2025 Budget

---- > This is a Preliminary DRAFT - Please DO NOT SHARE. <----

	,			y =												Significant 2924 Budget Items
	Dues		50	50	50	50	50	50	50	50	50	50	50	50		2024 Actual YTD 2024 Budget
	Members FTE		250	250	250	250	250	250	250	250	250	250	250	250	Based on October close	
Income			Jan F	eb N	Лar А	\nr	May J	lun	Jul .	Aug S	Sep	Oct	Nov	Dec	Total Notes	
	47000 14 1					•	,			J	•					400 000 001 450 000 00
Dues	47230 · Membership 47220 · Corporate membership		12,500.00 0.00	12,500.00 0.00	12,500.00 0.00	12,500.00 0.00	12,500.00 0.00	12,500.00 5,000.00	12,500.00 0.00	12,500.00 0.00	12,500.00 0.00	12,500.00 8,000.00	12,500.00 0.00	12,500.00 0.00	150,000.00 based on 208 individual & 44 household 13,000.00 based on 2024 actual and budget	126,330.00 152,930.00 5,000.00 13,400.00
	47220 · Corporate membership		0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00	15,000.00 based on 2024 actual and budget	3,000.00 13,400.00
Classes	47240 · Program Service Fees (Classes)	Note 1	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	40,104.00 Distributed evenly throughout the year	32,071.00 29,915.00
	,		.,.	.,.	-,-	-,-	-,-	-,-	.,-	.,.	.,.	-,-	-,-	-,-	, , ,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Machines	41200 · Laser Fee Income		250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00	2,687.00 3,600.00
	41300 - UV Printer Income		175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00		175.00	2,100.00	2,072.00 1,200.00
	41310 - 3D Printer Resin		0.00	2.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	2.00		0.00	8.00	
	Fiber Laser Sublimation Printer		50.00 62.50	50.00	50.00	50.00	50.00	50.00	50.00	50.00 62.50	50.00 62.50	50.00	50.00	50.00	600.00 Per Jon White 750.00 only half of projected consumables	716.50 0.00
	BN2-20		80.00	62.50 80.00	62.50 80.00	62.50 80.00	62.50 80.00	62.50 80.00	62.50 80.00	80.00	80.00	62.50 80.00		62.50 80.00	960.00 only one quarter of projected consumables	985.15 0.00
	Other Fee Income	Note 2	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00		40.00	480.00	453.24 0.00
Donations	Snack Donations	Note 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	41010 · Donations		210.00	210.00	210.00	210.00	210.00	210.00	210.00	200.00	200.00	200.00		230.00	2,500.00 considered to be all snack	
	Individual Business Contributions		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00 0.00
Other	44400 Chanana I aakan Inaanna		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 Will be deleted	
Other	41400 - Storage Locker Income 41320 - Other income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00 Will be deleted 0.00	1,028.50 0.00
	Interest		6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00		6.00	72.00 Savings account	1,026.30 0.00
	Misc Revenue		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	72.00 Savings account	
															May not be needed beend on denotions above	
	Equipment Sales		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	May not be needed based on donations above	
	Income Total		16,715.50	16,717.50	16,715.50	16,717.50	16,715.50	21,715.50	16,717.50	16,705.50	16,705.50	24,707.50	16,705.50	16,735.50	213,574.00	
Expenses																
Facility MS-L	62891 · Power Leesburg		500.00	450.00	450.00	450.00	450.00	450.00	700.00	500.00	450.00	450.00	450.00	450.00	5,750.00 based on actual 2024	4,467.67 5,263.77
r domey mo L	62892 · Internet/Water Leesburg		260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00		260.00	3,120.00 based on budget 2024	2,232.72 3,120.00
	62892 · Rent Leesburg		3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00		3,600.00	43,200.00 based on budget 2024	32,400.00 43,200.00
	02092 Refit Leesburg		3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	45,200.00 based on budget 2024	32,400.00 43,200.00
Facility MS-P	62895 · Rent Purcellville		2,387.03	2,387.03	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	20.360.46 hazard an hudget 2034 with 30/ ingregate in April	21,270.68 28,505.30
