



WSBA

Washington State Bar Association
Budget and Audit Committee – Meeting Agenda

January 5, 2017 | 2:00 – 5:00 pm
WSBA Offices

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Statements of Financial Position (by fund type) as of September 30, 2016	
Summary of Budget Variances for FY 2016	
4 th Quarter Fiscal Update Memo	
Statement of Activities as of September 30, 2016	
b. <u>FY 2017</u> :	
Financial Statements as of October 31, 2016 and November 30, 2016	
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AGENDA ITEM 1.



WSBA

Washington State Bar Association
Budget and Audit Committee – Meeting Agenda

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 - a. FY 2016:
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7. Strategic Planning N/A

AGENDA ITEM 2.

MINUTES
Washington State Bar Association
Budget and Audit Committee
Seattle, WA
October 12, 2016

Treasurer Karmy called the meeting to order at 2:07 p.m. Committee members present were President Robin Haynes, Past President Bill Hyslop, President-Elect Brad Furlong, Governors Dan Bridges, Athan Papailiou and Kim Risenmay; Executive Director Paula Littlewood, and Chief Operations Officer Ann Holmes. Committee members James Doane participated by telephone along with Governors Angela Hayes and Rajeev Majumdar. Also present were Controller Mark Hayes, Chief Disciplinary Counsel Doug Ende, Director of Advancement/Chief Development Officer Terra Nevitt, Chief Communications Officer Debra Carnes, General Counsel/Chief Regulatory Counsel Jean McElroy, and Human Resources Director Frances Dujon-Reynolds.

Minutes of September 7, 2016 Meeting

The minutes of the September 7, 2016 meeting were approved by consent.

FY16 Meeting Schedule and Work Plan

Chief Operations Officer Holmes reviewed the Committee's schedule and work plan, highlighting the FY17 budget process.

Fiscal Training

Chief Operations Officer Holmes provided a "Fiscal Primer" training which gave an overview of general WSBA fiscal information and the Committee's responsibilities. Topics discussed included the Fiscal Responsibilities Matrix, reserve balance, classification of funds (General Fund, CLE Fund, Sections Fund, and Lawyers Fund for Client Protection), Investment Policy, WSBA's annual external audit process and Significant WSBA Fiscal Policies and Procedures. Controller Hayes provided a brief tutorial on how to read WSBA financial statements.

August 31, 2016 Financial Statements

Controller Hayes provided an overview of the August Financial Statements, highlighting budget variances. The organization is on track and will likely come in \$1,000,000 under budget.

Investment Update as of September 30, 2016

Controller Hayes highlighted the year-end results of the WSBA's investment portfolio, which reflect a gain on investments since inception of 4.57%.

Treasurer Karmy appointed Governor Dan Bridges to serve on the Investment Subcommittee for FY17.

Treasurer Karmy adjourned the meeting at 4:30 p.m.

AGENDA ITEM 3a.

Presentation to the Budget and Audit Committee of



Washington State Bar Association

January 5, 2017

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Service Scope and Deliverables For the Year Ended September 30, 2016

- Financial statement audit
- Agreed-upon procedures over the Special Report on Budget Summary
- Other services
 - Preparation of draft financial statements in conjunction with the audit
 - Routine management advice, as requested



Financial Statement Audit

Purpose

- Issue an opinion (“*audit report*”) that accompanies your annual financial statements
- Gives assurance to users of the financial statements (*lenders, funders, Board of Directors, etc.*) that the information you have reported in the financial statements is materially correct

Process

PLANNING	RISK ASSESSMENT	TESTING PROCEDURES	COMPLETION
<ul style="list-style-type: none">• Operating environment• Organization• Internal controls	<ul style="list-style-type: none">• Internal control evaluation• Brainstorming• Develop audit plan	<ul style="list-style-type: none">• Internal control testing• Testing of financial statement balances and disclosures• Fraud procedures• Complete all audit steps	<ul style="list-style-type: none">• Finalize audit• Discuss results• Issue reports• Discuss required communications



