	1,588.46	20.58%
BAD DEBT EXPENSE	100.00	-	-	100.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	-	2,645.00	4,795.00	35.55%
STAFF MEMBERSHIP DUES	250.00	-	168.00	82.00	67.20%
MISCELLANEOUS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	69,390.00	10,496.39	30,828.57	38,561.43	44.43%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.05 FTE)	117,663.00	9,822.92	40,447.44	77,215.56	34.38%
BENEFITS EXPENSE	48,981.00	3,925.66	15,979.25	33,001.75	32.62%
OTHER INDIRECT EXPENSE	50,659.00	3,649.37	17,257.25	33,401.75	34.07%
TOTAL INDIRECT EXPENSES:	217,303.00	17,397.95	73,683.94	143,619.06	33.91%
TOTAL ALL EXPENSES:	286,693.00	27,894.34	104,512.51	182,180.49	36.45%
NET INCOME (LOSS):	(126,693.00)	(13,816.92)	(60,079.55)		

Washington State Bar Association
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For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CLIENT PROTECTION FUND					
REVENUE:					
CPF RESTITUTION	3,000.00	662.49	1,357.75	1,642.25	45.26%
CPF MEMBER ASSESSMENTS	982,000.00	555,510.00	894,840.00	87,160.00	91.12%
INTEREST INCOME	7,500.00	1,020.10	19,854.41	(12,354.41)	264.73%
TOTAL REVENUE:	992,500.00	557,192.59	916,052.16	76,447.84	92.30%
DIRECT EXPENSES:					
BANK FEES - WELLS FARGO	1,000.00	10.78	(156.69)	1,156.69	-15.67%
GIFTS TO INJURED CLIENTS	500,000.00	5,000.00	56,200.00	443,800.00	11.24%
CPF BOARD EXPENSES	3,000.00	53.08	334.31	2,665.69	11.14%
TOTAL DIRECT EXPENSES:	504,000.00	5,063.86	56,377.62	447,622.38	11.19%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.25 FTE)	97,740.00	6,735.72	27,322.56	70,417.44	27.95%
BENEFITS EXPENSE	35,581.00	2,871.06	11,694.99	23,886.01	32.87%
OTHER INDIRECT EXPENSE	30,889.00	2,224.58	10,519.79	20,369.21	34.06%
TOTAL INDIRECT EXPENSES:	164,210.00	11,831.36	49,537.34	114,672.66	30.17%
TOTAL ALL EXPENSES:	668,210.00	16,895.22	105,914.96	562,295.04	15.85%
NET INCOME (LOSS):	324,290.00	540,297.37	810,137.20		

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANAGEMENT OF WESTERN STATES BAR CONFERENCE (NO WSBA FUNDS)					
REVENUE:					
REGISTRATION REVENUE	33,000.00	-	-	33,000.00	0.00%
OTHER ACTIVITIES REGISTRATION REVENUE	20,000.00	-	-	20,000.00	0.00%
WESTERN STATES BAR MEMBERSHIP DUES	3,200.00	2,200.00	2,400.00	800.00	75.00%
SPONSORSHIPS	12,000.00	-	-	12,000.00	0.00%
TOTAL REVENUE:	68,200.00	2,200.00	2,400.00	65,800.00	3.52%
DIRECT EXPENSES:					
FACILITIES	55,000.00	-	-	55,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
BANK FEES	-	-	1.00	(1.00)	
WSBC PRESIDENT TRAVEL	500.00	-	-	500.00	0.00%
OPTIONAL ACTIVITIES EXPENSE	3,500.00	-	78.15	3,421.85	2.23%
MARKETING EXPENSE	800.00	-	52.04	747.96	6.51%
STAFF TRAVEL/PARKING	2,000.00	-	777.87	1,222.13	38.89%
TOTAL DIRECT EXPENSES:	62,800.00	-	909.06	61,890.94	1.45%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	62,800.00	-	909.06	61,890.94	1.45%
NET INCOME (LOSS):	5,400.00	2,200.00	1,490.94		