racility Wi3-P	62896 · Power Purcellville		,	,	,	,	,		,						29,360.46 based on budget 2024 with 3% increase in April	
			655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	7,860.00 based on actual average monthly expense of \$5	
	62897 · Water Purcellville 62898 · Internet Purcellville		0.00 174.32	122.34 174.32	0.00 174.32	122.34 174.32	0.00 174.32	122.34 174.32	0.00 174.32	122.34 174.32	0.00 215.29	122.34 215.29	0.00 215.29	122.34 215.29	734.04 based on actual expenses in 2024 2,255.72 based on actual expenses from Sept - Dec 2024	489.36 1,320.00 1,475.70 1,584.00
	62899 · Propane Purcellville		400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	700.00 based on actual 2024	703.98 2,800.21
	64001 Purcellville Waste disposal		77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00		77.00	924.00 based on contract with Waste Connections	0.00 0.00
	C 100 1 1 di continio 11 doto disposal														02 1100 84004 011 00114401 11141 114010 00111100110110	5.55
Taxes and Fees	60910 · Property Tax		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	60920 Business Registration Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	25.00	
	60930 · Business Tax		0.00	225.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	
	62110 · Accountant Fee	Note 9	1,500.00	250.00	150.00	0.00	1,500.00	150.00	0.00	0.00	0.00	0.00		300.00	3,850.00 based on tax filing accountant fee of \$300/hr and	d a QB bookkeeper fee of \$75/hr
	62600 · Merchant Processing Fees		875.10	875.10	875.10	875.10	875.10	1,020.40	875.10	875.10	875.10			875.10	10,878.80	
	62840 · Equip Rental/Moving Equip		0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00		0.00	800.00 decrease of \$200 from 2024 budget of \$1000; \$4	455.90 actual 2024 expenses
	65120 · Insurance - Liability, D and O		0.00	0.00	0.00	0.00	2,700.00	0.00	0.00	0.00	0.00	0.00		1,000.00	3,700.00	2,658.00 3,400.00
	Legal Fees		300.00	200.00	200.00	300.00	200.00	400.00	200.00	200.00	200.00	200.00		300.00	3,000.00 based on 2024 budget; actual expenses were les	
	65070 · Bank Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00 no longer charged	
	65050 · Telephone, Telecommunications		500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00 based on actual expenses in 2024 ranged from S	\$522.36 to \$460.23
1	CEOCO International Constallance		50.70	55.40	50.04	40.00	45.00	40.00	20.00	05.00	00.04	00.04	05.00	04.04	400 40 h	
Loan	65060 · Interest Expense - Capital Lease UV Printer Loan		58.73 546.94	55.48 550.19	52.21 553.46	48.93 556.74	45.63 560.04	42.30 563.37	38.96 566.71	35.60 570.08	32.21 573.46	28.81 576.86	25.39 580.28	21.94 583.73	486.19 based on loan 6,781.86 based on actual 2024	
	OV I Tiliter Loan		340.94	330.19	333.40	330.74	300.04	303.37	300.71	370.00	373.40	370.00	300.20	303.73	0,701.00 based on actual 2024	
	65020 · Postage, Mailing Service		27.00	0.00	15.00	0.00	0.00	16.00	109.50	15.00	0.00	16.00	15.00	0.00	213.50 Note 17	
	65030 · Printing and Copying		150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00		150.00	1,800.00 based on 2024 budget; actual expenses were \$1	025.31
															•	
Classes	Class Supplies	Note 4	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	8,400.00	3,924.66 1,328.87
	Honorariums	Note 5	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	9,600.00	3,977.95 1,149.00
Maintenance	62821 - Leesburg Equipment & Facility Main	ntenance & F	\$509.10	\$395.00	\$542.95	\$460.64	\$334.52	\$274.74	\$245.00	\$256.64	\$200.00	\$175.00	\$199.52	\$157.00	3,750.11	4,121.22 7,859.87
	62822 - Purcellville Equipment & Facility M		\$4,620.07	\$322.52	\$421.98	\$5,132.00	\$50.00	\$694.52	\$27.98	\$20.00	\$110.00	\$50.00	\$20.00	\$140.00	11,609.07 new \$25K roof and door at MS-P is Landlord pro	1,570.99 6,047.69
															·	
Consumables	Leesburg Consumables		\$1,986.00	\$1,385.49	\$1,281.92	\$795.81	\$1,594.64	\$822.64	\$1,186.99	\$1,184.13	\$995.74	\$694.31	\$1,435.62	\$1,028.58	14,391.87 from Stewards	7,389.28 9,419.20

