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## **Executive Treasurer Report July 2021**

Due to the timing of the July Board Meeting, second quarter financials have not been completed. I have provided a balance sheet and profit and loss statement through June 30, 2021, but please note some changes will occur after the second quarter has been closed. Also included in this report is a financial report on the NACCHO/CFP Retail Food Collaborative and an Income/Expense report on the Virtual Biennial Meeting.

### **Balance Sheet**

Attached is the CFP Balance Sheet for June 30, 2021. Please note CFP has \$517,659.49 dollars on hand and \$26,152.60 within Eventbrite which will be paid out at the conclusion of the Biennial Meeting.

### **Profit & Loss Statement**

The CFP Profit & Loss Statement attached reflects income and expenses by month, January through June 2021. The majority of the income received by CFP was in the calendar year 2020. Due to the Retail Food Collaborative Grant (Government Grants) and Virtual Biennial Meeting registrations (Program Income), CFP had net income of \$3,493.54.

Within expenses, the primary expenses to note are NACCHO/CFP collaborative Grant, \$39,942.75 and under Travel and Meetings, \$46,354.47 for Biennial Meeting expenses. All other administrative expenses are averaging \$6,000.00 per month.

### **Financial Report – NACCHO/CFP Retail Food Collaborative – Year 1**

The June 30, 2021 financial report for the NACCHO/CFP Retail Food Collaborative is attached. The Year 1 portion of the grant will conclude in July 2021 with final payment and expenses in August 2021. As of June 30, 2021, current net income is \$43,118. After estimating expenses for July and August, CFP has the potential of earning a net income for year 1 in the amount of \$99,173.

### **Biennial Meeting Income/Expense Report**

Attached is an income and expense report for the Biennial Meeting as of June 30, 2021. Total income to date for the Meeting is \$407,420. This amount does not include the FDA Grant of \$50,000. I expect to receive the grant funds upon the conclusion of the meeting. The bulk of expense for the meeting is from ConferenceDirect, the platform provider and facilitator of the meeting. The contract total for

ConferenceDirect is \$85,883. I am projecting an additional \$14,000 to \$15,000 for non-contact work performed to prepare for and during the 2020 Biennial Meeting at the ConferenceDirect rate of \$150.00 per hour.

CFP has issued 153 refunds since the beginning of the pandemic, 98 full refunds and 55 partial refunds, totaling \$64,780.00. This loss has been offset by \$42,890 in new registrations.

The Executive Assistant will have better numbers, but my records reflect 474 paid meeting registrations and 350 paid workshop attendees.

As part of the FDA Grant, CFP has offered a Registration Fee Subsidy to Local and State Regulators. To date forty-five have been awarded in the amount of \$15,750. The remaining of the FDA Grant will be utilized to offset the cost of the virtual platform and facilitator. The FDA Grant will help immensely in assuring CFP's future success.

NEHA has graciously committed \$10,000 towards CFP Registration Fee Subsidies, this occurred today and it is not reflected in the Biennial Meeting report. Due to the NEHA funds, a greater portion of the FDA Grant will be applied to the cost of the virtual platform.

Please do not hesitate to contact me with any questions, concerns, or possible errors in the report.

Respectfully submitted by:



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Executive Treasurer  
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Conference for Food Protection, Inc.  
**Balance Sheet**  
As of June 30, 2021

	<u>Jun 30, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
B of A Savings #3173	463,905.46
B of A Secondary #3160	20,937.50
B of A Checking #3567	<u>32,816.53</u>
<b>Total Checking/Savings</b>	<u>517,659.49</u>
<b>Total Current Assets</b>	517,659.49
<b>Other Assets</b>	
18610 - Eventbrite	<u>26,152.60</u>
<b>Total Other Assets</b>	<u>26,152.60</u>
<b>TOTAL ASSETS</b>	<b><u><u>543,812.09</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
30000 - Opening Balance Equity	182,791.74
32000 - Unrestricted Net Assets	357,526.81
Net Income	<u>3,493.54</u>
<b>Total Equity</b>	<u>543,812.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>543,812.09</u></u></b>

