

WASHINGTON STATE BAR ASSOCIATION

Budget & Audit Committee Meeting Agenda

March 24th, 2021

1:00pm – 5:00pm

Via Zoom, Seattle

DISCUSSION/ACTION

1. Approval of February 24, 2021 B & A Committee Meeting Minutes.
2. Approval of March 10th Special B & A Committee Meeting Minutes.
3. Review of February 2021 unaudited Financials
4. Lexis Nexis Deskbook publishing contract discussion.
5. Section Financial Investment Policy Discussion
6. Continue discussion on decision to invest WSBA Funds
 - a. Facilities Funds Increase
7. 2021 Reforecast
 - a. CLE Fund Review
8. Future Work at WSBA update.

MINUTES
WSBA Budget and Audit Committee Meeting
Various Remote Locations
Via ZOOM
February 24th, 2021

Attendance: All members attended via zoom. In virtual attendance were Treasurer Dan Clark, Governor Bryn Peterson, Governor PJ Grabicki, Governor Matthew Dresden, Governor Thomas McBride, and Governor Brett Purtzer. Additionally attending were Nancy Hawkins representing Family Law. From the WSBA staff in virtual attendance were Executive Director Terra Nevitt, Chief Financial Officer Jorge Perez, General Counsel Julie Shankland, Chief Disciplinary Counsel Doug Ende, Director of Advancement Kevin Plachy, Director of Communications Sara Niegowski and Elizabeth Wick Manager of Budget and Planning.

Minutes pertaining to the Budget and Audit Committee meeting of January 27th were presented for approval. Governor Purtzer presented a motion to approve the minutes the same was seconded by Governor Dresden. A vote ensued on the motion, motion approved 6-0.

CFO Perez presented a summary of the December/January Financials, no discussion items were had of this review.

Christopher J. Jay, CPWA®, CPFA Senior Vice President Wealth Management Advisor Portfolio Manager for Merrill Lynch presented investment alternatives regarding fixed income and balanced funds. The committee requested that he report back with Jumbo CD rates for further evaluation.

Mark Allison, Vice President Senior Portfolio Manager Family Wealth Advisor/ Financial Advisor THE PINNACLE GROUP presented investment alternatives regarding fixed income and balanced funds. The committee requested that he report back with Jumbo CD rates for further evaluation.

A discussion was had on next steps for a WSBA investment strategy. It was agreed once we receive the CD information from both Advisors a special meeting of the Budget and Audit committee will be scheduled to form an opinion and formulate the go forward position.

Liz Wick Budget and Finance manager for the WSBA updated the committee on the schedule for preparation of the upcoming reforecast.

Adjournment

The meeting was adjourned by Treasurer Clark at 4:30 p.m.

MINUTES
WSBA Budget and Audit Committee Meeting
Special Meeting on Investments Selection
Various Remote Locations
Via ZOOM
March 10th, 2021

Attendance: All members attended via zoom. In virtual attendance were Treasurer Dan Clark, Governor Bryn Peterson, Governor PJ Grabicki, Governor Carla Higginson, Governor Matthew Dresden, Governor Thomas McBride, and Governor Brett Purtzer. Additionally attending were Nancy Hawkins representing Family Law. From the WSBA staff in virtual attendance were Chief Financial Officer Jorge Perez, Chief HR and Culture Officer Glyniss Klinefelter-Sio

The meeting was called to order by Treasurer Clark at 1:00 PM. The single agenda item of selecting instruments for investment was opened for discussion. The discussion included a presentation by CFO Perez of the options available to date presented previously by representatives of Morgan Stanley and Merrill Lynch.

The committee was unable to land on or select an investment in lieu of our Money Market fund. Two outcomes came about from the meeting:

1. Governor Higginson Presented a motion (duly seconded) to bring back financial advisors to present options for investments and portfolio structure of the WSBA. Motion passed unanimously.
2. Governor P.J. Grabicki requested we explore CD rates from Wells Fargo and bring to the next Budget and Audit committee meeting.

MOTION: I move to ask Merrill Lynch and Morgan Stanley to provide us with a recommendation for a diversified portfolio with low to medium risk investments consistent with the WSBA investment policy, and that we consider their recommendations at our next B&A meeting.

Motion passes 7-0.

Adjournment

The meeting was adjourned by Treasurer Clark at 2:05 p.m.

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

Financial Reports

(Unaudited)

Year to Date February 28, 2021

Prepared by Maggie Yu, Controller

Submitted by

Jorge Perez, Chief Financial Officer

March 17, 2021

Washington State Bar Association
VENDOR TRIAL BALANCE OVER \$10K
YTD AND MOST CURRENT MONTH
41.67 % OF YEAR COMPLETE

VENDOR LISTS	FOR THE MONTH OF FEBRUARY	YEAR TO DATE		
Washington State Retirement Systems	\$ 206,890.30	\$ 1,033,194.98	V199	Employer and employee retirement contribution
University of Washington	\$ 283,790.55	\$ 906,673.90	V8088	2018 leasehold excise tax, facilities maintenance cost, rent
Health Care Authority	\$ 138,460.42	\$ 537,899.05	V364	Employee medical coverage
Legal Foundation of WA	\$ 40,928.00	\$ 337,694.85	V987	License Fee checkoff for donations
WSB Foundation	\$ 35,096.00	\$ 283,647.00	V272	License Fee checkoff for donations and return of unused funds
Consolidated Press	\$ 24,746.45	\$ 100,857.94	V44	Printing for NWLawyer
Fastcase Inc	\$ -	\$ 71,314.25	V9290	Fastcase member benefit legal research tool
Praxis HR, LLC	\$ 40,000.00	\$ 64,000.00	V9616	Interim HR Director
Wells Fargo Remittance Center	\$ 12,112.06	\$ 62,316.85	V1920	Wells Fargo credit card charges
CDW Government	\$ 32,531.32	\$ 48,989.06	V6924	Backup server annual maintenance, electronic distribution and HP computers
ON24 Inc.	\$ 35,937.96	\$ 36,687.96	V8212	Annual webcasting subscription
Parker Staffing Services LLC	\$ 18,972.88	\$ 35,994.92	V5440	Budgeted temporary staffing (HR,CLE,ATJ)
Clark Nuber P.S.	\$ -	\$ 35,000.00	V5675	WSBA annual audit expenses
Pacifica Law Group	\$ 279.00	\$ 33,463.00	V7612	Outside counsel services
Postmaster	\$ 10,770.19	\$ 33,078.94	V151	Postage, including NW Lawyer, and CLE marketing
Adaptive Insights, LLC	\$ 28,075.50	\$ 28,075.50	V9531	Bdgeting and analysis software
Pacific Office Automation	\$ 453.58	\$ 26,521.66	V140	Print cartridges, toner, copier repair, and meter readings
Thomson Reuters - West	\$ 6,662.25	\$ 26,361.19	V825	Westlaw and law library acquisitions
Election-America	\$ 13,340.00	\$ 24,340.00	V9310	Governor Election
Lawriter LLC	\$ 5,416.00	\$ 21,664.00	V4108	CaseMaker member benefit legal research tool
ADP, LLC	\$ 1,345.70	\$ 17,694.12	V6	Payroll processing
Limelight Networks, Inc.	\$ 4,075.39	\$ 16,193.94	V7823	CLE product online hosting fees
King County Finance	\$ -	\$ 16,087.70	V2575	Employee Orca Cards
Unico Properties LLC	\$ -	\$ 15,256.60	V4816	Operating Escalation
Cornerstone OnDemand	\$ -	\$ 14,094.18	V7778	HR performance system module
Kepro	\$ 1,200.00	\$ 14,040.00	V8632	Member Wellness Plan (WSBA connects) and Employee Assistance Plan
Seattle Corporate Search LLC	\$ 13,300.00	\$ 13,300.00	V9657	Recruiting,Advertisin
Jackson Lewis, P.C.	\$ -	\$ 12,331.50	V9632	Outside counsel services
Ripley Law Firm Inc. PS	\$ 3,000.00	\$ 12,000.00	V1022	Appointed counsel contract payment
Level 3 Communications	\$ 3,016.63	\$ 11,976.16	V4915	Phone line service
Theresa A Cullen	\$ 2,745.00	\$ 11,733.75	V348	Deskbook editorial work
Fisher Phillips	\$ -	\$ 11,117.85	V8367	Outside counsel services
Morrison & Morrison, Ltd	\$ -	\$ 11,000.00	V9534	Budget software consulting fee
Access Information Management	\$ 4,433.36	\$ 10,937.06	V5847	Offsite records storage
WA State Dept. of Labor & Ind.	\$ -	\$ 10,446.99	V1003	L & I quarterly payments
Randolph O. Petgrave III	\$ 2,500.00	\$ 10,000.00	V2211	Chief Hearing Officer contract payment
Kroll Associates,Inc.	\$ -	\$ 10,000.00	V9641	Outside counsel services

**Washington State Bar Association
Analysis of Cash Investments
As of February 28, 2021**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 2,589,072

Total

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.02%	\$ 13,777,581
UBS Financial Money Market	0.00%	\$ 1,081,173
Morgan Stanley Money Market	0.00%	\$ 3,353,681
Merrill Lynch Money Market	0.01%	\$ 1,983,397

General Fund Total \$ 22,784,904

Client Protection Fund

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 555,727

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.02%	\$ 4,107,134
Morgan Stanley Money Market	0.00%	\$ 106,908

Client Protection Fund Total \$ 4,769,769

Grand Total Cash & Investments \$ 27,554,673

Balance Sheet
February, 2021

ASSETS	Prior Year General, CLE, and Sections Funds	Current Year General, CLE, and Sections Funds	Prior Year CPF	Current Year CPF	Current Year TOTAL
Cash & cash equivalents	930,914	2,589,872			2,589,872
Amex credit card service fee	11,951	27,983			27,983
Investments- money market + CDs	20,128,219	20,195,832			20,195,832
Restricted Cash		-	1,030,359	555,727	555,727
Restricted Investments- money market + CDs			3,698,381	4,214,042	4,214,042
Due to/from GF-CPF	(48,618)	45,889	48,618	(45,889)	-
Accounts Receivable	(3,194)	(8,241)			(8,241)
A/R Misc	12,981	64,759			64,759
Accrued Interest Receivables	(1,019)	-	-	-	-
Allowance for Bad Debt	-	(994)	-	-	(994)
Allowance for Deskbooks	(352)	(14,726)	-	-	(14,726)
OP Backorders	8,534	7,135			7,135
Unapplied receipts	-	(200)			(200)
CLE inventory	267,597	292,606			292,606
Deferred seminar costs	12,935	14,500			14,500
Prepaid expenses	408,140	225,021			225,021
Other inventory	-	(281)			(281)
Property & equipment, net	393,326	322,001			322,001
Software Canned	237,369	155,479	-	-	155,479
Software Custom	367,524	188,937	-	-	188,937
TOTAL ASSETS	22,726,306	24,105,572	4,777,358	4,723,880	28,829,452
LIABILITIES					
Accounts payable	346,842	321,830			321,830
Accounts payable-year end/misc		113,846			113,846
Refunds payable	1,764	473			473
CPF committed gifts			20,480	201,464	201,464
Accrued expenses	582,278	766,414			766,414
Future rent obligations	1,103,588	1,090,156			1,090,156
Unearned seminar/other revenue	67,708	40,588			40,588
Deferred licensing fees	13,083,208	13,276,481			13,276,481
Amex credit card service fee	7,902	27,983			27,983
Other deferred revenue	14,733	9,861			9,861
Deferred grant revenue	47,870	47,870			47,870
LAW Fund/WSBF Contributions	66,864	(200)			(200)
TOTAL LIABILITIES	15,322,758	15,695,303	20,480	201,464	15,896,767
RETAINED EARNINGS					
GENERAL FUND BALANCE	5,481,889	6,643,245			6,643,245
CLE FUND BALANCE	663,549	389,601			389,601
CPF FUND BALANCE			4,756,878	4,522,416	4,522,416
WSBC FUND BALANCE					-
SECTIONS FUND BALANCE	1,258,110	1,377,423			1,377,423
TOTAL FUND BALANCE	7,403,548	8,410,269	4,756,878	4,522,416	12,932,685
TOTAL LIABILITIES AND RETAINED EARNINGS	22,726,306	24,105,572	4,777,358	4,723,880	28,829,452

Note* Total Retained Earnings must equal fund balance

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Maggie Yu, Controller

Re: Key Financial Benchmarks for the Preliminary Fiscal Year to Date (YTD) through February 28, 2021

Date: March 17, 2021

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	41.67%	42.26%	(\$67,906) Over budget	41.45%	Over budget due to 95K Capital labor write offs
Benefits	41.67%	39.48%	\$84,106 Under budget	39.60%	Under budget due to vacant positions
Other Indirect Expenses	41.67%	41.42%	\$9,996 Under budget	43.34%	Under budget due to timing of the payments
Total Indirect Expenses	41.67%	41.53%	\$26,196 Under budget	41.44%	Under budget for the reasons described above

General Fund Revenues	41.67%	44.68%	\$621,743 Over budget	45.23%	Trending ahead of budget due to timing of bar exam, Pro Hac Vice, law clerk fee and MCLE payments
General Fund Direct Expenses	41.67%	23.03%	\$481,203 Under budget	33.29%	Under budget due to timing of the payments and not incurring expenses due to COVID 19
General Fund Net	41.67%	549.86%	\$1,199,504 Over budget	125.92%	Trending ahead of budget for the reasons described above

CLE Revenue	41.67%	29.62%	(\$221,659) Under budget	40.72%	Under budget due to lower than anticipated attendance and Lower than anticipated product sales
CLE Direct Expenses	41.67%	15.62%	\$168,808 Under budget	17.33%	Trending under budget due to timing of payments
CLE Indirect Expenses	41.67%	41.74%	(\$890) Over budget	40.02%	Slightly over budget
CLE Net	41.67%	-128.12%	(\$53,740) Under budget	588.76%	Trending under budget for the reasons described above

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 September 30, 2021 (12 months into the fiscal year).

