



ATMAE
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The Association of
Technology,
Management, and
Applied Engineering

ATMAE Board of Directors Meeting May 15th, 2015

11:00 AM – 12:00 PM Central Time

Call-in number: 877.728.0736, Pass code: 28623 (ATMAE)

Meeting Agenda

- 11:00am Roll Call, John Hausoul
Opening comments
- 11:05am Approval of April Minutes*
- 11:10 am Treasurer's Report, Jesse Kamm
 - Financial Forecast through End of Year (Monthly)
 - Full Financials
- 11:20 am Budget First Draft
- 11:40 Action Plan - Student Membership Example
- 11:55 am Administrative Report, written reports – Open for Questions
 - Membership – (all categories up)
 - Accreditation
 - Conference
- 12:00pm Adjourn*

*Issue requiring a Decision

Board Roster

Dr. William S. Hallock, Jr.
At Large Representative, Chair
2013 - 2015
Gannon University - Erie, PA
(814) 871-7136
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Susan J. Ely
2-Year Program Representative
2015 - 2016
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(765)269-5159
sely3@ivytech.edu

Dr. Baijian "Justin" Yang,
4-Year Program Representative
2015 - 2016
Purdue University
(765) 496-7143
byang@purdue.edu

Mr. Royall Mack, Sr.
NIAC Representative, Vice Chair
2011 - 2015
Ciara Enterprises, Inc.
(978) 604-1655
royall_mack@verizon.net

Mr. Jesse Kamm
Student Representative, Treasurer
2013 - 2015
Indiana State University
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jkamm1@sycamores.indstate.edu

Mr. John Hausoul
Executive Director
ATMAE Office
(630) 433-4514
John@atmae.org

Dr. Joyce Wilkerson
2-Year Program Representative
2012 - 2015
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Dr. Robert A. Chin
4-Year Program Representative
2012 - 2015
East Carolina University
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chinr@ecu.edu

Dr. Rod Flanigan
At-Large Representative
2013 - 2016
University of Nebraska -
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Dr. Jeff Cunion
Industry Representative
2012 - 2015
Lockheed Martin Aeronautics Co.
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Dr. John E Wyatt
Advisory Non-Voting
2015
Mississippi State University
(662)325-7257
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BOD Minutes April 17, 2015 11:00 AM Via Conference Call

Present: William Hallock, Robert Chin, Justin Yang, Rod Flanigan, Royall Mack, John Hausoul, Jesse Kamm

Absent: Joyce Wilkerson, Susan Ely, Jeff Cunion

Visitors/ Staff: Michele Anderson, Rachel Drochter, Lisa Kennelly

Meeting Minutes:

Meeting to order at 11:05 AM.

Approval of the minutes:

Bob moved to approve the minutes from the March Board meeting. The motion was seconded by Jesse and unanimously approved by the Board.

Treasurer's Report:

Jesse and John reviewed the Balance Sheet for March. They remarked that we are still set to lose money this year but it will be less than previously predicted. They also reviewed ATMAE's investment strategy and whether this is something the Board needs to discuss in the near future. The treasurer's report also discussed the variability in numbers from last year's accreditation to this year's numbers. Michelle pointed out that this variability comes from different schools going through the accreditation process at different years and the fact that these schools have different budget cycles. Moving forward, accreditation financials will focus on cost control on travel and working with all divisions to make sure numbers are accurate and more stable.

Membership:

John and Rachel discussed membership. Rachel reviewed the membership report noting that membership numbers are steady right now and that we will most likely see an increase in certification and student membership because we are moving into the end of the academic semester. Rachel also summarized the current membership appeal and renewal plan. John and Rachel discussed the interactive capabilities of the website and membership profiles and the idea that

these capabilities could be a great benefit for members. Rachel gave an overview of the online community features available to the members and the new 'How To' page that was recently launched to give insight on how members can use all the functions of the website. Rachel mentioned the new 2015 Robotics Competition Group that has been started to get people to the website and start online discussion about the competition.

Accreditation:

Michele reviewed the accreditation update on page 28. She discussed two new targeted accreditation programs. She discussed how these community colleges want help align their curriculum with 4-year universities. Michele discussed the need for ongoing team training and mentioned online refresher training to test team member knowledge. She also discussed the application, criteria requirements, and training for new accreditation team members. Michele is also working on statistical analysis of accreditation recommendations and decisions, such as Standards of Accreditation; conflicts of interest; document retention; training; and other general good accreditation practices.

Conference:

John gave a conference update. John mentioned there were some errors in reviewer submission and that he is contacting these reviewers to encourage them to resubmit their scores for the presentations. Acceptance and rejections will most likely go out in the next couple of weeks. The Board asked questions and shared views about the presentation submission and review process. It was recommended that the presentations be broken down into more specific subject areas and that each reviewer should be given less proposals to review.

On the Board's request, John outlined the past and present presentation submission and acceptance procedures. He also discussed where the number comes from regarding the number of presentations available. The number of slots available at the conference is based on the number of proposal submissions and the number of rooms available at the conference site. The number of session rooms at the conference is generated based on a review of the previous year's conference.

There was a question raised on whether an abstract submission is important to academics. The Board agreed that we may want to revisit this part of the process and it may be beneficial to do some kind of survey on this year's conference



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attendees to gauge member opinion about the presentation portion of the annual conference.

John also mentioned that the Keynote Speakers had been selected. The Robotics Competition event planning is underway. There will be a Q&A Session for the competition taking place on Wednesday, April 29th at 2pm central for anyone who would like to discuss and ask questions about the upcoming competition. John has been working close with John Wyatt (who is also becoming more active as an advisor to the Board) on generating new competitions like 3D printing. The first stage of these new competitions could be virtual and then move to being onsite at the annual conferences.

The 2016 Conference contract has been signed. Louisville, Cincinnati and Las Vegas are locations being reviewed for potential sites for the 2017 conference. John is visiting the Louisville site in May. An RFP is underway in Las Vegas as a way to push ATMAE participation out West.

Action Plan Overview:

John discussed the Action Plan outline on page 30. This Action Plan outlines what ATMAE is working on and progress for each agenda item. Programs are broken down into subcategories. There was a question raised on whether General Management subcategory should be broken out into a separate document. It was requested that the Board review this plan as it develops and make recommendations for its presentation in the future.

There being no further business, it was moved and seconded to adjourn the meeting. The meeting was adjourned at 12:02 pm.

ATMAE
Balance Sheet
As of April 30, 2015

	Apr 30, 15	Apr 30, 14
ASSETS		
Current Assets		
Checking/Savings		
PNC Checking ATMAE	1,870.25	127,683.99
PNC Checking ATMAE Foundation	960.89	980.89
PNC New Checking	87,611.33	8,099.35
Total Checking/Savings	90,442.47	136,764.23
Other Current Assets		
Accounts Receivable	184,900.00	193,035.00
Prepaid Expenses	8,791.59	288.43
Edward Jones - ATMAE		
Edward Jones - ATMAE - Cash	66.05	66.05
Edward Jones- ATMAE- Cost Basis	200,508.93	185,962.71
Edward Jones- ATMAE- FMV Adj	62,661.47	53,343.55
Total Edward Jones - ATMAE	263,236.45	239,372.31
Edward Jones - Foundation		
Edward Jones- Fdn- Cash	50.41	50.41
Edward Jones- Fdn- Cost Basis	40,587.36	37,738.16
Edward Jones- Fdn- FMV Adj	10,106.62	8,390.36
Total Edward Jones - Foundation	50,744.39	46,178.93
Edward Jones - Kicklighter		
Edward Jones- Kick- Cash	8.44	8.44
Edward Jones- Kick- Cost Basis	39,217.20	36,442.51
Edward Jones- Kick- FMV Adj	13,992.36	11,971.09
Total Edward Jones - Kicklighter	53,218.00	48,422.04
Edward Jones - Strandberg		
Edward Jones- Strand- Cash	3.52	3.52
Edward Jones-Strand- Cost Basis	22,866.24	21,304.66
Edward Jones- Strand- FMV Adj	6,049.47	4,974.83
Total Edward Jones - Strandberg	28,919.23	26,283.01
Total Other Current Assets	589,809.66	553,579.72
Total Current Assets	680,252.13	690,343.95
TOTAL ASSETS	680,252.13	690,343.95
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		

