



SIERRA NEVADA SWIMMING FINANCE VICE CHAIR REPORT TO 2023 HOUSE OF DELEGATES

To be submitted to Hope Gawlick (SNS Secretary) hope@gawlick.com and Alex Ongaco (SNS Executive Director) alex.ongaco@snswimming.org the Sunday before HOD.

Committee/Chair/Board Member: Roberta Savage, Finance Vice Chair

Date of HOD Meeting: June 20, 2023

Primary Items Completed as Finance Vice Chair (2022-2023 season):

1. Budget.
 - a. 2022-2023: Monitored through monthly Treasurer's reports and direct contact with Alison Appel, Treasurer, when questions arose. Reported to the Board monthly. Monitored legal fees reimbursement.
 - b. 2023-2024: Worked with SNS staff and Board to develop the proposed 2023-2024 Budget. Powerpoint presentation will be presented at HOD to explain how SNS receives funds, how SNS spends and the changes in this Budget from past budgets.
2. Investment Fund. Developed policies and practices to monitor the Fund. Monitored it through the monthly Treasurer's report, direct contact with Alison Appel, and meetings with Alison Appel and the Investment Managers in September 2022 and March 2023. Issues discussed were: transfer of funds from operating account to investment fund (how and when to do this) and what are reasonable expenses to pull from the Fund. Transferred \$100,000 to Investment Fund in December 2022.
3. Finance Committee Meetings. Held monthly virtual meetings on the second Tuesday of each month, as needed. The Finance Committee assisted with policies for the Investment Fund and the Budget. Committee members were: Jeff Jones, Stephen Adams, Blake Cunningham, John Griffin, Alison Appel, and **athletes**: Juliana Gibson and Victoria Savage.
4. Financial Policies & Accounts.
 - a. Updated and finalized for SNS Board approval Finance Policy and Travel and Expense Policy.
 - b. Developed a chart of accounts to improve monitoring and practices related to money coming to and going from SNS.
5. USA Swimming Required Annual Audit. Completed all necessary paperwork for the Audit with the help of Alison Appel and Alex Ongaco.
6. Updated Board about Senior Travel Funding. Spring 2023: Total awarded \$20,040. 41 athletes applied and 40 qualified. Bronze Level \$300 : 20 athletes - \$5940. Silver Level \$600: 13 athletes - \$7800. Gold Level \$900: 7 athletes - \$6300. 19 girls / 21 boys. 5 teams had qualifiers submit applications (13 DART, 10 SMST, 10 WAC, 6 STAS, 1 DDUR) Commentary: Fewer athletes this year but the amount per athlete returned to prior level.

Primary Items Completed as Governance Committee Member (2022-2023 season):

1. Assisted Daryn Glasgow, Admin Vice Chair, with:
 - creating Board member roles and responsibilities to be finalized at the Fall 2023 Board Orientation;
 - keeping Board on track with HOD preparation (2023 meeting) and HOD follow-up (2022 meeting);
 - updating Policies and Procedures as needed.

Projected Actions for next year:

1. Finance Vice Chair:
 - Completing routine activities related to Budget, Audit and Investment Fund.
 - Establish and strengthen all financial policies & procedures related to all SNS budget items.
2. Governance Committee: Finalize Board manual; update Policies & Procedures as needed.