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33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	471,440.00	387,548.75	391,648.25	79,791.75	83.07%
SEMINAR PROFIT SHARE	15,000.00	-	7,034.41	7,965.59	46.90%
INTEREST INCOME	1,900.00	-	-	1,900.00	0.00%
PUBLICATIONS REVENUE	4,000.00	2,432.73	2,432.73	1,567.27	60.82%
OTHER	49,250.00	900.00	12,483.75	36,766.25	25.35%
TOTAL REVENUE:	541,590.00	390,881.48	413,599.14	127,990.86	76.37%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	533,005.00	19,147.78	70,786.10	462,218.90	13.28%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	308,232.00	255,668.75	258,406.25	49,825.75	83.83%
TOTAL DIRECT EXPENSES:	841,237.00	274,816.53	329,192.35	512,044.65	39.13%
NET INCOME (LOSS):	(299,647.00)	116,064.95	84,406.79		

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	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	11,868,980.00	1,002,003.48	3,960,830.99	7,908,149.01	33.37%
ALLOWANCE FOR OPEN POSITIONS	(200,000.00)	-	-	(200,000.00)	0.00%
TEMPORARY SALARIES	141,330.00	48,426.21	102,851.59	38,478.41	72.77%
CAPITAL LABOR & OVERHEAD	(188,800.00)	(6,218.76)	(39,081.69)	(149,718.31)	20.70%
EMPLOYEE ASSISTANCE PLAN	4,800.00	-	1,200.00	3,600.00	25.00%
EMPLOYEE SERVICE AWARDS	2,230.00	-	1,392.60	837.40	62.45%
FICA (EMPLOYER PORTION)	879,000.00	75,682.72	273,196.92	605,803.08	31.08%
L&I INSURANCE	47,250.00	9,668.59	9,668.59	37,581.41	20.46%
WA STATE FAMILY MEDICAL LEAVE (EMPLOYER PORTION)	-	1,476.89	1,476.89	(1,476.89)	
MEDICAL (EMPLOYER PORTION)	1,590,000.00	119,809.43	484,270.53	1,105,729.47	30.46%
RETIREMENT (EMPLOYER PORTION)	1,494,000.00	121,883.52	489,355.69	1,004,644.31	32.75%
TRANSPORTATION ALLOWANCE	119,250.00	255.00	105,973.20	13,276.80	88.87%
UNEMPLOYMENT INSURANCE	87,500.00	9,665.10	15,166.90	72,333.10	17.33%
STAFF DEVELOPMENT-GENERAL	6,900.00	154.07	469.79	6,430.21	6.81%
TOTAL SALARY & BENEFITS EXPENSE:	15,852,440.00	1,382,806.25	5,406,772.00	10,445,668.00	34.11%
WORKPLACE BENEFITS	39,000.00	208.30	9,257.50	29,742.50	23.74%
HUMAN RESOURCES POOLED EXP	102,400.00	5,741.37	20,833.79	81,566.21	20.35%
MEETING SUPPORT EXPENSES	12,500.00	735.72	4,403.40	8,096.60	35.23%
RENT	1,802,000.00	152,012.66	591,843.44	1,210,156.56	32.84%
PERSONAL PROP TAXES-WSBA	14,000.00	900.84	5,742.62	8,257.38	41.02%
FURNITURE, MAINT, LH IMP	35,200.00	5,312.02	9,264.99	25,935.01	26.32%
OFFICE SUPPLIES & EQUIPMENT	46,000.00	3,080.06	18,248.82	27,751.18	39.67%
FURN & OFFICE EQUIP DEPRECIATION	51,300.00	3,434.00	14,268.78	37,031.22	27.81%
COMPUTER HARDWARE DEPRECIATION	51,800.00	3,454.00	13,812.00	37,988.00	26.66%
COMPUTER SOFTWARE DEPRECIATION	162,700.00	9,310.00	37,695.00	125,005.00	23.17%
INSURANCE	143,000.00	11,916.18	47,664.72	95,335.28	33.33%
PROFESSIONAL FEES-AUDIT	35,000.00	2,350.00	31,669.20	3,330.80	90.48%
PROFESSIONAL FEES-LEGAL	50,000.00	19,602.50	38,236.15	11,763.85	76.47%
TELEPHONE & INTERNET	47,000.00	3,526.82	14,829.57	32,170.43	31.55%
POSTAGE - GENERAL	36,000.00	3,672.92	9,593.68	26,406.32	26.65%
RECORDS STORAGE	40,000.00	3,054.09	16,886.70	23,113.30	42.22%
STAFF TRAINING	95,245.00	6,995.38	25,438.82	69,806.18	26.71%
BANK FEES	35,400.00	5,438.37	13,629.59	21,770.41	38.50%
PRODUCTION MAINTENANCE & SUPPLIES	12,000.00	2,500.64	2,521.17	9,478.83	21.01%
COMPUTER POOLED EXPENSES	667,610.00	6,554.48	255,691.42	411,918.58	38.30%
TOTAL OTHER INDIRECT EXPENSES:	3,478,155.00	249,800.35	1,181,531.36	2,296,623.64	33.97%
TOTAL INDIRECT EXPENSES:	19,330,595.00	1,632,606.60	6,588,303.36		