ATMAE
Balance Sheet
As of April 30, 2015

	<u>Apr 30, 15</u>	<u>Apr 30, 14</u>
Deferred Income Accreditation	176,850.00	0.00
Deferred Conference Income	550.00	725.00
Total Other Current Liabilities	<u>177,400.00</u>	<u>725.00</u>
Total Current Liabilities	<u>177,400.00</u>	<u>725.00</u>
Total Liabilities	177,400.00	725.00
Equity		
Accreditation Reserve	326,875.00	0.00
Closed Inv. Acct Gain/Loss	0.00	-2,166.02
Opening Balance Equity	70,709.85	70,709.85
Retained Earnings	98,008.39	445,500.10
Net Income	7,258.89	175,575.02
Total Equity	<u>502,852.13</u>	<u>689,618.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>680,252.13</u></u>	<u><u>690,343.95</u></u>

ATMAE
Profit & Loss by Class
July 2014 through April 2015

	<u>Accreditation</u>	<u>Certification</u>	<u>Conference</u>	<u>Foundation</u>	<u>General</u>	<u>Journal</u>	<u>Unclassified</u>	<u>TOTAL</u>
Ordinary Income/Expense								
Income								
Realized G/L - ATMAE	0.00	0.00	0.00	0.00	8,389.74	0.00	0.00	8,389.74
Accreditation Income								
Annual Fee - Operations	132,500.00	0.00	0.00	0.00	0.00	0.00	0.00	132,500.00
Consultant Fee	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
Consultation Expenses Fee	3,936.68	0.00	0.00	0.00	0.00	0.00	0.00	3,936.68
Visit Fee	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
Total Accreditation Income	154,936.68	0.00	0.00	0.00	0.00	0.00	0.00	154,936.68
Certification								
Lean Six Application Fee	0.00	125.00	0.00	0.00	0.00	0.00	0.00	125.00
CEG - Application Fee	0.00	175.00	0.00	0.00	0.00	0.00	0.00	175.00
CEG - Exam Fee	0.00	550.00	0.00	0.00	0.00	0.00	0.00	550.00
CEG - Renewal Annual Fee	0.00	175.00	0.00	0.00	0.00	0.00	0.00	175.00
CMS - Application Fee	0.00	400.00	0.00	0.00	25.00	0.00	0.00	425.00
CMS - Exam Fee	0.00	1,570.00	0.00	0.00	0.00	0.00	0.00	1,570.00
CMS - Renewal Annual Fee	0.00	865.00	0.00	0.00	0.00	0.00	0.00	865.00
CTM - Application Fee	0.00	1,325.00	0.00	0.00	0.00	0.00	0.00	1,325.00
CTM - Exam Fee	0.00	5,010.00	0.00	0.00	0.00	0.00	0.00	5,010.00
CTM - Renewal Annual Fee	0.00	3,350.00	0.00	0.00	0.00	0.00	0.00	3,350.00
CTP - Application Fee	0.00	400.00	0.00	0.00	0.00	0.00	0.00	400.00
CTP - Exam Fee	0.00	2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
CTP - Renewal Annual Fee	0.00	340.00	0.00	0.00	0.00	0.00	0.00	340.00
Lean Six Sigma - Exam Fee	0.00	925.00	0.00	0.00	0.00	0.00	0.00	925.00
Total Certification	0.00	18,010.00	0.00	0.00	25.00	0.00	0.00	18,035.00
Conference Revenue								
Exhibits	0.00	0.00	6,050.00	0.00	0.00	0.00	0.00	6,050.00
Hotel Room Rebate	0.00	0.00	6,490.00	0.00	0.00	0.00	0.00	6,490.00
Lunch	0.00	0.00	75.00	0.00	0.00	0.00	0.00	75.00
Registrations	0.00	0.00	135,295.00	0.00	0.00	0.00	0.00	135,295.00
Robotics Contest Fee	0.00	0.00	270.00	0.00	0.00	0.00	0.00	270.00
Robotics Sales	0.00	0.00	70.00	0.00	0.00	0.00	0.00	70.00

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Sponsorships								
General Sponsorships	0.00	0.00	8,725.00	0.00	0.00	0.00	0.00	8,725.00
Program Ads	0.00	0.00	2,200.00	0.00	0.00	0.00	0.00	2,200.00
Total Sponsorships	0.00	0.00	10,925.00	0.00	0.00	0.00	0.00	10,925.00
Tour	0.00	0.00	105.00	0.00	0.00	0.00	0.00	105.00
Workshop	0.00	0.00	105.00	0.00	0.00	0.00	0.00	105.00
Conference Other	0.00	0.00	379.21	0.00	0.00	0.00	0.00	379.21
Total Conference Revenue	0.00	0.00	159,764.21	0.00	0.00	0.00	0.00	159,764.21
Dividend Income - ATMAE	0.00	0.00	0.00	0.00	4,163.35	0.00	0.00	4,163.35
Foundation Income								
Dividend Income - Foundation	0.00	0.00	0.00	779.30	0.00	0.00	0.00	779.30
Dividend Income - Kicklighter	0.00	0.00	0.00	744.99	0.00	0.00	0.00	744.99
Dividend Income - Strandberg	0.00	0.00	0.00	416.65	0.00	0.00	0.00	416.65
Realized G/L - Foundation	0.00	0.00	0.00	1,690.94	0.00	0.00	0.00	1,690.94
Realized G/L - Kicklighter	0.00	0.00	0.00	1,641.88	0.00	0.00	0.00	1,641.88
Realized G/L - Strandberg	0.00	0.00	0.00	932.46	0.00	0.00	0.00	932.46
Unrealized G/L - Foundation	0.00	0.00	0.00	162.12	0.00	0.00	0.00	162.12
Unrealized G/L - Kicklighter	0.00	0.00	0.00	382.35	0.00	0.00	0.00	382.35
Unrealized G/L - Strandberg	0.00	0.00	0.00	175.72	0.00	0.00	0.00	175.72
Total Foundation Income	0.00	0.00	0.00	6,926.41	0.00	0.00	0.00	6,926.41
Membership dues								
CCTI Professional	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00	1,200.00
IND Professional	0.00	0.00	0.00	0.00	25,600.00	0.00	0.00	25,600.00
Retired	0.00	25.00	0.00	0.00	375.00	0.00	0.00	400.00
Student Chapter	0.00	0.00	0.00	0.00	80.00	0.00	0.00	80.00
Student Member	0.00	0.00	0.00	0.00	9,025.00	0.00	0.00	9,025.00
UNI Professional	0.00	0.00	0.00	0.00	17,425.00	0.00	0.00	17,425.00
Total Membership dues	0.00	25.00	0.00	0.00	53,705.00	0.00	0.00	53,730.00
Career Center (Classified Ad)	0.00	0.00	0.00	0.00	1,764.56	0.00	0.00	1,764.56
Miscellaneous Income	0.00	0.00	0.00	0.00	0.39	0.00	0.00	0.39

