

HourGlass



April 2004

A Heart for Service in the Shoals

President's Message

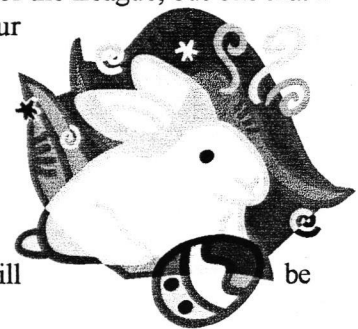
Dear League Members,

It is hard to believe that the League year is drawing to a close. April will be our last meeting of the year at First Presbyterian Church. This year has flown by and I am so proud of what we have accomplished this year, but we are not quite finished yet...

At the April meeting, we are scheduled to approve the proposed budget for the 2004-2005 League year. It has become apparent over the past year that the League's outflows are greater than our inflows by a significant amount. In the past, we have depended on our dues almost exclusively to cover our administrative expenses. The result is that for the 2003-2004 fiscal year, the League budgeted \$12,607.00 for administrative expenses and we project that at the end of the fiscal year our administrative expenses will total \$16,635.06. The League has been covering the deficit by relying on cookbook profits and accrued surpluses from past years. In September, these surplus funds will almost be depleted. Now that we know what the problem is, it is incumbent upon us to correct it and become better stewards of our money and the community's money as well. In developing the budget for 2004-2005, we have tried to be as detailed as possible and include explanations when needed. Perhaps the biggest difference we have proposed is that the League take 20% of profits from all fundraisers except cookbook to help cover education, training and administrative expenses. This is in line with what Junior Leagues and other national nonprofits around the county do to support their programs and fundraising efforts. This represents a significant change for the League, but one that I believe is financially prudent. Please look over this budget and bring your copy to the April meeting, along with any questions you may have.

I am so excited for the League to hear Patty Redd's report on her experience at the Junior League Organizational Development Institute. She has come back from Tampa with many exciting fundraising ideas and lots of information about how the MSDSL can benefit from Junior League programming and networking. The Board heard from Patty at the March Board meeting and we believe that you will be excited about the possibilities and ideas she will talk about.

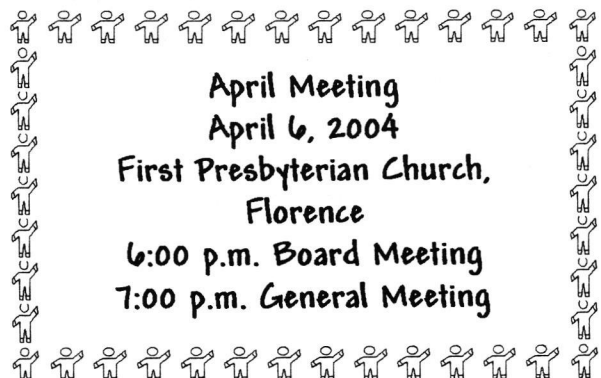
Thank you so much for your continued support. I sincerely appreciate everyone's efforts to help better our community. See you in April!



Provisional News

THANK YOU for a GREAT job helping with the CP Telethon. The food was great and you sounded and looked great on T.V. Several people around the T.V. station were talking about how much you could count on the MSDSL, and that is so true. There is no sit down Provisional Meeting in April because you will be working on the Special Olympics Banquet. Remember to call Suzanne Mauldin about your Balloons or to sign up to work if you have not. More Provisional news on page 10.

Leslie



April Meeting
April 6, 2004
First Presbyterian Church,
Florence
6:00 p.m. Board Meeting
7:00 p.m. General Meeting

MSDSL GENERAL MEETING MINUTES--

March 2, 2004

The MSDSL held its meeting at 7:00 p.m. on March 2, 2004 at the First Presbyterian Church of Florence. Leslie Tomlinson, President, called the meeting to order.