Financial Statement Audit Results This Year

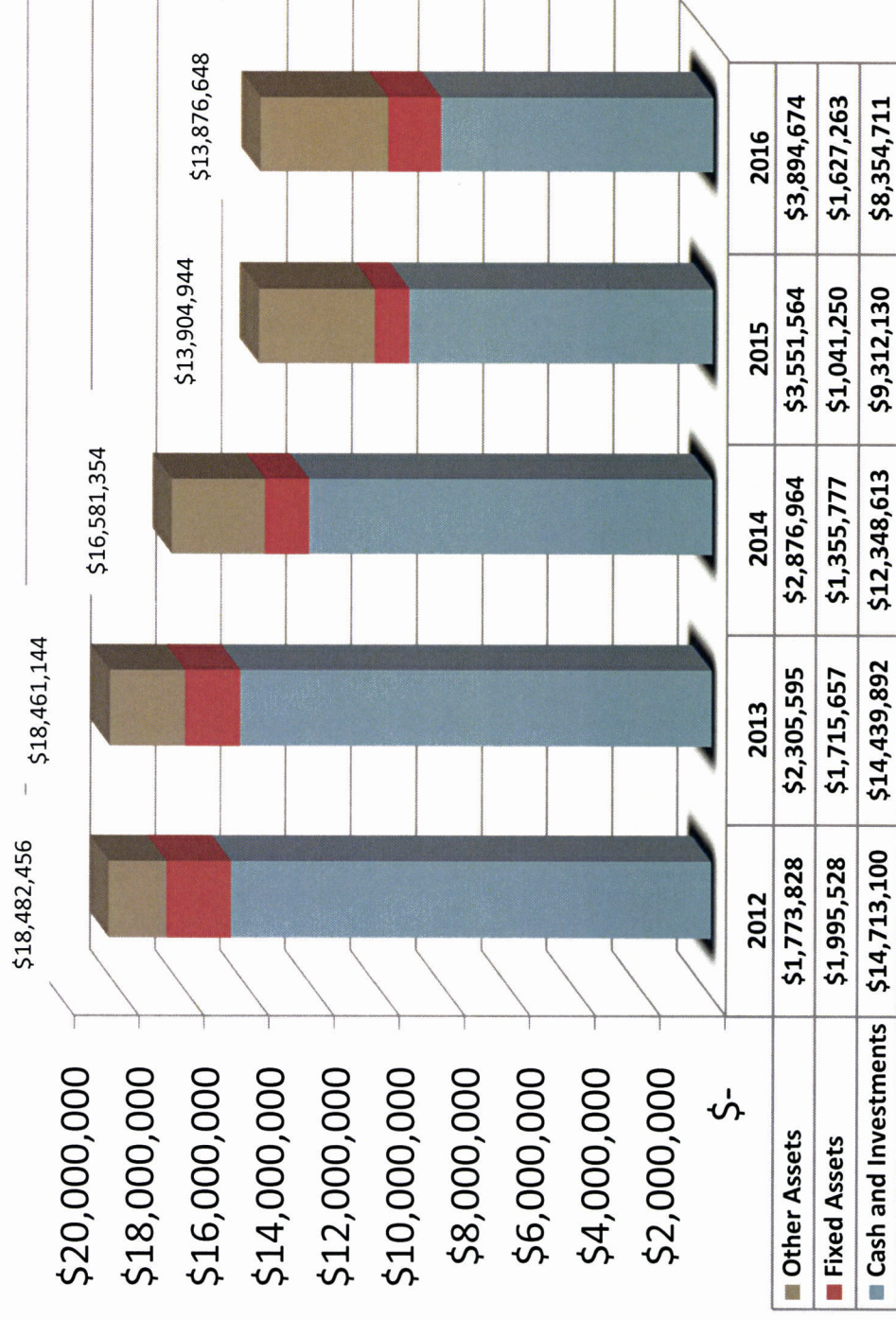
- “Unmodified” opinion issued
 - Indicates the financial statements are materially correct and we did not find any reason to modify our opinion
- Audit adjustments
 - No auditor-proposed adjustments or uncorrected misstatements
- Internal control deficiencies
 - No material weaknesses in accounting controls or information systems noted