Washington State Bar Association
Statement of Activities
For the Period from January 1, 2019 to January 31, 2019
33.33% OF YEAR COMPLETE

	FISCAL 2019 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE
SUMMARY PAGE				
LICENSE FEES	15,958,200.00	1,202,394.11	5,113,914.28	10,844,285.72
ACCESS TO JUSTICE	(327,324.00)	(23,491.70)	(96,546.11)	(230,777.89)
ADMINISTRATION	(1,043,654.00)	(53,933.26)	(308,445.44)	(735,208.56)
ADMISSIONS/BAR EXAM	69,421.00	(49,301.23)	132,008.81	(62,587.81)
BOARD OF GOVERNORS	(834,709.00)	(83,201.89)	(301,867.76)	(532,841.24)
COMMUNICATIONS	(604,832.00)	(56,133.63)	(221,256.06)	(383,575.94)
CONFERENCE & BROADCAST SERVICES	(783,893.00)	(65,051.63)	(264,421.67)	(519,471.33)
DISCIPLINE	(5,788,075.00)	(468,203.88)	(1,924,389.09)	(3,863,685.91)
DIVERSITY	(445,817.00)	(47,807.14)	(50,954.05)	(394,862.95)
FOUNDATION	(164,863.00)	(14,259.73)	(53,699.42)	(111,163.58)
HUMAN RESOURCES	(204,958.00)	(33,807.38)	(133,752.70)	(71,205.30)
LAP	(132,499.00)	(10,774.31)	(44,567.36)	(87,931.64)
LEGISLATIVE	(154,066.00)	(12,788.41)	(51,317.29)	(102,748.71)
LICENSING AND MEMBERSHIP	(377,789.00)	(20,538.15)	(97,895.23)	(279,893.77)
LIMITED LICENSE LEGAL TECHNICIAN	(241,191.00)	(19,611.12)	(81,737.96)	(159,453.04)
LIMITED PRACTICE OFFICERS	(171,653.00)	(13,890.28)	(56,127.72)	(115,525.28)
MANDATORY CLE ADMINISTRATION	176,571.00	54,562.72	141,437.68	35,133.32
MEMBER BENEFITS	(260,707.00)	(81,659.84)	(130,185.13)	(130,521.87)
MEMBER SERVICES & ENGAGEMENT	(420,479.00)	(34,617.10)	(104,170.35)	(316,308.65)
NW LAWYER	(197,103.00)	(34,240.45)	(113,464.78)	(83,638.22)
OFFICE OF GENERAL COUNSEL	(941,756.00)	(69,942.27)	(281,675.26)	(660,080.74)
OGC-DISCIPLINARY BOARD	(290,573.00)	(22,956.42)	(84,415.75)	(206,157.25)
OUTREACH & ENGAGEMENT	(401,898.00)	(29,831.19)	(127,571.63)	(274,326.37)
PRACTICE OF LAW BOARD	(90,063.00)	(4,135.44)	(18,542.37)	(71,520.63)
PROFESSIONAL RESPONSIBILITY PROGRAM	(265,570.00)	(21,724.20)	(89,741.78)	(175,828.22)
PUBLICATION & DESIGN SERVICES	(146,865.00)	(12,014.57)	(56,290.63)	(90,574.37)
PUBLIC SERVICE PROGRAMS	(262,919.00)	(59,129.88)	47,788.55	(310,707.55)
LAW CLERK PROGRAM	11,985.00	52,368.84	53,648.98	(41,663.98)
SECTIONS ADMINISTRATION	(224,315.00)	209,989.92	76,556.74	(300,871.74)
TECHNOLOGY	(1,540,222.00)	(133,619.63)	(551,114.67)	(989,107.33)
CLE - PRODUCTS	733,919.00	35,979.41	477,630.56	256,288.44
CLE - SEMINARS	(398,992.00)	(83,161.47)	(128,472.15)	(270,519.85)
SECTIONS OPERATIONS	(299,647.00)	116,064.95	84,406.79	(384,053.79)
DESKBOOKS	(126,693.00)	(13,816.92)	(60,079.55)	(66,613.45)
CLIENT PROTECTION FUND	324,290.00	540,297.37	810,137.20	(485,847.20)
WESTERN STATES BAR CONFERENCE				
(No WSBA Funds)	5,400.00	2,200.00	1,490.94	3,909.06
INDIRECT EXPENSES	(19,330,595.00)	(1,632,606.60)	(6,588,303.36)	(12,742,291.64)
TOTAL OF ALL	19,193,934.00	992,392.40	5,081,984.74	14,111,949.26
NET INCOME (LOSS)	136,661.00	640,214.20	1,506,318.62	