Indirects: Temporary salary line item under budget by 24.12%

Please see the details below:

Budgeted Temps:

Dept Code	FY21 Budget	As of February Actuals	YTD Actuals	Remaining Balance	Comments
ADMIN	24,237	4672.5	12,369.01	(11,868.16)	Licensing Season Temp
SC	9,663	-	-	(9,662.85)	Front Desk Receptionist - Licensing Season
DISC	46,400.00	-	-	(46,400.00)	Temp for Scanning and Two Law Student Interns
LICMR	11,640.00	1,617.00	4,221.00	(7,419.00)	Licensing Temp
MCLE	28,342.84	-	-	(28,342.84)	Four MCLE Temps Reforecasted
TECH	12,675	1,428.00	11,928.00	(747.00)	Developer Temp
DIV	19,500			(19,500.00)	Work Study Intern
Total	152,457.86	7,717.50	28,518.01	123,939.85	

Unanticipated Temps:

Dept Code	FY21 Unanticipated Budget	As of February Actuals	YTD Actuals	Remaining Balance	Open Position Cost	variance	Comments
	10,000	-	-	10,000.00		-	-
		-				-	-
		-				-	-
Total	10,000	-	-	10,000.00		-	-
Grand Total	162,457.86	7,717.50	28,518.01	133,939.85			

As of February Budget	As of February Budgeted Actuals	Budgeted Variance
\$67,690.78	\$7,717.50	\$59,973.28

Replacement Temps:

Dept Code	Budgeted Salary	As of February Actuals	YTD Actuals	Variance	Open Positions
HR	223,890.24	34,725.20	94,324.74	129,565.50	HR Generalist/HR Director
TECH	90,000.00	152.71	5,001.08	84,998.92	Network and Systems Administrator
DISC	51,001.20		3,671.75	47,329.45	Legal Administrative Assistant II- Intake
DIV	67,938.00	484.56	3,285.98	64,652.02	Equity and Justice Lead -DEI
PSP	67,938.00	4,503.72	6,118.92	61,819.08	Equity and Justice Lead -DEI
CLES	54,315.00	4,067.00	4,067.00	50,248.00	Program Coordinator II-CLE
Total	555,082.44	43,933.19	116,469.47	438,612.97	

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
LICENSE FEES									
REVENUE:									
LICENSE FEES	1,986,292.72	1,712,717.92	(273,574.80)	7,227,365.05	6,934,027.78	(293,337.27)	16,531,113.10	9,597,085.32	41.95%
TOTAL REVENUE:	1,986,293	1,712,718	(273,575)	7,227,365	6,934,028	(293,337)	16,531,113	9,597,085	41.95%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
ACCESS TO JUSTICE									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
ATJ BOARD RETREAT	-	-	-	-	-	-	2,000	2,000	0
LEADERSHIP TRAINING	667	-	667	1,333	-	1,333	2,000	2,000	0
ATJ BOARD EXPENSE	1,667	-	1,667	6,333	1	6,332	18,000	17,999	0%
STAFF TRAVEL/PARKING	292	-	292	1,458	-	1,458	3,500	3,500	0%
STAFF MEMBERSHIP DUES	-	-	-	120	-	120	120	120	0%
PUBLIC DEFENSE	417	0	416	1,483	0	1,483	4,400	4,400	0%
CONFERENCE/INSTITUTE EXPENSE	1,978	-	1,978	3,956	0	3,956	17,804	17,804	0%
RECEPTION/FORUM EXPENSE	9,000	-	9,000	9,000	-	9,000	9,000	9,000	0%
TOTAL DIRECT EXPENSES:	14,020	0	14,020	23,684	1	23,683	56,824	56,823	0.00%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.60 FTE)	9,556	9,647	(92)	46,945	50,484	(3,540)	113,835	63,351	44.35%
BENEFITS EXPENSE	3,697	3,692	4	18,648	17,625	1,023	44,524	26,899	39.59%
OTHER INDIRECT EXPENSE	3,896	5,656	(1,760)	19,732	19,635	97	47,607	27,972	41.24%
TOTAL INDIRECT EXPENSES:	17,148	18,996	(1,848)	85,325	87,744	(2,419)	205,966	118,222	42.60%
TOTAL ALL EXPENSES:	31,168	18,996	12,172	109,009	87,745	21,264	262,790	175,044	33.39%
NET INCOME (LOSS):	(31,168)	(18,996)	12,172	(109,009)	(87,745)	21,264	(262,790)	(175,044)	33.39%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
ADMINISTRATION									
REVENUE:									
INTEREST INCOME	12,002	3,077	(8,926)	46,120	3,863	(42,257)	100,000	96,137	3.86%
TOTAL REVENUE:	12,002	3,077	(8,926)	46,120	3,863	(42,257)	100,000	96,137	3.86%
DIRECT EXPENSES:									
CONSULTING SERVICES	-	3,500	(3,500)	2,750	6,088	(3,338)	11,000	4,913	55.34%
STAFF TRAVEL/PARKING	350	-	350	1,750	1,340	410	4,200	2,860	31.90%
TOTAL DIRECT EXPENSES:	350	3,500	(3,150)	4,500	7,428	(2,928)	15,200	7,773	48.87%
INDIRECT EXPENSES:									
SALARY EXPENSE (6.92 FTE)	56,869	60,342	(3,473)	283,715	296,343	(12,628)	661,603	365,260	44.79%
BENEFITS EXPENSE	16,875	16,824	51	84,578	80,426	4,151	202,703	122,277	39.68%
OTHER INDIRECT EXPENSE	16,850	24,576	(7,726)	85,342	85,309	32	205,898	120,589	41.43%
TOTAL INDIRECT EXPENSES:	90,594	101,743	(11,148)	453,634	462,079	(8,445)	1,070,204	608,125	43.18%
TOTAL ALL EXPENSES:	90,944	105,243	(14,298)	458,134	469,506	(11,372)	1,085,404	615,898	43.26%
NET INCOME (LOSS):	(78,942)	(102,166)	(23,224)	(412,015)	(465,643)	(53,629)	(985,404)	(519,761)	47.25%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

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ADMISSIONS									
REVENUE:									
EXAM SOFT REVENUE	-	-	-	-	-	-	31,500	31,500	0.00%
BAR EXAM FEES	178,761	113,810	(64,951)	595,105	536,240	(58,865)	1,053,235	516,995	50.91%
RULE 9/LEGAL INTERN FEES	596	250	(346)	3,354	2,200	(1,154)	12,000	9,800	18.33%
RPC BOOKLETS	-	5	5	-	5	5	-	(5)	
SPECIAL ADMISSIONS	7,763	3,720	(4,043)	27,545	30,645	3,100	37,640	6,995	81.42%
TOTAL REVENUE:	187,120	117,785	(69,335)	626,004	569,090	(56,915)	1,134,375	565,285	50.17%
DIRECT EXPENSES:									
POSTAGE	150	48	102	750	67	683	1,800	1,733	3.73%
STAFF TRAVEL/PARKING	1,417	133	1,284	7,083	133	6,951	17,000	16,867	0.78%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	800	800	0.00%
SUPPLIES	83	-	83	417	940	(523)	1,000	60	94.00%
FACILITY, PARKING, FOOD	32,000	5,182	26,818	38,050	5,182	32,868	64,700	59,518	8.01%
EXAMINER FEES	-	-	-	-	-	-	20,000	20,000	0.00%
UBE EXMINATIONS	-	-	-	-	-	-	115,900	115,900	0.00%
BOARD OF BAR EXAMINERS	-	-	-	-	-	-	6,000	6,000	0.00%
BAR EXAM PROCTORS	-	-	-	-	(133)	133	27,000	27,133	-0.49%
CHARACTER & FITNESS BOARD	2,716	-	2,716	11,775	-	11,775	12,000	12,000	0.00%
DISABILITY ACCOMMODATIONS	-	2,780	(2,780)	-	2,780	(2,780)	10,000	7,220	27.80%
CHARACTER & FITNESS INVESTIGATIONS	50	-	50	150	6	144	300	294	2.05%
LAW SCHOOL VISITS	75	-	75	95	-	95	920	920	0.00%
COURT REPORTERS	1,250	2,006	(756)	6,250	5,717	533	15,000	9,283	38.11%
DEPRECIATION-SOFTWARE	1,898	1,627	271	9,491	3,392	6,099	22,778	19,386	14.89%
ONLINE LEGAL RESEARCH	372	307	65	743	1,220	(477)	3,345	2,125	36.48%
LAW LIBRARY	17	12	5	33	56	(22)	150	95	36.94%
TOTAL DIRECT EXPENSES:	40,027	12,095	27,932	74,837	19,360	55,478	318,693	299,333	6.07%
INDIRECT EXPENSES:									
SALARY EXPENSE (6.55 FTE)	40,226	40,564	(338)	197,617	187,339	10,278	479,196	291,857	39.09%
BENEFITS EXPENSE	14,417	14,402	15	72,806	68,823	3,983	173,728	104,905	39.62%
OTHER INDIRECT EXPENSE	15,949	23,211	(7,262)	80,779	80,570	209	194,889	114,319	41.34%
TOTAL INDIRECT EXPENSES:	70,592	78,177	(7,585)	351,201	336,731	14,470	847,813	511,082	39.72%
TOTAL ALL EXPENSES:	110,619	90,271	20,348	426,038	356,091	69,948	1,166,506	810,415	30.53%
NET INCOME (LOSS):	76,501	27,513	(48,988)	199,966	212,999	13,033	(32,131)	(245,130)	-662.91%

Washington State Bar Association
Statement of Activities
For the Period from February 1, 2021 to February 28, 2021
41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
ADVANCEMENT FTE									
INDIRECT EXPENSES:									
SALARY EXPENSE (1.15 FTE)	13,403	13,391	12	65,845	67,800	(1,955)	159,666	91,866	42.46%
BENEFITS EXPENSE	3,524	3,501	23	17,343	16,650	693	42,009	25,359	39.64%
OTHER INDIRECT EXPENSE	2,800	4,096	(1,296)	14,182	14,218	(36)	34,217	19,999	41.55%
TOTAL INDIRECT EXPENSES:	19,727	20,988	(1,261)	97,371	98,669	(1,298)	235,893	137,224	41.83%
NET INCOME (LOSS):	(19,727)	(20,988)	(1,261)	(97,371)	(98,669)	(1,298)	(235,893)	(137,224)	41.83%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
BAR NEWS									
REVENUE:									
ROYALTIES	-	-	-	1,662	1,262	(400)	1,500	238	84.12%
DISPLAY ADVERTISING	31,160	48,233	17,073	114,936	166,954	52,019	300,000	133,046	55.65%
SUBSCRIPT/SINGLE ISSUES	-	36	36	103	72	(31)	350	278	20.57%
CLASSIFIED ADVERTISING	1,313	2,820	1,507	3,882	3,765	(117)	11,500	7,735	32.74%
GEN ANNOUNCEMENTS	1,292	-	(1,292)	4,753	1,350	(3,403)	15,000	13,650	9.00%
PROF ANNOUNCEMENTS	1,962	810	(1,152)	7,729	6,746	(983)	20,000	13,254	33.73%
JOB TARGET ADVERTISING	14,109	14,652	544	66,850	53,157	(13,693)	120,000	66,843	44.30%
TOTAL REVENUE:	49,835	66,551	16,716	199,914	233,306	33,392	468,350	235,044	49.81%
DIRECT EXPENSES:									
BAD DEBT EXPENSE	-	-	-	-	-	-	750	750	0.00%
POSTAGE	9,556	10,525	(970)	38,125	41,266	(3,141)	95,000	53,734	43.44%
PRINTING, COPYING & MAILING	24,230	24,746	(517)	94,113	98,351	(4,238)	250,000	151,649	39.34%
DIGITAL/ONLINE DEVELOPMENT	917	1,700	(783)	4,583	4,350	233	11,000	6,650	39.55%
GRAPHICS/ARTWORK	125	-	125	625	-	625	1,500	1,500	0.00%
OUTSIDE SALES EXPENSE	10,217	-	10,217	37,814	38,667	(853)	90,000	51,333	42.96%
EDITORIAL ADVISORY COMMITTEE	19	-	19	600	-	600	800	800	0.00%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	615	615	0.00%
TOTAL DIRECT EXPENSES:	45,063	36,972	8,092	175,860	182,634	(6,773)	449,665	267,031	40.62%
INDIRECT EXPENSES:									
SALARY EXPENSE (2.83 FTE)	16,743	17,226	(482)	82,255	86,031	(3,776)	199,458	113,427	43.13%
BENEFITS EXPENSE	5,131	5,132	(1)	26,022	24,512	1,510	61,936	37,424	39.58%
OTHER INDIRECT EXPENSE	6,883	10,045	(3,162)	34,860	34,869	(8)	84,105	49,236	41.46%
TOTAL INDIRECT EXPENSES:	28,757	32,402	(3,646)	143,137	145,411	(2,275)	345,499	200,088	42.09%
TOTAL ALL EXPENSES:	73,820	69,374	4,446	318,997	328,045	(9,048)	795,164	467,119	41.26%
NET INCOME (LOSS):	(23,984)	(2,823)	21,161	(119,082)	(94,739)	24,343	(326,814)	(232,075)	28.99%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
BOARD OF GOVERNOR									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
BOG MEETINGS	17,542	-	17,542	87,708	34	87,675	210,500	210,466	0.02%
BOG COMMITTEES' EXPENSES	2,500	8	2,492	12,500	8	12,492	30,000	29,992	0.03%
BOG RETREAT	-	98	(98)	-	351	(351)	15,000	14,649	2.34%
BOG CONFERENCE ATTENDANCE	3,667	-	3,667	18,333	497	17,836	44,000	43,503	1.13%
BOG TRAVEL & OUTREACH	2,917	725	2,192	14,583	1,661	12,922	35,000	33,339	4.75%
LEADERSHIP TRAINING	4,167	-	4,167	20,833	-	20,833	50,000	50,000	0.00%
BOG ELECTIONS	-	13,340	(13,340)	-	24,340	(24,340)	12,000	(12,340)	202.83%
PRESIDENT'S DINNER	-	-	-	-	-	-	10,000	10,000	0.00%
TOTAL DIRECT EXPENSES:	30,792	14,170	16,621	153,958	26,891	127,068	406,500	379,609	6.62%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.75 FTE)	9,783	10,015	(232)	48,061	51,127	(3,066)	116,541	65,414	43.87%
BENEFITS EXPENSE	3,475	3,475	0	17,598	16,572	1,027	41,926	25,354	39.53%
OTHER INDIRECT EXPENSE	4,261	6,193	(1,932)	21,582	21,497	85	52,070	30,573	41.28%
TOTAL INDIRECT EXPENSES:	17,519	19,684	(2,164)	87,241	89,195	(1,954)	210,537	121,342	42.37%
TOTAL ALL EXPENSES:	48,311	33,854	14,457	241,200	116,086	125,113	617,037	500,951	18.81%
NET INCOME (LOSS):	(48,311)	(33,854)	14,457	(241,200)	(116,086)	125,113	(617,037)	(500,951)	18.81%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
CLE - PRODUCTS									
REVENUE:									
SHIPPING & HANDLING	83	45	(38)	417	119	(297)	1,000	881	11.93%
COURSEBOOK SALES	667	635	(32)	3,333	1,741	(1,592)	8,000	6,259	21.76%
MP3 AND VIDEO SALES	68,333	110,142	41,809	341,667	214,902	(126,765)	820,000	605,098	26.21%
TOTAL REVENUE:	69,083	110,822	41,739	345,417	216,762	(128,654)	829,000	612,238	26.15%
DIRECT EXPENSES:									
DEPRECIATION	399	485	(86)	1,993	2,423	(430)	3,188	765	76.00%
STAFF MEMBERSHIP DUES	50	-	50	250	573	(323)	600	27	95.43%
TRANSCRIPTION SERVICES	-	270	(270)	-	270	(270)	-	(270)	
COST OF SALES - COURSEBOOKS	125	62	63	625	131	494	1,500	1,369	8.74%
A/V DEVELOP COSTS (RECORDING)	167	-	167	833	-	833	2,000	2,000	0.00%
ONLINE PRODUCT HOSTING EXPENSES	4,000	4,075	(75)	20,000	18,635	1,365	48,000	29,365	38.82%
POSTAGE & DELIVERY-COURSEBOOKS	42	37	5	208	109	100	500	391	21.74%
TOTAL DIRECT EXPENSES:	4,782	4,930	(148)	23,909	22,140	1,769	55,788	33,648	39.69%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.45 FTE)	7,855	8,089	(234)	38,588	39,596	(1,008)	93,571	53,975	42.32%
BENEFITS EXPENSE	3,128	3,128	1	15,813	14,897	916	37,712	22,815	39.50%
OTHER INDIRECT EXPENSE	3,531	5,120	(1,589)	17,882	17,773	109	43,143	25,371	41.19%
TOTAL INDIRECT EXPENSES:	14,514	16,337	(1,823)	72,283	72,266	18	174,427	102,161	41.43%
TOTAL ALL EXPENSES:	19,296	21,266	(1,971)	96,193	94,406	1,787	230,215	135,809	41.01%
NET INCOME (LOSS):	49,788	89,556	39,768	249,224	122,356	(126,868)	598,785	476,429	20.43%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
CLE - SEMINARS									
REVENUE:									
SEMINAR REGISTRATIONS	68,750	113,777	45,027	343,750	228,788	(114,962)	825,000	596,212	27.73%
SEMINAR-EXHIB/SPNSR/ETC	-	-	-	1,500	-	(1,500)	28,000	28,000	0.00%
TOTAL REVENUE:	68,750	113,777	45,027	345,250	228,788	(116,462)	853,000	624,212	26.82%
DIRECT EXPENSES:									
BAD DEBT EXPENSE	54	-	54	271	-	271	650	650	0.00%
STAFF TRAVEL/PARKING	1,250	-	1,250	6,250	73	6,177	15,000	14,927	0.49%
STAFF MEMBERSHIP DUES	71	-	71	355	763	(408)	853	90	89.50%
SUPPLIES	83	-	83	417	-	417	1,000	1,000	0.00%
COURSEBOOK PRODUCTION	125	-	125	625	-	625	1,500	1,500	0.00%
POSTAGE - FLIERS/CATALOGS	667	(936)	1,603	3,333	-	3,333	8,000	8,000	0.00%
POSTAGE - MISC./DELIVERY	67	-	67	333	-	333	800	800	0.00%
ACCREDITATION FEES	250	(96)	346	1,250	2,676	(1,426)	3,000	324	89.20%
SEMINAR BROCHURES	1,667	-	1,667	8,333	-	8,333	20,000	20,000	0.00%
FACILITIES	23,250	2,000	21,250	116,250	8,400	107,850	279,000	270,600	3.01%
SPEAKERS & PROGRAM DEVELOP	4,167	789	3,377	20,833	1,116	19,718	50,000	48,884	2.23%
SPLITS TO SECTIONS	-	-	-	100,000	-	100,000	100,000	100,000	0.00%
CLE SEMINAR COMMITTEE	21	-	21	104	-	104	250	250	0.00%
CONFERENCE CALLS	4	-	4	21	-	21	50	50	0.00%
TOTAL DIRECT EXPENSES:	31,675	1,757	29,918	258,376	13,028	245,348	480,103	467,075	2.71%
INDIRECT EXPENSES:									
SALARY EXPENSE (6.97 FTE)	39,856	39,777	79	195,802	202,041	(6,239)	474,795	272,754	42.55%
BENEFITS EXPENSE	15,143	15,136	7	76,511	72,186	4,325	182,511	110,325	39.55%
OTHER INDIRECT EXPENSE	16,972	24,722	(7,751)	85,958	85,817	141	207,386	121,569	41.38%
TOTAL INDIRECT EXPENSES:	71,971	79,635	(7,665)	358,271	360,044	(1,772)	864,692	504,648	41.64%
TOTAL ALL EXPENSES:	103,646	81,392	22,254	616,647	373,072	243,575	1,344,795	971,723	27.74%
NET INCOME (LOSS):	(34,896)	32,384	67,280	(271,397)	(144,284)	127,113.48	(491,795)	(347,511.07)	29.34%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
CONTINUING LEGAL EDUCATION (CLE)									
REVENUE:									
SEMINAR REGISTRATIONS	68,750	113,777	45,027	343,750	228,788	(114,962)	825,000	596,212	27.73%
SEMINAR-EXHIB/SPNSR/ETC	-	-	-	1,500	-	(1,500)	28,000	28,000	0.00%
SHIPPING & HANDLING	83	45	(38)	417	119	(297)	1,000	881	11.93%
COURSEBOOK SALES	667	635	(32)	3,333	1,741	(1,592)	8,000	6,259	21.76%
MP3 AND VIDEO SALES	68,333	110,142	41,809	341,667	214,902	(126,765)	820,000	605,098	26.21%
TOTAL REVENUE:	137,833	224,599	86,766	690,667	445,550	(245,116)	1,682,000	1,236,450	26.49%
DIRECT EXPENSES:									
COURSEBOOK PRODUCTION	125	-	125	625	-	625	1,500	1,500	0.00%
POSTAGE - FLIERS/CATALOGS	667	(936)	1,603	3,333	-	3,333	8,000	8,000	0.00%
POSTAGE - MISC./DELIVERY	67	-	67	333	-	333	800	800	0.00%
DEPRECIATION	399	485	(86)	1,993	2,423	(430)	3,188	765	76.00%
ONLINE EXPENSES	4,000	4,075	(75)	20,000	18,635	1,365	48,000	29,365	38.82%
ACCREDITATION FEES	250	(96)	346	1,250	2,676	(1,426)	3,000	324	89.20%
SEMINAR BROCHURES	1,667	-	1,667	8,333	-	8,333	20,000	20,000	0.00%
FACILITIES	23,250	2,000	21,250	116,250	8,400	107,850	279,000	270,600	3.01%
TRANSACTION SERVICES	-	270	(270)	-	270	(270)	-	(270)	
SPEAKERS & PROGRAM DEVELOP	4,167	789	3,377	20,833	1,116	19,718	50,000	48,884	2.23%
SPLITS TO SECTIONS	-	-	-	100,000	-	100,000	100,000	100,000	0.00%
CLE SEMINAR COMMITTEE	21	-	21	104	-	104	250	250	0.00%
BAD DEBT EXPENSE	54	-	54	271	-	271	650	650	0.00%
STAFF TRAVEL/PARKING	1,250	-	1,250	6,250	73	6,177	15,000	14,927	0.49%
STAFF MEMBERSHIP DUES	121	-	121	605	1,336	(731)	1,453	117	91.95%
SUPPLIES	83	-	83	417	-	417	1,000	1,000	0.00%
CONFERENCE CALLS	4	-	4	21	-	21	50	50	0.00%
COST OF SALES - COURSEBOOKS	125	62	63	625	131	494	1,500	1,369	8.74%
A/V DEVELOP COSTS (RECORDING)	167	-	167	833	-	833	2,000	2,000	0.00%
POSTAGE & DELIVERY-COURSEBOOKS	42	37	5	208	109	100	500	391	21.74%
TOTAL DIRECT EXPENSES:	36,457	6,687	29,770	282,286	35,169	247,117	535,891	500,722	6.56%
INDIRECT EXPENSES:									
SALARY EXPENSE (8.42 FTE)	47,710.87	47,866	(155)	234,390	241,636	(7,246)	568,366	326,730	42.51%
BENEFITS EXPENSE	18,271	18,263	8	92,324	87,083	5,241	220,223	133,140	39.54%
OTHER INDIRECT EXPENSE	20,502	29,843	(9,340)	103,840	103,590	251	250,529	146,939	41.35%
TOTAL INDIRECT EXPENSES:	86,485	95,972	(9,487)	430,555	432,309	(1,755)	1,039,119	606,809	41.60%
TOTAL ALL EXPENSES:	122,942	102,659	20,283	712,840	467,478	245,362	1,575,010	1,107,532	29.68%
NET INCOME (LOSS):	14,892	121,940	107,048	(22,173)	(21,928)	246	106,990	128,918	-20.50%