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Publications								
Royalty Income	0.00	0.00	0.00	0.00	0.00	89.14	0.00	89.14
Total Publications	0.00	0.00	0.00	0.00	0.00	89.14	0.00	89.14
Sales								
Cafe Press Sales	0.00	0.00	0.00	0.00	101.72	0.00	0.00	101.72
Total Sales	0.00	0.00	0.00	0.00	101.72	0.00	0.00	101.72
Unrealized Gains/Losses								
Unrealized G/L - ATMAE	0.00	0.00	0.00	0.00	1,237.83	0.00	0.00	1,237.83
Total Unrealized Gains/Losses	0.00	0.00	0.00	0.00	1,237.83	0.00	0.00	1,237.83
Total Income	154,936.68	18,035.00	159,764.21	6,926.41	69,387.59	89.14	0.00	409,139.03
Expense								
Accounting/Audit	0.00	0.00	0.00	0.00	9,800.00	0.00	0.00	9,800.00
Accreditation Expense								
Accreditation - ASPA	4,456.80	0.00	0.00	0.00	0.00	0.00	0.00	4,456.80
Copies	1,031.97	0.00	0.00	0.00	0.00	0.00	0.00	1,031.97
Insurance	86.37	0.00	0.00	0.00	0.00	0.00	0.00	86.37
Management Services	42,400.66	0.00	0.00	0.00	0.00	0.00	0.00	42,400.66
Marketing	727.78	0.00	0.00	0.00	0.00	0.00	0.00	727.78
Meeting Support - AV	823.36	0.00	0.00	0.00	0.00	0.00	0.00	823.36
Meeting Support - Catering	1,256.01	0.00	0.00	0.00	0.00	0.00	0.00	1,256.01
Postage	58.75	0.00	0.00	0.00	0.00	0.00	0.00	58.75
Support - Personnel	536.64	0.00	0.00	0.00	0.00	0.00	0.00	536.64
Travel - Accreditation Visits	40,786.11	0.00	0.00	0.00	0.00	0.00	0.00	40,786.11
Travel - Apex Visits	492.45	0.00	0.00	0.00	0.00	0.00	0.00	492.45
Accreditation Travel	10,046.98	0.00	0.00	0.00	0.00	0.00	0.00	10,046.98
Other Accreditation Expense	2,499.22	0.00	0.00	0.00	0.00	0.00	0.00	2,499.22
Total Accreditation Expense	105,203.10	0.00	0.00	0.00	0.00	0.00	0.00	105,203.10
Bank Charges - Credit Card	0.00	0.00	0.00	0.00	8,754.84	0.00	0.00	8,754.84
Certification Expense								

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Postage	0.00	60.43	0.00	0.00	0.00	0.00	0.00	60.43
Committee Expense - Travel	0.00	32.12	0.00	0.00	0.00	0.00	0.00	32.12
Development	0.00	1,340.00	0.00	0.00	0.00	0.00	0.00	1,340.00
Management Services	0.00	22,169.77	0.00	0.00	0.00	0.00	0.00	22,169.77
Supplies	0.00	65.40	0.00	0.00	0.00	0.00	0.00	65.40
Certification Expense - Other	0.00	45.00	0.00	0.00	0.00	0.00	0.00	45.00
Total Certification Expense	0.00	23,712.72	0.00	0.00	0.00	0.00	0.00	23,712.72
Conference Expenses								
Women in Technology Division	0.00	0.00	842.89	0.00	0.00	0.00	0.00	842.89
Awards	0.00	0.00	2,449.92	0.00	0.00	0.00	0.00	2,449.92
Exhibits	0.00	0.00	2,066.36	0.00	0.00	0.00	0.00	2,066.36
Hotel								
AV/Electrical/Internet	0.00	0.00	15,199.68	0.00	0.00	0.00	0.00	15,199.68
Catering	0.00	0.00	51,069.94	0.00	0.00	0.00	0.00	51,069.94
Total Hotel	0.00	0.00	66,269.62	0.00	0.00	0.00	0.00	66,269.62
Management Services	0.00	0.00	22,369.77	0.00	0.00	0.00	0.00	22,369.77
Marketing	0.00	0.00	411.14	0.00	0.00	0.00	0.00	411.14
Mobile App	0.00	0.00	5,280.00	0.00	0.00	0.00	0.00	5,280.00
NIAC Expenses	0.00	0.00	1,488.00	0.00	0.00	0.00	0.00	1,488.00
Photography	0.00	0.00	3,251.00	0.00	0.00	0.00	0.00	3,251.00
Postage	0.00	0.00	39.39	0.00	0.00	0.00	0.00	39.39
Printing & Signage	0.00	0.00	3,114.36	0.00	0.00	0.00	0.00	3,114.36
Robotics Incentive	0.00	0.00	1,517.76	0.00	0.00	0.00	0.00	1,517.76
Supplies - General	0.00	0.00	417.26	0.00	0.00	0.00	0.00	417.26
Tour	0.00	0.00	250.00	0.00	0.00	0.00	0.00	250.00
Travel	0.00	0.00	2,659.36	0.00	0.00	0.00	0.00	2,659.36
Workshops	0.00	0.00	803.92	0.00	0.00	0.00	0.00	803.92
Total Conference Expenses	0.00	0.00	113,230.75	0.00	0.00	0.00	0.00	113,230.75
Board Expenses								
Meals & Meeting Support	0.00	0.00	0.00	0.00	2,706.89	0.00	0.00	2,706.89
Board Travel	0.00	0.00	0.00	0.00	2,353.18	0.00	0.00	2,353.18

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Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Board Expenses	0.00	0.00	0.00	0.00	5,060.07	0.00	0.00	5,060.07
Executive Director Expenses	0.00	0.00	0.00	0.00	1,211.24	0.00	0.00	1,211.24
Foundation Expenses								
Kicklighter Grant	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00
Strandberg Grant	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00
Total Foundation Expenses	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00
Internet Expenses								
Internet Services	0.00	0.00	0.00	0.00	297.15	0.00	0.00	297.15
Software	0.00	0.00	0.00	0.00	5,520.75	0.00	0.00	5,520.75
Website expenses	0.00	0.00	0.00	0.00	47.84	0.00	0.00	47.84
Total Internet Expenses	0.00	0.00	0.00	0.00	5,865.74	0.00	0.00	5,865.74
Management Fees	0.00	0.00	0.00	0.00	64,547.86	0.00	0.00	64,547.86
Marketing Expenses								
Certification - Development	0.00	415.83	0.00	0.00	0.00	0.00	0.00	415.83
General Marketing	0.00	0.00	0.00	0.00	1,743.78	0.00	0.00	1,743.78
Projects - MANUF	0.00	0.00	0.00	0.00	200.00	0.00	0.00	200.00
Total Marketing Expenses	0.00	415.83	0.00	0.00	1,943.78	0.00	0.00	2,359.61
Membership Program								
Management Services	0.00	0.00	0.00	0.00	10,432.78	0.00	0.00	10,432.78
Total Membership Program	0.00	0.00	0.00	0.00	10,432.78	0.00	0.00	10,432.78
Miscellaneous Expense	0.00	0.00	0.00	0.00	385.04	0.00	0.00	385.04
Office Services								
Bank Charges	0.00	0.00	0.00	0.00	193.40	0.00	0.00	193.40
File Storage	0.00	0.00	0.00	0.00	485.00	0.00	0.00	485.00
Insurance Expense	0.00	0.00	0.00	0.00	7,200.49	0.00	0.00	7,200.49
Postage and Delivery Expense	0.00	0.00	0.00	0.00	1,388.84	0.00	0.00	1,388.84
Printing & Copying Expense	0.00	0.00	0.00	0.00	303.65	0.00	0.00	303.65
Telephone Expense	0.00	0.00	0.00	0.00	544.26	0.00	0.00	544.26