**Washington State Bar Association
Analysis of Cash Investments
As of January 31, 2019**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 2,280,368

Total

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.48%	\$ 9,400,976
UBS Financial Money Market	2.48%	\$ 579,201
Morgan Stanley Money Market	2.35%	\$ 26,282
Merrill Lynch Money Market	2.39%	\$ 1,927,902
Long Term Investments	Varies	\$ 3,303,369
Short Term Investments	Varies	\$ 1,980,000

General Fund Total \$ 19,498,100

Client Protection Fund

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 484,829

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.48%	\$ 3,305,638
Morgan Stanley Money Market	2.07%	\$ 104,772
Wells Fargo Investments	Varies	\$ -

Client Protection Fund Total \$ 3,895,240

Grand Total Cash & Investments \$ 23,393,339

**Washington State Bar Association
Analysis of Cash Investments
As of January 31, 2019**

Long Term Investments- General Fund

UBS Financial Long Term Investments

Nuveen 3-7 year Municipal Bond Portfolio

Value as of 1/31/2019

\$ 314,033.86

Morgan Stanley Long Term Investments

Lord Abbett Short Term Duration Income Fund

\$ 800,147.40

Guggenheim Total Return Bond Fund

\$ 1,105,144.20

Virtus Multi-Sector Short Term Bond Fund

\$ 1,084,043.90

\$ 2,989,335.50

Total Long Term Investments- General Fund 3,303,369.36

Short Term Investments- General Fund

<u>Bank</u>	<u>Interest Rate</u>	<u>Yield</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Amount</u>
Radius Bank	2.30%	2.30%	4 months	5/31/2019	250,000.00
City National Bank	2.40%	2.40%	6 months	7/18/2019	240,000.00
Bank of Baroda	2.30%	2.30%	6 months	7/30/2019	250,000.00
Valley National Bank	2.30%	2.30%	6 months	7/30/2019	250,000.00
Umpqua Bank	2.50%	2.50%	8 months	9/23/2019	250,000.00
Bank of NY Mellon	2.45%	2.45%	9 months	10/15/2019	250,000.00
UBS Bank	2.50%	2.50%	9 months	10/16/2019	240,000.00
Investors Bank	2.55%	2.55%	9 months	10/18/2019	250,000.00

Total Short Term Investments- General Fund 1,980,000.00

Client Protection Fund

<u>Bank</u>	<u>Interest Rate</u>	<u>Yield</u>	<u>Term Mths</u>	<u>Maturity Date</u>	<u>Amount</u>
					Total CPF
					-