- **Roll:** 78 active members present; 20 active members absent; 26 provisionals present; 12 provisionals absent
- **Minutes:** Upon motion by Linda Campbell and a second by Molly McCanless, the minutes of the February meeting were approved unanimously.
- **Membership Status:** There were two resignations, Suzanne Grissom and Tiffany Smart.
- **Treasurer's Report:** Lisa Eckl reported as of February 29, 2004 the Administrative Fund had \$ 3,947. 01. The Community Fund had \$ 33,554.70. The Memorial Fund had \$ 215.10. The Checking Account balance was \$37,716.81.
- **Correspondence:** Penny Westmoreland: No report.
- **Committee Reports:**
- **Apple Annie Chairperson** Patty Redd: No report.
- **Cookbook Chairperson** Demet Jerkins reported at the April General Meeting there will be a bake sale of the League's favorite recipes from the League Cookbook.
- **Cookbook Treasurer** Beth Trimble: No report.
- **Finance Chairperson** Becky McDaniel announced that Apple Annie funds were being voted on at the March 2nd General Meeting. (See insert in HourGlass.)
- **Hospitality/Future Policies Committee Chairman** Alison Isbell reported an update on the May dinner. Checks must be in by April 27, 2004. The dinner will be May 4, 2004 at Turtle Point Yacht and Country Club. Alison also reported that any Future Policy changes must be submitted now in order to be considered for the 2004-2005 Yearbook.
- **Hourglass Chairperson** Catherine O'Steen reported the deadline for the April issue is March 12, 2004.
- **Placement Chairperson** Goode Dethero reported that she handed out Placement booklets to all the new Placement Advisors. She also introduced all the new Placement advisors.
- **Public Relations Chairperson** Leah Knight reported that the MSDSL 70th birthday will be March 13, 2004. To commemorate this occasion the League is looking into planting a tree in honor of the MSDSL.
- **Provisional Directors** Ashli Smith and Kristi Sockwell reminded everyone that the CP Telethon will be March 7, 2004 at 12:30 P.M. until 4:00 P.M. In addition, the Provisional meeting will be Tuesday, March 16, 2004.
- **Rehabilitation Committee Chairperson** Lynne Bevis reported that the Spring Party will be April 30, 2004.
- **Scholarship Chairperson** Katie Bendall: No report.
- **Transportation/Attention Homes Chairperson** Marianna Jordan reported that there were four requests for transportation.
- **Yearbook and Records Chairperson** Emily Lawler: No report.
- **League Development Chairperson** Becky McDaniel, President Elect, presented two birthday gifts to Alison Isbell for a March birthday and Kim McLeary for a July birthday. Missy Logan won the free skip.
- **Old Business:** There was no old business.
- **New Business:** The Nominating Committee presented their slate of officers for 2004-2005. The slate is as follows:
President: Becky McDaniel, President Elect: Ashli Smith, Recording Secretary: Leslie Tomlinson, Treasurer: Lisa Eckl. They were voted on and approved unanimously.

Other Business and Announcements: Suzanne Mauldin reported that the Special Olympic Banquet will take place April 20, 2004 at 6:00P.M. It will have a Country Fair theme. For more information call Suzanne.

Donations will be accepted for the CP Telethon during the March 2nd General Meeting.

The Muscle Shoals Police Force and the Sheffield Police Force will have a basketball game Thursday, March 6th at 6:30P.M. The proceeds will go toward the CP Center in Sheffield. Marty Raybon will perform during halftime. This game will be held at the Muscle Shoals High School Gym.

The Junior League Self Assessment Liaison informed the MSDSL that the League needs a budget format.

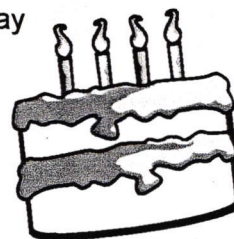
The April General Meeting will be April 6, 2004 at 7:00 P.M. at the First Presbyterian Church of Florence. The meeting was then adjourned.

Respectfully submitted,
Katherine Bendall
Recording Secretary

Sustainer Update

Thank you so much to all the sustainers who have sent in their Phase One Junior League dues. Thank you also to those of you who called me to ask questions about this process. I am glad to be able to provide more details about how the affiliation process will affect sustainers. The Association of Junior Leagues International requires all provisional, active and sustaining members to pay \$35 per year in dues. As much as the League would like to be able to cover our sustainers' dues, it would be devastating to our budget. Therefore, all Lifetime and non-Lifetime sustainers who wish to join the Junior League with us will need to send in dues on the same schedule that our actives and provisionals will follow. Sustainers are not required to participate in this affiliation process. All lifetime and non-lifetime sustainers who choose not to join the Junior League will be "retired" into an honorary status at May Dinner 2006. At this time, sustainers will be divided into two categories: Junior League Sustainers and Honorary MSDSL Sustainers. This distinction will allow the League to count only the active Junior League sustainers in our AJLI membership count. At the same time, it will give us the opportunity to still recognize and honor the MSDSL sustainers whose efforts got us to the point where we could affiliate with the AJLI. Honorary sustainers would also be able to receive the Hourglass and the Black Book. If you have any questions concerning this process, please call Leslie Tomlinson at 760-9583.