ATMAE
Profit & Loss by Class
July 2014 through April 2015

	<u>Accreditation</u>	<u>Certification</u>	<u>Conference</u>	<u>Foundation</u>	<u>General</u>	<u>Journal</u>	<u>Unclassified</u>	<u>TOTAL</u>
Total Office Services	0.00	0.00	0.00	0.00	10,115.64	0.00	0.00	10,115.64
Publications Expense								
JTMAE - Online Conversion	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00
Management Services	0.00	0.00	0.00	0.00	0.00	35,428.20	0.00	35,428.20
Total Publications Expense	0.00	0.00	0.00	0.00	0.00	36,928.20	0.00	36,928.20
Travel Expense								
Staff Travel	630.20	0.00	0.00	0.00	142.35	0.00	0.00	772.55
Total Travel Expense	630.20	0.00	0.00	0.00	142.35	0.00	0.00	772.55
Total Expense	<u>105,833.30</u>	<u>24,128.55</u>	<u>113,230.75</u>	<u>3,500.00</u>	<u>118,259.34</u>	<u>36,928.20</u>	<u>0.00</u>	<u>401,880.14</u>
Net Ordinary Income	<u>49,103.38</u>	<u>-6,093.55</u>	<u>46,533.46</u>	<u>3,426.41</u>	<u>-48,871.75</u>	<u>-36,839.06</u>	<u>0.00</u>	<u>7,258.89</u>
Net Income	<u><u>49,103.38</u></u>	<u><u>-6,093.55</u></u>	<u><u>46,533.46</u></u>	<u><u>3,426.41</u></u>	<u><u>-48,871.75</u></u>	<u><u>-36,839.06</u></u>	<u><u>0.00</u></u>	<u><u>7,258.89</u></u>

ATMAE
Profit & Loss
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>
Ordinary Income/Expense		
Income		
Realized G/L - ATMAE	8,389.74	0.00
Accreditation Income		
Annual Fee - Operations	132,500.00	210,825.00
Reserves to Operations	0.00	182,400.00
Annual Fee - Operations - Other	0.00	104,990.00
Annual Fee - Visit Reserves	0.00	54,825.00
Consultant Fee	3,500.00	0.00
Consultation Expenses Fee	3,936.68	0.00
Visit Fee	15,000.00	19,500.00
Total Accreditation Income	154,936.68	572,540.00
Certification		
Lean Six Application Fee	125.00	0.00
CEG - Application Fee	175.00	25.00
CEG - Exam Fee	550.00	765.00
CEG - Renewal Annual Fee	175.00	40.00
CMS - Application Fee	425.00	100.00
CMS - Exam Fee	1,570.00	625.00
CMS - Renewal Annual Fee	865.00	1,795.00
CTM - Application Fee	1,325.00	1,285.00
CTM - Exam Fee	5,010.00	2,660.00
CTM - Renewal Annual Fee	3,350.00	2,585.00
CTP - Application Fee	400.00	185.00
CTP - Exam Fee	2,800.00	1,400.00
CTP - Renewal Annual Fee	340.00	220.00
Lean Six Sigma - Exam Fee	925.00	0.00
Total Certification	18,035.00	11,685.00
Conference Revenue		
Exhibits	6,050.00	9,070.00
Hotel Room Rebate	6,490.00	0.00
Lunch	75.00	1,360.00
Registrations	135,295.00	147,427.50
Robotics Contest Fee	270.00	210.00
Robotics Sales	70.00	0.00
Sponsorships		
General Sponsorships	8,725.00	9,717.00
Program Ads	2,200.00	4,350.00
Sponsorships - Other	0.00	751.00
Total Sponsorships	10,925.00	14,818.00
Tour	105.00	285.00
Workshop	105.00	3,624.00

ATMAE
Profit & Loss
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>
Conference Other	379.21	0.00
Total Conference Revenue	159,764.21	176,794.50
Dividend Income - ATMAE	4,163.35	10,580.67
Foundation Income		
Dividend Income - Foundation	779.30	1,535.75
Dividend Income - Kicklighter	744.99	1,550.12
Dividend Income - Strandberg	416.65	797.28
Realized G/L - Foundation	1,690.94	1,362.84
Realized G/L - Kicklighter	1,641.88	-94.39
Realized G/L - Strandberg	932.46	-27.79
Unrealized G/L - Foundation	162.12	2,458.24
Unrealized G/L - Kicklighter	382.35	3,133.52
Unrealized G/L - Strandberg	175.72	4,116.25
Total Foundation Income	6,926.41	14,831.82
Membership dues		
CCTI Professional	1,200.00	6,180.00
IND Professional	25,600.00	9,345.00
Retired	400.00	405.00
Student Chapter	80.00	20.00
Student Member	9,025.00	9,665.00
UNI Professional	17,425.00	28,490.00
Total Membership dues	53,730.00	54,105.00
Career Center (Classified Ad)	1,764.56	1,774.24
Miscellaneous Income	0.39	59.39
Publications		
Insider (Newsletter) Ad	0.00	1,475.00
Royalty Income	89.14	0.00
Total Publications	89.14	1,475.00
Sales		
Cafe Press Sales	101.72	0.00
Lapel Pin	0.00	5.00
Total Sales	101.72	5.00
Unrealized Gains/Losses		
Unrealized G/L - ATMAE	1,237.83	11,570.75
Unrealized G/L - Other	0.00	16,584.65
Total Unrealized Gains/Losses	1,237.83	28,155.40
Total Income	409,139.03	872,006.02
Expense		

ATMAE
Profit & Loss
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>
Accounting/Audit	9,800.00	8,400.00
Accreditation Expense		
Accreditation - ASPA	4,456.80	5,275.25
Copies	1,031.97	0.00
Insurance	86.37	0.00
Management Services	42,400.66	0.00
Marketing	727.78	0.00
Meeting Support - AV	823.36	915.00
Meeting Support - Catering	1,256.01	1,573.01
Postage	58.75	0.00
Support - Personnel	536.64	396.00
Travel - Accreditation Visits	40,786.11	70,154.29
Travel - Apex Visits	492.45	0.00
Accreditation Travel	10,046.98	0.00
Visit Reserve Released	0.00	182,400.00
Other Accreditation Expense	2,499.22	0.00
Accreditation Expense - Other	0.00	350.00
Total Accreditation Expense	<u>105,203.10</u>	<u>261,063.55</u>
Bank Charges - Credit Card	8,754.84	9,579.39
Certification Expense		
Postage	60.43	0.00
Committee Expense - Travel	32.12	0.00
Development	1,340.00	90.00
Management Services	22,169.77	0.00
Projects	0.00	935.00
Supplies	65.40	93.35
Certification Expense - Other	45.00	45.00
Total Certification Expense	<u>23,712.72</u>	<u>1,163.35</u>
Conference Expenses		
Women in Technology Division	842.89	0.00
Awards	2,449.92	0.00
Entertainer	0.00	1,295.00
Exhibits	2,066.36	2,280.42
Hotel		
AV/Electrical/Internet	15,199.68	9,673.87
Catering	51,069.94	37,841.63
Rooms - Staff & Guests	0.00	342.35
Sales Tax	0.00	5,763.68
Total Hotel	<u>66,269.62</u>	<u>53,621.53</u>
Insurance	0.00	723.03
Keynote	0.00	1,514.34
Management Services	22,369.77	0.00
Marketing	411.14	0.00