Sierra Nevada Swimming

Budget vs. Actuals: FY' 2022-2023 - FY23 P&L

September 2022 - August 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
301 Meet Fees	139,021.75	200,168.00	-61,146.25	69.45 %
Fines and penalties	595.00		595.00	
Total 301 Meet Fees	139,616.75	200,168.00	-60,551.25	69.75 %
302 Sanction Fees	1,060.00	1,375.00	-315.00	77.09 %
304 Equipment Rentals	3,370.00	5,000.00	-1,630.00	67.40 %
5011 Banquet Attendee Fee	5,275.00	5,250.00	25.00	100.48 %
50704 WZ Officials Travel Reimbursement	0.00		0.00	
5131 WZ Team Swimmer Contribution		41,225.00	-41,225.00	
5151 CTS Camp Athlete Contribution - Spring	2,050.00	2,560.00	-510.00	80.08 %
5152 CTS Camp Athlete Contribution - Fall	2,400.00	2,560.00	-160.00	93.75 %
5153 Age Elite Camp Athlete Contribution	3,700.00	4,000.00	-300.00	92.50 %
5154 Leadership Camp Athlete Contribution		2,600.00	-2,600.00	
5155 Senior Athlete Camp Contribution		10,350.00	-10,350.00	
5156 5156 DEI Camp Athlete Contribution		2,200.00	-2,200.00	
660 Investment Income				
Unrealized Gains/Losses	7,231.47		7,231.47	
Total 660 Investment Income	7,231.47		7,231.47	
Registrations				
300 Member Fees	93,092.00	94,000.00	-908.00	99.03 %
3002 Dues to USA Swimming	-1,002.00		-1,002.00	
3012 USA Swimming Tech Fee 4%	-3,723.68		-3,723.68	
Total Registrations	88,366.32	94,000.00	-5,633.68	94.01 %
Total Revenue	\$253,069.54	\$371,288.00	\$ -118,218.46	68.16 %
GROSS PROFIT	\$253,069.54	\$371,288.00	\$ -118,218.46	68.16 %
Expenditures				
500 Registration/General Office	31.25		31.25	
5001 Office Equip	420.00	50.00	370.00	840.00 %
5002 Postage	29.25	100.00	-70.75	29.25 %
5003 Phone/Internet	450.41	525.00	-74.59	85.79 %
5004 Copying/Supplies	60.62	275.00	-214.38	22.04 %
5005 USA Staff Annual Dues	312.00	432.00	-120.00	72.22 %
5010 Workers Compensation	-299.00	2,310.00	-2,609.00	-12.94 %
524 Office/General Administrative Expenditures/Thank You's	153.78	250.00	-96.22	61.51 %
Bank charges	2.50		2.50	
Payroll Expenses (ATA Payroll runs)				
Taxes	6,496.14	10,091.72	-3,595.58	64.37 %
Wages	78,626.34	84,097.69	-5,471.35	93.49 %
Total Payroll Expenses (ATA Payroll runs)	85,122.48	94,189.41	-9,066.93	90.37 %
Total 500 Registration/General Office	86,283.29	98,131.41	-11,848.12	87.93 %
501 Awards Banquet	300.00		300.00	

Sierra Nevada Swimming

Budget vs. Actuals: FY' 2022-2023 - FY23 P&L

September 2022 - August 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5012 Facility	700.38	3,500.00	-2,799.62	20.01 %
5013 Dinner	7,880.73	5,000.00	2,880.73	157.61 %
5014 Speaker Honorarium	500.00	1,000.00	-500.00	50.00 %
5017 Awards	2,940.03	1,500.00	1,440.03	196.00 %
5017A SNS Scholar Athlete Awards	1,769.92	1,750.00	19.92	101.14 %
Total 5017 Awards	4,709.95	3,250.00	1,459.95	144.92 %
Total 501 Awards Banquet	14,091.06	12,750.00	1,341.06	110.52 %
502 Equipment				
5021 Locker Rental	2,420.00	3,000.00	-580.00	80.67 %
5022 Insurance	632.42	470.00	162.42	134.56 %
5023 Supplies		450.00	-450.00	
5024 Repairs		2,000.00	-2,000.00	
5026 Shipping Fees		400.00	-400.00	
5029 New Equipment		2,900.00	-2,900.00	
Total 502 Equipment	3,052.42	9,220.00	-6,167.58	33.11 %
503 Governance				
50300 Other Professional Services	1,600.00		1,600.00	
5032 Other LSC Travel to Conventions, Seminars non USAS		1,600.00	-1,600.00	
5035 Misc		500.00	-500.00	
5037 WZ / USAS Spring Meeting Registration Fees				
50371 WZ / USAS Spring Meeting Travel	2,364.18	6,196.00	-3,831.82	38.16 %
50372 WZ / USAS Spring Meeting Hotel	1,268.06	996.00	272.06	127.32 %
50373 WZ / USAS Spring Meeting Per Diem	647.00	1,095.00	-448.00	59.09 %
50374 WZ / USAS Spring Meeting Other Expenses	231.39		231.39	
Total 5037 WZ / USAS Spring Meeting Registration Fees	4,510.63	8,287.00	-3,776.37	54.43 %
5038 Legal Fees	10,908.05		10,908.05	
5038a Reimbursed Legal Fees	-10,908.05		-10,908.05	
Total 5038 Legal Fees	0.00		0.00	
5039 House of Delegates Expenses		2,000.00	-2,000.00	
509 General Chair Expense Fund		1,000.00	-1,000.00	
Total 503 Governance	6,110.63	13,387.00	-7,276.37	45.65 %
504 Communications				
5041 Web Site	12.00	50.00	-38.00	24.00 %
5044 Zoom License	247.00	400.00	-153.00	61.75 %
Total 504 Communications	259.00	450.00	-191.00	57.56 %
506 Club Development				
5064 Safe Sport		2,500.00	-2,500.00	
Total 506 Club Development		2,500.00	-2,500.00	
507 Officials				
50701 Officials Tier 1 Meet Travel Reimbursement	100.00	2,400.00	-2,300.00	4.17 %
50702 Officials Tier 2 Meet Travel Reimbursement	2,000.00	2,400.00	-400.00	83.33 %