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COMMUNICATION STRATEGIES									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	392	-	392	1,958	990	968	4,700	3,710	21.06%
STAFF MEMBERSHIP DUES	99	-	99	493	380	113	1,183	803	32.12%
SUBSCRIPTIONS	254	604	(349)	1,272	1,320	(48)	3,052	1,732	43.25%
DIGITAL/ONLINE DEVELOPMENT	67	-	67	333	-	333	800	800	0.00%
APEX DINNER	-	-	-	-	837	(837)	25,000	24,163	3.35%
50 YEAR MEMBER TRIBUTE LUNCH	-	-	-	10,708	-	10,708	10,708	10,708	0.00%
COMMUNICATIONS OUTREACH	2,083	-	2,083	10,417	1,965	8,452	25,000	23,035	7.86%
TELEPHONE	25	88	(63)	125	447	(322)	300	(147)	148.90%
CONFERENCE CALLS	25	-	25	126	-	126	302	302	0.00%
MISCELLANEOUS	417	-	417	2,083	-	2,083	5,000	5,000	0.00%
TOTAL DIRECT EXPENSES:	3,361	692	2,670	27,515	5,939	21,576	76,045	70,106	7.81%
INDIRECT EXPENSES:									
SALARY EXPENSE (3.80 FTE)	21,598	21,332	266	106,107	110,659	(4,552)	257,297	146,637	43.01%
BENEFITS EXPENSE	6,910	6,912	(2)	35,056	32,979	2,077	83,426	50,447	39.53%
OTHER INDIRECT EXPENSE	9,261	13,458	(4,197)	46,905	46,717	188	113,165	66,448	41.28%
TOTAL INDIRECT EXPENSES:	37,769	41,703	(3,933)	188,068	190,355	(2,287)	453,887	263,532	41.94%
TOTAL ALL EXPENSES:	41,131	42,394	(1,264)	215,583	196,294	19,290	529,932	333,639	37.04%
NET INCOME (LOSS):	(41,131)	(42,394)	(1,264)	(215,583)	(196,294)	19,290	(529,932)	(333,639)	37.04%

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COMMUNICATION STRATEGIES FTE									
INDIRECT EXPENSES:									
SALARY EXPENSE (1.00 FTE)	12,555	12,457	99	61,679	62,669	(990)	149,565	86,896	41.90%
BENEFITS EXPENSE	3,653	3,628	25	17,730	16,989	742	43,303	26,315	39.23%
OTHER INDIRECT EXPENSE	2,435	3,560	(1,125)	12,333	12,356	(24)	29,754	17,398	41.53%
TOTAL INDIRECT EXPENSES:	18,643	19,644	(1,001)	91,742	92,014	(272)	222,622	130,608	41.33%
NET INCOME (LOSS):	(18,643)	(19,644)	(1,001)	(91,742)	(92,014)	(272)	(222,622)	(130,608)	41.33%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
CLIENT PROTECTION FUND									
REVENUE:									
CPF RESTITUTION	290	43,572	43,282	992	49,936	48,944	4,000	(45,936)	1248.40%
CPF MEMBER ASSESSMENTS	29,517	33,030	3,513	311,829	342,640	30,811	515,540	172,900	66.46%
INTEREST INCOME	833	1,310	476	4,167	2,843	(1,324)	10,000	7,157	28.43%
TOTAL REVENUE:	30,640	77,912	47,272	316,988	395,419	78,432	529,540	134,121	74.67%
DIRECT EXPENSES:									
BANK FEES - WELLS FARGO	120	162	(42)	479	916	(437)	1,000	84	91.58%
GIFTS TO INJURED CLIENTS	25,116	4,400	20,716	30,223	387	29,836	500,000	499,613	0.08%
CPF BOARD EXPENSES	517	-	517	862	21	840	1,200	1,179	1.78%
STAFF MEMBERSHIP DUES	200	-	200	200	-	200	200	200	0.00%
TOTAL DIRECT EXPENSES:	25,953	4,562	21,392	31,763	1,324	30,439	502,400	501,076	0.26%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.23 FTE)	7,091	7,084	7	34,838	36,097	(1,259)	84,478	48,381	42.73%
BENEFITS EXPENSE	2,880	2,877	3	14,466	13,649	817	34,624	20,975	39.42%
OTHER INDIRECT EXPENSE	2,995	4,340	(1,345)	15,169	15,064	105	36,598	21,533	41.16%
TOTAL INDIRECT EXPENSES:	12,966	14,301	(1,334)	64,473	64,810	(337)	155,699	90,889	41.62%
TOTAL ALL EXPENSES:	38,919	18,862	20,057	96,236	66,134	30,103	658,099	591,966	10.05%
NET INCOME (LOSS):	(8,280)	59,049	67,329	220,752	329,286	108,534	(128,559)	(457,845)	-256.14%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
DESKBOOKS									
REVENUE:									
SHIPPING & HANDLING	250	234	(16)	1,250	1,960	710	3,000	1,040	65.32%
DESKBOOK SALES	8,333	7,090	(1,243)	41,667	66,591	24,925	100,000	33,409	66.59%
SECTION PUBLICATION SALES	417	1,100	683	2,083	9,590	7,507	5,000	(4,590)	191.80%
CASEMAKER ROYALTIES	4,167	-	(4,167)	20,833	21,317	484	50,000	28,683	42.63%
TOTAL REVENUE:	13,167	8,424	(4,743)	65,833	99,458	33,625	158,000	58,542	62.95%
DIRECT EXPENSES:									
COST OF SALES - DESKBOOKS	4,740	2,673	2,068	23,700	33,740	(10,040)	56,880	23,140	59.32%
COST OF SALES - SECTION PUBLICATION	167	343	(177)	833	2,856	(2,022)	2,000	(856)	142.79%
SPLITS TO SECTIONS	1,250	1,412	(162)	6,250	3,193	3,057	15,000	11,807	21.29%
DESKBOOK ROYALTIES	274	199	75	274	199	75	500	301	39.87%
POSTAGE & DELIVER-DESKBOOKS	250	634	(384)	1,250	2,620	(1,370)	3,000	380	87.35%
FLIERS/CATALOGS	125	-	125	625	2,507	(1,882)	1,500	(1,007)	167.15%
ONLINE LEGAL RESEARCH	151	153	(3)	302	610	(308)	1,672	1,062	36.48%
POSTAGE - FLIERS/CATALOGS	63	936	(874)	313	936	(624)	750	(186)	124.83%
COMPLIMENTARY BOOK PROGRAM	83	-	83	417	-	417	1,000	1,000	0.00%
OBSOLETE INVENTORY	1,750	2,945	(1,195)	8,750	14,726	(5,976)	21,000	6,274	70.12%
BAD DEBT EXPENSE	8	-	8	42	-	42	100	100	0.00%
RECORDS STORAGE - OFF SITE	675	1,350	(675)	3,375	4,450	(1,075)	8,100	3,650	54.94%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	220	220	0.00%
MISCELLANEOUS	17	-	17	83	-	83	200	200	0.00%
SUBSCRIPTIONS	-	-	-	-	185	(185)	185	0	99.98%
TOTAL DIRECT EXPENSES:	9,553	10,645	(1,093)	46,213	66,023	(19,809)	112,107	46,085	58.89%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.52 FTE)	10,472	10,499	(27)	51,447	54,462	(3,014)	124,754	70,292	43.66%
BENEFITS EXPENSE	3,744	3,736	8	18,856	17,898	958	45,062	27,164	39.72%
OTHER INDIRECT EXPENSE	3,701	5,413	(1,711)	18,746	18,788	(43)	45,226	26,438	41.54%
TOTAL INDIRECT EXPENSES:	17,917	19,648	(1,730)	89,049	91,148	(2,099)	215,042	123,894	42.39%
TOTAL ALL EXPENSES:	27,470	30,293	(2,823)	135,262	157,170	(21,908)	327,149	169,979	48.04%
NET INCOME (LOSS):	(14,303)	(21,869)	(7,566)	(69,429)	(57,712)	11,717	(169,149)	(111,437)	34.12%