	Purcellville Consumables		\$8,336.93	\$440.79	\$277.76	\$672.67	\$250.83	\$454.80	\$1,572.42	\$123.68	\$170.49	\$765.54	\$107.49	\$1,008.68	14,182.08 from Stewards	3,407.91
Shop Supplies	62852 · Leesburg Facility Supplies 62853 · Purcellville Facility Supplies		0.00				0.00	0.00 0.00	0.00				0.00 0.00	0.00	0.00 now included in consumables 0.00 now included in consumables	
	Small Emergency Contengency Reserve	Note 16	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00		
IT	Software and Hardware	Note 14	\$280.00	\$99.00	\$0.00	\$0.00	\$0.00	\$1,444.80	\$0.00	\$168.00	\$60.00	\$0.00	\$150.00	\$170.00	2,371.80	2,196.35
Snacks/Beverage	s Snacks and Beverages	Note 6	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00 \$100/mo MS-P, \$150/mo MS-L	
Other	65019 · President's Discretionary Fund Marketing 65110 · Associations/Marketing		100.00 100.00 0.00	100.00	100.00	100.00 100.00 0.00	100.00 100.00 0.00	100.00 100.00 0.00	100.00 100.00 0.00		100.00 100.00 0.00		100.00 100.00 0.00	100.00 100.00 0.00	1,200.00 based on actual 2024 1,200.00 based on 2024 budget; actual expenses were le 0.00	ess than \$2000
_	65040 · Supplies		0.00					0.00	0.00				0.00		0.00 Was Snacks	
Reserve	Transfer to Building Reserve Fund Transfer to Equipment Reserve Fund	Note 7 Note 7	3,000.00 3,000.00	,	,	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	3,000.00 3,000.00	36,000.00 36,000.00	
Approved Projects Approved Projects funded from Operations Note 15			3,486.65	5 1,500.00	3,000.00	0.00	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	11,986.65	
Expenses Total			39,379.87	23,024.26	23,845.34	25,439.19	26,785.72	22,480.87	23,547.62	20,295.53	19,757.93	20,552.19	20,424.33	22,223.30	287,756.15	
	Net from Operations		-22,664.37	-6,306.76	-7,129.84	-8,721.69	-10,070.22	-765.37	-6,830.12	-3,590.03	-3,052.43	4,155.31	-3,718.83	-5,487.80	-74,182.15	
	Cash in Bank	Starting Balan 30,000.00	ce 7,335.63	3 1,028.87	-6,100.97	-14,822.66	-24,892.88	-25,658.25	-32,488.37	-36,078.40	-39,130.83	-34,975.52	-38,694.35	-44,182.15	-44,182.15	
Improvements	Leesburg Purcellville IT	Note 12,13 Note 11, 12 Note 14	. ,	\$8,249.99	\$5,519.99	\$400.00 \$750.00 0.00	\$0.00 \$30,249.00 0.00	\$745.00 \$50.00 0.00	\$0.00 \$150.00 0.00	\$900.00 \$0.00 0.00	\$0.00 \$0.00 0.00	\$0.00 \$150.00 0.00	\$0.00 \$0.00 0.00	\$225.00 \$0.00 0.00	10,278.50 47,495.97 57,774.47	
	Building Reserve Fund Equipment Reserve Fund	129,626.47 62,850.80	132,626.47 65,850.80	,		,	,	147,626.47 25,296.33	150,626.47 27,501.33		,	159,626.47 35,451.33	,	,	165,626.47 41,301.33	
	Eq Reserv if Improvements drawn from it		\$58,413.81	\$52,138.82	\$47,695.33	\$49,545.33	\$22,296.33	\$24,501.33	\$27,351.33	\$29,451.33	\$32,451.33	\$35,301.33	\$38,301.33	\$41,076.33		
Note 1 Note 2 Note 3 Note 4 Note 5 Note 6 Note 7 Note 8 Note 9 Note 10 Note 11 Note 12 Note 13 Note 14 Note 15	Projected based on 2023 actuals Will vary based on actual classes offered Plotter, Oliver Sander, Cannon Printer, other Moved to 41010 (next line) Estimated from Class income To reduce class income Estimated using 2023 actuals To reduce class income Estimated from Class income Estimated using 2023 actuals To reduce class income Estimated from Estimated Income Estimated Security Income												nt.			
Note 16	Purcellville Upgrades - \$2,000 January, \$2,000 March, \$2,000 May, \$2000 June \$3179 ERF \$8820 Operating Budget Fund to conver some small unexpected Maintanance, Repair, or Purchases. Needs President to approve actual expenses in 2024 \$51.37; 2024 budget \$240, Stamps based on 150 stamps at \$0.73 per stamp, Envelopes based on 3 orders from Amazon - one order of 500 letter size#10 and 2 orders of 300 small enveloped, Return Address Lables based on 3 orders from Amazon at \$15.00 per 200 custom printed return address lables															

3,407.91

6,886.62

2,196.35 5,090.00 Hardware and Software

address labels

Note 17

Move Capital Building fund to interest bearing instrument Equipment Reserve should be managed to never fall below \$30K

Starting balances Property Tax Need

Observations

We have months of significant loss
Bank goes negative in March
We are unable to maintain our \$30K monthly operating cash
Zeroing Building and Equipment Reserve funds does not solve the problem.
Expenses are significantly higher in the early part of 2025

17,797.83 Average Income 23,979.68 Average Expense #REF! Average Net \$1,279.93 Average Maintenance \$2,381.16 Average Consumables

Find \$ 106,000.00 additional cash
Zero Fund contributions, Zero approved projects, and find \$ 45,000.00 additional cash
Zero Fund contributions, Zero approved projects, and find \$ 45,000.00 additional cash, and Increase dues to FTE of about \$90

Double membership

Find new Corporate members

Reduce expenses

Defer approved project spend

Defer all Improvements
Find Significant Grants and/or Donations