



Zoom information: 275-698-2209  
<https://zoom.us/j/2756982209>

**In Attendance**

**Absent**

**Apology**

1. Denise Daub
2. Nadia Thonnard
3. Denzyl Witbooi
4. Lynn Sumida
5. Bette Blance
6. Fumiko Hamada
7. Kanchan Goel
8. Melissa Landry
9. Ahmed Alshatti
10. Jane Newman
11. Farida D'Silva Dias
12. Moira Oliver
13. Abdelaal Shahat
14. Mirinthia Maasdorp
15. Sharon Carder-Jackson (arrived late)
16. Omar Titki (arrived late)

17. Chanel Van Louw
18. Nino Matteo
19. Arthur Dunne
20. Mohammed Ahmed Al Marhabi
21. Eun-Jin Kim (EJ)
22. Mohammed AlZamel
23. Minkyung Suh
24. Ahmed Ait El Madani
25. Gymy Lim

26. Sonia Munoz

1. Welcome and apologies (quorum) - Lynn

- 7 voting members – quorum met.

2. Adoption of the agenda – Lynn

- Agenda adopted.

3. Minutes of the previous Board meeting – Lynn

- Jane moved to accept minutes.
- Ahmed seconded

4. WGI Summit - 02 Dec – Sonia

- Brian Lennon questioned the use of the word summit as it has different connotations in different countries.

- Symposium will be used instead of summit.
- Two different activities:
  - Professional development
  - Learning together with different presenters
- Start putting together the agenda.
  - Three different time blocks
  - 5 presentations per time block
    - Training policy discussion will be repeated.
- New date - Saturday, December 2<sup>nd</sup>
- Theme – How do we take CT and make it more accessible to people.
- Will be recorded.

#### 5. Finance report – Ahmed

- Review report – for third quarter.
  - Behind on membership.
  - Doing good on certification.
- Melissa moved to accept financial report
  - Moira seconded.

#### 6. Role statements for Board positions – Denzyl

- Training – important to WGI since it forms part of our core business
- Marketing – need to focus on marketing to speak to initiatives.
- New board structure
  - 8 or 9 people with key areas of responsibility.
    - MOs involvement will happen quarterly.
- Review of role statement.
  - Recruit for value.
  - Train for skills.
- Discussions and feedback.

Motion to accept the marketing role statement as amended.

Melissa moves a role statements.

Jane seconded.

Motion passed.

Motion to accept the training role statement as amended.

Ahmed moved

Fumiko seconded.

Motion passed.

#### 7. Updates on the newsletter & donation drive - Denzyl & Lynn

- Everyone received.
- Also posted on social media.
- 25% open rate
- More signups

#### 8. Donation Drive

- May not be able to make-up for the deficient in budget before the end of the year.
- To be directed towards specific target groups
- Goal – to break even by the end of the year, but also set up for next year.
- Needs funds to get all the work done as per current initiatives.
- Target groups
  - Members
  - Businesses & organizations
  - Previous donors
- Send feedback & suggestions to Denzyl or Lynn

#### Timelines:

- Newsletter
  - Second newsletter to go out November 6<sup>th</sup>
  - Third newsletter to go out December 6<sup>th</sup>
  - Feature countries
- Donation drive
  - Soft deadline – November 3<sup>rd</sup>
  - Hard deadline – November 6<sup>th</sup>
- Symposium – 02nd Dec

#### 9. Engagement with Board members (updates & platforms?) – Denzyl

- App Platforms
  - WhatsApp app
  - Telegram app
- For board members - What app are you most comfortable with for engagement?
  - What's App
- Google survey
  - Two confirmed responses
    - US
    - Singapore
  - Tabled until November board meeting.



William Glasser International  
WGI Board Minutes of Meeting  
October 27, 2023 - 1300 UTC

Next board meeting Friday, 24th Nov– 1300 UTC

There is a need to have a board meeting in December to finish a number of issues. All present agreed to a Board meeting on the 15th December 2023

Ahmed moved to adjourn.

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Lynn Sumida, Chair  
William Glasser International, Inc.

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Denzyl Witbooi, President & Executive Director  
William Glasser International, Inc.