AGENDA ITEM 5

WASHINGTON STATE BAR ASSOCIATION

To: Budget and Audit Committee

From: Ann Holmes, Chief Operations Officer
Tiffany Lynch, Associate Director of Finance

cc: Executive Management Team

Re: Potential FY19 Budget Amendment

Date: March 13, 2019

Several developing matters this year will have an impact on the Board's FY19 budget. These matters, including but not necessarily limited to those identified below, are intended to facilitate Committee discussion and consideration of a possible budget amendment.

Matter
1. Costs associated with Board engagement of a professional search firm for a new Executive Director.
2. Costs associated with the defense and/or settlement of the Ralph claim
3. Costs associated with the hostile workplace investigation, as directed by the Court on March 1, 2019
4. Costs associated with investigation of claims raised by Treasurer Bridges, as directed by the Board on March 7, 2019
5. Costs associated with consideration and potential implementation of Structures Work Group recommendations
6. Potential costs associated with insurance renewal, including self-insurance
7. Potential examination of WSBA's fiscal integrity

Request to BoG Budget and Audit Committee on next year's budget

From: R. Majumdar, President-Elect, WSBA

While I serve as an ex-officio member of this committee, I do so on just about every committee and don't always get to dial-in closely. So I wanted to take the time to specifically address B&A at the mid-year point. Since the WSBA plans this year for next year's activities, I felt it important to give you my thoughts on the direction my administration would like to take, so you can consider my budget requests and plan accordingly. These are just my ideas- some may be financially impossible, but I serve at your direction and I will trust you to make those feasibility decisions accordingly.

- 1. Budget Expansion for E.D. Search Process.** This is not exactly a next year item, but a this year item and maybe next year item depending on how the process goes. Just wanted to make sure we attended to this.
- 2. Budget at least the same amount as last year for the Risenmay Building escape plan.** I am in deep admiration of the work this committee did last year and former Treasurer Risenmay's long-view approach towards planning. It is an unescapable truth that the cost of doing business in downtown Seattle has skyrocketed- and while the BoG eight years from now may want to stay in downtown Seattle, unless we prepare today to give them the cushion and flexibility to make that choice, we will remain at the mercy of our landlord when our current lease expires. Our organization may in fact grow over the next decade, and a shift in venue, even inside the downtown Seattle area, may become a necessity. We should act to ensure a future BoG has the maneuvering room to traverse those waters.
- 3. Budget for additional meetings.** I truly believe that this organization is made less efficient and more contentious by the minimal amount of *regularly* scheduled governance meetings we hold. We have a lot of work to do that is not done or examined. Everything becomes rushed, over-packed, and an emergency- which results in high emotion and disengagement. We don't have enough time to work and have meaningful communication between governors and with staff. I would like us to have at least two more public business meetings; and 4 more half-day meetings where we take no action but just meet to discuss ideas and issues facing us and discuss proposals that no action will be taken on. I would like these meetings to be budgeted as if they were going to occur on a Saturday if in Seattle (as I understand there are some additional infrastructure costs) so we have the potential option of doing so. I would *like* if one of the extra meetings was outside of Seattle, and ask you to consider that.
- 4. Permanently budget for the President-elect and President to the ABA BLI meeting, the two NCBP meetings per year, and the WSBC.** I thought we achieved that last year, but I

am told I am incorrect in a variety of confusing ways. These meetings are useful as I reported in my memo earlier this year, and provide an important venue for the Presidents to spend time with and take input from the Governors of different classes.

5. **Budget for all governors to attend the Olympia meetings** w/ the Thurston County Bar Association and Government Lawyers Bar Association (GLBA) leadership and Thurston Judges. Olympia is a once a year unique venue in regards to the practice of law and its regulation in our State. The Past President addressed the BoG in Olympia, and the current President approached me, about the lack of governor representation aside from their local representative, and they do represent what I would describe as a neglected portion of our constituents that often have very different needs and concerns than our other members. Likewise the oversized Thurston County Judiciary carries out a special role in our system of justice in regards to litigation with the government that is unique. Given how broken up and truncated our Olympia meetings have been, I believe this would make it more productive (*as a side note, I have asked the staff to plan for us to meet for business after we meet with the court next year rather than ending our day at noon.*) This actually may cost us nothing, since most governors arrive Wednesday night anyways, but I do not know what arcane assumptions are made in the budgeting process, so thought I would put you on notice.