Washington State Bar Association

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41.67% OF YEAR COMPLETE

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
DISCIPLINE									
REVENUE:									
COPY FEES	-	-	-	-	60	60	-	(60)	
AUDIT REVENUE	208	234	25	1,042	659	(383)	2,500	1,841	26.35%
RECOVERY OF DISCIPLINE COSTS	6,667	10,207	3,540	33,333	39,983	6,650	80,000	40,017	49.98%
DISCIPLINE HISTORY SUMMARY	1,250	1,530	1,530	6,250	7,200	950	15,000	7,800	48.00%
TOTAL REVENUE:	8,125	11,971	5,096	40,625	47,902	7,277	97,500	49,598	49.13%
DIRECT EXPENSES:									
PUBLICATIONS PRODUCTION	21	181	(160)	104	181	(76)	250	69	72.24%
STAFF TRAVEL/PARKING	2,917	-	2,917	14,583	7,920	6,663	35,000	27,080	22.63%
STAFF MEMBERSHIP DUES	420	-	420	2,098	3,080	(982)	5,035	1,955	61.17%
TELEPHONE	242	184	58	1,208	901	307	2,900	1,999	31.08%
COURT REPORTERS	2,917	160	2,757	14,583	5,537	9,046	35,000	29,463	15.82%
OUTSIDE COUNSEL/AIC	417	-	417	2,083	-	2,083	5,000	5,000	0.00%
LITIGATION EXPENSES	2,917	492	2,425	14,583	2,215	12,368	35,000	32,785	6.33%
DISABILITY EXPENSES	833	4,900	(4,067)	4,167	4,900	(733)	10,000	5,100	49.00%
ONLINE LEGAL RESEARCH	4,441	4,450	(9)	22,203	17,691	4,513	53,288	35,597	33.20%
LAW LIBRARY	1,000	49	951	5,000	2,943	2,057	12,000	9,057	24.52%
TRANSLATION SERVICES	83	-	83	417	-	417	1,000	1,000	0.00%
CONFERENCE CALLS	-	2	(2)	-	2	(2)	-	(2)	
TOTAL DIRECT EXPENSES:	16,206	10,418	5,789	81,030	45,370	35,660	194,473	149,103	23.33%
INDIRECT EXPENSES:									
SALARY EXPENSE (37.00 FTE)	301,968	297,423	4,545	1,483,591	1,517,517	(33,926)	3,627,767	2,110,250	41.83%
BENEFITS EXPENSE	91,622	91,303	319	456,360	434,068	22,292	1,097,713	663,645	39.54%
OTHER INDIRECT EXPENSE	90,094	131,268	(41,174)	456,306	455,660	646	1,100,901	645,241	41.39%
TOTAL INDIRECT EXPENSES:	483,684	519,993	(36,310)	2,396,257	2,407,245	(10,988)	5,826,381	3,419,136	41.32%
TOTAL ALL EXPENSES:	499,890	530,411	(30,521)	2,477,288	2,452,615	24,672	6,020,854	3,568,238	40.74%
NET INCOME (LOSS):	(491,765)	(518,440)	(26,676)	(2,436,663)	(2,404,713)	31,949	(5,923,354)	(3,518,640)	40.60%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
DIVERSITY									
REVENUE:									
DONATIONS	10,417	-	(10,417)	52,083	135,000	82,917	125,000	(10,000)	108.00%
WORK STUDY GRANTS	865	-	(865)	4,323	-	(4,323)	10,374	10,374	0.00%
TOTAL REVENUE:	11,281	-	(11,281)	56,406	135,000	78,594	135,374	374	99.72%
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	333	-	333	1,667	-	1,667	4,000	4,000	0.00%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	640	640	0.00%
COMMITTEE FOR DIVERSITY	500	-	500	1,400	17	1,383	4,900	4,883	0.34%
DIVERSITY EVENTS & PROJECTS	1,438	-	1,438	7,188	750	6,438	17,250	16,500	4.35%
TOTAL DIRECT EXPENSES:	2,271	-	2,271	10,254	767	9,487	26,790	26,023	2.86%
INDIRECT EXPENSES:									
SALARY EXPENSE (2.46 FTE)	16,197	5,571	10,626	79,715	42,992	36,722	193,096	150,104	22.26%
BENEFITS EXPENSE	4,904	4,902	2	24,822	23,412	1,409	59,149	35,737	39.58%
OTHER INDIRECT EXPENSE	5,990	8,728	(2,738)	30,338	30,298	40	73,195	42,897	41.39%
TOTAL INDIRECT EXPENSES:	27,091	19,202	7,889	134,874	96,703	38,171	325,440	228,737	29.71%
TOTAL ALL EXPENSES:	29,362	19,202	10,160	145,129	97,470	47,659	352,230	254,760	27.67%
NET INCOME (LOSS):	(18,081)	(19,202)	(1,121)	(88,723)	37,530	126,253	(216,856)	(254,386)	-17.31%

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FOUNDATION									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
CONSULTING SERVICES	3,000	3,000	-	3,000	3,000	-	3,000	-	100.00%
PRINTING & COPYING	75	-	75	375	-	375	900	900	0.00%
STAFF TRAVEL/PARKING	500	-	500	500	-	500	500	500	0.00%
SUPPLIES	21	-	21	104	-	104	250	250	0.00%
SPECIAL EVENTS	-	-	-	-	-	-	5,000	5,000	0.00%
BOARD OF TRUSTEES	133	-	133	362	-	362	2,000	2,000	0.00%
POSTAGE	-	-	-	500	-	500	500	500	0.00%
TOTAL DIRECT EXPENSES:	3,728	3,000	728	4,841	3,000	1,841	12,150	9,150	24.69%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.00 FTE)	6,443	6,438	6	31,655	32,843	(1,188)	76,759	43,916	42.79%
BENEFITS EXPENSE	1,309	1,311	(2)	6,698	6,296	402	15,863	9,567	39.69%
OTHER INDIRECT EXPENSE	2,435	3,560	(1,125)	12,333	12,356	(24)	29,754	17,398	41.53%
TOTAL INDIRECT EXPENSES:	10,188	11,308	(1,120)	50,685	51,495	(810)	122,376	70,881	42.08%
TOTAL ALL EXPENSES:	13,916	14,308	(392)	55,526	54,495	1,031	134,526	80,031	40.51%
NET INCOME (LOSS):	(13,916)	(14,308)	(392)	(55,526)	(54,495)	1,031	(134,526)	(80,031)	40.51%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
HUMAN RESOURCES									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	-	-	-	44	-	44	741	741	0.00%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	193	193	0.00%
SUBSCRIPTIONS	295	-	295	574	173	401	3,505	3,332	4.93%
STAFF TRAINING- GENERAL	8,333	-	8,333	41,667	209	41,458	100,000	99,791	0.21%
RECRUITING AND ADVERTISING	583	14,313	(13,730)	2,917	15,310	(12,394)	7,000	(8,310)	218.72%
PAYROLL PROCESSING	1,767	1,346	421	16,573	17,694	(1,121)	49,000	31,306	36.11%
SALARY SURVEYS	242	-	242	1,208	-	1,208	2,900	2,900	0.00%
CONSULTING SERVICES	-	16,000	(16,000)	-	23,200	(23,200)	37,500	14,300	61.87%
CONFERENCE CALLS	-	13	(13)	-	13	(13)	-	(13)	
TRANSFER TO INDIRECT EXPENSE	(11,220)	(31,672)	20,452	(62,983)	(56,599)	(6,383)	(200,839)	(144,240)	28.18%
TOTAL DIRECT EXPENSES:	-	-	-	-	-	0.00	-	-	
INDIRECT EXPENSES:									
SALARY EXPENSE (3.00 FTE)	24,214	34,725	(10,511)	118,955	96,787	22,168	288,452	191,665	33.55%
BENEFITS EXPENSE	7,081	7,057	24	35,676	34,005	1,672	85,241	51,236	39.89%
OTHER INDIRECT EXPENSE	7,021	10,630	(3,609)	35,632	36,900	(1,268)	84,930	48,030	43.45%
TOTAL INDIRECT EXPENSES:	38,315	52,412	(14,097)	190,263	167,691	22,572	458,623	290,932	36.56%
TOTAL ALL EXPENSES:	38,315	52,412	(14,097)	190,263	167,691	22,572	458,623	290,932	36.56%
NET INCOME (LOSS):	(38,315)	(52,412)	(14,097)	(190,263)	(167,691)	22,572	(458,623)	(290,932)	36.56%

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LAW CLERK PROGRAM									
REVENUE:									
LAW CLERK FEES	37,714	38,125	411	155,506	152,907	(2,599)	190,000	37,093	80.48%
LAW CLERK APPLICATION FEES	88	100	12	1,055	1,000	(55)	3,000	2,000	33.33%
TOTAL REVENUE:	37,802	38,225	423	156,561	153,907	(2,654)	193,000	39,093	79.74%
DIRECT EXPENSES:									
SUBSCRIPTIONS	-	-	-	-	-	-	250	250	0.00%
CHARACTER & FITNESS INVESTIGATIONS	-	-	-	-	-	-	100	100	0.00%
LAW CLERK BOARD EXPENSE	1,395	0	1,395	3,526	24	3,502	7,000	6,976	0.34%
STAFF TRAVEL/PARKING	40	-	40	40	-	40	300	300	0.00%
LAW CLERK OUTREACH	456	-	456	2,252	-	2,252	3,000	3,000	0.00%
TOTAL DIRECT EXPENSES:	1,891	0	1,891	5,818	24	5,794	10,650	10,626	0.22%
INDIRECT EXPENSES:									
SALARY EXPENSE (0.90 FTE)	4,146	4,592	(446)	20,369	23,381	(3,012)	49,392	26,011	47.34%
BENEFITS EXPENSE	1,569	1,572	(3)	7,974	7,454	521	18,957	11,503	39.32%
OTHER INDIRECT EXPENSE	2,191	3,170	(978)	11,099	11,002	97	26,779	15,777	41.08%
TOTAL INDIRECT EXPENSES:	7,907	9,333	(1,427)	39,443	41,837	(2,394)	95,128	53,291	43.98%
TOTAL ALL EXPENSES:	9,797	9,333	464	45,260	41,861	3,400	105,778	63,917	39.57%
NET INCOME (LOSS):	28,005	28,892	887	111,301	112,046	746	87,222	(24,824)	128.46%

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LEGISLATIVE									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	1,374	-	1,374	2,900	-	2,900	4,550	4,550	0.00%
STAFF MEMBERSHIP DUES	-	-	-	450	-	450	450	450	0.00%
SUBSCRIPTIONS	-	-	-	2,000	1,982	18	2,000	18	99.09%
OLYMPIA RENT	-	-	-	65	-	65	2,500	2,500	0.00%
CONTRACT LOBBYIST	3,333	4,333	(1,000)	6,667	8,667	(2,000)	20,000	11,333	43.33%
LEGISLATIVE COMMITTEE	-	-	-	-	10	(10)	2,500	2,490	0.39%
BOG LEGISLATIVE COMMITTEE	-	-	-	-	-	-	250	250	0.00%
TOTAL DIRECT EXPENSES:	4,707	4,333	374	12,081	10,658	1,423	32,250	21,592	33.05%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.00 FTE)	5,902	3,128	2,774	28,996	25,638	3,358	70,311	44,673	36.46%
BENEFITS EXPENSE	2,228	2,227	1	11,249	10,625	623	26,844	16,219	39.58%
OTHER INDIRECT EXPENSE	2,435	3,560	(1,125)	12,333	12,356	(24)	29,754	17,398	41.53%
TOTAL INDIRECT EXPENSES:	10,565	8,914	1,651	52,577	48,620	3,958	126,909	78,289	38.31%
TOTAL ALL EXPENSES:	15,272	13,248	2,025	64,658	59,278	5,381	159,159	99,881	37.24%
NET INCOME (LOSS):	(15,272)	(13,248)	2,025	(64,658)	(59,278)	5,381	(159,159)	(99,881)	37.24%

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LICENSING & MEMBERSHIP RECORDS									
REVENUE:									
STATUS CERTIFICATE FEES	2,389	2,525	136	13,729	13,680	(49)	26,300	12,620	52.01%
INVESTIGATION FEES	2,125	1,800	(325)	10,526	8,600	(1,926)	24,000	15,400	35.83%
PRO HAC VICE	22,900	47,174	24,274	114,500	163,048	48,548	274,800	111,752	59.33%
MEMBER CONTACT INFORMATION	309	456	147	8,243	1,601	(6,641)	11,000	9,399	14.56%
PHOTO BAR CARD SALES	15	24	9	174	120	(54)	350	230	34.29%
TOTAL REVENUE:	27,738	51,979	24,241	147,172	187,049	39,877	336,450	149,401	55.59%
DIRECT EXPENSES:									
DEPRECIATION	96	-	96	480	1,151	(671)	1,151	0	99.98%
POSTAGE	-	87	(87)	4,507	6,207	(1,700)	18,300	12,093	33.92%
LICENSING FORMS	-	-	-	2,500	2,845	(345)	2,500	(345)	113.81%
TOTAL DIRECT EXPENSES:	96	87	9	7,487	10,203	(2,717)	21,951	11,748	46.48%
INDIRECT EXPENSES:									
SALARY EXPENSE (3.80 FTE)	31,142	30,202	940	146,718	148,998	(2,280)	343,552	194,555	43.37%
BENEFITS EXPENSE	10,572	10,541	31	53,126	50,540	2,586	127,131	76,591	39.75%
OTHER INDIRECT EXPENSE	9,253	13,458	(4,206)	46,864	46,717	147	113,066	66,349	41.32%
TOTAL INDIRECT EXPENSES:	50,967	54,201	(3,234)	246,708	246,254	453	583,749	337,495	42.18%
TOTAL ALL EXPENSES:	51,063	54,289	(3,226)	254,194	256,458	(2,263)	605,700	349,242	42.34%
NET INCOME (LOSS):	(23,325)	(2,309)	21,015	(107,022)	(69,409)	37,613	(269,250)	(199,841)	25.78%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM									
REVENUE:									
SEMINAR REGISTRATIONS	-	-	-	227	796	569	1,750	954	45.49%
LLLT LICENSE FEES	1,147	815	(332)	4,533	3,281	(1,252)	10,905	7,624	30.09%
LLLT LATE LICENSE FEES	-	206	206	412	206	(206)	412	206	50.02%
INVESTIGATION FEES	-	-	-	133	-	(133)	300	300	0.00%
LLLT EXAM FEES	-	1,200	1,200	5,004	7,500	2,496	9,600	2,100	78.13%
LLLT WAIVER FEES	-	-	-	-	-	-	300	300	0.00%
TOTAL REVENUE:	1,147	2,221	1,074	10,310	11,783	1,474	23,267	11,484	50.64%
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	-	-	-	49	-	49	200	200	0.00%
LLLT BOARD	1,136	-	1,136	2,765	-	2,765	7,000	7,000	0.00%
LLLT OUTREACH	42	-	42	468	-	468	1,000	1,000	0.00%
LICENSING FORMS	-	-	-	-	-	-	3	3	0.00%
TOTAL DIRECT EXPENSES:	1,177	-	1,177	3,282	-	3,282	8,203	8,203	0.00%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.00 FTE)	5,249	3,867	1,383	25,788	21,632	4,156	62,533	40,901	34.59%
BENEFITS EXPENSE	1,952	1,954	(2)	9,892	9,299	593	23,558	14,259	39.47%
OTHER INDIRECT EXPENSE	2,435	3,560	(1,125)	12,333	12,356	(24)	29,754	17,398	41.53%
TOTAL INDIRECT EXPENSES:	9,637	9,380	256	48,013	43,288	4,725	115,845	72,557	37.37%
TOTAL ALL EXPENSES:	10,814	9,380	1,434	51,295	43,288	8,007	124,048	80,760	34.90%
NET INCOME (LOSS):	(9,667)	(7,159)	2,508	(40,985)	(31,504)	9,481	(100,781)	(69,277)	31.26%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
LIMITED PRACTICE OFFICERS									
REVENUE:									
INVESTIGATION FEES	-	-	-	151	600	449	1,000	400	60.00%
LPO EXAMINATION FEES	1,422	1,400	(22)	8,323	10,000	1,677	18,400	8,400	54.35%
LPO LICENSE FEES	16,437	16,262	(175)	71,095	71,956	860	171,400	99,444	41.98%
LPO LATE LICENSE FEES	-	-	-	865	-	(865)	4,500	4,500	0.00%
TOTAL REVENUE:	17,859	17,662	(197)	80,435	82,556	2,121	195,300	112,744	42.27%
DIRECT EXPENSES:									
FACILITY, PARKING, FOOD	-	-	-	-	-	-	100	100	0.00%
EXAM WRITING	-	-	-	-	-	-	9,750	9,750	0.00%
ONLINE LEGAL RESEARCH	151	153	(3)	302	610	(308)	1,672	1,062	36.48%
LAW LIBRARY	183	294	(111)	366	1,353	(987)	3,663	2,310	36.94%
LPO BOARD	510	-	510	809	4	805	3,000	2,996	0.15%
LPO OUTREACH	34	-	34	34	-	34	4,000	4,000	0.00%
PRINTING & COPYING	100	-	100	100	-	100	100	100	0.00%
STAFF TRAVEL/PARKING	-	-	-	-	-	-	500	500	0.00%
TOTAL DIRECT EXPENSES:	977	447	530	1,611	1,967	(356)	22,785	20,818	8.63%
INDIRECT EXPENSES:									
SALARY EXPENSE (0.50 FTE)	2,454	2,417	38	12,057	12,569	(511)	29,238	16,669	42.99%
BENEFITS EXPENSE	921	921	(1)	4,672	4,378	294	11,115	6,737	39.39%
OTHER INDIRECT EXPENSE	1,217	1,755	(538)	6,166	6,094	73	14,877	8,783	40.96%
TOTAL INDIRECT EXPENSES:	4,592	5,094	(501)	22,895	23,040	(145)	55,230	32,190	41.72%
TOTAL ALL EXPENSES:	5,570	5,541	29	24,506	25,008	(502)	78,015	53,007	32.05%
NET INCOME (LOSS):	12,289	12,122	(168)	55,929	57,548	1,619	117,285	59,737	49.07%