ATMAE
Profit & Loss
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>
Mobile App	5,280.00	0.00
NIAC Expenses	1,488.00	0.00
Photography	3,251.00	0.00
Postage	39.39	0.00
Printing & Signage	3,114.36	3,157.29
Robotics Incentive	1,517.76	0.00
Shipping	0.00	1,203.34
Supplies - General	417.26	1,138.29
Tour	250.00	0.00
Transportation	0.00	725.00
Travel	2,659.36	1,069.64
Workshops	803.92	4,141.86
Total Conference Expenses	113,230.75	70,869.74
Corporate Fees	0.00	20.00
Board Expenses		
Meals & Meeting Support	2,706.89	1,907.25
Board Travel	2,353.18	5,264.27
Travel	0.00	363.95
Board Expenses - Other	0.00	121.04
Total Board Expenses	5,060.07	7,656.51
Executive Board Initiatives		
Transition Expenses	0.00	24,596.02
Exec Board Initiatives - Other	0.00	6,598.28
Total Executive Board Initiatives	0.00	31,194.30
Executive Director Expenses	1,211.24	100.00
Foundation Expenses		
Kicklighter Grant	2,500.00	5,000.00
Strandberg Grant	1,000.00	1,000.00
Total Foundation Expenses	3,500.00	6,000.00
Internet Expenses		
Internet Services	297.15	487.85
Software	5,520.75	-133.05
Website Consulting & Services	0.00	25.70
Website expenses	47.84	49.41
Total Internet Expenses	5,865.74	429.91
Management Fees	64,547.86	279,205.03
Marketing Expenses		
Certification - Development	415.83	497.84
Conference Awards	0.00	1,667.16
General Marketing	1,743.78	400.00

ATMAE
Profit & Loss
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Jul '13 - Apr 14</u>
General - External Vendors	0.00	3,544.68
General - Media Supplies	0.00	166.56
General - Website Consulting	0.00	3,200.00
Membership - Printing	0.00	740.98
Projects - MANUF	200.00	0.00
Projects - STU	0.00	1,520.96
Projects - STU (sponsored cash)	0.00	800.00
Projects - UNI	0.00	511.36
Projects - WIT	0.00	219.80
Total Marketing Expenses	2,359.61	13,269.34
Membership Program		
Management Services	10,432.78	0.00
Membership Printing	0.00	420.00
Total Membership Program	10,432.78	420.00
Miscellaneous Expense	385.04	4,032.50
Office Services		
Bank Charges	193.40	40.00
File Storage	485.00	0.00
Insurance Expense	7,200.49	1,796.92
Office Supplies	0.00	356.74
Postage and Delivery Expense	1,388.84	1.19
Printing & Copying Expense	303.65	806.28
Telephone Expense	544.26	26.25
Total Office Services	10,115.64	3,027.38
Publications Expense		
JTMAE - Online Conversion	1,500.00	0.00
Management Services	35,428.20	0.00
Total Publications Expense	36,928.20	0.00
Travel Expense		
Staff Travel	772.55	0.00
Total Travel Expense	772.55	0.00
Total Expense	401,880.14	696,431.00
Net Ordinary Income	7,258.89	175,575.02
Net Income	7,258.89	175,575.02