Thank you kindly for your consideration as to budgetary feasibility.

Warmly,

/s/

Rajeev D. Majumdar!

AGENDA ITEM 6.

WASHINGTON STATE BAR ASSOCIATION

To: Budget and Audit Committee

From: Ann Holmes, Chief Operations Officer
Tiffany Lynch, Associate Director of Finance

cc: Executive Management Team

Re: Budget Development and License Fees

Date: March 13, 2019

Attached is the FY20 Budget Development Timeline. License fee development follows this timeline. The Court has already approved license fees of \$458 for 2020. Historically, this is when the Committee begins to examine and recommend future license fees (2021-2023).

We look forward to reviewing and answering questions about the budget development process, receiving Committee guidance about areas of focus, and discussing the potential impact of the pending legislation and Structures Work Group recommendations on planning in these areas.

BUDGET KICK-OFF THROUGH BUDGET DRAFT #1	
April 1	Finance provides budget materials to Exec and Ops Teams
April 15	Directors complete and submit Equipment/Technology, Staffing Requests, and Staff Time Allocations worksheets to Finance
April 22	Directors complete and submit Cost Center Budgets with supporting budget worksheets to Finance
April 29-May 10	Finance holds meeting with Directors and Managers
May 24	Finance provides Budget Draft #1 to Exec and Ops Teams
May 28-June 20	<ul style="list-style-type: none"> • Exec and Ops Team review Budget Draft #1 • Finance revises and submits to Budget & Audit (June 20)
BUDGET & AUDIT REVIEW THROUGH BOARD ADOPTION OF BUDGET	
June 27	Budget & Audit Committee reviews Budget Draft #1
June 28 – July 10	<ul style="list-style-type: none"> • Finance prepares Budget Draft #2 • Exec Team reviews Budget Draft #2 • Finance revises and submits to BOG book (July 10)
July 26-August 29	<ul style="list-style-type: none"> • BOG reviews Preliminary Budget (Draft #2) • Finance revises and prepares Draft #3 • Exec Team reviews Draft #3 • Finance revises and submits Draft #3 to Budget & Audit (August 29)
September 5-September 11	<ul style="list-style-type: none"> • Budget & Audit Reviews Draft #3 • Finance revises and prepares Final Draft • Exec and Ops Teams review Final Draft • Finance revises and submits Final Draft to BOG book (September 11)
September 26-27	BOG approves Final Budget

AGENDA ITEM 7.



To: WSBA Budget & Audit Committee

From: Terra Nevitt, Chief Development Officer

Re: Financial Reports for March 21, 2019 Meeting

Date: March 13, 2019

This memo follows on ongoing discussion of the Washington State Bar Foundation's health and viability at each Budget & Audit Committee meeting since June 2017. Attached, please find the Foundation's most recent financial report covering the period of October 1, 2018 through January 31, 2019. Also attached is the WSBF's year-to-date fundraising report.

Looking at the *WSBF Balance Sheet*, you can see that as of January 31, the Foundation had a net worth of \$177,433. This is an increase of \$94,902 from the net worth as of the end of November, which we reported on at the January meeting. The WSBF's net worth will continue to grow as it raises funds throughout the fiscal year. The majority of those funds will be granted to WSBA at the beginning FY20. The *WSBF Statement of Activities* details these and other income and expenses year-to-date. WSBA's support of the Foundation is captured in the report as "WSBA Staff Support" and "WSBA Expenses" under "In Kind Expenses", which total \$53,741 as of the end of January. Our total income through cash contributions as of the end of January is \$105,628.