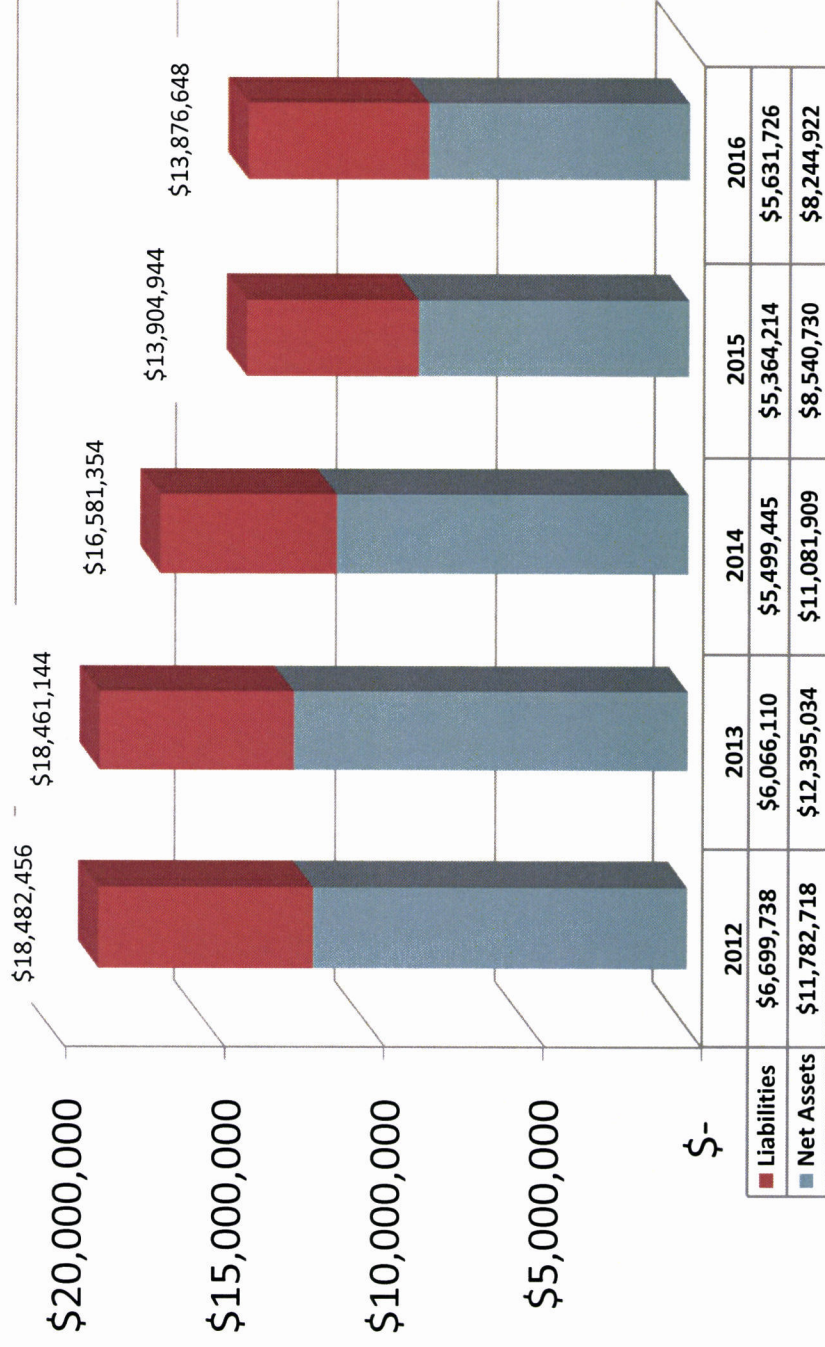
Areas of Financial Statement Audit Emphasis

- Critical Audit Areas
 - Revenue recognition
- Financial Statement Estimates
 - Valuation and collectability of receivables
 - Fixed asset lives
 - Functional allocation of expenses
- Internal Controls in the Following Areas
 - Revenue, receivables, and cash receipts
 - Accounts payable, payroll, and related disbursements
 - Information technology
 - Financial reporting and closing
 - Entity level controls

