

2016 YEAR-END FINANCIAL REPORT

(Based on projections as of mid-December. Staff and overhead expenses are not reflected under individual categories.)

	INCOME	EXPENSES	NET PROFIT/(LOSS)
MEMBERSHIP	\$ 272,932	\$ 7,207	\$ 265,725
Dues, mailings, committee meetings, applications, State Bar swearing-in ceremonies, recruitment campaigns, networking mixers, annual leadership meetings, holiday party, printing costs.			
LAWYER REFERRAL & INFORMATION SERVICE	\$348,032	\$20,028	\$ 328,004
Consultation fees, membership fees, percentage fees, advertising, brochures and marketing, phone system, postage, supplies, client surveys, committee meetings, staff education, Moderate Means Program, FLARe (Family Law Mediation program), Limited Representation program, marketing and panel recruitment, State Bar re-certification fees, free community legal workshops.			
FEE ARBITRATION/MEDIATION AND CLIENT RELATIONS PROGRAMS	\$19,800	\$7,675	\$ 12,125
Filing fees, State Bar reimbursements, refunds, postage, committee meetings, supplies.			
BAR-SPONSORED PROGRAMS AND EVENTS	\$71,432	\$33,235	\$ 38,197
MCLE Spectacular, committee meetings, State Bar provider status renewal.			
PUBLICATIONS	\$103,188	\$41,213	\$ 61,975
Contra Costa Lawyer and Pictorial Membership Directory: Printing, postage, production, mailing house, MCLE self-study tests, committee meetings, photography, directory practice area listings, advertising revenue (incl. website and weekly broadcast), stock photography, blog book, video-editing software, etc.			
OFFICE ADMINISTRATION			
Staff (does not include Criminal Conflict Program)		\$474,438	(\$474,438)
Payroll, payroll taxes, payroll service, pension disbursements, medical, dental and vision benefits, workers' comp insurance, staff education, expense reimbursements.			
Executive Director		\$6,649	(\$6,649)
Education and travel, dues/membership fees, expenses, etc.			
Office Equipment		\$32,749	(\$32,749)
Computers, computer consulting services, database, photocopier, fax machine, printers, postage machine and meter, etc.			
General	\$17,098	\$189,496	(\$172,398)
Conference room rental income, rebates (LMIC, Marsh Affinity Group, New Media online MCLE, JobTarget), interest and dividend income (including replenishing reserves used for 2010 website development), office rent and overhead, property insurance, office supplies, credit card processing fees, phone system, staff meetings, accounting, miscellaneous taxes, etc.			
OFFICERS AND BOARD of DIRECTORS	\$4,895	\$26,081	(\$21,186)
Installation luncheon, board meetings, bar leader conferences, strategic planning meetings, gavels and plaques, miscellaneous committee meetings, Errors & Omissions and EPL Insurances.			
SECTION SUPPORT	\$10,768	\$887	\$ 9,881
Email broadcasts, section leaders' meetings, program registration, handbooks, postage and mailings.			
CONFERENCE of DELEGATES		\$5,040	(\$5,040)
Planning meetings, registration and hotel, materials, etc.			
INFORMATION TECHNOLOGY		\$2,931	(\$2,931)
Website modifications/updates, SPAM filter, Internet connection.			
EDUCATION OUTREACH PROGRAM	\$1,775	\$0	\$ 1,775
Court Tours docents training and court staff thank you luncheon, postage and mailings, materials.			
COURT SUPPORT		\$2,291	(\$2,291)
Bench/Bar meetings, Fast Track Bench/Bar roundtable.			
TOTAL INCOME AND EXPENSES	\$849,200	\$849,920	(\$0)
TOTAL RESERVES AS OF 12/31/16: \$563,049			