# Role Statement for a Training portfolio position on the Board of Directors as prepared by the Training Committee.



## Introduction:

We are in search of candidates to join the WGI Board. We are, an international organization currently embarking on an exciting journey of strategic transformation. This shift reflects our commitment to charting a new and inspiring course for the future. We are searching for individuals who share our profound appreciation for Choice Theory, Reality Therapy, Lead Management, and their various applications, and who are dedicated to championing the mission of our international organization. We seek passionate advocates of WGI's Vision, Mission and Values, individuals possessing specific expertise relevant to specific portfolio positions, and those who can generously volunteer some of their time.

As a member of the WGI board, the Training Portfolio is the heartbeat of our organization. This is not just a position but an opportunity to be part of guiding how we maintain standards for training and expand our reach. In this role, you will work with your fellow board members, the Executive Director, the training committee and other relevant members. This opportunity invites you to leverage your passion and expertise in training to fulfil our organizational objectives.

## Governance & Strategic focus of the role:

Within the Training portfolio you will coordinate the following key priorities:

- Champion the development and execution of our organization's training strategy, ensuring alignment with our overarching vision and strategic plan. You play a leadership role as we continue to review and refine our training strategy and initiatives to effectively communicate our mission and objectives. Engage in strategic collaboration with the Executive Director, staff, and training committees to elevate the educational impact of the organization
- You will guide and support the efforts of the training committee to meet specific objectives and requirements. Develop a holistic understanding of our organization's operations, programs, and the unique needs of our diverse audience. Transparency and open communication with the board and stakeholders will be your guiding principles
- With the training committee stay attuned to the latest training and development practices, industry standards, and educational trends, particularly within the context of nonprofit organizations. This knowledge will guide our training committee initiatives, ensuring they remain current and effective.
- Actively engage as a core member of the Training and Development Committee, collaborating closely with fellow board members and training professionals to work towards the initiatives established by the Board.
- Contribute to the development of an annual training committee budget that aligns seamlessly with the organization's overarching financial plan, and present this budget for the board's approval.

**“WGI has comprehensive insurance coverage for all board members. This ensures that board members will not be held personally liable for any decisions or actions taken by WGI”**

- Provide oversight in tandem with the Finance and Business Development Committee for the budgeting of training committee-related expenses, particularly those associated with training events, workshops, and seminars.
- You will exercise fiscal awareness in managing training-related expenses and furnish reports to the board, addressing any financial responsibilities tied to training projects, scholarships, or other training-related endeavors.
- Work hand in hand with the Executive Director, the Training and Development Committee, and pertinent staff or contractors to present regular training committee reports to the board. These reports will help us evaluate the effectiveness of training programs and relevant policies, along with recommendations for continual improvement. Monitor for and raise awareness of issues such as -compliance with local, federal, and international governing authorities

### **Required engagement:**

Your commitment as the Training Portfolio Director will be characterized by active participation:

- Attend all monthly board meetings, typically spanning 2-3 hours, ensuring your valuable input in shaping our strategic direction.
- Actively engage in discussions and meetings pertaining to the training committee and other relevant committees, actively driving the implementation of WGI's strategies and initiatives.
- Participate in face-to-face board meetings held every 2nd year in the host country of the WGI international conference, forging global connections and shared perspectives.

### **Benefits for the incumbent:**

Your involvement will not only support the further development of our organization's training but will also enrich your own journey:

- Your insights will be the cornerstone of our training direction, contributing significantly to our growth and development.
- By engaging with a diverse international community, you will broaden your horizons, gain first-hand insight into global events, and potentially influence your personal and professional capacities.
- As a board member, you will enjoy the privilege of attending face-to-face board meetings occurring every second year in the host country of the WGI international conference.
- Your personal profile will undergo an enhancement as you build global networks and engage with members from various corners of the world.

As a candidate embarking on the role of Training Portfolio role, you are poised to make a profound impact on our organization's training initiatives. You will support our members and stakeholders in expanding their skills and knowledge, enriching their lives and elevating our collective mission. Your dedication and expertise will contribute to our journey to achieve our mission and objectives. We invite you to join us on this extraordinary voyage with WGI. Together, we will inspire, innovate, and shape the future.

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# Role Statement for a Marketing portfolio position on the Board of Directors as prepared by the Marketing Committee.