Washington State Bar Association
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For the Period from February 1, 2021 to February 28, 2021
41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
MEMBER ASSISTANCE PROGRAM									
REVENUE:									
DIVERSIONS	1,000	1,125	125	6,000	4,176	(1,824)	8,000	3,824	52.20%
TOTAL REVENUE:	1,000	1,125	125	6,000	4,176	(1,824)	8,000	3,824	52.20%
DIRECT EXPENSES:									
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	225	225	0.00%
PROF LIAB INSURANCE	-	825	(825)	811	825	(14)	850	25	97.06%
TOTAL DIRECT EXPENSES:	-	825	(825)	811	825	(14)	1,075	250	76.74%
INDIRECT EXPENSES:									
SALARY EXPENSE (0.50 FTE)	4,394	4,391	3	21,586	22,401	(816)	52,342	29,941	42.80%
BENEFITS EXPENSE	2,052	2,042	10	10,257	9,805	451	24,619	14,814	39.83%
OTHER INDIRECT EXPENSE	1,217	1,755	(538)	6,166	6,094	73	14,877	8,783	40.96%
TOTAL INDIRECT EXPENSES:	7,663	8,188	(525)	38,008	38,300	(292)	91,838	53,538	41.70%
TOTAL ALL EXPENSES:	7,663	9,013	(1,350)	38,819	39,125	(306)	92,913	53,788	42.11%
NET INCOME (LOSS):	(6,663)	(7,888)	(1,225)	(32,819)	(34,949)	(2,130)	(84,913)	(49,964)	41.16%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
MEMBERSHIP BENEFITS									
REVENUE:									
SPONSORSHIPS	1,358	-	(1,358)	1,358	-	(1,358)	9,000	9,000	0.00%
INTERNET SALES	-	588	588	-	3,969	3,969	19,000	15,031	20.89%
TOTAL REVENUE:	1,358	588	(770)	1,358	3,969	2,611	28,000	24,031	14.18%
DIRECT EXPENSES:									
TRANSCRIPTION SERVICES	-	-	-	-	-	-	1,500	1,500	0.00%
CONFERENCE CALLS	2,000	-	2,000	2,000	-	2,000	2,000	2,000	0.00%
LEGAL LUNCHBOX SPEAKERS & PROGRAM	167	-	167	833	-	833	2,000	2,000	0.00%
WSBA CONNECTS	-	1,200	(1,200)	27,591	20,600	6,991	46,560	25,960	44.24%
CASEMAKER & FASTCASE	-	5,416	(5,416)	100,852	98,394	2,458	136,436	38,042	72.12%
TOTAL DIRECT EXPENSES:	2,167	6,616	(4,449)	131,277	118,994	12,283	188,496	69,502	63.13%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.16 FTE)	6,522	5,541	981	32,040	31,790	250	77,694	45,903	40.92%
BENEFITS EXPENSE	1,868	1,870	(2)	9,507	8,921	585	22,582	13,661	39.51%
OTHER INDIRECT EXPENSE	2,825	4,096	(1,271)	14,306	14,218	88	34,515	20,297	41.19%
TOTAL INDIRECT EXPENSES:	11,214	11,507	(293)	55,853	54,930	923	134,790	79,861	40.75%
TOTAL ALL EXPENSES:	13,381	18,123	(4,742)	187,130	173,924	13,206	323,286	149,362	53.80%
NET INCOME (LOSS):	(12,023)	(17,535)	(5,513)	(185,771)	(169,955)	15,816	(295,286)	(125,331)	57.56%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
MANDATORY CONTINUING LEGAL EDUCATION									
REVENUE:									
ACCREDITED PROGRAM FEES	40,000	41,700	1,700	200,000	217,600	17,600	480,000	262,400	45.33%
FORM 1 LATE FEES	12,500	17,900	5,400	62,500	93,800	31,300	150,000	56,200	62.53%
MEMBER LATE FEES	225	600	375	1,125	1,950	825	2,700	750	72.22%
ANNUAL ACCREDITED SPONSOR FEES	-	-	-	42,250	42,250	-	42,250	-	100.00%
ATTENDANCE LATE FEES	6,667	9,150	2,483	33,333	51,500	18,167	80,000	28,500	64.38%
COMITY CERTIFICATES	433	1,364	931	12,112	8,787	(3,325)	13,000	4,213	67.59%
TOTAL REVENUE:	59,825	70,714	10,889	351,321	415,887	64,567	767,950	352,063	54.16%
DIRECT EXPENSES:									
DEPRECIATION	11,920	20,866	(8,945)	59,602	104,332	(44,730)	143,045	38,713	72.94%
STAFF MEMBERSHIP DUES	-	-	-	500	-	500	500	500	0.00%
ONLINE LEGAL RESEARCH	186	153	33	372	610	(238)	1,672	1,062	36.48%
LAW LIBRARY	17	12	5	33	56	(22)	150	95	36.95%
MCLE BOARD	-	-	-	1,300	-	1,300	2,600	2,600	0.00%
STAFF TRAVEL/PARKING	4	-	4	21	-	21	50	50	0.00%
TOTAL DIRECT EXPENSES:	12,127	21,031	(8,904)	61,828	104,997	(43,169)	148,018	43,021	70.94%
INDIRECT EXPENSES:									
SALARY EXPENSE (3.80 FTE)	20,010	19,936	74	126,649	104,985	21,664	266,722	161,737	39.36%
BENEFITS EXPENSE	7,800	7,802	(2)	39,436	37,101	2,335	94,034	56,933	39.45%
OTHER INDIRECT EXPENSE	9,253	13,458	(4,206)	46,864	46,717	147	113,066	66,349	41.32%
TOTAL INDIRECT EXPENSES:	37,063	41,196	(4,133)	212,948	188,802	24,146	473,822	285,020	39.85%
TOTAL ALL EXPENSES:	49,190	62,228	(13,037)	274,777	293,800	(19,023)	621,840	328,040	47.25%
NET INCOME (LOSS):	10,635	8,487	(2,148)	76,544	122,088	45,544	146,110	24,022	83.56%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
MEMBER SERVICES & ENGAGEMENT									
REVENUE:									
ROYALTIES	3,046.04	4,485.89	1,439.85	16,138.07	22,215.80	6,077.73	49,250.00	27,034.20	45.11%
NMP PRODUCT SALES	3,780	1,464	(2,316)	56,508	7,984	(48,524)	80,000	72,016	9.98%
SEMINAR REGISTRATIONS	3,308	9,915	6,607	3,308	17,194	13,886	15,000	(2,194)	114.63%
TRIAL ADVOCACY PROGRAM	-	-	-	-	-	-	10,000	10,000	0.00%
TOTAL REVENUE:	10,133	15,865	5,732	75,953	47,393	(28,560)	154,250	106,857	30.73%
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	208	-	208	1,042	-	1,042	2,500	2,500	0.00%
SUBSCRIPTIONS	42	-	42	208	60	148	500	440	12.00%
CONFERENCE CALLS	18	-	18	35	-	35	300	300	0.00%
YLL SECTION PROGRAM	(173)	(35)	(138)	948	770	178	1,500	730	51.33%
WYLC CLE COMPS	-	-	-	-	-	-	1,000	1,000	0.00%
WYLC OUTREACH EVENTS	-	-	-	150	-	150	2,500	2,500	0.00%
WYL COMMITTEE	765	-	765	9,341	-	9,341	12,500	12,500	0.00%
TRIAL ADVOCACY EXPENSES	-	-	-	0	-	0	5,000	5,000	0.00%
RECEPTION/FORUM EXPENSE	-	-	-	1,699	67	1,632	4,000	3,933	1.67%
WYLC SCHOLARSHIPS/DONATIONS/GRANT	-	-	-	-	-	-	5,000	5,000	0.00%
STAFF MEMBERSHIP DUES	37	-	37	148	-	148	490	490	0.00%
LENDING LIBRARY	2,463	-	2,463	2,823	40	2,783	6,200	6,160	0.65%
NMP SPEAKERS & PROGRAM DEVELOPMENT	256	-	256	541	-	541	1,500	1,500	0.00%
TOTAL DIRECT EXPENSES:	3,616	(35)	3,651	16,935	937	15,998	42,990	42,053	2.18%
INDIRECT EXPENSES:									
SALARY EXPENSE (4.13 FTE)	24,009	14,356	9,653	117,949	87,037	30,912	286,011	198,974	30.43%
BENEFITS EXPENSE	7,274	7,277	(3)	36,930	34,749	2,181	87,848	53,099	39.56%
OTHER INDIRECT EXPENSE	10,056	14,629	(4,572)	50,934	50,779	154	122,884	72,105	41.32%
TOTAL INDIRECT EXPENSES:	41,339	36,261	5,078	205,812	172,565	33,248	496,743	324,178	34.74%
TOTAL ALL EXPENSES:	44,955	36,226	8,729	222,747	173,501	49,246	539,733	366,232	32.15%
NET INCOME (LOSS):	(34,822)	(20,361)	14,461	(146,794)	(126,108)	20,686	(385,483)	(259,375)	32.71%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
OFFICE OF THE EXECUTIVE DIRECTOR									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
WASHINGTON LEADERSHIP INSTITUTE	6,667	-	6,667	33,333	-	33,333	80,000	80,000	0.00%
ABA DELEGATES	417	-	417	2,083	-	2,083	5,000	5,000	0.00%
SECTION/COMMITTEE CHAIR MTGS	-	-	-	500	-	500	500	500	0.00%
VOLUNTEER SUPPORT	917	-	917	4,583	-	4,583	11,000	11,000	0.00%
BOG ELECTIONS	-	-	-	1	-	1	1	1	0.00%
ED TRAVEL & OUTREACH	417	-	417	2,083	-	2,083	5,000	5,000	0.00%
LAW LIBRARY	15	12	3	104	56	49	150	95	36.95%
STAFF MEMBERSHIP DUES	-	-	-	-	50	(50)	-	(50)	
TOTAL DIRECT EXPENSES:	8,432	12	8,420	42,689	106	42,583	101,651	101,546	0.10%
INDIRECT EXPENSES:									
SALARY EXPENSE (3.00 FTE)	33,547	34,890	(1,342)	164,807	174,173	(9,366)	399,638	225,465	43.58%
BENEFITS EXPENSE	10,743	10,677	66	50,699	48,130	2,569	125,357	77,227	38.39%
OTHER INDIRECT EXPENSE	7,305	10,630	(3,325)	36,998	36,900	98	89,262	52,362	41.34%
TOTAL INDIRECT EXPENSES:	51,595	56,197	(4,602)	252,504	259,203	(6,699)	614,257	355,054	42.20%
TOTAL ALL EXPENSES:	60,027	56,209	3,818	295,192	259,308	35,884	715,908	456,600	36.22%
NET INCOME (LOSS):	(60,027)	(56,209)	3,818	(295,192)	(259,308)	35,884	(715,908)	(456,600)	36.22%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
OFFICE OF GENERAL COUNSEL									
REVENUE:									
COPY FEES	-	90	90	-	117	117	-	(117)	
TOTAL REVENUE:	-	90	90	-	117	117	-	(117)	
DIRECT EXPENSES:									
DEPRECIATION	139	-	139	695	-	695	1,668	1,668	0.00%
STAFF TRAVEL/PARKING	8	-	8	42	-	42	100	100	0.00%
STAFF MEMBERSHIP DUES	1,500	-	1,500	1,500	25	1,475	1,500	1,475	1.67%
ONLINE LEGAL RESEARCH	1,115	921	194	2,230	3,660	(1,430)	10,034	6,374	36.48%
LAW LIBRARY	-	24	(24)	-	1,804	(1,804)	-	(1,804)	
COURT RULES COMMITTEE	-	2	(2)	1,055	2	1,053	2,250	2,248	0.10%
DISCIPLINE ADVISORY ROUNDTABLE	-	-	-	-	-	-	375	375	0.00%
CUSTODIANSHIPS	819	-	819	870	1,750	(881)	2,500	750	70.02%
ADMIN HEARINGS	-	7	(7)	-	7	(7)	-	(7)	
LITIGATION EXPENSES	21	-	21	104	-	104	250	250	0.00%
SUPPLIES	-	0	(0)	-	0	(0)	-	(0)	
CONFERENCE CALLS	-	17	(17)	-	17	(17)	-	(17)	
TOTAL DIRECT EXPENSES:	3,602	972	2,630	6,496	7,266	(770)	18,677	11,411	38.90%
INDIRECT EXPENSES:									
SALARY EXPENSE (6.38 FTE)	50,179	46,526	3,653	246,516	223,008	23,507	597,771	374,763	37.31%
BENEFITS EXPENSE	13,817	13,776	41	68,205	64,600	3,605	164,926	100,326	39.17%
OTHER INDIRECT EXPENSE	15,529	22,626	(7,097)	78,651	78,539	112	189,757	111,218	41.39%
TOTAL INDIRECT EXPENSES:	79,526	82,928	(3,403)	393,371	366,147	27,224	952,454	586,307	38.44%
TOTAL ALL EXPENSES:	83,128	83,900	(772)	399,867	373,413	26,454	971,131	597,718	38.45%
NET INCOME (LOSS):	(83,128)	(83,810)	(682)	(399,867)	(373,296)	26,571	(971,131)	(597,835)	38.44%