Sierra Nevada Swimming

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50703 Officials Tier 3 Meet Travel Reimbursement	1,500.00	2,400.00	-900.00	62.50 %
5077 Officials Training	632.70	1,000.00	-367.30	63.27 %
5078 National Evaluator	408.46	5,000.00	-4,591.54	8.17 %
5079 Official's OQM Social	529.42	1,500.00	-970.58	35.29 %
Total 507 Officials	5,170.58	14,700.00	-9,529.42	35.17 %
510 Adaptive Swimming		1,000.00	-1,000.00	
511 Swim Camps	299.26		299.26	
5111 Age Catch The Spirit - Fall Camp -1	4,034.39	4,066.00	-31.61	99.22 %
5112 Age Group Elite Camp	14,929.00	7,773.00	7,156.00	192.06 %
5113 Leadership Camp	100.00	5,000.00	-4,900.00	2.00 %
5115 Age Catch The Spirit - Spring Camp - 2	6,329.41	4,066.00	2,263.41	155.67 %
5116 Diversity & Inclusion Camp WZ	761.30		761.30	
5117 Diversity & Inclusion Camp SN		4,318.00	-4,318.00	
Total 511 Swim Camps	26,453.36	25,223.00	1,230.36	104.88 %
512 LSC Championship Meets / JOs / BRC				
5121A LCM Summer BRC Host Team Stipend		5,000.00	-5,000.00	
5121B SCY Championship Host Team Stipend	3,750.00	3,750.00	0.00	100.00 %
5121C Senior Championship Host Team Stipend	3,125.00	2,500.00	625.00	125.00 %
5122 SCY Championships Awards	4,305.22	3,850.00	455.22	111.82 %
5123 SCY Swimmer Bag Tags	1,089.87	1,250.00	-160.13	87.19 %
5125 LCM Summer BRC Awards	19.30	4,000.00	-3,980.70	0.48 %
5126 NVAL Bag Tags		900.00	-900.00	
5127 LCM Summer BRC Bag Tags		1,250.00	-1,250.00	
5128A 5128 A Senior Championship Trophies	296.55	350.00	-53.45	84.73 %
5129 A Medals		1,500.00	-1,500.00	
Total 512 LSC Championship Meets / JOs / BRC	12,585.94	24,350.00	-11,764.06	51.69 %
513 Western Zone Team				
5132 Ground Transportation		5,000.00	-5,000.00	
5133 Airfare	3,000.00	17,000.00	-14,000.00	17.65 %
5134 Housing		32,000.00	-32,000.00	
5135 Meals		9,500.00	-9,500.00	
5136 Coach Stipends		3,200.00	-3,200.00	
5137 Team Social		3,200.00	-3,200.00	
5138 Coaches Business Dinner		250.00	-250.00	
5139 Meet Entry Fees		3,200.00	-3,200.00	
5140 Supplies, copies, first aid		100.00	-100.00	
5142 Team Uniforms		9,000.00	-9,000.00	
Total 513 Western Zone Team	3,000.00	82,450.00	-79,450.00	3.64 %
516 Senior				
51611 Travel Awards per Swimmer / Club Achievement		45,000.00	-45,000.00	
51611B Senior Travel Bronze Award	8,040.00		8,040.00	
51611G Senior Travel Gold Award	12,000.00		12,000.00	

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51611S Senior Travel Silver Award	15,600.00		15,600.00	
Total 51611 Travel Awards per Swimmer / Club Achievement	35,640.00	45,000.00	-9,360.00	79.20 %
51612 Olympic Trials		6,000.00	-6,000.00	
Total 516 Senior	35,640.00	51,000.00	-15,360.00	69.88 %
517 OTC				
5172 Room & Board		4,000.00	-4,000.00	
5173 Transportation - Air Fare		13,600.00	-13,600.00	
5174 Transportation - Ground		1,200.00	-1,200.00	
5175 Coach Stipend		975.00	-975.00	
5176 Team Gear		1,000.00	-1,000.00	
Total 517 OTC		20,775.00	-20,775.00	
518 Finance				
519 Accounting & Tax Prep	14,964.43	19,800.00	-4,835.57	75.58 %
5191 Postage	88.45		88.45	
Total 519 Accounting & Tax Prep	15,052.88	19,800.00	-4,747.12	76.02 %
5190 Yearly Audit	2,490.00	3,410.00	-920.00	73.02 %
523 Quickbooks Online	593.00	924.00	-331.00	64.18 %
Total 518 Finance	18,135.88	24,134.00	-5,998.12	75.15 %
526 Coach Education		1,700.00	-1,700.00	
Taxes & Licenses	100.00		100.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenditures	\$210,882.16	\$381,770.41	\$ -170,888.25	55.24 %
NET OPERATING REVENUE	\$42,187.38	\$ -10,482.41	\$52,669.79	-402.46 %
NET REVENUE	\$42,187.38	\$ -10,482.41	\$52,669.79	-402.46 %