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
Realized G/L - ATMAE	0.00	8,389.74			
Accreditation Income					
Annual Fee - Operations	13,250.00	132,500.00	249,100.00	-116,600.00	53.19%
Reserves to Operations	0.00	0.00	145,850.00	-145,850.00	0.0%
Annual Fee - Visit Reserves	0.00	0.00	105,950.00	-105,950.00	0.0%
Consultant Fee	3,500.00	3,500.00	10,000.00	-6,500.00	35.0%
Consultation Expenses Fee	3,936.68	3,936.68	10,500.00	-6,563.32	37.49%
Visit Fee	0.00	15,000.00	20,000.00	-5,000.00	75.0%
Total Accreditation Income	<u>20,686.68</u>	<u>154,936.68</u>	<u>541,400.00</u>	<u>-386,463.32</u>	<u>28.62%</u>
Certification					
Lean Six Application Fee	125.00	125.00			
CEG - Application Fee	50.00	175.00	100.00	75.00	175.0%
CEG - Exam Fee	150.00	550.00	800.00	-250.00	68.75%
CEG - Renewal Annual Fee	35.00	175.00	40.00	135.00	437.5%
CMS - Application Fee	200.00	425.00	200.00	225.00	212.5%
CMS - Exam Fee	1,145.00	1,570.00	1,200.00	370.00	130.83%
CMS - Renewal Annual Fee	175.00	865.00	2,400.00	-1,535.00	36.04%
CTM - Application Fee	275.00	1,325.00	1,500.00	-175.00	88.33%
CTM - Exam Fee	3,160.00	5,010.00	3,600.00	1,410.00	139.17%
CTM - Renewal Annual Fee	280.00	3,350.00	3,200.00	150.00	104.69%
CTP - Application Fee	100.00	400.00	350.00	50.00	114.29%
CTP - Exam Fee	665.00	2,800.00	3,200.00	-400.00	87.5%
CTP - Renewal Annual Fee	0.00	340.00	550.00	-210.00	61.82%
Lean Six Sigma - Exam Fee	600.00	925.00			
Total Certification	<u>6,960.00</u>	<u>18,035.00</u>	<u>17,140.00</u>	<u>895.00</u>	<u>105.22%</u>
Conference Revenue					
Exhibits	0.00	6,050.00	9,100.00	-3,050.00	66.48%
Hotel Room Rebate	0.00	6,490.00	5,250.00	1,240.00	123.62%
Lunch	0.00	75.00	0.00	75.00	100.0%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Registrations	0.00	135,295.00	162,000.00	-26,705.00	83.52%
Robotics Contest Fee	0.00	270.00	300.00	-30.00	90.0%
Robotics Sales	0.00	70.00	300.00	-230.00	23.33%
Sponsorships					
General Sponsorships	0.00	8,725.00	10,000.00	-1,275.00	87.25%
Program Ads	0.00	2,200.00	4,500.00	-2,300.00	48.89%
Sponsorships - Other	0.00	0.00	1,000.00	-1,000.00	0.0%
Total Sponsorships	<u>0.00</u>	<u>10,925.00</u>	<u>15,500.00</u>	<u>-4,575.00</u>	<u>70.48%</u>
Tour	0.00	105.00	200.00	-95.00	52.5%
Workshop	0.00	105.00	3,000.00	-2,895.00	3.5%
Conference Other	0.00	379.21			
Total Conference Revenue	<u>0.00</u>	<u>159,764.21</u>	<u>195,650.00</u>	<u>-35,885.79</u>	<u>81.66%</u>
Dividend Income - ATMAE	95.82	4,163.35	11,000.00	-6,836.65	37.85%
Foundation Income					
Dividend Income - Foundation	24.13	779.30	1,600.00	-820.70	48.71%
Dividend Income - Kicklighter	9.86	744.99	1,600.00	-855.01	46.56%
Dividend Income - Strandberg	4.44	416.65	800.00	-383.35	52.08%
Realized G/L - Foundation	0.00	1,690.94			
Realized G/L - Kicklighter	0.00	1,641.88			
Realized G/L - Strandberg	0.00	932.46			
Unrealized G/L - Foundation	1,212.19	162.12			
Unrealized G/L - Kicklighter	1,310.61	382.35			
Unrealized G/L - Strandberg	721.03	175.72			
Total Foundation Income	<u>3,282.26</u>	<u>6,926.41</u>	<u>4,000.00</u>	<u>2,926.41</u>	<u>173.16%</u>
Membership dues					
CCTI Professional	100.00	1,200.00	7,100.00	-5,900.00	16.9%
IND Professional	1,500.00	25,600.00	10,000.00	15,600.00	256.0%
Retired	25.00	400.00	600.00	-200.00	66.67%
Student Chapter	0.00	80.00	300.00	-220.00	26.67%
Student Member	1,575.00	9,025.00	12,000.00	-2,975.00	75.21%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
UNI Professional	300.00	17,425.00	30,000.00	-12,575.00	58.08%
Total Membership dues	3,500.00	53,730.00	60,000.00	-6,270.00	89.55%
Career Center (Classified Ad)	0.00	1,764.56	2,000.00	-235.44	88.23%
Miscellaneous Income	0.00	0.39	100.00	-99.61	0.39%
Publications					
Insider (Newsletter) Ad	0.00	0.00	1,500.00	-1,500.00	0.0%
JIT Reprint - License	0.00	0.00	50.00	-50.00	0.0%
Royalty Income	0.00	89.14			
Total Publications	0.00	89.14	1,550.00	-1,460.86	5.75%
Sales					
Cafe Press Sales	0.00	101.72	50.00	51.72	203.44%
Lapel Pin	0.00	0.00	25.00	-25.00	0.0%
Total Sales	0.00	101.72	75.00	26.72	135.63%
Unrealized Gains/Losses					
Unrealized G/L - ATMAE	6,537.72	1,237.83			
Total Unrealized Gains/Losses	6,537.72	1,237.83			
Total Income	41,062.48	409,139.03	832,915.00	-423,775.97	49.12%
Expense					
Accounting/Audit	9,800.00	9,800.00	8,500.00	1,300.00	115.29%
Accreditation Expense					
Accreditation - ASPA	445.68	4,456.80	5,275.00	-818.20	84.49%
Conference Calls	0.00	0.00	200.00	-200.00	0.0%
Consultant Expenses	0.00	0.00	10,500.00	-10,500.00	0.0%
Consultant Fee Payment	0.00	0.00	8,000.00	-8,000.00	0.0%
Copies	0.00	1,031.97	150.00	881.97	687.98%
Insurance	0.00	86.37	6,000.00	-5,913.63	1.44%
Management Services	3,900.30	42,400.66	46,965.00	-4,564.34	90.28%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Marketing	0.00	727.78	10,000.00	-9,272.22	7.28%
Meeting Support - AV	0.00	823.36	1,000.00	-176.64	82.34%
Meeting Support - Catering	0.00	1,256.01	1,800.00	-543.99	69.78%
Postage	0.00	58.75	100.00	-41.25	58.75%
Support - Personnel	0.00	536.64	500.00	36.64	107.33%
Training - Webinars	0.00	0.00	3,300.00	-3,300.00	0.0%
Travel - Accreditation Visits	13,872.05	40,786.11	90,000.00	-49,213.89	45.32%
Travel - Apex Visits	0.00	492.45	4,500.00	-4,007.55	10.94%
Accreditation Travel	193.50	10,046.98			
Visit Reserve Released	0.00	0.00	145,850.00	-145,850.00	0.0%
Other Accreditation Expense	0.00	2,499.22	2,350.00	149.22	106.35%
Total Accreditation Expense	18,411.53	105,203.10	336,490.00	-231,286.90	31.27%
Bank Charges - Credit Card	635.05	8,754.84	10,000.00	-1,245.16	87.55%
Certification Expense					
Postage	15.47	60.43			
Committee Expense - Travel	0.00	32.12	1,500.00	-1,467.88	2.14%
Development	85.00	1,340.00	4,040.00	-2,700.00	33.17%
Management Services	2,040.16	22,169.77	24,461.00	-2,291.23	90.63%
Projects	0.00	0.00	1,000.00	-1,000.00	0.0%
Supplies	0.00	65.40	100.00	-34.60	65.4%
Trademark Authorization	0.00	0.00	975.00	-975.00	0.0%
Certification Expense - Other	0.00	45.00			
Total Certification Expense	2,140.63	23,712.72	32,076.00	-8,363.28	73.93%
Conference Expenses					
Women in Technology Division	0.00	842.89			
Awards	0.00	2,449.92	2,000.00	449.92	122.5%
Copies	0.00	0.00	50.00	-50.00	0.0%
Equipment Shipping	0.00	0.00	1,500.00	-1,500.00	0.0%
Exhibits	0.00	2,066.36	3,000.00	-933.64	68.88%
Hotel					
AV/Electrical/Internet	0.00	15,199.68	19,500.00	-4,300.32	77.95%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Catering	0.00	51,069.94	56,500.00	-5,430.06	90.39%
Rooms - Staff & Guests	0.00	0.00	2,200.00	-2,200.00	0.0%
Total Hotel	0.00	66,269.62	78,200.00	-11,930.38	84.74%
Keynote	0.00	0.00	2,000.00	-2,000.00	0.0%
Keynote Video	0.00	0.00	1,000.00	-1,000.00	0.0%
Management Services	2,060.16	22,369.77	24,611.00	-2,241.23	90.89%
Marketing	0.00	411.14	5,000.00	-4,588.86	8.22%
Mobile App	0.00	5,280.00	5,300.00	-20.00	99.62%
NIAC Expenses	0.00	1,488.00			
Photography	0.00	3,251.00	3,926.00	-675.00	82.81%
Postage	0.00	39.39	500.00	-460.61	7.88%
Printing & Signage	0.00	3,114.36	5,000.00	-1,885.64	62.29%
Robotics Incentive	0.00	1,517.76	300.00	1,217.76	505.92%
Supplies - General	0.00	417.26	1,200.00	-782.74	34.77%
Tour	0.00	250.00	725.00	-475.00	34.48%
Travel	0.00	2,659.36	2,400.00	259.36	110.81%
Workshops	0.00	803.92	2,000.00	-1,196.08	40.2%
Total Conference Expenses	2,060.16	113,230.75	138,712.00	-25,481.25	81.63%
Conference Site Visits	0.00	0.00	750.00	-750.00	0.0%
Corporate Fees	0.00	0.00	20.00	-20.00	0.0%
Board Expenses					
Legal	0.00	0.00	500.00	-500.00	0.0%
Meals & Meeting Support	0.00	2,706.89	4,000.00	-1,293.11	67.67%
Supplies	0.00	0.00	0.00	0.00	0.0%
Board Travel	0.00	2,353.18	8,000.00	-5,646.82	29.42%
Travel	0.00	0.00			
Total Board Expenses	0.00	5,060.07	12,500.00	-7,439.93	40.48%
Executive Director Expenses	27.08	1,211.24	4,500.00	-3,288.76	26.92%
Foundation Expenses					
Kicklighter Grant	0.00	2,500.00	5,000.00	-2,500.00	50.0%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Apr 15	Jul '14 - Apr 15	Budget	\$ Over Budget	% of Budget
Strandberg Grant	0.00	1,000.00	1,000.00	0.00	100.0%
Total Foundation Expenses	0.00	3,500.00	6,000.00	-2,500.00	58.33%
Internet Expenses					
Internet Services	0.00	297.15	600.00	-302.85	49.53%
Software	0.00	5,520.75	5,845.00	-324.25	94.45%
Website expenses	11.96	47.84			
Total Internet Expenses	11.96	5,865.74	6,445.00	-579.26	91.01%
Management Fees	7,780.61	64,547.86	93,543.00	-28,995.14	69.0%
Marketing Expenses					
Certification - Development	0.00	415.83			
General Marketing	0.00	1,743.78			
General - External Vendors	0.00	0.00	3,600.00	-3,600.00	0.0%
Membership - Stu Chapt Banner	0.00	0.00	200.00	-200.00	0.0%
Projects - CCTI	0.00	0.00	200.00	-200.00	0.0%
Projects - CONST	0.00	0.00	200.00	-200.00	0.0%
Projects - EECT	0.00	0.00	200.00	-200.00	0.0%
Projects - GRA	0.00	0.00	200.00	-200.00	0.0%
Projects - MANAG	0.00	0.00	200.00	-200.00	0.0%
Projects - MANUF	0.00	200.00	200.00	0.00	100.0%
Projects - SAF	0.00	0.00	200.00	-200.00	0.0%
Projects - STU	0.00	0.00	200.00	-200.00	0.0%
Projects - UNI	0.00	0.00	200.00	-200.00	0.0%
Projects - WIT	0.00	0.00	200.00	-200.00	0.0%
Total Marketing Expenses	0.00	2,359.61	5,800.00	-3,440.39	40.68%
Membership Program					
Management Services	960.07	10,432.78	11,543.00	-1,110.22	90.38%
Membership Printing	0.00	0.00	1,000.00	-1,000.00	0.0%
Total Membership Program	960.07	10,432.78	12,543.00	-2,110.22	83.18%
Miscellaneous Expense	299.04	385.04	4,032.50	-3,647.46	9.55%