Please make plans to join us at Turtle Point on May 4th to celebrate May Dinner and the Leagues' 70th Birthday. The hospitality committee is hard at work planning all the details and the invitations should be mailed soon. All attendees must pay in advance by April 27th. If you would like to join us, please send a check for \$24.00 made out to MSDSL to Allison Isbell, 3270 Marthaler Lane, Leighton, Alabama 35646. We would love to have our sustainers join us for this special night!



WHAT'S COOKING... EASTER MARKET SALE!

Cakes, chocolate and goodies for your Easter Celebration!

At the April League meeting "What's Cooking" will have lots of yummy things to sell; plus, several goodie baskets to raffle. If you are interested in sharing any baked goods or crafts let us know by Friday April 2nd. *This will be a great time to share your favorite recipes!*

We encourage our provisionals to buy their two cookbooks at this meeting.

Thanks to all of the provisionals, members & sustainers who have already been so generous. Also, as cookbook committee, we would like to extend our special thanks to Kristi Sockwell for all her support!

Try these! They are really good!

French Bean Bundles - p.134; Chicken Capellini - p.128; Spring Salad - p. 87
Peach Cobbler - p. 158

Happy Easter to all!!! ENJOY!!!

Demet Jerkins - 766-7557; Amy Letson - 272-8384; Beth Trimble - 768-0726

Proposed Future Policies Changes

BYLAWS

Article II

Membership

Section 1. Qualifications. Only women having their primary residence in Colbert and Lauderdale counties, including the incorporated cities therein, and who are under forty-five and are over twenty-four years of age are eligible for admission to membership in the League.

PROPOSED CHANGE: delete the phrase "are under forty-five and"

Section 1. Qualifications. Only women having their primary residence in Colbert and Lauderdale counties, including the incorporated cities therein, and who are under forty-five and are over twenty-four years of age are eligible for admission to membership in the League.

PROPOSED CHANGE: At the end of the paragraph, add the following: The League reaches out to women of all races, religions, and national origins who demonstrate an interest in and a commitment to voluntarism and does not discriminate on the basis of race, religion, or national origin.

Article IV

Meetings of Members

Section 2. Regular Meetings. ...Regular meetings shall be held at such time and place and shall be determined by the Board of Directors and published in the Hourglass.

PROPOSED CHANGE: At the end of the paragraph, add the following: The League shall hold all meetings and functions at facilities which do not discriminate against women on the basis of race, religion, or national origin.

Article VI

Officers (Page 92)

d. Treasurer. The Treasurer shall be the custodian of all funds of the League, shall maintain full and accurate financial records, and shall present monthly financial reports of funds at regular meetings of the Board of Directors and of the members. The Treasurer shall be a member of the Finance Committee. She shall transfer all records to her successor at the close of her term of office.

PROPOSED CHANGE: Add the following sentence after the first sentence: The Treasurer, with assistance from the Assistant Treasurer, President, and President-Elect, shall be responsible for preparing the annual budget for the League year based on the budget projections submitted from the chairmen of all League Committees.

Article VII

Committees (Page 94)

d. Finance Committee.

PROPOSED CHANGE: Delete the following phrase from the description of the Finance Committee: "and to prepare the annual budget for the League year."

Operating Rules

IV. Fiscal Policies (Page 114)

Section 5. Annual League Budget

... "Each year at the regular March meeting of the Board of Directors, the Finance Committee shall present to the Board of Directors a proposed budget for the next fiscal year. This proposed budget shall be based on the budget projections submitted to the Finance Committee by the Chairmen of the League committees."...

PROPOSED CHANGE: In the above sentences, delete "Finance Committee" and insert "Treasurer."