**Conference for Food Protection, Inc.**  
**Profit & Loss**  
January through June 2021

	<u>Jan 21</u>	<u>Feb 21</u>	<u>Mar 21</u>	<u>Apr 21</u>	<u>May 21</u>	<u>Jun 21</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
43400 · Direct Public Support	2,500.00	0.00	-5,000.00	0.00	0.00	0.00	-2,500.00
44500 · Government Grants	0.00	0.00	0.00	19,252.75	63,852.75	0.00	83,105.50
45000 · Investments	20.86	18.75	20.29	19.47	19.66	0.00	99.03
46400 · Other Types of Income	0.00	16.84	0.00	0.00	15.16	0.00	32.00
47200 · Program Income	770.00	60.00	14,685.00	7,580.00	15,410.00	4,385.00	42,890.00
<b>Total Income</b>	<u>3,290.86</u>	<u>95.59</u>	<u>9,705.29</u>	<u>26,852.22</u>	<u>79,297.57</u>	<u>4,385.00</u>	<u>123,626.53</u>
<b>Gross Profit</b>	3,290.86	95.59	9,705.29	26,852.22	79,297.57	4,385.00	123,626.53
<b>Expense</b>							
62140 · NACCHO/CFP Collaborative Grant	13,206.33	4,645.24	4,969.53	6,758.13	5,741.02	4,622.50	39,942.75
60200 · Merchant Processing Fees	31.04	40.60	1,189.00	274.63	563.14	90.77	2,189.18
60100 · Banking	7.00	5.00	5.00	6.00	6.00	5.00	34.00
62100 · Executive Director Compensation	2,406.25	2,406.25	2,406.25	2,406.25	2,406.25	2,406.25	14,437.50
62120 · Exec Assistant Compensation	1,380.00	1,380.00	1,380.00	1,380.00	1,380.00	1,380.00	8,280.00
62130 · Exec Treasurer Compensation	1,333.33	1,333.33	1,333.33	1,333.33	1,333.33	1,333.33	7,999.98
65000 · Operations	150.00	150.00	150.00	150.00	150.00	305.88	1,055.88
65100 · Other Types of Expenses	0.00	0.00	1,882.00	0.00	0.00	0.00	1,882.00
68300 · Travel and Meetings	0.00	0.00	-532.80	0.00	46,354.47	0.00	45,821.67
69100 · Committee Expenses	51.71	0.00	0.00	0.00	2.41	10.91	65.03
<b>Total Expense</b>	<u>18,565.66</u>	<u>9,960.42</u>	<u>12,782.31</u>	<u>12,308.34</u>	<u>57,936.62</u>	<u>10,154.64</u>	<u>121,707.99</u>
<b>Net Ordinary Income</b>	-15,274.80	-9,864.83	-3,077.02	14,543.88	21,360.95	-5,769.64	1,918.54
<b>Other Income/Expense</b>							
<b>Other Income</b>							
Crumbine Award	0.00	0.00	1,650.00	2,200.00	0.00	-2,275.00	1,575.00
<b>Total Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>1,650.00</u>	<u>2,200.00</u>	<u>0.00</u>	<u>-2,275.00</u>	<u>1,575.00</u>
<b>Net Other Income</b>	0.00	0.00	1,650.00	2,200.00	0.00	-2,275.00	1,575.00
<b>Net Income</b>	<u><u>-15,274.80</u></u>	<u><u>-9,864.83</u></u>	<u><u>-1,427.02</u></u>	<u><u>16,743.88</u></u>	<u><u>21,360.95</u></u>	<u><u>-8,044.64</u></u>	<u><u>3,493.54</u></u>



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**Financial Report - NACCHO/CFP Retail Food Collaborative - Year 1**

Income	as of June 30, 2021	Estimates	
		July	Aug
NACCHO Collaborative Grant	83,106	43,600	23,200
<b>Expense</b>			
NACCHO/CFP Collaborative Grant			
Supplies	\$ 400	\$ 67	\$ 67
Computer Software Support	\$ 315	\$ 45	\$ 45
Financial Support Staff	\$ 866	\$ -	\$ 120
Clerical Support Staff	\$ 1,453	\$ 289	\$ 289
Research Project Support AW	\$ 11,230	\$ 1,914	\$ 1,914
Research Project Support DM	\$ 13,728	\$ 1,105	\$ 1,105
Research Project Leader	\$ 11,996	\$ 1,953	\$ 1,953
<b>Total NACCHO/CFP Collaborative Grant</b>	<b>\$ 39,988</b>	<b>\$ 5,373</b>	<b>\$ 5,373</b>
<b>Current Net Income</b>	<b>\$ 43,118</b>		
Remaining Year 1 Estimated Net Income		\$ 38,227	\$ 17,827
<b>Estimated Total Year 1 Income</b>	<b>\$ 99,173</b>		



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**2020 Virtual Biennial Meeting (held in 2021)  
Income/Expense Report**

	<u><b>Jun 30, 21</b></u>	<u><b>Budget</b></u>
<b>Income</b>		
Sustaining Supporter	7,500.00	-
Corporate Contributions	135,550.00	170,000.00
LAC Sponsorship	<u>23,900.00</u>	<u>20,000.00</u>
Total - Direct Public Support	166,950.00	190,000.00
Biennial Meeting Registration		
Sponsor Discounted Workshop	2,900.00	-
Program Hard Copy	550.00	-
Workshop Only	6,225.00	6,075.00
Conference Only	64,525.00	56,575.00
Conf. & Workshop	<u>162,970.00</u>	<u>147,795.00</u>
Total - Biennial Meeting Registration	237,170.00	210,445.00
Membership Dues	<u>3,300.00</u>	<u>0.00</u>
Total - Program Income	240,470.00	210,445.00
FDA Grant	<u>0.00</u>	<u>50,000.00</u>
<b>Total Income</b>	<u><b>407,420.00</b></u>	<u><b>450,445.00</b></u>
<b>Expense</b>		
Merchant Processing Fees	11,465.91	\$ 12,000
Biennial Meeting Expenses		
Conference Direct	42,941.00	\$ 100,000
Meeting Pulse	2,896.00	\$ 2,896
Travel	0.00	\$ 8,000
App & Website	1,399.00	\$ 1,399
Workshop	617.47	\$ 100
Supplies	806.30	\$ 806
Printing	<u>2,694.12</u>	<u>2,694.12</u>
Biennial Meeting Expenses	51,353.89	115,895.12
FDA Grant	<u>0.00</u>	<u>\$ 50,000</u>
Total Expense	<u><b>62,819.80</b></u>	<u><b>177,895.12</b></u>
<b>Net Income</b>	<u><b>344,600.20</b></u>	<u><b>272,549.88</b></u>