ATMAE
Profit & Loss Budget vs. Actual
July 2014 through April 2015
TOTAL

	<u>Apr 15</u>	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Office Services					
Bank Charges	41.50	193.40			
File Storage	0.00	485.00			
Insurance Expense	225.02	7,200.49	2,500.00	4,700.49	288.02%
Office Supplies	0.00	0.00	500.00	-500.00	0.0%
Postage and Delivery Expense	25.46	1,388.84	300.00	1,088.84	462.95%
Printing & Copying Expense	5.92	303.65	100.00	203.65	303.65%
Telephone Expense	36.00	544.26	500.00	44.26	108.85%
Total Office Services	<u>333.90</u>	<u>10,115.64</u>	<u>3,900.00</u>	<u>6,215.64</u>	<u>259.38%</u>
Publications Expense					
Editor Expense	0.00	0.00	1,700.00	-1,700.00	0.0%
Journal Supplements	0.00	0.00	2,600.00	-2,600.00	0.0%
JTMAE - Online Conversion	0.00	1,500.00	6,080.00	-4,580.00	24.67%
Management Services	3,260.26	35,428.20	39,137.00	-3,708.80	90.52%
Total Publications Expense	<u>3,260.26</u>	<u>36,928.20</u>	<u>49,517.00</u>	<u>-12,588.80</u>	<u>74.58%</u>
Travel Expense					
Staff Travel	0.00	772.55			
Total Travel Expense	<u>0.00</u>	<u>772.55</u>			
Total Expense	<u>45,720.29</u>	<u>401,880.14</u>	<u>725,328.50</u>	<u>-323,448.36</u>	<u>55.41%</u>
Net Ordinary Income	<u>-4,657.81</u>	<u>7,258.89</u>	<u>107,586.50</u>	<u>-100,327.61</u>	<u>6.75%</u>
Net Income	<u><u>-4,657.81</u></u>	<u><u>7,258.89</u></u>	<u><u>107,586.50</u></u>	<u><u>-100,327.61</u></u>	<u><u>6.75%</u></u>

**ATMAE
Budget Projections 2015
as of 4/7/2015**

	July-Feb	April	May	June	Total	Budget	Estimate vs Budget	%
Revenue								
Accreditation	154936	0	88175	13250	256361	395550	-139189	-35.19%
Certification	18035	0	1250	1250	20535	17140	3395	19.81%
Conference	159764	0	0	0	159764	195650	-35886	-18.34%
Membership	53730	0	3000	1000	57730	60000	-2270	-3.78%
Career Center	1764	0	100	100	1964	2000	-36	-1.80%
Publications	89	0	0	0	89	1550	-1461	-94.26%
Other	101	0	0	0	101	50	51	102.00%
Foundation Income	6926	0	0	0	6926	4000	2926	73.15%
Dividend Income	4163	0	0	0	4163	11000	-6837	-62.15%
Realized Gains	8389	0	0	0	8389	0	8389	
Unrealized Gains	1237	0	0	0	1237	0	1237	
Total Revenue	409134	0	92525	15600	503470	675940	-175447	

Expenses								
Accounting/Audit	9800	0	0	0	0	8500	8500	100.00%
Accreditation								
Visit Travel	51324	0	40000	0	91324	90000	-1324	-1.47%
Other	11475	0		46950	58425	53475	-4950	-9.26%
Manage Fee	42400	0	3900	3900	50200	46965	-3235	-6.89%
Certification	1543	0	150	150	1843	7615	5772	75.80%
Manage Fee	22169	0	2040	2040	26249	24461	-1788	-7.31%
Conference	90861	0	0	0	90861	114101	23240	20.37%
Manage Fee	22369	0	2060	2060	26489	24611	-1878	-7.63%
Board Meetings	5060	0	0	1000	6060	12500	6440	51.52%
Executive Director	1211	0	500	500	2211	4500	2289	50.87%
Internet/Website	5865	0	45	45	5955	5800	-155	-2.67%
Marketing	2359	0	1500	500	4359	5800	1441	24.84%
Admin Management fee	64547	0	7780	7780	80107	82927	2820	3.40%
Membership	0	0	500	500	1000	1000	0	0.00%
Manage Fee	10432	0	960	960	12352	11542	-810	-7.02%
Office	10115	0	450	450	11015	3900	-7115	-182.44%
Foundation Expenses	3500	0	0	0	3500	3500	0	0.00%
Bank Charges - CC	8754	0	500	500	9754	10000	246	2.46%
Publications	1500	0	300		1800	10380	8580	82.66%
Manage Fee	36928	0	3260	3260	43448	49513	6065	12.25%
Total Expenses	402212	0	63945	70595	536752	571090	34338	6.01%

	July-Dec	April	May	June	Total
Total Management Fees	198845	0	20000	20000	238845
					240019

Net by program	Accred	Cert	Conf	Memb	Career	Public	Total	Budget	Etsimate off Budget	%	
	56412	-7557		42414	-35729	1964	-45159	-33282	104850	-138132	-131.74%