The *Fundraising Progress Report* provides a more up-to-date, but unofficial, look at the amount and source of contributions for FY19. As of March 12, 2019 the Foundation has raised \$254,586. The majority of funds raised are through the licensing campaign, which continues to trending ahead of last year.



Advancing WSBA's Vision of a Just Washington

To: Paula Littlewood and Terra Nevitt

From: Tiffany Lynch, Associate Director for Finance

Re: Foundation Financial Statements as of January 31, 2019

Date: February 25, 2019

Attached are the final financial statements for the Washington State Bar Foundation as of January 31, 2019. Below is a summary of the fund balances¹ as of January 31, 2019.

WSBF Fund Balances¹
As of January 31, 2019

Fund Name	Cash	Committed Funds	Available Funds
ATJ/Bar Leaders Conference	6,252	0	6,252
Call to Duty	50	0	50
Diversity	75	0	75
ELUL Midyear Scholarship Fund	1,651	(1,651)	0
McMahon	8,352	0	8,352
Moderate Means	250	0	250
Peter Greenfield Internship	6,903	0	6,903
Presidents' and Governors' Diversity Scholarship	28,611	0	28,611
WSBA Justice & Diversity Opportunities	3,500	0	3,500
Unrestricted	<u>107,387</u>	<u>0</u>	<u>107,387</u>
Total Fund Balances	<u>\$163,031</u>	<u>(\$1,651)</u>	<u>\$161,380</u>

¹ Excludes fixed assets (\$14,400 in artwork).

WSBA Foundation
Statement of Activities (Profit & Loss)
October 2018 through January 2019

	Oct '18 - Jan 19
Ordinary Income/Expense	
Income	
Contributions & Grants Income	
Corporate	7,789
Individuals/Private Donors	95,439
Other	2,400
Total Contributions & Grants Income	105,628
In Kind Donations	59,028
Total Income	164,656
Expense	
Donor Database Expense	496
In Kind Expenses	
WSBA Staff Support	51,065
WSBA Expenses	2,676
In Kind Expenses - Other	5,286
Total In Kind Expenses	59,028
Bank Service Charges	40
Credit Card Fees	883
Dues	180
Licenses and Permits	10
Program Expense	
Taxation Scholarship	5,000
WSBA Justice & Div. Opportunity	1,500
WSBA Funding	275,000
Total Program Expense	281,500
Total Expense	342,137
Net Ordinary Income	-177,481
Other Income/Expense	
Other Income	
Interest Income	312
Total Other Income	312
Other Expense	
Other Expenses	4,932
Total Other Expense	4,932
Net Other Income	-4,620
Net Income	-182,102

WSBA Foundation
Balance Sheet
As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Checking	62,940
Wells Fargo Heritage Money Mkt	100,094
Total Checking/Savings	163,033
Total Current Assets	163,033
Fixed Assets	
Artwork	14,400
Total Fixed Assets	14,400
TOTAL ASSETS	177,433
LIABILITIES & EQUITY	
Equity	
Increase/Decrease Fund Balance	359,535
Net Income	-182,102
Total Equity	177,433
TOTAL LIABILITIES & EQUITY	177,433

WSBA Foundation
Profit & Loss Prev Year Comparison
October 2018 through January 2019