## Introduction:

We are in search of candidates to join the WGI Board. We are an international organization currently embarking on an exciting journey of strategic transformation. This shift reflects our commitment to charting a new and inspiring course for the future. We are searching for individuals who share our profound appreciation for Choice Theory, Reality Therapy, Lead Management, and their various applications, and who are dedicated to championing the mission of our international organization. We seek passionate advocates of WGI's Vision, Mission and Values, individuals possessing specific expertise relevant to specific portfolio positions, and those who can generously volunteer some of their time.

As a member of the WGI board, the role of the Marketing Portfolio is crucial to the strategic shift organization is undergoing. This is not just a position but an opportunity to be part of guiding how we build the image of the organization and articulate its value offering as we endeavour to expand our reach and support our members. In this role, you will work with your fellow board members, the Executive Director, the Marketing committee, and other relevant members. This opportunity invites you to leverage your passion and expertise in marketing to fulfil our organizational objectives.

## Governance & Strategic focus of the role:

Within the Marketing portfolio position you will coordinate the following key priorities:

- Champion the development and execution of our organization's marketing strategy, ensuring alignment with our overarching vision and strategic plan. You will play a leadership role as we continue to review and refine our marketing strategy and initiatives to effectively communicate our mission and objectives. Engage in strategic collaboration with the Executive Director, staff, and marketing committee to focus on WGI's ecosystem to build its brand and serve the needs of its stakeholders
- You will guide and support the efforts of the marketing committee to meet specific objectives and requirements. Develop a holistic understanding of our organization's operations, programs, and the unique needs of our diverse audience. Transparency and open communication with the board and stakeholders will be your guiding principles
- With the marketing committee stay attuned to the latest trends and stakeholder needs, industry standards, and marketing trends, particularly within the context of nonprofit organizations and the cultural diversity of our organization. This knowledge will guide our marketing committee initiatives, ensuring they remain current and effective.
- Actively engage as a core member of the Marketing Committee, collaborating closely with fellow board members and marketing professionals to work towards the initiatives established by the Board.
- Contribute to the development of an annual marketing committee budget that aligns seamlessly with the organization's overarching financial plan, and present this budget for the board's approval.

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- Provide oversight in tandem with the Finance and Business Development Committee for the budgeting of marketing committee-related expenses, particularly those associated with overall marketing strategies as it might relate to the overall image of the organization, training events, workshops, conferences, seminars and development programmes.
- You will exercise fiscal awareness in managing marketing-related expenses and furnish reports to the board, addressing any financial responsibilities tied to marketing projects, or other marketing-related endeavors.
- Work hand in hand with the Executive Director, the Marketing Committee, and pertinent staff or contractors to present regular marketing committee reports to the board. These reports will reflect on the various marketing initiatives along with recommendations for continual improvement.

### **Required engagement:**

Your commitment within the Marketing Portfolio role will be characterized by active participation:

- Attend all monthly board meetings, typically spanning 2-3 hours, ensuring your valuable input in shaping our strategic direction.
- Actively engage in discussions and meetings pertaining to the marketing committee and other relevant committees, actively driving the implementation of WGI's strategies and initiatives.
- Participate in face-to-face board meetings held every 2nd year in the host country of the WGI international conference, forging global connections and shared perspectives.

### **Benefits for the incumbent:**

Your involvement will not only support the further development of our organization's marketing strategy but will also enrich your own journey:

- Your insights will be the cornerstone of our marketing strategies, contributing significantly to our growth and development.
- By engaging with a diverse international community, you will broaden your horizons, gain first-hand insight into global events, and potentially influence your personal and professional capacities.
- As a board member, you will enjoy the privilege of attending face-to-face board meetings occurring every second year in the host country of the WGI international conference.
- Your personal profile will undergo an enhancement as you build global networks and engage with members from various corners of the world.

As a candidate embarking on a journey to step into the Marketing Portfolio role, you are poised to make a profound impact on our organization's marketing initiatives. You will support our members and stakeholders in generating an overall image that raises awareness of the organization and its causes, elevating our collective mission and attracting diverse stakeholders. Your dedication and expertise will contribute to our journey to achieve our mission and objectives. We invite you to join us on this extraordinary voyage with WGI. Together, we will inspire, innovate, and shape the future.