ATMAE
Budget Planning 2015
as of 3/9/2015

	July-March	April	May	June	Total planned 2014/15	2014/15 Budget	201516 draft	
Revenue								
Accreditation	134250	88350	13250	13250	249100	395550	375100	33.59%
Certification	11075	1250	1250	1250	14825	17140	15000	1.17%
Training							20000	new
Conference	159764	0	0	0	159764	195650	177000	9.74%
Membership	50230	3500	3000	1000	57730	60000	62500	7.63%
Career Center	1764	100	100	100	2064	2000	5000	58.72%
Publications	89	0	0	0	89	1550	500	82.20%
Other	101	0	0	0	101	50	0	reassign
Foundation Income	3644	0	0	0	3644	4000	4000	8.90%
Dividend Income	4067	0	0	0	4067	11000	3000	-35.57%
Realized Gains	8389	0	0	0	8389	0	0	no expectation
Unrealized Gains	-5299	0	0	0	-5299	0	0	no expectation
Total Revenue	368074	93200	17600	15600	487317	675940	662100	
Expenses								
Accounting/Audit	0	9800	0	0	9800	8500	10,000.00	2.00%
Accreditation								
Reserve Allocation							106,700.00	
Visit Travel	37259	43500	10000		90759	90000	98,600.00	7.95%
Other	11030			46950	57980	53475	72,180.00	19.67%
Manage Fee	38500	3900	3900	3900	50200	46965	48,680.81	-3.12%
Certification	1443	150	150	150	1893	7615	7,500.00	74.76%
Manage Fee	20129	2040	2040	2040	26249	24461	14,974.23	-75.29%
Conference	90861	0	0	0	90861	114101	118,450.00	23.29%
Conference Manage Fee	20309	2060	2060	2060	26489	24611	25,000.00	-5.96%
Futures/W€ Manage Fee	0	0	0	0	0	0	9,651.00	100.00%
Board Meetings	5060	0	0	1000	6060	12500	7,500.00	19.20%
Executive Director	1184	650	1000	500	3334	4500	4,500.00	25.91%
Internet/Website	5853	45	45	45	5988	5800	6,100.00	1.84%
Marketing	2359	500	500	500	3859	5800	2,000.00	-92.95%
Admin Management fee	56767	7780	7780	7780	80107	82927	94,929.12	15.61%
Membership	0	500		500	1000	1000	1,000.00	0.00%
Manage Fee	9472	960	960	960	12352	11542	34,711.10	64.41%
Office	9867	450	450	450	11217	3900	11,000.00	-1.97%
Foundation Expenses	3500	0	0	0	3500	3500	3,500.00	0.00%
Bank Charges - CC	8119	500	500	500	9619	10000	9,000.00	-6.88%
Publications	1500				1500	10380	0.00	
Manage Fee	32167	3260	3260	3260	41947	49513	12,071.00	-247.50%
Total Expenses	355379	76095	32645	70595	534714	571090	698,047.26	
							net total	-35,947.26

Total Management Fee

230,366.26

Membership – Student

Issue: Recruiting and Retaining Members

Tactics:

- Promote interactive capabilities of ATMAE website – *Marketing*
- Increase Student Chapter participation in ATMAE membership and events
 - Establish guidelines by benchmarking with other Student Chapters - *Project*
 - Work with Faculty Advisors to promote Student Chapter best practices, events, and career development opportunities - *Program*
 - Spotlighting current Student Chapter in student and faculty newsletters - *Marketing*
 - Establish Student Chapter interactive opportunities on ATMAE website - *Program*
- Develop Membership Committee
 - Recruit committee members who best represent the interest and needs of students, faculty and industry.
 - Work to create and implement recruitment and retention programs to increase and maintain membership.
 - Work to develop, review and encourage cross division membership programs which will increase value for ATMAE members.

Outcome

- Total of 20 Student Chapters
- 10% increase in new student membership as compared to 2014
- 15% increase in total student Membership compared to 2014

Timeline – Quarter

- Fourth Quarter FY 2016

Membership – Student

Issue: Increasing ATMAE Value Proposition for Student Members

Tactics:

- Promotion of Career Center and links to Industry Jobs – *Marketing*
- Increase number of Webinars available to students - *Program*
 - Develop ideas through Student chapters
 - Focus on knowledge from Industry Members
- Increase number of Student Competitions - *Project*

Outcome and Timelines

- Total of 20 Industry jobs posted – 4th Quarter
- 3 Webinars – 4th Quarter
- 1 New Virtual Competition Announced – 2rd Quarter
- 1 New Conference competition announced – 3rd Quarter

ATMAE Membership/Certification Data - April 2015

2014 - 2015

APRIL MAY JUNE JULY AUG SEPT OCT NOV DEC JAN '15 FEB '15 MAR '15 APR '15

TOTAL MEMBERS

Student	651	599	519	518	521	520	518	478	506	507	465	487	530
Retired	38	36	32	24	28	26	23	15	17	15	15	18	19
Professional	685	595	526	490	518								
Professional - 2 yr						95	80	70	75	81	83	85	87
Professional - 4 yr						294	284	253	269	264	265	274	278
Professional - Ind						132	127	116	121	119	113	119	126
Lifetime	7	10	10	10	10	11	11	11	13	13	13	13	13
Honorary	15	15	15	8	12	12	12	12	12	12	12	12	12

TOTAL 1396 1255 1102 1050 1089 1090 1055 955 1013 1011 966 1008 1065

New Members

53

Renewed

74

2014 - 2015

APRIL MAY JUNE JULY AUG SEPT OCT NOV DEC JAN FEB MAR APR

TOTAL CERTIFICANTS

CTM	136	165	171	174	185	190	186	180	184	175	129	179	188
CSTM	92	90	86	73	87	85	87	73	81	81	59	92	96
CTP	20	37	37	37	41	42	39	42	43	41	36	41	42
CSTP	4	4	4	4	2	4	3	4	4	4	3	5	6
CMS	39	49	52	53	60	60	54	57	63	59	53	59	63
CSMS	5	5	4	4	5	6	3	6	6	4	5	7	8
CEG	5	6	7	6	8	8	4	7	8	8	8	8	8
CSEG	2	2	2	2	2	2	2	2	2	2	2	2	2
LSS								1	1	1	4	4	9

TOTAL 303 358 363 353 390 397 378 372 392 375 299 397 422

TO: ATMAE Board of Directors
FR: Michele Anderson
CC: Kimberly LaBounty
RE: Update for May 2015 Board Call

- All spring accreditation site visits are completed as of May 5. There were 19 visits made by 53 reviewers. The pool of reviewers was thought to be 182; however, closer inspection of the corporate record back to 2011 revealed that there are only 134 by virtue of their service and training. We made a concerted effort to form diverse teams and to engage forty people who had been trained in Outcomes Assessment but who were not invited to serve on teams. Three new schools were visited as below, and will be considered for programmatic accreditation by the Board of Accreditation for 2015.
 - University of Houston (TX)
 - Motlow State Community College (TN)
 - Mountain Empire Community College (VA)
- The standards for distance learning, as they relate to comprehensive reviews and quality check-ups, are in development. All standards are presently in the review cycle. This year's peer reviewer survey includes questions about which standards the visited programs found to be the most difficult to interpret. Going from 64 standards under the old model to 19 under the Outcomes Assessment model created a lot of overlap, which is what we are working to resolve.
- On the last call, I mentioned the recent California ruling to allow community colleges to award four-year degrees for programs that will not compete directly with programs offered at University of California or California State University. Rio Hondo College in Whittier plans to apply for ATMAE accreditation for six associate degree programs in preparation for 2017. I am talking to two other California schools that have programs aligning to ATMAE's scope of accreditation.
- I am developing a pilot program to have a fully on-line accreditation self-study. It will be a web-based format where each standard becomes one or multiple web pages depending on the complexity of the specific standard.
- Work continues on preparing data for the Validity and Reliability project. One of the goals is to conduct the study down to the program classification level. Industrial Technology, as a class, is being subdivided into more specific areas such as agricultural, automotive, biomedical, and electrical/electronics for the purposes of this study.

Regards,
Michele Anderson