	Oct '18 - Jan 19	Oct '17 - Jan 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
Contributions & Grants Income				
Corporate	7,788.52	19,640.00	-11,851.48	-60.3%
Foundations & Nonprofits	0.00	600.00	-600.00	-100.0%
Individuals/Private Donors	95,439.42	94,694.25	745.17	0.8%
Other	2,400.00	0.00	2,400.00	100.0%
Total Contributions & Grants Income	105,627.94	114,934.25	-9,306.31	-8.1%
In Kind Donations	59,027.74	50,919.18	8,108.56	15.9%
Miscellaneous Income	0.00	1,814.37	-1,814.37	-100.0%
Total Income	164,655.68	167,667.80	-3,012.12	-1.8%
Expense				
Donor Database Expense	496.00	0.00	496.00	100.0%
In Kind Expenses				
WSBA Staff Support	51,065.35	49,961.39	1,103.96	2.2%
WSBA Expenses	2,676.39	957.79	1,718.60	179.4%
In Kind Expenses - Other	5,286.00	0.00	5,286.00	100.0%
Total In Kind Expenses	59,027.74	50,919.18	8,108.56	15.9%
Bank Service Charges	40.00	12.00	28.00	233.3%
Credit Card Fees	883.39	811.07	72.32	8.9%
Dues	180.00	0.00	180.00	100.0%
Licenses and Permits	10.00	10.00	0.00	0.0%
Office Supplies	0.00	54.39	-54.39	-100.0%
Program Expense				
Taxation Scholarship	5,000.00	0.00	5,000.00	100.0%
WSBA Justice & Div. Opportunity	1,500.00	672.00	828.00	123.2%
WSBA Funding	275,000.00	200,000.00	75,000.00	37.5%
Program Expense - Other	0.00	1,186.62	-1,186.62	-100.0%
Total Program Expense	281,500.00	201,858.62	79,641.38	39.5%
Total Expense	342,137.13	253,665.26	88,471.87	34.9%
Net Ordinary Income	-177,481.45	-85,997.46	-91,483.99	-106.4%
Other Income/Expense				
Other Income				
Interest Income	312.02	265.23	46.79	17.6%
Total Other Income	312.02	265.23	46.79	17.6%
Other Expense				
Other Expenses	4,932.25	396.00	4,536.25	1,145.5%
Total Other Expense	4,932.25	396.00	4,536.25	1,145.5%
Net Other Income	-4,620.23	-130.77	-4,489.46	-3,433.1%
Net Income	-182,101.68	-86,128.23	-95,973.45	-111.4%

WSBA Foundation
Balance Sheet Prev Year Comparison
As of January 31, 2019

	<u>Jan 31, 19</u>	<u>Jan 31, 18</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Wells Fargo Checking	62,939.61	127,474.95	-64,535.34	-50.6%
Wells Fargo Heritage Money Mkt	100,093.80	51,074.97	49,018.83	96.0%
Total Checking/Savings	<u>163,033.41</u>	<u>178,549.92</u>	<u>-15,516.51</u>	<u>-8.7%</u>
Total Current Assets	<u>163,033.41</u>	<u>178,549.92</u>	<u>-15,516.51</u>	<u>-8.7%</u>
Fixed Assets				
Artwork	14,400.00	14,400.00	0.00	0.0%
Total Fixed Assets	<u>14,400.00</u>	<u>14,400.00</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>177,433.41</u>	<u>192,949.92</u>	<u>-15,516.51</u>	<u>-8.0%</u>
LIABILITIES & EQUITY				
Equity				
Increase/Decrease Fund Balance	359,535.09	279,078.15	80,456.94	28.8%
Net Income	<u>-182,101.68</u>	<u>-86,128.23</u>	<u>-95,973.45</u>	<u>-111.4%</u>
Total Equity	<u>177,433.41</u>	<u>192,949.92</u>	<u>-15,516.51</u>	<u>-8.0%</u>
TOTAL LIABILITIES & EQUITY	<u>177,433.41</u>	<u>192,949.92</u>	<u>-15,516.51</u>	<u>-8.0%</u>

FY19 Fundraising Progress Report
As of March 12, 2019

FUNDRAISING ACTIVITY		DONATION SOURCE			
		Foundation Trustees & Trustee Firms	Board of Governors (non Trustee)	Individuals	Firms and Organizations
Annual Giving	\$2,345.94	\$260.00		\$2,085.94	
Licensing	\$223,864.75	\$225.00	\$360.00	\$211,984.75	\$11,295.00
Events					
2018 APEX Awards (income rec'd in FY19)	\$1,530.00	\$500.00		\$1,030.00	
2019 APEX Awards	\$4,600.00				\$4,600.00
Program Event Sponsorships	\$0.00				
ATJ Conference	\$12,270.00	\$2,020.00			\$10,250.00
Matching Gifts	\$2,100.00				\$2,100.00
Sections	\$7,875.00			\$5,275.00	\$2,600.00
TOTAL	\$254,585.69	\$3,005.00	\$360.00	\$220,375.69	\$30,845.00