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# WGI Q3 2023 Financial Report

*Finance and Investment Committee- Oct. 2023*

We use three analysis tools:

### **1- Year to date (YTD)**

Refer to the period of time beginning the first day of the current calendar year or fiscal year up to the current date. YTD information is useful for analyzing business trends over time. In Q3 its 75%

### **2- Year on Year**

Year-on-year (YOY) is a frequently used financial comparison for looking at two or more measurable events on an annualized basis.

### **3- Budget to Actual**

A budget to actual analysis is a process by which a organization's budget is compared to actual results.

# Q 3 - 2023 - Income



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1- Third quarter represent 75% of the year, our measurement will depend on achieving 75% of the annual target to consider good achievement.

For the **YTD** measurement. With nine months passed from the year it equal 75% of the year 2023, any item passed 75% of the target will be green in this measurement WGI done better in the following revenue streams

- 1- Certification Programs
- 2- Symposium / Summit
- 3- Investment

For **Actual to Budget** measurement, Performance was good in the following items

- 1- Certification Program
- 2- Take Charge of your life
- 3- Miscellaneous
- 4- Total Income

For **YOY** 2023 was better than 2022 in most items except for

- 1- Certification Program
- 2- Workshop/ Post-Certification Program
- 3- Investment

# Q 3 - 2023 - Income

## 2- Certification Program income

Ten countries participated positively in the revenue up to quarter three , they are Australia, Canada, Ireland, Iran, Japan, Kuwait, Malaysia, Singapore, South Africa and United State of America Only One country participated in three quarters income its Australia

Six countries participated in two quarters income they are Canada, Japan, Korea, Kuwait, Singapore and United State of America

Three countries participated in one quarter income they are Ireland, Malaysia, South Africa

## 3- Membership income in Q1, Q2 and Q3 .

Two countries participated in Membership revenue in Q3 they are Ireland and Kuwait

Thirteen countries participated positively in the Membership's revenue up to quarter three , they are Australia, Canada, EIRT, Ireland, Iran, Japan, Korea, Kuwait, New Zealand, Saudi Arabia, Singapore, United Kingdom and United State of America

# Q 3 - 2023 - Expenditure

1-For the **YTD WGI** perform well in most Expenditure items except for

In this measurement WGI perform good except for

1- Executive Director

2- Accounting Services

3- Printing

4-Telephone & Communications

2-For **Actual to Budget**, In this measurement WGI perform good except for

1- Executive Director

2- Transaction Fees/ Foreign Exchange Rate

3- Telephone & Communications

4- Total Expenses

3-For **YOY** ,In this measurement WGI perform better than last year Q3/2022 is all items

# Income Q 3 - 2023



# Q (1+2+3) 2023 Income Actual Year to Date (YTD)

	2023 Budget	Actual Year to Date	75 % of the Year
INCOME			
Certification Programs	\$ 40,000.03	\$ 31,378.00	78%
Faculty Training and Endorsements	\$ 2,499.96	\$ 150.00	6%
Take Charge of Your Life	\$ 3,979.00	\$ 1,719.50	43%
Training for health professionals	\$ 2,000.04	\$ -	0%
Workshops/Post-Certification Programs	\$ 285.00	\$ -	0%
Membership	\$ 32,499.96	\$ 18,801.00	58%
Donations	\$ 2,000.04	\$ -	0%
Online Sales	\$ 99.96	\$ -	0%
Business Development - MO Governance Packs	\$ 1,000.08	\$ -	0%
WGI Merchandise Sales	\$ 210.09	\$ -	0%
Symposium/Summit	\$ 4,000.00	\$ -	0%
Investment	\$ 22,000.00	\$ 22,000.00	100%
Miscellaneous income	\$ 99.95	\$ 90.62	91%
<b>TOTAL INCOME</b>	<b>\$110,674.11</b>	<b>\$ 74,139.12</b>	<b>67%</b>