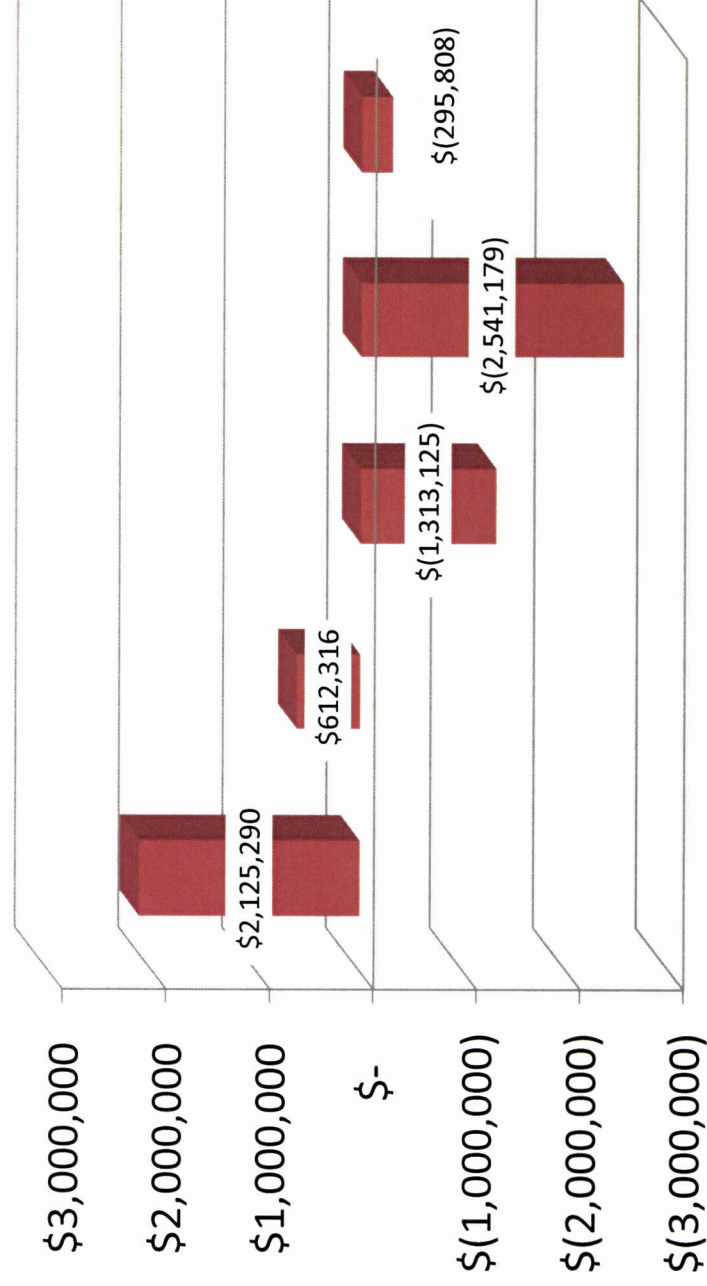
Total Assets



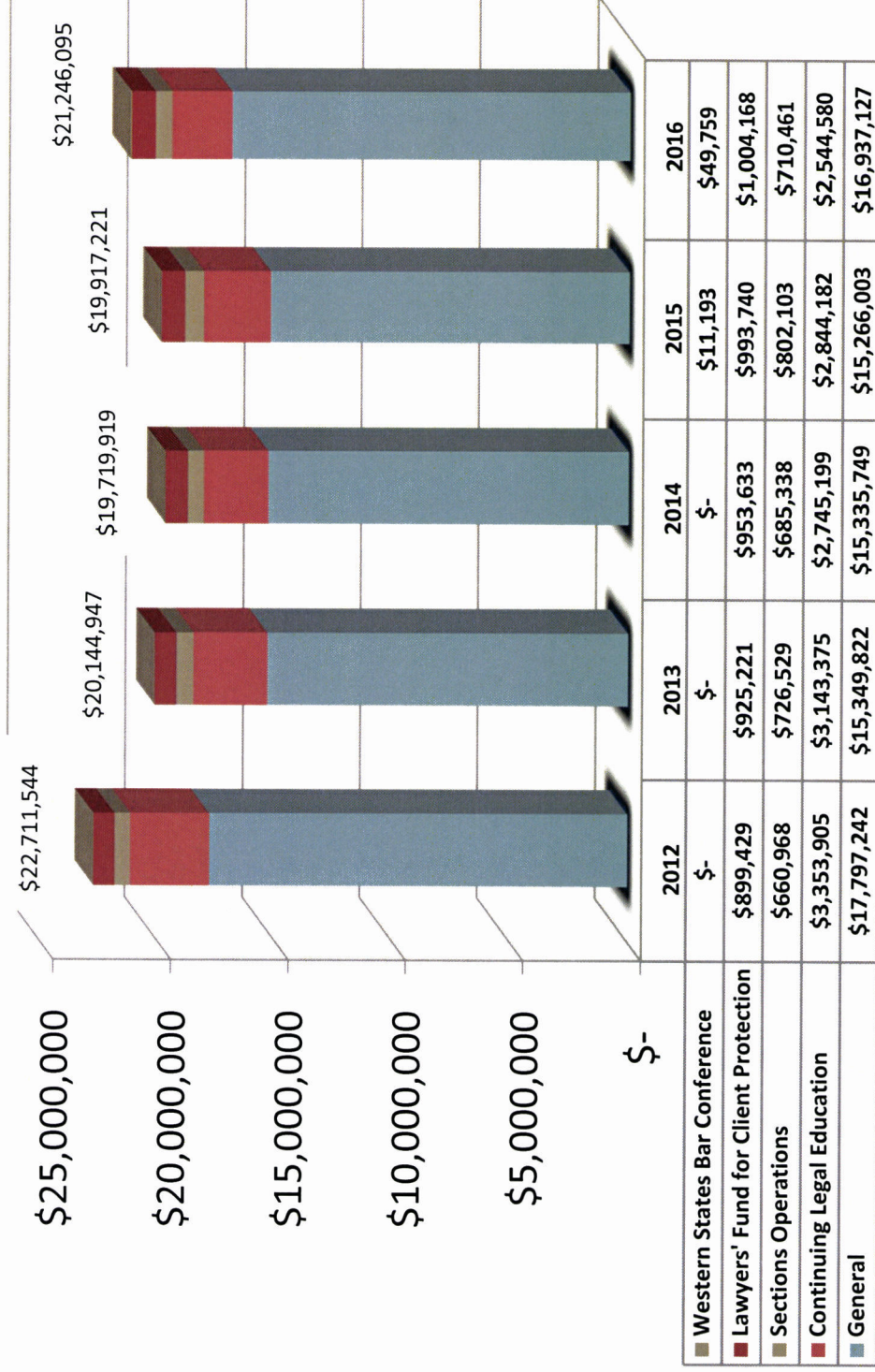
Liabilities & Net Assets



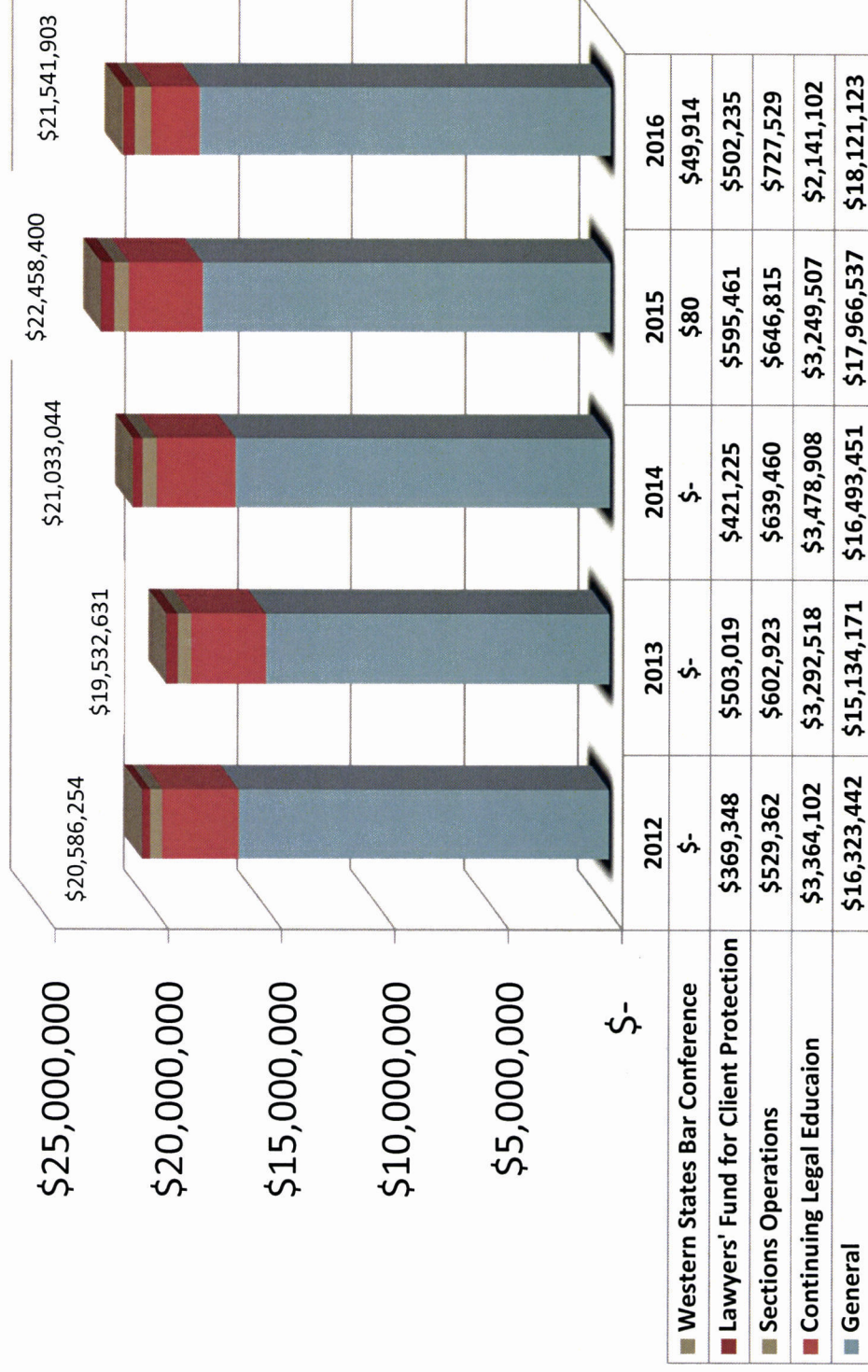
Change in Net Assets



Revenues



Expenses



Other Required Communications

Professional standards established by the AICPA require independent auditors to communicate certain matters directly to those charged with governance. This report presents a brief explanation of each of the communication requirements and our response as it relates to your organization.

Items to be Communicated	Auditor's Response
Auditor's responsibility under U.S. Auditing Standards.	Communicated in engagement letter.
Representations requested from management.	Communicated in representation letter.
Significant difficulties encountered during audit.	None.
Disagreements with management.	None.
Major issues discussed prior to retention.	None.