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	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
OFFICE OF GENERAL COUNSEL - DISCIPLINARY BOARD									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF MEMBERSHIP DUES	100	-	100	100	-	100	100	100	0.00%
LAW LIBRARY	-	73	(73)	-	336	(336)	-	(336)	
DISCIPLINARY BOARD EXPENSES	71	70	1	360	133	227	1,500	1,367	8.84%
CHIEF HEARING OFFICER	2,619	2,500	119	13,095	12,500	595	33,000	20,500	37.88%
HEARING OFFICER EXPENSES	-	-	-	1,629	-	1,629	1,500	1,500	0.00%
HEARING OFFICER TRAINING	-	-	-	229	-	229	550	550	0.00%
OUTSIDE COUNSEL	4,502	4,000	502	21,512	20,000	1,512	55,000	35,000	36.36%
TOTAL DIRECT EXPENSES:	7,292	6,643	649	36,925	32,968	3,957	91,650	58,682	35.97%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.30 FTE)	7,840	7,832	8	38,516	40,785	(2,268)	93,398	52,613	43.67%
BENEFITS EXPENSE	2,710	2,709	1	13,598	12,817	780	32,566	19,749	39.36%
OTHER INDIRECT EXPENSE	3,165	4,632	(1,467)	16,032	16,080	(48)	38,680	22,600	41.57%
TOTAL INDIRECT EXPENSES:	13,715	15,173	(1,458)	68,147	69,682	(1,535)	164,644	94,962	42.32%
TOTAL ALL EXPENSES:	21,008	21,817	(809)	105,072	102,650	2,421	256,294	153,644	40.05%
NET INCOME (LOSS):	(21,008)	(21,817)	(809)	(105,072)	(102,650)	2,421	(256,294)	(153,644)	40.05%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
OUTREACH & ENGAGEMENT									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	117	-	117	583	-	583	1,400	1,400	0.00%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	1,152	1,152	0.00%
ABA DELEGATES	948	-	948	948	-	948	5,600	5,600	0.00%
ANNUAL CHAIR MEETINGS	-	-	-	541	-	541	600	600	0.00%
JUDICIAL RECOMMENDATIONS COMMITTEE	375	-	375	1,875	-	1,875	4,500	4,500	0.00%
BAR OUTREACH	1,250	-	1,250	6,250	522	5,728	15,000	14,478	3.48%
TOTAL DIRECT EXPENSES:	2,690	-	2,690	10,197	522	9,675	28,252	27,730	1.85%
INDIRECT EXPENSES:									
SALARY EXPENSE (2.00 FTE)	12,549	9,769	2,780	61,650	59,519	2,132	149,495	89,976	39.81%
BENEFITS EXPENSE	4,313	4,308	5	21,788	20,601	1,186	51,981	31,379	39.63%
OTHER INDIRECT EXPENSE	4,870	7,071	(2,201)	24,665	24,543	122	59,508	34,965	41.24%
TOTAL INDIRECT EXPENSES:	21,732	21,148	585	108,103	104,663	3,440	260,983	156,320	40.10%
TOTAL ALL EXPENSES:	24,422	21,148	3,275	118,300	105,185	13,115	289,235	184,050	36.37%
NET INCOME (LOSS):	(24,422)	(21,148)	3,275	(118,300)	(105,185)	13,115	(289,235)	(184,050)	36.37%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
PRACTICE OF LAW BOARD									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
PRACTICE OF LAW BOARD	1,337	-	1,337	2,511	-	2,511	9,000	9,000	0.00%
TOTAL DIRECT EXPENSES:	1,337	-	1,337	2,511	-	2,511	9,000	9,000	0.00%
INDIRECT EXPENSES:									
SALARY EXPENSE (0.15 FTE)	2,200	2,199	1	10,806	10,994	(188)	26,203	15,209	41.96%
BENEFITS EXPENSE	543	539	5	2,406	2,272	133	6,209	3,937	36.59%
OTHER INDIRECT EXPENSE	365	536	(171)	1,850	1,862	(12)	4,463	2,601	41.72%
TOTAL INDIRECT EXPENSES:	3,108	3,274	(166)	15,061	15,128	(66)	36,875	21,747	41.02%
TOTAL ALL EXPENSES:	4,445	3,274	1,171	17,573	15,128	2,445	45,875	30,747	32.98%
NET INCOME (LOSS):	(4,445)	(3,274)	1,171	(17,573)	(15,128)	2,445	(45,875)	(30,747)	32.98%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	250	-	250	1,250	-	1,250	3,000	3,000	0.00%
STAFF MEMBERSHIP DUES	31	-	31	156	250	(94)	375	125	66.67%
LAW LIBRARY	-	49	(49)	-	225	(225)	-	(225)	
CPE COMMITTEE	841	18	823	1,977	31	1,945	3,750	3,719	0.84%
TOTAL DIRECT EXPENSES:	1,123	67	1,055	3,383	506	2,877	7,125	6,619	7.10%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.69 FTE)	13,521	14,259	(738)	66,427	72,625	(6,199)	161,077	88,452	45.09%
BENEFITS EXPENSE	5,438	5,418	20	27,207	25,937	1,270	65,273	39,336	39.74%
OTHER INDIRECT EXPENSE	4,121	5,998	(1,877)	20,873	20,820	53	50,359	29,539	41.34%
TOTAL INDIRECT EXPENSES:	23,081	25,674	(2,594)	114,507	119,382	(4,875)	276,709	157,327	43.14%
TOTAL ALL EXPENSES:	24,203	25,742	(1,539)	117,890	119,888	(1,998)	283,834	163,946	42.24%
NET INCOME (LOSS):	(24,203)	(25,742)	(1,539)	(117,890)	(119,888)	(1,998)	(283,834)	(163,946)	42.24%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
PUBLIC SERVICE PROGRAMS									
REVENUE:									
DONATIONS & GRANTS	-	-	-	130,000.00	103,000.00	(27,000.00)	130,000.00	27,000.00	79.23%
PSP PRODUCT SALES	-	-	-	132	-	(132)	200	200	0.00%
TOTAL REVENUE:	-	-	-	130,132	103,000	(27,132)	130,200	27,200	79.11%
DIRECT EXPENSES:									
DONATIONS/SPONSORSHIPS/GRANTS	19,433	-	19,433	97,164	-	97,164	233,193	233,193	0.00%
STAFF TRAVEL/PARKING	167	-	167	833	-	833	2,000	2,000	0.00%
PRO BONO & PUBLIC SERVICE COMMITTEE	233	18	215	867	46	821	2,500	2,454	1.84%
PUBLIC SERVICE EVENTS AND PROJECTS	-	-	-	-	-	-	27,000	27,000	0.00%
PRO BONO CERTIFICATES	317	-	317	1,583	-	1,583	3,800	3,800	0.00%
TOTAL DIRECT EXPENSES:	20,149	18	20,131	100,447	46	100,401	268,493	268,447	0.02%
INDIRECT EXPENSES:									
SALARY EXPENSE (1.00 FTE)	6,104	8,370	(2,266)	29,985	33,918	(3,933)	72,710	38,792	46.65%
BENEFITS EXPENSE	2,112	2,111	1	10,674	10,084	590	25,457	15,373	39.61%
OTHER INDIRECT EXPENSE	2,435	3,560	(1,125)	12,333	12,356	(24)	29,754	17,398	41.53%
TOTAL INDIRECT EXPENSES:	10,650	14,040	(3,390)	52,991	56,358	(3,367)	127,921	71,563	44.06%
TOTAL ALL EXPENSES:	30,800	14,058	16,742	153,438	56,404	97,034	396,414	340,010	14.23%
NET INCOME (LOSS):	(30,800)	(14,058)	16,742	(23,306)	46,596	69,901	(266,214)	(312,810)	-17.50%

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	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
PUBLICATION & DESIGN SERVICES									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
EQUIPMENT, HARDWARE & SOFTWARE	25	-	25	125	-	125	300	300	0.00%
SUBSCRIPTIONS	17	-	17	83	200	(117)	200	0	99.99%
SUPPLIES	13	-	13	63	-	63	150	150	0.00%
IMAGE LIBRARY	-	-	-	4,744	4,100	644	5,080	980	80.71%
TOTAL DIRECT EXPENSES:	54	-	54	5,015	4,300	715	5,730	1,430	75.04%
INDIRECT EXPENSES:									
SALARY EXPENSE (0.87 FTE)	4,529	4,880	(351)	22,250	23,436	(1,186)	53,952	30,516	43.44%
BENEFITS EXPENSE	1,574	1,575	(1)	7,988	7,496	492	19,005	11,509	39.44%
OTHER INDIRECT EXPENSE	2,118	3,072	(954)	10,729	10,664	66	25,886	15,222	41.19%
TOTAL INDIRECT EXPENSES:	8,221	9,527	(1,306)	40,967	41,595	(628)	98,843	57,248	42.08%
TOTAL ALL EXPENSES:	8,275	9,527	(1,252)	45,982	45,895	87	104,573	58,678	43.89%
NET INCOME (LOSS):	(8,275)	(9,527)	(1,252)	(45,982)	(45,895)	87	(104,573)	(58,678)	43.89%

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REGULATORY SERVICES FTE									
INDIRECT EXPENSES:									
SALARY EXPENSE (2.70 FTE)	27,832	18,024	9,808	136,729	92,952	43,777	331,552	238,600	28.04%
BENEFITS EXPENSE	7,873	7,828	45	39,488	37,927	1,561	94,598	56,671	40.09%
OTHER INDIRECT EXPENSE	6,574	9,557	(2,983)	33,298	33,176	122	80,336	47,160	41.30%
TOTAL INDIRECT EXPENSES:	42,279	35,410	6,869	209,515	164,055	45,460	506,486	342,431	32.39%
NET INCOME (LOSS):	(42,279)	(35,410)	6,869	(209,515)	(164,055)	45,460	(506,486)	(342,431)	32.39%

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SERVICE CENTER									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
TRANSLATION SERVICES	850	359	491	3,950	2,449	1,501	8,500	6,051	28.81%
TOTAL DIRECT EXPENSES:	850	359	491	3,950	2,449	1,501	8,500	6,051	28.81%
INDIRECT EXPENSES:									
SALARY EXPENSE (6.71 FTE)	34,454	29,483	4,971	163,105	148,408	14,697	381,740	233,332	38.88%
BENEFITS EXPENSE	12,921	12,941	(19)	65,505	61,382	4,123	155,954	94,572	39.36%
OTHER INDIRECT EXPENSE	16,339	23,796	(7,457)	82,752	82,601	151	199,650	117,049	41.37%
TOTAL INDIRECT EXPENSES:	63,714	66,220	(2,505)	311,362	292,391	18,970	737,344	444,953	39.65%
TOTAL ALL EXPENSES:	64,564	66,579	(2,015)	315,312	294,840	20,471	745,844	451,004	39.53%
NET INCOME (LOSS):	(64,564)	(66,579)	(2,015)	(315,312)	(294,840)	20,471	(745,844)	(451,004)	39.53%

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SECTIONS ADMINISTRATION									
REVENUE:									
REIMBURSEMENTS FROM SECTIONS	28,307	28,434	126	263,589	273,354	9,766	300,000	26,646	91.12%
TOTAL REVENUE:	28,307	28,434	126	263,589	273,354	9,766	300,000	26,646	91.12%
DIRECT EXPENSES:									
STAFF TRAVEL/PARKING	51	-	51	516	-	516	1,740	1,740	0.00%
SUBSCRIPTIONS	34	-	34	171	410	(239)	410	0	99.90%
CONFERENCE CALLS	4	-	4	13	8	5	300	292	2.81%
MISCELLANEOUS	-	-	-	-	-	-	300	300	0.00%
SECTION/COMMITTEE CHAIR MTGS	-	-	-	457	-	457	1,000	1,000	0.00%
DUES STATEMENTS	-	-	-	5,866	5,935	(69)	6,000	65	98.92%
STAFF MEMBERSHIP DUES	-	-	-	-	-	-	125	125	0.00%
TOTAL DIRECT EXPENSES:	89	-	89	7,022	6,353	669	9,875	3,522	64.33%
INDIRECT EXPENSES:									
SALARY EXPENSE (2.68 FTE)	13,661	16,245	(2,584)	67,115	71,578	(4,463)	162,744	91,166	43.98%
BENEFITS EXPENSE	3,834	3,846	(11)	19,590	18,281	1,308	46,430	28,149	39.37%
OTHER INDIRECT EXPENSE	6,526	9,509	(2,983)	33,051	33,007	45	79,741	46,734	41.39%
TOTAL INDIRECT EXPENSES:	24,021	29,599	(5,578)	119,756	122,866	(3,110)	288,915	166,049	42.53%
TOTAL ALL EXPENSES:	24,111	29,599	(5,489)	126,778	129,219	(2,441)	298,790	169,571	43.25%
NET INCOME (LOSS):	4,196	(1,166)	(5,362)	136,811	144,136	7,325	1,210	(142,926)	11912.06%

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SECTIONS OPERATIONS									
REVENUE:									
SECTION DUES	42,753.40	45,241.36	2,487.96	393,623.50	427,817.94	34,194.44	439,445.00	11,627.06	97.35%
SEMINAR PROFIT SHARE	721	-	(721)	70,309	-	(70,309)	98,364	98,364	0.00%
INTEREST INCOME	13	-	(13)	67	-	(67)	1,470	1,470	0.00%
PUBLICATIONS REVENUE	1,711	2,194	483	1,827	3,976	2,148	6,000	2,024	66.26%
OTHER	8,250	6,100	(2,150)	19,664	25,965	6,301	40,500	14,535	64.11%
TOTAL REVENUE:	53,448	53,536	87	485,490	457,759	(27,732)	585,779	128,020	78.15%
DIRECT EXPENSES:									
DIRECT EXPENSES OF SECTION ACTIVITIES	24,423	3,284	21,140	125,164	17,190	107,974	584,594	567,404	2.94%
REIMBURSEMENT TO WSBA FOR INDIRECT I	26,996	28,434	(1,438)	251,893	273,354	(21,461)	280,573	7,218	97.43%
TOTAL DIRECT EXPENSES:	51,419	31,717	19,702	377,058	290,545	86,513	865,167	574,622	33.58%
NET INCOME (LOSS):	2,029	21,819	19,789	108,433	167,214	58,781	(279,388)	(446,602)	-59.85%

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TECHNOLOGY									
REVENUE:									
TOTAL REVENUE:	-	-	-	-	-	-	-	-	
DIRECT EXPENSES:									
CONSULTING SERVICES	9,167	11,115	(1,949)	45,833	33,877	11,956	110,000	76,123	30.80%
STAFF TRAVEL/PARKING	208	-	208	1,042	-	1,042	2,500	2,500	0.00%
STAFF MEMBERSHIP DUES	-	-	-	150	-	150	450	450	0.00%
TELEPHONE	1,929	1,383	546	8,128	6,204	1,923	22,000	15,796	28.20%
COMPUTER HARDWARE	5,000	17,586	(12,586)	25,000	17,864	7,136	60,000	42,136	29.77%
COMPUTER SOFTWARE	9,350	44,389	(35,039)	46,750	68,563	(21,813)	112,200	43,637	61.11%
HARDWARE SERVICE & WARRANTIES	-	242	(242)	38,537	18,957	19,580	55,000	36,043	34.47%
SOFTWARE MAINTENANCE & LICENSING	-	3,455	(3,455)	135,724	139,974	(4,250)	336,600	196,626	41.58%
TELEPHONE HARDWARE & MAINTENANCE	87	-	87	427	-	427	7,000	7,000	0.00%
COMPUTER SUPPLIES	833	-	833	4,167	982	3,185	10,000	9,018	9.82%
THIRD PARTY SERVICES	10,833	36,254	(25,421)	54,167	54,177	(10)	130,000	75,823	41.67%
TRANSFER TO INDIRECT EXPENSES	(37,407)	(114,425)	77,017	(359,923)	(340,599)	(19,325)	(845,750)	(505,151)	40.27%
TOTAL DIRECT EXPENSES:	(0)	-	(0)	(0)	-	(0)	-	-	
INDIRECT EXPENSES:									
SALARY EXPENSE (12.00 FTE)	95,113	88,450	6,663	467,444	433,455	33,989	1,120,558	687,103	38.68%
BENEFITS EXPENSE	29,848	29,757	91	150,256	143,078	7,178	359,195	216,117	39.83%
CAPITAL LABOR & OVERHEAD	(13,333)	87,075	(100,408)	(66,667)	77,949	(144,616)	(160,000)	(237,949)	-48.72%
OTHER INDIRECT EXPENSE	28,083	42,618	(14,535)	142,528	147,937	(5,409)	339,721	191,784	43.55%
TOTAL INDIRECT EXPENSES:	139,711	247,900	(108,189)	693,561	802,420	(108,858)	1,659,474	857,054	48.35%
TOTAL ALL EXPENSES:	139,711	247,900	(108,189)	693,561	802,420	(108,858)	1,659,474	857,054	48.35%
NET INCOME (LOSS):	(139,711)	(247,900)	(108,189)	(693,561)	(802,420)	(108,858)	(1,659,474)	(857,054)	48.35%