# Q3 - 2023 Actual to Budget

	Q3 2023 Budgeted	Q3 2023 Actual	Difference
Certification Programs	\$ 9,999.99	\$ 10,140.00	\$140.01
Faculty Training and Endorsements	\$ 624.99	\$ 45.00	\$ (579.99)
Take Charge of Your Life	\$ 429.88	\$ 691.50	\$ 261.62
Training for health professionals	\$ 500.01	\$ -	\$ (500.01)
Workshops/Post-Certification Programs	\$ 71.25	\$ -	\$ (71.25)
Membership	\$ 8,124.99	\$ 985.00	\$ (7,139.99)
Donations	\$ 500.01	\$ -	\$ (500.01)
Online Sales	\$ 24.99	\$ -	\$ (24.99)
Business Development - MO Governance Packs	\$ 250.02	\$ -	\$ (250.02)
WGI Merchandise Sales	\$ 52.50	\$ -	\$ (52.50)
Symposium/Summit	\$ 999.99	\$ -	\$ (999.99)
Investment	\$ 5,500.00	\$ 22,000.00	\$ 16,500.00
Miscellaneous income	\$ 24.99	\$ 20.00	\$ (4.99)
Transaction fees/Foreign Exchange	\$ -	\$ 35.63	\$ 35.63
<b>TOTAL INCOME</b>	<b>\$ 27,103.61</b>	<b>\$ 33,917.13</b>	<b>\$ 6,813.52</b>



# Q3 - 2023 Year on Year (YOY)

	Q3 2023	Q3 2022	Difference
INCOME			
Certification Programs	\$ 10,140.00	\$ 11,843.12	\$ (1,703.12)
Faculty Training and Endorsements	\$ 45.00	\$ 40.00	\$ 5.00
Take Charge of Your Life	\$ 691.50	\$ 535.00	\$ 156.50
Training for health professionals	\$ -	\$ -	\$ -
Workshops/Post-Certification Programs	\$ -	\$ -	\$ -
Membership	\$ 985.00	\$ 5,272.52	\$ (4,287.52)
Donations	\$ -	\$ -	\$ -
Online Sales	\$ -	\$ -	\$ -
Business Development - MO Governance Packs	\$ -	\$ -	\$ -
WGI Merchandise Sales	\$ -	\$ -	\$ -
Symposium/Summit	\$ -	\$ -	\$ -
Investment	\$ 22,000.00	\$ -	\$ 22,000.00
Miscellaneous income	\$ 20.00	\$ 152.11	\$ (132.11)
Transaction fees/Foreign Exchange	\$ 35.63	\$ -	\$ 35.63
<b>TOTAL INCOME</b>	<b>\$ 33,917.13</b>	<b>\$ 17,842.75</b>	<b>\$ 16,074.38</b>

# Q3 / 23 Certifications Program

	July	August	September	Total Q3
Australia	\$4,760.00			4760
Canada	\$680.00			680
Colombia				
EART				
France				
India				
Ireland			\$640.00	640
Iran				
Japan			\$640.00	640
Korea				
Kuwait			\$420.00	420
Malaysia		\$60.00		60
Norway				
North Africa/Morocco				
Philippines				
Saudi Arabia				
Singapore	\$2,940.00			2940
South Africa				
Turkey				
United Kingdom				
UAE				
United States				
Indiv w/out MO				
Forein Exchange Rate				
<b>TOTAL</b>	<b>\$8,380.00</b>	<b>\$60.00</b>	<b>\$1,700.00</b>	<b>10140</b>

# Certifications Program Three Quarters Comparison

	January	February	March	Total Q1		April	May	June	Total Q2		July	August	September	Total Q3
Australia		\$5,640.00		5640		\$5,820.00			5820		\$4,760.00			4760
Canada						\$90.00		\$260.00	350		\$680.00			680
Colombia														
EART														
France														
India														
Ireland													\$640.00	640
Iran						\$1,688.00			1688					
Japan						\$900.00			900				\$640.00	640
Korea			\$1,480.00	1480				\$600.00	600					
Kuwait						\$620.00	\$300.00		920				\$420.00	420
Malaysia												\$60.00		60
Norway								\$100.00	100					
North Africa/Morocco														
Philippines														
Saudi Arabia														
Singapore		\$1,540.00		1540							\$2,940.00			2940
South Africa								\$120.00	120					
Turkey														
United Kingdom							\$180.00		180					
UAE	\$140.00			140										
United States		\$760.00		760		\$680.00			680					
Indiv w/out MO								\$320.00	320					
Forein Exchange Rate		-\$1,831.60		-1831.6										
<b>TOTAL</b>	<b>\$140.00</b>	<b>\$6,108.40</b>	<b>\$1,480.00</b>	<b>7728.4</b>		<b>\$9,798.00</b>	<b>\$480.00</b>	<b>\$1,400.00</b>	<b>11678</b>		<b>\$8,380.00</b>	<b>\$60.00</b>	<b>\$1,700.00</b>	<b>10140</b>