2003-2004 Apple Annie Funding Requests

<u>Agency</u>	<u>Amount Requested</u>	<u>Committee Recommendation</u>	<u>Amount Approved</u>
Muscle Shoals District Service League Funds will be used to help offset costs of three parties for the Easter Seals Rehab Center	\$500.00	\$500.00	\$500.00
Muscle Shoals District Service League Funds will be used to host the annual Special Olympics Banquet	\$1,000.00	\$1,000.00	\$1,000.00
Muscle Shoals District Service League Funds will be used to fund transportation requests to Nashville, Huntsville, and Birmingham for patients of the Rehab Center	\$500.00	\$500.00	\$500.00
Coffee High School Special Education Funds will be used to purchase a Reading Pen to help Special Ed students read independently. Pens say the word for the student--would like 4 or 5 pens.	\$ 305.20	\$305.20	\$305.20
Community Action Agency of NW AL, Inc. Funds to be used for one person to receive meals for one year. Cost for one person is \$908 yearly—Total request also includes administrative costs.	\$ 1,827.00	\$780.00	\$780.00
Food Bank of Northwest Alabama Funds to be used to purchase food for the needy. Total estimated cost for the program is \$27,000 yearly.	\$10,000.00	\$1,179.90	\$1,179.90
NWSCC Adult Education Program Funds to be used to purchase a walk through metal detector at main entrance so that "high risk" students can be searched for contraband.	\$ 2,195.00	Not Funded	Not Funded
Shoals Area Special Athletes Requests funds for weekly athletic program at YMCA (\$3,000), Hand paddles and flotation devices (\$200), transportation costs for 80 athletes to attend State Special Olympics (\$1,600).	\$ 4,800.00	\$1,800.00	\$1,800.00
Riverbend Center for Mental Health Funds will be used to purchase materials including CD players, and various art and puppet supplies for the Therapeutic Preschool Program.	\$ 984.85	\$200.00	\$200.00
Central Elementary School Requested funds to help with renovation of playground to benefit all students but especially children with special needs.	\$ 5,000.00	Not Funded	Not Funded
Colbert Caring Center Funds will be used to assist people living in Colbert County with utilities, food, prescription drugs and clothing.	\$ 8,000.00	\$1,177.90	\$1,177.90

Muscle Shoals Public Library

Funds will be used to purchase Little Bookworm Story Time supplies: story time cart (\$680), digital camera (\$386), flannel board (\$325), dragon carpet (\$438), puppets (\$100).

\$ 2,000.00 Not Funded Not Funded

Muscle Shoals Parks and Recreation Dept

Funds to pay for three meals a day for visiting teams participating in LL World Series. Cost for meals is \$240. per team per day, (\$5.00 per meal).

\$ 500.00 \$500.00 \$500.00

Shoals Area Committee on Employment of People w/ Disabilities

Funds will be used to provide working students with mental and physical disabilities with weekly stipends.

\$ 1,200.00 Not Funded Not Funded

Children's Museum of the Shoals

Funds to provide free group rate admission to 592 students and free participation in Summer Day Camps for 19 students.

\$ 3,106.00 \$350.00 \$350.00

Easter Seals Rehab Center of NW Alabama

Funds to purchase a clinical Audiometer used to test hearing. Current Audiometer is over 20 years old.

\$ 3,900.00 \$3,900.00 \$3,900.00

Easter Seals Rehab Center of NW Alabama

For \$300, Grand Rental will order at cost a Santa Suit for the annual for the Physical Therapy Department.

\$ 300.00 Not Funded Not Funded

American Red Cross

Funds will purchase Dell Inspiron Notebook (\$949), Epson Powerlite Projector (\$968.99), Office XP with Powerpoint (\$189.95)—All for use for Red Cross Education Programs.

\$ 2,107.94 Not Funded Not Funded

American Red Cross

Funds to cover one health services supply kit (content list provided) to be used if the ARC needs to open a Disaster Services Health Shelter. Current items are expired.

\$ 308.00 \$308.00 \$308.00

American Red Cross

Funds will provide 51 students whose homes are damaged or destroyed by fire with \$130 for new school clothes.

\$ 6630.00 Not Funded Not Funded

Hospice of the Shoals

Funds to be used as start-up money to purchase various art supplies for Hospice's art therapy program. Itemized list provided.

\$ 1,300.00 Not Funded Not Funded

Alabama Cooperative Extension Program

Funds will be used to purchase gift incentives to enhance Today's Mom nutritional program. Items include diapers, wipes, bottle supplies, etc.