Washington State Bar Association

Statement of Activities

For the Period from February 1, 2021 to February 28, 2021

41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON		
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR	% USED OF ANNUAL BUDGET
INDIRECT EXPENSES:									
SALARIES	985251.89	956,221	29,031	4,840,242	4,769,549	70,693	11,737,007	6,967,458	40.64%
ALLOWANCE FOR OPEN POSITIONS	(16,667)	-	(16,667)	(83,333)	-	(83,333)	(200,000)	(200,000)	0.00%
TEMPORARY SALARIES	15,771	7,718	8,054	98,237	28,518	69,719	162,458	133,940	17.55%
CAPITAL LABOR & OVERHEAD	(13,333)	87,075	(100,408)	(66,667)	77,949	(144,616)	(160,000)	(237,949)	-48.72%
EMPLOYEE ASSISTANCE PLAN	448	-	448	2,240	1,600	640	5,376	3,776	29.76%
EMPLOYEE SERVICE AWARDS	152	-	152	758	-	758	1,820	1,820	0.00%
FICA (EMPLOYER PORTION)	61,034	69,184	(8,150)	288,759	336,573	(47,815)	715,455	378,881	47.04%
L&I INSURANCE	4,181	-	4,181	20,904	10,447	10,457	50,169	39,722	20.82%
WA STATE FAMILY MEDICAL LEAVE (EMPLC	1,406	1,352	54	7,030	6,510	520	16,871	10,361	38.59%
FFCRA LEAVE (EMPLOYER PORTION)	-	-	-	-	(1,456)	1,456	-	1,456	-
MEDICAL (EMPLOYER PORTION)	120,388	119,797	591	596,045	570,119	25,926	1,438,763	868,644	39.63%
PARKING BENEFITS	-	1,164	(1,164)	-	10,276	(10,276)	-	(10,276)	-
RETIREMENT (EMPLOYER PORTION)	127,679	116,097	11,582	627,239	580,362	46,877	1,520,993	940,630	38.16%
TRANSPORTATION ALLOWANCE	-	-	-	35,620	(23,777)	59,397	35,620	59,397	-66.75%
UNEMPLOYMENT INSURANCE	4,167	11,110	(6,943)	20,833	25,810	(4,976)	50,000	24,190	51.62%
STAFF DEVELOPMENT-GENERAL	525	-	525	2,625	-	2,625	6,300	6,300	0.00%
TOTAL SALARY & BENEFITS EXPENSE:	1,291,003	1,369,717	(78,714)	6,390,533	6,392,480	(1,948)	15,380,832	8,988,351	41.56%
WORKPLACE BENEFITS	3,250	4,169	(919)	16,250	5,917	10,333	39,000	33,083	15.17%
HUMAN RESOURCES POOLED EXP	11,220	31,672	(20,452)	62,982	56,599	6,383	200,838	144,239	28.18%
MEETING SUPPORT EXPENSES	1,250	537	713	4,375	973	3,402	13,125	12,152	7.41%
RENT	162,583	279,971	(117,388)	812,917	905,624	(92,707)	1,951,000	1,045,376	46.42%
PERSONAL PROP TAXES-WSBA	958	466	492	4,792	2,864	1,928	11,500	8,636	24.90%
FURNITURE, MAINT, LH IMP	2,500	2,388	112	12,500	4,319	8,181	30,000	25,681	14.40%
OFFICE SUPPLIES & EQUIPMENT	3,584	812	2,772	18,911	4,568	14,343	44,000	39,432	10.38%
FURN & OFFICE EQUIP DEPRECIATION	4,294	4,684	(390)	21,472	22,614	(1,142)	51,533	28,919	43.88%
COMPUTER HARDWARE DEPRECIATION	4,315	2,950	1,365	21,576	15,202	6,374	51,782	36,581	29.36%
COMPUTER SOFTWARE DEPRECIATION	11,091	10,419	672	55,454	53,618	1,836	133,089	79,471	40.29%
INSURANCE	16,275	17,881	(1,606)	81,375	93,119	(11,744)	195,300	102,181	47.68%
PROFESSIONAL FEES-AUDIT	36,000	(3,000)	39,000	46,000	32,000	14,000	46,000	14,000	69.57%
PROFESSIONAL FEES-LEGAL	20,833	955	19,879	104,167	65,549	38,618	250,000	184,451	26.22%
TELEPHONE & INTERNET	2,750	7,332	(4,582)	13,750	26,851	(13,101)	33,000	6,149	81.37%
POSTAGE - GENERAL	2,333	1,951	382	11,667	6,874	4,793	28,000	21,126	24.55%
RECORDS STORAGE	3,500	4,678	(1,178)	17,500	11,182	6,318	42,000	30,818	26.62%
STAFF TRAINING	8,576	924	7,652	22,190	6,691	15,499	57,922	51,231	11.55%
BANK FEES	4,208	5,409	(1,200)	21,042	29,995	(8,953)	50,500	20,505	59.40%
PRODUCTION MAINTENANCE & SUPPLIES	1,000	(1,002)	2,002	5,000	3,490	1,510	12,000	8,510	29.08%
COMPUTER POOLED EXPENSES	37,408	114,425	(77,017)	359,923	344,598	15,325	845,750	501,152	40.74%
TOTAL OTHER INDIRECT EXPENSES:	337,930	487,622	(149,692)	1,713,841	1,692,645	21,195	4,086,339	2,393,694	41.42%
TOTAL INDIRECT EXPENSES:	1,628,933	1,857,339	(228,406)	8,104,373	8,085,126	19,248	19,467,171	11,382,045	41.53%

Washington State Bar Association
Statement of Activities
For the Period from February 1, 2021 to February 28, 2021
41.67% OF YEAR COMPLETE

	MONTHLY BUDGET vs. ACTUAL			YEAR TO DATE BUDGET vs. ACTUAL			ANNUAL BUDGET COMPARISON	
	FISCAL 2021 BUDGET CURRENT MONTH	CURRENT MONTH ACTUAL	MONTHLY VARIANCE	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	FISCAL 2021 BUDGET ANNUAL	REMAINING BALANCE OF YEAR
ACCESS TO JUSTICE	(31,168)	(18,996)	12,172	(109,009)	(87,745)	21,264	(262,790)	(175,044)
ADMINISTRATION	(78,942)	(102,166)	(23,224)	(412,015)	(465,643)	(53,629)	(985,404)	(519,761)
ADMISSIONS/BAR EXAM	76,501	27,513	(48,988)	199,966	212,999	13,033	(32,131)	(245,130)
ADVANCEMENT FTE	(19,727)	(20,988)	(1,261)	(97,371)	(98,669)	(1,298)	(235,893)	(137,224)
BAR NEWS	(23,984)	(2,823)	21,161	(119,082)	(94,739)	24,343	(326,814)	(232,075)
BOARD OF GOVERNORS	(48,311)	(33,854)	14,457	(241,200)	(116,086)	125,113	(617,037)	(500,951)
CLE - PRODUCTS	49,788	89,556	39,768	249,224	122,356	(126,868)	598,785	476,429
CLE - SEMINARS	(34,896)	32,384	67,280	(271,397)	(144,284)	127,113	(491,795)	(347,511)
CLIENT PROTECTION FUND	(8,280)	59,049	67,329	220,752	329,286	108,534	(128,559)	(457,845)
COMMUNICATIONS	(41,131)	(42,394)	(1,264)	(215,583)	(196,294)	19,290	(529,932)	(333,639)
COMMUNICATIONS FTE	(18,643)	(19,644)	(1,001)	(91,742)	(92,014)	(272)	(222,622)	(130,608)
DESKBOOKS	(14,303)	(21,869)	(7,566)	(69,429)	(57,712)	11,717	(169,149)	(111,437)
DISCIPLINE	(491,765)	(518,440)	(26,676)	(2,436,663)	(2,404,713)	31,949	(5,923,354)	(3,518,640)
DIVERSITY	(18,081)	(19,202)	(1,121)	(88,723)	37,530	126,253	(216,856)	(254,386)
FOUNDATION	(13,916)	(14,308)	(392)	(55,526)	(54,495)	1,031	(134,526)	(80,031)
HUMAN RESOURCES	(38,315)	(52,412)	(14,097)	(190,263)	(167,691)	22,572	(458,623)	(290,932)
LAW CLERK PROGRAM	28,005	28,892	887	111,301	112,046	746	87,222	(24,824)
LEGISLATIVE	(15,272)	(13,248)	2,025	(64,658)	(59,278)	5,381	(159,159)	(99,881)
LICENSE FEES	1,986,293	1,712,718	(273,575)	7,227,365	6,934,028	(293,337)	16,531,113	9,597,085
LICENSING AND MEMBERSHIP	(23,325)	(2,309)	(21,015)	(107,022)	(69,409)	37,613	(269,250)	(199,841)
LIMITED LICENSE LEGAL TECHNICIAN	(9,667)	(7,159)	2,508	(40,985)	(31,504)	9,481	(100,781)	(69,277)
LIMITED PRACTICE OFFICERS	12,289	12,122	(168)	55,929	57,548	1,619	117,285	59,737
MANDATORY CLE ADMINISTRATION	10,635	8,487	(2,148)	76,544	122,088	45,544	146,110	24,023
MEMBER ASSISTANCE PROGRAM	(6,663)	(7,888)	(1,225)	(32,819)	(34,949)	(2,130)	(84,913)	(49,964)
MEMBER BENEFITS	(12,023)	(17,535)	(5,513)	(185,771)	(169,955)	15,816	(295,286)	(125,331)
MEMBER SERVICES & ENGAGEMENT	(34,822)	(20,361)	14,461	(146,794)	(126,108)	20,686	(385,483)	(259,375)
OFFICE OF GENERAL COUNSEL	(83,128)	(83,810)	(682)	(399,867)	(373,296)	26,571	(971,131)	(597,835)
OFFICE OF THE EXECUTIVE DIRECTOR	(60,027)	(56,209)	3,818	(295,192)	(259,308)	35,884	(715,908)	(456,600)
OGC-DISCIPLINARY BOARD	(21,008)	(21,817)	(809)	(105,072)	(102,650)	2,421	(256,294)	(153,644)
OUTREACH & ENGAGEMENT	(24,422)	(21,148)	3,275	(118,300)	(105,185)	13,115	(289,235)	(184,050)
PRACTICE OF LAW BOARD	(4,445)	(3,274)	1,171	(17,573)	(15,128)	2,445	(45,875)	(30,747)
PROFESSIONAL RESPONSIBILITY PROGRAM	(24,203)	(25,742)	(1,539)	(117,890)	(119,888)	(1,998)	(283,834)	(163,946)
PUBLIC SERVICE PROGRAMS	(30,800)	(14,058)	16,742	(23,306)	46,596	69,901	(266,214)	(312,810)
PUBLICATION & DESIGN SERVICES	(8,275)	(9,527)	(1,252)	(45,982)	(45,895)	87	(104,573)	(58,678)
REGULATORY SERVICES FTE	(42,279)	(35,410)	6,869	(209,515)	(164,055)	45,460	(506,486)	(342,431)
SECTIONS ADMINISTRATION	4,196	(1,166)	(5,362)	136,811	144,136	7,325	1,210	(142,926)
SECTIONS OPERATIONS	2,029	21,819	19,789	108,433	167,214	58,781	(279,388)	(446,602)
SERVICE CENTER	(64,564)	(66,579)	(2,015)	(315,312)	(294,840)	20,471	(745,844)	(451,004)
TECHNOLOGY	(139,711)	(247,900)	(108,189)	(693,561)	(802,420)	(108,858)	(1,659,474)	(857,054)
INDIRECT EXPENSES	(1,628,933)	(1,857,339)	(228,406)	(8,104,373)	(8,085,126)	19,248	(19,467,171)	(11,382,045)
TOTAL OF ALL	(945,293)	(1,387,037)	(441,744)	(7,035,673)	(6,553,255)	482,418	(20,140,059)	(13,586,804)
NET INCOME (LOSS)	683,639	470,302	(213,337)	1,068,701	1,531,871	463,170	(672,889)	(2,204,759)

SUMMARY PAGE

Washington State Bar Association Financial Summary
Compared to Fiscal Year 2021 Budget
For the Period from February 1, 2021 to February 28, 2021

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	-	-	87,744	205,966	1	56,824	87,745	262,790	(87,745)	(262,790)
Administration	3,863	100,000	462,079	1,070,204	7,428	15,200	469,506	1,085,404	(465,643)	(985,404)
Admissions/Bar Exam	569,090	1,134,375	336,731	847,813	19,360	318,693	356,091	1,166,506	212,999	(32,131)
Advancement FTE	-	-	98,669	235,893	-	-	98,669	235,893	(98,669)	(235,893)
Bar News	233,306	468,350	145,411	345,499	182,634	449,665	328,045	795,164	(94,739)	(326,814)
Board of Governors	-	-	89,195	210,537	26,891	406,500	116,086	617,037	(116,086)	(617,037)
Communications Strategies	-	-	190,355	453,887	5,939	76,045	196,294	529,932	(196,294)	(529,932)
Communications Strategies FTE	-	-	92,014	222,622	-	-	92,014	222,622	(92,014)	(222,622)
Discipline	47,902	97,500	2,407,245	5,826,381	45,370	194,473	2,452,615	6,020,854	(2,404,713)	(5,923,354)
Diversity	135,000	135,374	96,703	325,440	767	26,790	97,470	352,230	37,530	(216,856)
Foundation	-	-	51,495	122,376	3,000.00	12,150	54,495	134,526	(54,495)	(134,526)
Human Resources	-	-	167,691	458,623	-	-	167,691	458,623	(167,691)	(458,623)
Law Clerk Program	153,907	193,000	41,837	95,128	24	10,650	41,861	105,778	112,046	87,222
Legislative	-	-	48,620	126,909	10,658	32,250	59,278	159,159	(59,278)	(159,159)
Licensing and Membership Records	187,049	336,450	246,254	583,749	10,203	21,951	256,458	605,700	(69,409)	(269,250)
Licensing Fees	6,934,028	16,531,113	-	-	-	-	-	-	6,934,028	16,531,113
Limited License Legal Technician	11,783	23,267	43,288	115,845	-	8,203	43,288	124,048	(31,504)	(100,781)
Limited Practice Officers	82,556	195,300	23,040	55,230	1,967	22,785	25,008	78,015	57,548	117,285
Mandatory CLE	415,887	767,950	188,802	473,822	104,997	148,018	293,800	621,840	122,088	146,110
Member Assistance Program	4,176	8,000	38,300	91,838	825.00	1,075	39,125	92,913	(34,949)	(84,913)
Member Benefits	3,969	28,000	54,930	134,790	118,994	188,496	173,924	323,286	(169,955)	(295,286)
Member Services & Engagement	47,393	154,250	172,565	496,743	937	42,990	173,501	539,733	(126,108)	(385,483)
Office of General Counsel	117	-	366,146.95	952,454	7,266.38	18,677.37	373,413.33	971,131	(373,296)	(971,131)
Office of the Executive Director	-	-	259,203	614,257	106	101,651	259,308	715,908	(259,308)	(715,908)
OGC-Disciplinary Board	-	-	69,682	164,644	32,968	91,650	102,650	256,294	(102,650)	(256,294)
Outreach and Engagement	-	-	104,663	260,983	522	28,252	105,185	289,235	(105,185)	(289,235)
Practice of Law Board	-	-	15,128	36,875	-	9,000	15,128	45,875	(15,128)	(45,875)
Professional Responsibility Program	-	-	119,382	276,709	506	7,125	119,888	283,834	(119,888)	(283,834)
Public Service Programs	103,000	130,200	56,358	127,921	46	268,493	56,404	396,414	46,596	(266,214)
Publication and Design Services	-	-	41,595	98,843	4,300	5,730	45,895	104,573	(45,895)	(104,573)
Regulatory Services FTE	-	-	164,055	506,486	-	-	164,055	506,486	(164,055)	(506,486)
Sections Administration	273,354	300,000	122,866	288,915	6,353	9,875	129,219	298,790	144,136	1,210
Service Center	-	-	292,391	737,344	2,449	8,500	294,840	745,844	(294,840)	(745,844)
Technology	-	-	802,420	1,659,474	-	-	802,420	1,659,474	(802,420)	(1,659,474)
Subtotal General Fund	9,206,380	20,603,129	7,496,859	18,224,201	594,510	2,581,710	8,091,369	20,805,911	1,115,011.08	(202,782)
Expenses using reserve funds							8,091,369		-	-
Total General Fund - Net Result from Operations									1,115,011.08	(202,782)
Percentage of Budget	44.68%		41.14%		23.03%		38.89%			
CLE-Seminars and Products	445,550	1,682,000	432,309	1,039,119	35,169	535,891	467,478	1,575,010	(21,928)	106,990
CLE - Deskbooks	99,458	158,000	91,148	215,042	66,023	112,107	157,170	327,149	(57,712)	(169,149)
Total CLE	545,008	1,840,000	523,457	1,254,161	101,191	647,998	624,648	1,902,159	(79,640)	(62,159)
Percentage of Budget	29.62%		41.74%		15.62%		32.84%			
Total All Sections	457,759	585,779	-	-	290,545	865,167	290,545	865,167	167,214	(279,388)
Client Protection Fund-Restricted	395,419	529,540	64,810	155,699	1,324	502,400	66,134	658,099	329,286	(128,559)
Totals	10,604,566	23,558,448	8,085,126	19,634,061	987,570	4,597,276	9,072,696	24,231,337	1,531,871	(672,889)
Percentage of Budget	45.01%		41.18%		21.48%		37.44%			