# Q3 / 23 Membership

	July	August	September	Total Q3
Australia				
Canada				
Colombia				
Croatia				
EIRT				
France				
India				
Iran				
Ireland			\$975.00	975
Japan				
Korea				
Kuwait	\$10.00			10
Malaysia				
New Zealand				
No. Africa				
Philippines				
Saudi Arabia				
Singapore				
South Africa				
UAE				
United Kingdom				
United States				
Foreign Exchange/Fees				
<b>TOTAL</b>	<b>\$10.00</b>	<b>\$0.00</b>	<b>\$975.00</b>	<b>985</b>

# Membership Three Quarters Comparison

	January	February	March	Total Q1		April	May	June	Total Q2		July	August	September	Total Q3
Australia	\$920.00	\$190.00		1110			\$150.00	\$300.00	450					
Canada	\$30.00			30				\$300.00	300					
Colombia														
Croatia														
EIRT								\$2,925.00	2925					
France														
India														
Iran						\$156.00			156					
Ireland													\$975.00	975
Japan	\$2,080.00	\$1,875.00		3955										
Korea			\$4,325.00	4325										
Kuwait	\$75.00			75		\$75.00			75		\$10.00			10
Malaysia														
New Zealand	\$270.00	\$20.00		290										
No. Africa														
Philippines														
Saudi Arabia								\$75.00	75					
Singapore	\$1,080.00	\$265.00		1345		\$20.00	\$20.00		40					
South Africa														
UAE														
United Kingdom		\$75.00		75										
United States	\$75.00	\$345.00		420		\$1,160.00		\$1,010.00	2170					
Foreign Exchange/Fees														
<b>TOTAL</b>	<b>\$4,530.00</b>	<b>\$2,770.00</b>	<b>\$4,325.00</b>	<b>11625</b>		<b>\$1,411.00</b>	<b>\$170.00</b>	<b>\$4,610.00</b>	<b>6191</b>		<b>\$10.00</b>	<b>\$0.00</b>	<b>\$975.00</b>	<b>985</b>

# Expenditure

Q 3 - 2023



# Quarter 3 2023 - Expenditure Actual Year to Date (YTD)



EXPENDITURE	2023 Budget	Actual Year to Date	75 % of the Year
Executive Director	\$ 51,900.00	\$ 42,100.00	81%
Financial Manager, Webmaster, Clerical & Data Entry	\$ 27,000.00	\$ 17,350.00	64%
Bookkeeper	\$ 900.00	\$ -	0%
Legal services	\$ 1,500.00	\$ -	0%
Accounting services	\$ 1,929.69	\$ 2,065.00	107%
Journal	\$ -	\$ -	0%
Marketing and PR	\$ 3,000.00	\$ -	0%
IT Investments & Expenses	\$ 3,836.04	\$ 2,077.83	54%
Office Supplies	\$ 402.00	\$ 254.93	63%
Printing	\$ 200.04	\$ 272.21	136%
Banking charges/Paypal fees	\$ 3,209.04	\$ 2,138.25	67%
Transaction Fees/Foreign Exchange Rate	\$ 5,539.92	\$ 3,995.25	72%
Insurance	\$ 4,082.04	\$ 2,305.00	56%
Telephone & Communications	\$ 549.96	\$ 722.95	131%
Postage	\$ 549.96	\$ 149.25	27%
Board Expenses	\$ -	\$ -	0%
Conference Expenses (Exec Dir)	\$ -	\$ -	0%
Research	\$ 999.96	\$ -	0%
Senior Faculty Consultant Fees	\$ 500.04	\$ -	0%
Emergency Account	\$ 4,000.00	\$ -	0%
Subscription/Dues	\$ -	\$ -	0%
Faculty Summit	\$ -	\$ -	0%
Affiliate Commissions	\$ 189.00	\$ -	0%
<b>TOTAL EXPENSES</b>	<b>\$ 110,287.69</b>	<b>\$ 73,430.67</b>	<b>67%</b>