\$ 250.00 \$250.00 \$250.00

Sheffield Kiwanis

Boundless Playground –funds will purchase a Braille Tic Tac Toe play panel.

\$ 1,000.00 \$500.00 \$500.00

Lauderdale County School System

Funds will be used for Resources and materials needed to start a Resource Library for teachers of students with Behavior Disorders

\$ 5,000.00 \$830.00 \$830.00

Boys and Girls Clubs of NW Alabama

Funds will be used to refurbish four pool tables and to purchase new sticks, racks, and supplies

\$ 2000.00 Not Funded Not Funded

Northwest Alabama Reading Aides, Inc.

Funds will be used to purchase student manuals, student readers, and teacher manuals for instructors (covers three reading levels).

\$ 750.00 \$375.00 \$375.00

Sheffield Public Library

Funds will be used to purchase a digital camera (\$540) and a package of disks (\$19.95) to supply patrons with more secure library cards, provide projects for story times and preserve historical documents.

\$ 560.00 Not Funded Not Funded

Big Brothers Big Sisters of the Shoals

Requested funds will be divided: \$2,000 for networking computers and phone lines for Internet access and \$2,000 for developing school based mentoring centers/corners for games and crafts.

\$ 4,000.00 Not Funded Not Funded

Webster Elementary Primary Handicapped Class

Funds to provide needed materials that will enhance learning and aid social development --Itemized list available.

\$ 3,389.86 \$434.00 \$434.00

The Healing Place

Funds will be used to provide "Healing Bags" for 120 children who receive services from the Healing Place. Bags cost \$17.50 and include a Teddy Bear, *When Someone Very Special Dies* workbook, a stress ball and an acrylic frame-- Itemized list available

\$ 2,094.00 \$875.00 \$875.00

The Maude Lindsay Free Kindergarten

Funds will be used for various equipment replacements, the most important being an indoor water fountain (\$550), and 12 children's chairs (\$302). Itemized list available.

\$ 1,050.00 \$1,050.00 \$1050.00

West Way Child Development Center

The funds will be used to pay for one year of childcare for one infant (\$6,760), one toddler (\$4,160), and one preschool child (\$4,160).

\$16,380.00 Not Funded Not Funded

NAMI of the Shoals

Requesting funds for transportation to afternoon out activities, Alabama Recovery Conference, annual picnic, annual candlelight vigil, and annual Christmas dinner.

\$ 1,600.00 \$800.00 \$800.00

TOTAL FUNDS REQUESTED

\$113,071.85

TOTAL FUNDS AVAILABLE

\$ 25,300.00

Rolling Riders, Inc. Veterinary care, food, and maintenance for two horses	\$ 3,528.00	\$1,764.00	\$1,764.00
Safeplace, Inc. Funds will provide Art Therapy for residential children. A local artist will provide six, six-week long art classes for \$250 per session.	\$ 1,500.00	Not Funded	Not Funded
Colbert Lauderdale Attention Home, Inc. Request will complete phase two of project to provide heating and cooling units for the boys' home. Combined with the \$3,000 given in 2003, this amount will provide for the removal of the old unit and installation of the new.	\$ 5,363.00	\$2,681.00	\$2,681.00
Rape Response The Internet safety program is designed to teach new Internet users how to safely navigate the Internet and to make them aware of the potential dangers. Funds will be used for brochures (\$140) and a video (\$90).	\$ 230.00	Not Funded	Not Funded
Rape Response Funds will be used to purchase a laptop computer with PowerPoint software to enhance prevention education programs for the community.	\$ 900.00	Not Funded	Not Funded
Rape Response Funds will be used to purchase a video on Bullying (\$195) and 200 pre-designed brochures on bullying to be used in an Anti-Bullying Campaign for 5 th -8 th graders in Colbert, Lauderdale and Franklin counties and for summer programs with the YMCA, Riverbend, and Scouts.	\$250.00	\$250.00	\$250.00
The Arc of the Shoals Funds to be used to remove worn carpet in the Autism Area of the original building at Hope Haven and replace it with commercial grade carpeting. This area is also used for the Healthy Living Exercise Program for all 123 clients served.	\$ 2,550.00	\$2,550.00	\$2,550.00
YMCA of the Shoals Funds to be used for a portable ramp for the therapeutic pool for use by persons with balance issues.	\$ 4939.00	Not Funded	Not Funded
Reading-Partner Mentors (UNA) Funds to help this Social Service organization help mentor students at Powell Elementary. Banner for recruiting new mentor/tutors (\$140), brochures for recruitment (\$200), and RPM mascot costume for use at reading rallies (\$150).	\$ 530.00	\$340.00	\$340.00
Lauderdale County Schools Special Education Preschool Funds will be used to purchase two communication devices for nonverbal children: a computer graphics database program (\$299) and a Chatterbox (\$160) (shipping costs of 13% also included).	\$ 520.00	\$520.00	\$520.00
Lauderdale County Special Education Preschool Program Funds will be used to purchase play equipment for "Children in Motion" unit. Total cost for 7 pieces of equipment is \$412 and shipping is \$62—Itemized list available.	\$ 474.00	Not Funded	Not Funded