Summary of Fund Balances:	Fund Balances Sept. 30, 2020	2021 Budgeted Fund Balances	Fund Balances Year to date
Restricted Funds:			
Client Protection Fund	4,193,130	4,064,571	4,522,416
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	469,241	407,082	389,601
Section Funds	1,210,209	930,821	1,377,423
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	550,000	550,000	550,000
Unrestricted Funds (General Fund):			
Unrestricted General Fund	3,478,234	3,275,452	4,593,245
Total General Fund Balance	5,528,234	5,325,452	6,643,245
Net Change in general Fund Balance		(202,782)	1,115,011
Total Fund Balance	11,400,814.00	10,727,925	12,932,685
Net Change In Fund Balance		(672,889)	1,531,871

Deskbooks: Operations Under New Contract with LexisNexis

- What's new? Essentially, LexisNexis takes over the printing, warehousing, sales, and order fulfillment of the WSBA's print deskbooks. WSBA's current inventory of deskbooks will be shipped to the LexisNexis warehouse, resulting in an immediate saving (effective April 1) of \$675/month currently paid for offsite storage.
- Additionally, LexisNexis will bring to market a new product, eBook versions of WSBA deskbooks.
- Subscriptions to online versions of deskbooks will continue through Fastcase/Casemaker.
- By allowing LexisNexis to do what it does best—printing on demand and using its extensive marketing reach—WSBA will be able to do what it does best—recruiting and working with WSBA members to produce timely, high-quality content for deskbooks and to update them more frequently; deskbooks that are kept current sell better.
- The contract with LexisNexis was signed in November 2020; for the remainder of 2021 we will be tying up loose ends from the old way of producing books and moving to the new system. Therefore, we see it as an “investment” year; we expect to see significant reductions in direct costs in coming years.
- The chart below reflects an assumption that we will keep deskbook pricing relatively stable (no big swings). The savings are due primarily to significant reduction in the direct expenses associated with deskbooks: for all reprints of existing deskbooks and production of new deskbooks, LexisNexis will bear all the manufacturing costs (printing and binding) as well as providing many of the services that we formerly had to contract out (e.g., indexing, creation of tables of authority). WSBA staff will now have more capacity to fulfill other editorial services in house and to update titles more frequently. The expanded revenue reflects eBooks as a new product and revenue stream, and greater marketing efforts via LexisNexis channels, as well as new editions of deskbooks.

FINANCES										
	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY21 REFORECAST	FY22 PROJECTION	FY23 PROJECTION
Revenue	\$235,710	\$178,767	\$127,156	\$129,246	\$157,844	\$220,594	\$158,000	\$140,500	\$179,750	\$243,000
Direct Expense	\$168,403	\$101,473	\$66,642	\$66,619	\$227,867*	\$127,572	\$112,107	\$107,049	\$35,877	\$8,950
Indirect Expense	\$224,803	\$231,756	\$238,924	\$244,821	\$219,876	\$220,950	\$215,042	\$215,042	\$221,500**	\$228,000**
Net	(\$157,496)	(\$154,461)	(\$178,409)	(\$182,195)	(\$289,898)	(\$127,928)	(\$169,149)	(\$181,591)	(\$77,627)	(\$6,050)

*Included a \$100,000 write-off for obsolete inventory; **reflects 3% increase in indirect expense from prior year.



PORTFOLIO REVIEW

Budget and Audit Committee

March 24th, 2021

WSBA INVESTMENT OBJECTIVES AND PHILOSOPHY

- Objective
 - Preservation and safeguarding of the principal amount invested
 - Maintenance of liquidity to meet operating cash flow needs
 - Maximization of return consistent with the above two objectives
- Philosophy
 - Invest exclusively in cash, cash equivalents and debt instruments
 - Hold a diversified portfolio of investments that allows funds to be invested in a manner that is consistent with cash needs of the organization while meeting its investment objectives
 - Avoid inflationary erosion of available cash

AVAILABLE INVESTMENT ALTERNATIVES

- Bond Funds 100% Bonds – Balanced Bond Fund
- Balanced Bond Funds (Bond and Equities) – X Ray Portfolio
- Certificates of Deposit (Jumbo Max \$250K Investments) – Various Banks, All CD's 2 Year Max - .60% - .70% APY
- Money Market Funds - Current Position – AAA to Aaa underlying investments - .04%

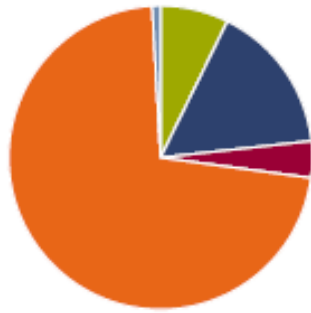
INVESTMENT ALTERNATIVES & RECOMMENDATION

- Remain Invested in Money Market Funds - .04%
- Move CPF funds to short term Jumbo CD's *
 - Invest \$1.5MM In Jumbo CD's .25% average 12 month trailing rate
 - Current Money Market Rate .04%
 - Spread is Approximately \$1K per month
 - Total of 6 CD's to be purchased
- Invest \$2.05MM from the General Fund Pertaining to the General Reserve and the Maintenance Reserve With Morgan Stanley X-Ray Balanced Bond Fund

INVESTMENT OPTIONS

Portfolio X-Ray™

Analysis 01-31-2021



Asset Allocation

- Cash
- US Stocks
- Non-US Stocks
- Bonds
- Other/Not Clsfd

Portfolio Net %	Bmark Net %
7.27	1.22
15.99	19.83
3.88	0.18
71.99	77.43
0.87	1.06

Stock Analysis 01-31-2021

Trailing Returns*

	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr
Portfolio Return	6.90	10.47	7.48	8.60	7.74
Benchmark Return	3.33	6.59	4.70	4.61	4.63
+/- Benchmark Return	3.57	3.88	2.78	3.99	3.11

*Full return history is not available for all securities. Please see Return Participation disclosure.

Credit Quality Breakdown

% of Bonds

AAA	32.07
AA	1.81
A	3.22
BBB	5.05
BB	10.64
B	37.99
Below B	7.56
NR	1.65

- This model Fund is skewed 65% Fixed Income 35% Equities
- \$2MM investment would have returned \$209K

INVESTMENT OPTIONS

- Balanced Bond Fund

Analysis 12-31-2020



Asset Allocation

- Cash
- US Stocks
- Non-US Stocks
- Bonds
- Other/Not Clsfd

	Portfolio Net %	Bmark Net %
Cash	8.23	0.00
US Stocks	0.01	55.31
Non-US Stocks	0.00	44.66
Bonds	90.73	0.00
Other/Not Clsfd	1.03	0.04

Stock Analysis 12-31-2020

Trailing Returns*	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr
Portfolio Return	2.54	4.67	4.48	4.86	4.97
Benchmark Return	14.76	16.58	10.47	12.79	9.68
+/- Benchmark Return	-12.22	-11.91	-5.99	-7.93	-4.71

*Full return history is not available for all securities. Please see Return Participation disclosure.

Credit Quality Breakdown

% of Bonds

AAA	37.78
AA	2.18
A	3.90
BBB	6.03
BB	9.67
B	32.48
Below B	5.98
NR	1.96

- Presented by Morgan Stanley
 - A \$2MM investment would have yielded \$93K in returns in 2020
 - Credit Quality Breakdown is consistent with fund definition
 - Bonds rated BBB- or higher by Standard & Poors are considered "Investment Grade".
 - Fund has had 9 defaults since inception with no impact to returns

COMMENTS FROM MERRILL LYNCH

CD rates remain quite low given the broader interest rate environment, and you'd have to go out 10-years to find a coupon similar to what you'd get on a diversified basket of short-term bonds. CD rates you may find on sites like Bankrate, for example, could be higher for shorter durations for a variety of reasons, but in most cases will reflect a particular bank's appetite for additional deposits at that point in time. Smaller banks, for example, may be in need of deposits to meet existing or desired loan demand, and may offer temporarily above-market rates to attract additional deposits.



FY 2021 REFORECAST

BUDGET & AUDIT COMMITTEE

March 23rd, 2021

REFORECAST FY 2021 FUND BALANCES

FY 21 Reforecast	General Fund	CPF Fund	CLE	Sections
Fund Balances 9/30/2020	3,478,234	4,193,130	469,241	1,210,209
Revenue Reforecast	20,227,365	533,402	1,353,029	585,779
Licensing Revenue	16,218,638			
Other Revenue	4,008,727			
Expenses	20,341,457	651,922	1,609,791	865,168
Indirect Expenses	17,896,722	158,569	376,803	0
Direct Expenses	2,444,735	493,352	1,232,988	865,168
Net Income/Loss Reforecast Balances	-114,092	-118,520	-256,762	-279,389
	3,364,142	4,074,610	212,479	930,820
FY 21 Budgeted Balance	3,275,472	4,064,571	407,082	930,821
Variance	88,670	10,039	-194,603	-1
Restricted Funds				
Op Reserve Fund	1,500,000			
Facilities Fund	550,000			

Total Cash Impact (Net Income) Impact is -95,895

KEY ISSUES IMPACTING REFORECAST

- CLE Revenue Reduced by \$487K
 - 2020 MCLE Extension
 - COVID – 19
 - In person programs
 - Seminars
 - In person programs
- Partial Offset CLE expenses Reduced by \$292K
- General Fund Net Income Positive \$89K
- CPF Net Income Positive \$10K

GENERAL FUND NET INCOME ANALYSIS

	Original FY21 Budget	Reforecast FY2021	FY 21 Ref vs Budget F/(U)	% of change F/(U)
General Fund				
Revenue	20,603,129	20,227,365	(375,764)	-2%
Expenses	20,805,908	20,341,457	464,452	2%
Net Income	(202,779)	(114,092)	88,687	44%

- Late fees are lower by **\$-372K** assumed 30% vs 15% actual
- Offsetting expenses mostly driven by
 - Salaries \$273K Open Position
 - Staff Travel and Parking \$54K
 - Speakers & Program Dev. \$45K
 - Facilities \$214K

CLE FUND

NET INCOME ANALYSIS

	Original FY21 Budget	Reforecast FY2021	FY 21 Ref vs Budget F/(U)	% of change F/(U)
CLE FUND				
Revenue	1,840,000	1,353,029	(486,971)	-26%
Expenses	1,902,159	1,609,791	292,368	15%
Net Income	(62,159)	(256,762)	(194,603)	-313%

- To be addressed by Director Plachy



CLE REFORECAST FY21

IMPACTS ON FINANCIAL RESULTS

- MCLE Certification Extension for 2020 – reporting group for 2020 doesn't need to complete CLE reporting until end of 2021
- COVID – no in person programs including Midyears
- The last two months of the year (November/December) are the highest on-demand revenue months. Generally we earn around \$365k in those two months but this year earnings were \$58k. That is a \$307k shortfall in two months.
- Live Seminar revenue is trending downward by \$175k overall
- On-Demand revenue is trending downward by \$277k overall
- CLE was budgeted to earn \$107k but is now forecasted to lose \$65k.

ACTIONS TAKEN TO MITIGATE IMPACTS

- Additional on-demand “sales campaigns” to spur sales of on-demand products
- February and May
 - February “Winter Sale” resulted in approximately \$100k increase of on-demand sales
 - We expect the May “Spring” sale to result in the similar increases.
- Direct costs in live seminar development cost center decreased by \$270k driven by
 - savings associated with facilities
 - speakers and program development
 - print marketing costs.
- We were able to negotiate out of five fairly large venue contracts with no penalties.
- Keeping production of seminars going in the remote environment to keep inventory built up for future on-demand sales.
- Hiring freeze for an open position in CLE through August.

CLE FUND BALANCE AND OPPORTUNITIES TO REBUILD

CLE Fund

- CLE Fund balance is currently \$390k
- CLE Fund is budgeted to lose \$266k
- The CLE Fund is doing what it was intended to do – buffer the CLE operation from market fluctuations and uncontrollable external impacts (i.e. COVID Pandemic)

Opportunities to Rebuild:

- Pent up demand
 - We will have a market of two reporting groups in FY22 so we expect on-demand and live registration to be higher than normal next year.

Questions?

3 NEW POSITIONS

COST CENTER	TITLE	ANNUAL SALARY	BENEFITS (30%)	TOTAL	START MONTH	\$ IMPACT
IT	Developer II	80,000	24,000	104,000	9	26,000
MAP	Member Wellness Program Clinician	70,000	21,000	91,000	10	15,167
MCLE	MCLE Analyst	50,000	15,000	65,000	7	27,083
		200,000	60,000	260,000		68,250

- **IT Developer:** The additional position is needed to fill gaps and to get the original FY21 project moving forward again with more capacity on the development team as a result of various ongoing efforts around Outlook 365 and Cyber Security
- **MWP Clinician:** As requested by the BOG to enhance the member benefit services currently offered and set an established redundancy in a key membership facing position.
- **MCLE Analyst:** An additional MCLE Analyst FTE to be hired with a start date in July 2021. The additional analyst is based on the increase in workload, the regulatory duty to ensure the timely and accurate review and management of the MCLE requirements for all license types.

MITIGATING STRATEGIES

Outsource Deskbooks

- WSBA Communications staff in response to previous B & A discussions related to the continued costs of Deskbooks has procured an arrangement with Lexus/Nexus where WSBA will reduce publishing costs, obsolescence of Deskbooks and overall costs of the Deskbooks CC. The contract is meant to mitigate the costs of producing this service for members.