## Q3 - 2023 Actual to Budget

EXPENDITURE	Q3 2023 Bugdeted	Q3 2023 Actual	
Executive Director	\$ 12,000.00	\$ 23,500.00	\$ 11,500.00
Financial Manager, Webmaster, Clerical & Data Entry	\$ 9,000.00	\$ 6,750.00	\$ (2,250.00)
Bookkeeper	\$ -	\$ -	\$ -
Legal services	\$ 375.00	\$ -	\$ (375.00)
Accounting services	\$ 482.49	\$ 260.00	\$ (222.49)
Journal	\$ -	\$ -	\$ -
Marketing and PR	\$ 750.00	\$ -	\$ (750.00)
IT Investments & Expenses	\$ 959.01	\$ 771.96	\$ (187.05)
Office Supplies	\$ 100.50	\$ 61.47	\$ (39.03)
Printing	\$ 50.01	\$ -	\$ (50.01)
Banking charges/Paypal fees	\$ 802.26	\$ 558.81	\$ (243.45)
Transaction Fees/Foreign Exchange Rate	\$ 1,384.98	\$ 1,857.76	\$ 472.78
Insurance	\$ 1,020.51	\$ -	\$ (1,020.51)
Telephone & Communications	\$ 137.49	\$ 240.36	\$ 102.87
Postage	\$ 135.99	\$ -	\$ (135.99)
Board Expenses	\$ -	\$ -	\$ -
Conference Expenses (Exec Dir)	\$ -	\$ -	\$ -
Research	\$ 249.99	\$ -	\$ (249.99)
Senior Faculty Consultant Fees	\$ 125.01	\$ -	\$ (125.01)
Emergency Account	\$ 999.99	\$ -	\$ (999.99)
Subscription/Dues	\$ -	\$ -	\$ -
Faculty Summit	\$ -	\$ -	\$ -
Affiliate Commissions	\$ 47.25	\$ -	\$ (47.25)
<b>TOTAL EXPENSES</b>	<b>\$ 28,620.48</b>	<b>\$ 34,000.36</b>	<b>\$ 5,379.88</b>



## Q3 / 2023 EXPENDITURE Year On Year (YOY)



EXPENDITURE	Q3 2023 Actual	Q3 2022	Difference
Executive Director	\$ 23,500.00	\$ 27,900.00	\$ (4,400.00)
Financial Manager, Webmaster, Clerical & Data Entry	\$ 6,750.00	\$ 13,500.00	\$ (6,750.00)
Bookkeeper	\$ -	\$ -	\$ -
Legal services	\$ -	\$ -	\$ -
Accounting services	\$ 260.00	\$ 1,880.00	\$ (1,620.00)
Journal	\$ -	\$ 0.00	\$ -
Marketing and PR	\$ -	\$ -	\$ -
IT Investments & Expenses	\$ 771.96	\$ 3,210.23	\$ (2,438.27)
Office Supplies	\$ 61.47	\$ 211.43	\$ (149.96)
Printing	\$ -	\$ -	\$ -
Banking charges/Paypal fees	\$ 558.81	\$ 2,529.02	\$ (1,970.21)
Transaction Fees/Foreign Exchange Rate	\$ 1,857.76	\$ 4,654.41	\$ (2,796.65)
Insurance	\$ -	\$ -	\$ -
Telephone & Communications	\$ 240.36	\$ 556.58	\$ (316.22)
Postage	\$ -	\$ 297.65	\$ (297.65)
Board Expenses	\$ -	\$ 15,461.58	\$ (15,461.58)
Conference Expenses (Exec Dir)	\$ -	\$ -	\$ -
Research	\$ -	\$ -	\$ -
Senior Faculty Consultant Fees	\$ -	\$ -	\$ -
Emergency Account	\$ -	\$ -	\$ -
Subscription/Dues	\$ -	\$ -	\$ -
Faculty Summit	\$ -	\$ -	\$ -
Affiliate Commissions	\$ -	\$ 162.00	\$ (162.00)
<b>TOTAL EXPENSES</b>	<b>\$ 34,000.36</b>	<b>\$ 70,362.90</b>	<b>\$ (36,362.54)</b>

Thank you!