Dear League Members,

On the next four pages you will find the proposed budget for the 2004-2005 fiscal year. Included in this budget is an itemized list of administrative expenses as well as projected inflows and outflows. It is our goal this year to make the budget process transparent so that every member knows precisely how and where we spend the money entrusted to us. On the advice of our new accountant and the AJLI, we have proposed establishing a reserve fund for emergencies and/or unexpected expenses. For the first time, we have budgeted taking 20% of net profits of our fundraisers to help offset administrative costs and training and educational expenses. According to our accountant and AJLI, this is in line with nonprofit organizations around the country. As we have discovered from the last several fiscal years, dues alone cannot sustain our operating costs. Many hours were spent on this budget and we believe that we have proposed a workable, realistic budget that does not rely on our members to bear the burden of financing the costs to run the League. Please feel free to call Leslie Tomlinson or Becky McDaniel if you have any questions concerning the budget.

2004-2005 PROJECTED INFLOWS

Dues—Active and Provisionals	160@ \$55.00	\$8,800.00
Dues—Sustainers*		0.00
Interest		<u>90.00</u>
Total		\$8,890.00
Provisional Fundraiser	20% of \$ 750	\$ 230.00
Apple Annie	20% of \$27,235	\$5,447.00
Bag A Bargain	20% of \$34,965	<u>\$6,993.00</u>
Total		\$12,590.00
Rehabilitation Party Funds from AA		\$ 500.00
Special Olympics Banquet Funds from AA		\$1,000.00
Special Olympics Donations		\$ 250.00
Transportation Funds from AA		<u>\$ 500.00</u>
Total		\$ 2,250.00
TOTAL INFLOWS		\$23,730.00

*Sustainer Dues will not be calculated into the budget at this time because of the change in classification of sustainers for JL Affiliation. It is uncertain at this time if the League will charge dues over the AJLI dues in order to help cover publication expenses.

**AJLI dues are paid to the League then expensed out in the form of a check to AJLI—No profit or loss results from the collection of these dues.

2004-2005 PROJECTED OUTFLOWS

Administrative Expenses (see attached list)	\$14,638.00
Education and Training Expenses	\$ 5,000.00
President and President-Elect to Annual Conference in New Orleans	
2 members to Organizational Development Institute*	
Phase 3 AJLI Affiliation Fee*	\$ 2,500.00
Reserve Fund**	\$ 1,000.00
TOTAL OUTFLOWS	\$23,138.00
	(\$ 592.00)

*This is the final affiliation fee.

**\$1,000 will be deposited into a reserve fund each year until the fund reaches \$4,000, the approximate equivalent of 3 months operating expenses.

***Any budget surpluses can be put into the reserve fund or used to cover a "Done In A Day" project.

2004-2005 FUND RAISING BUDGETS

Apple Annie

Expense	2004-2005 Projected	2003-2004 Actual
Apples (including sales tax)	\$16,000.00	\$15,575.32
Bags	825.00	800.00
Stickers	350.00	336.64
Ribbon	20.00	17.99
Car Decals	30.00	27.13
Copies for AA funding requests	30.00	24.08
Tape	20.00	15.72
Audio System	50.00	50.00
Signs for Business	70.00	63.42
Postage for AA funding requests	20.00	13.32
Signs for posts	0.00	450.00
Miscellaneous/Cellular Service	200.00	0.00
Bag Tags	150.00	132.86
Total Expenses	\$17,765.00	\$17,506.48

2004-2005 Projected Gross Profits \$45,000.00

2004-2005 Projected Net Profits \$27,235.00

Bag A Bargain

Expense	2004-2005 Projected	2002-2003 Actual
Utilities	\$ 500.00	\$ 274.15
Liability Insurance	1,500.00	1,166.00
Postage Corporate Sol.	90.00	82.50
Sustainers	140.00	121.83
Funding Requests	30.00	2.20
Ink Cartridges for Printing	150.00	134.95
Printing of Fliers for Backpacks	200.00	0.00
Bag and Check Out Materials	50.00	16.27
Silent Auction Materials	150.00	146.91
Table and Chair Rental	275.00	242.68
Lumber	500.00	737.65
Quality Control Supplies	200.00	289.59
Misc. supplies and materials	250.00	586.13
Prize Girl Incentives	0.00	364.00
Letterhead	0.00	253.00
T-shirts	0.00	425.00
T-shirt printing	0.00	419.04
Total Expenses*	\$ 4,035.00	\$ 5,285.90

*Projected Expenses do not include Preview Party Expenses, which should be paid through ticket and beverage sales.

Actual Preview Party Expenses for 2002-2003 were: Caterer, \$2,430.00; Coolers and Drinks, \$486.00; Flowers, \$116.64; Beverages, \$271.00.

2004-2005 Projected Gross Profits \$39,000.00

2004-2005 Projected Net Profits \$34,965.00

Cookbook

Expense	2004-2005 Projected	2003-2004 Actual
Storage Units	\$ 1,200.00	\$ 1,100.00
Colbert County Tax	150.00	124.32
State of AL Tax	100.00	86.03
Tax Trust	100.00	85.17
Insurance	750.00	715.00
Raffle Supplies	150.00	94.98
Travel Expenses to JL Cookbook Seminars	<u>2,200.00</u>	<u>0.00</u>
Total Expenses	\$ 4,650.00	\$ 2,205.50

2004-2005 Projected Gross Profits	\$ 5,000.00 (Includes possible sales at JL conferences)
2004-2005 Projected Net Profits	\$ 350.00

Provisional Fundraiser

Expenses	2004-2005 Projected	2003-2004 Actual
Seed Money for initial expenses	\$ 250.00	N/A
Total Expenses	\$ 250.00	

2004-2005 Projected Gross Profits	\$ 1,000.00
2004-2005 Projected Net Profits	\$ 750.00

PROPOSED 2004-2005 ITEMIZED ADMINISTRATIVE BUDGET

Expenses	2004-2005 Projected	2003-2004 Actual*
Accounting Services		
Audit and 990 filing	\$ 2,325.00	\$ 2,000.00
Bank Charges		
Monthly Charges	\$ 150.00	\$ 500.61
Safe Deposit Box	<u>\$ 100.00</u>	<u>\$ 0.00</u>
	\$ 250.00	\$ 500.61
Hourglass		
Postage	\$ 650.00	\$ 600.00
Printing	\$ 2,700.00	\$ 2,700.00
Labels	\$ 50.00	\$ 37.68
Software Update	<u>\$ 0.00</u>	<u>\$ 150.00</u>
	\$ 3,390.00	\$ 3,487.68
Hospitality		
Provisionals:		
Pre Acceptance Party	\$ 300.00	\$ 242.25
Acceptance Party	\$ 0.00	\$ 109.34
May Dinner**		
Flowers	\$ 150.00	\$ 125.04
Gifts	\$ 200.00	\$ 727.52
Invitations and Postage	\$ 175.00	\$ 0.00
No Shows (17 x 20)	<u>\$ 0.00</u>	<u>\$ 340.00</u>
	\$ 825.00	\$ 1,543.81

Insurance		
Officer Liability	\$ 200.00	\$ 177.00
League Development		
Birthday Happies	\$ 120.00	\$ 120.00
Office Supplies and Postage		
Copies	\$ 150.00	\$ 78.36
Letterhead	\$ 500.00	\$ 458.00
Postage	\$ 150.00	\$ 111.00
Mail Permit	\$ 175.00	\$ 150.00
Checks and Check Supplies	\$ 175.00	\$ 140.25
	<u>\$ 1,150.00</u>	<u>\$ 937.61</u>
Placement		
Placement Book	\$ 300.00	\$ 580.47
Post Office Box		
Rental	\$ 38.00	\$ 21.00
Provisionals		
Name Badges	\$ 175.00	\$ 143.61
Black Books	\$ 140.00	\$ 114.45
Provisional Notebooks	\$ 50.00	\$ 41.87
Provisional Party Expenses	\$ 120.00	\$ 109.43
Misc/Copies/Postage	\$ 100.00	\$ 121.94
	<u>\$ 585.00</u>	<u>\$ 531.30</u>
Rehabilitation Parties	\$ 500.00	\$ 488.78
Rental Charges		
Monthly Meeting Site	\$ 350.00	\$ 275.00
Special Olympics Banquet	\$ 1,000.00	\$ 1,281.00
Transportation	\$ 1,000.00	\$ 870.00 (Estimate)
Year Book		
Digital Pictures	\$ 150.00	\$ 525.00
Type Setting	\$ 650.00	\$ 1,625.00
Printing	\$ 1,700.00	\$ 1,555.89
Postage	\$ 75.00	\$ 68.37
Misc. Supplies	\$ 30.00	\$ 25.14
	<u>\$ 2,605.00</u>	<u>\$ 3,820.40</u>
Total Administrative Expenses	\$14,638.00	\$16,635.06

*Actual amounts are from the 2003-2004 fiscal year unless the expense has not yet been posted. In such cases, the actual 2002-2003 expense is used or an estimate is given if the actual 2002-2003 amount is not an accurate reflection of what the 2004-2004 expense is projected to be.

**May Dinner Catering pays for itself through ticket sales.

Muscle Shoals District Service League
Expenses through September 1, 2004

Checking Account Balance as of 2/20/04

\$37,359.87

Projected Outflows

Community Funds Distribution

Apple Annie Funds Distribution	25,300.00
Special Olympics Banquet	1,000.00
Transportation Requests for March-August	600.00
Rehabilitation Party	500.00
Memorial Fund (can not be used for general fund)	215.10
TOTAL	27,315.10

Cookbook Expenses

Annual Rent for Storage Units	1,100.00
Supplies for Raffle/Bake Sale	50.00
TOTAL	1,150.00

Administration Expenses

Amount needed for summer expenses	5,000.00
Storage	1,100.00
Insurance	200.00
Audit	2,000.00
Hourglass Printing	350.00
Hourglass Postage	75.00
Black Book Pictures	150.00
Provisional Party	200.00
Black Book Typesetting	300.00
TOTAL	4,375.00

Hourglass postage	150.00
Hourglass Printing	600.00
Copies (Finance and Budget)	50.00
Placement Brochure	200.00
May Dinner Flower Expenses	132.00
May Dinner Invitations and Postage	175.00
May Dinner Gifts	200.00
League Development Birthday Gifts	40.00
TOTAL	6,547.00

Educational and Training Expenses

Organizational Development Institute—Tampa	900.00
Junior League Annual Conference	1,364.50
TOTAL	2,164.50

Junior League Affiliation Expenses

Phase 2 Dues	1,000.00
TOTAL	1,000.00

Total Outflows

\$10,861.50

Projected Inflows

Cookbook Sales	1,000.00
May Dinner Tickets	132.00

Total Inflows 1,132.00

Projected Balance 09/01/04

\$ 1,365.27

- 1,000.00 toward reserve

\$ 365.27

Provisional News *continued*:

Please remember to pay Allison Isbell if you are planning on coming to the May Dinner. This is an important night. Also, if you have not bought your two cookbooks for the year the April League meeting would be a great time to get those. All Provisional Hours must be completed by May Dinner. If you need hours, please call me so we can get that taken care of ASAP.

Have a Great Day!!!

Ashli and Kristi



Dear Provisional Class and League Volunteers,

Thank you so very much for all the hard work and time you devoted to helping the CP Center with the Telethon this year. We could not have made it without you. We pray that God will bless you for your service to us! Thanks also to the Service League for supporting our Telethon financially - we do appreciate you!



The Cerebral Palsy Center of NW Alabama

New Deliveries

"William Sanford Gullett III"

born on February 22, 2004

to

Karen and Bill Gullett

**New E-MAIL Address:**

Emily Lawler

eslawler@hotmail.com

If you have any Service League business that needs to be in the HourGlass, please contact Catherine O'Steen at 757-0287 or fjsteen@aol.com.

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