Consultation with other accountants.	None we are aware of.
Fraud or noncompliance with laws and regulations.	No such matters came to our attention.

Other Required Communications

Items to be Communicated	Auditor's Response
Consideration of entity's ability to continue as a going concern.	No such matters require disclosure.
Other information in documents containing audited financial statements.	We are not aware of any plans to include the audited financial statements in other documents.
Qualitative aspects of accounting practices.	Policies and procedures and estimates are consistent with prior years and with practices we see at similar organizations.
Significant audit issues.	No matters were discussed.
Significant audit adjustments or uncorrected misstatements.	None were identified.



Comments and Recommendations

Material Weaknesses

- None Noted

Other Comments

- All “other” comments (not significant) were discussed with management during audit fieldwork



Accounting and Financial Reporting Changes

ASU 2014-09 - Revenue from Contracts with Customers

- Provides a new framework that brings consistency between industry groups and with international standards.
- Applies to contracts with customers.
- Recognizes revenue when (or as) the entity satisfies a performance obligation in the contract.
- Applicability to Federal awards is being examined by standard setters and AICPA.
- Applicable to calendar year ending 2019, fiscal year ending 2020 for non-public companies and non-profit organizations.
- Early application is not permitted.

ASU 2013-270 - Leases

- Elimination of operating type leases. All but short-term leases will be recorded on the balance sheet.
- Applicable to calendar year ended 2020, fiscal year ended 2021 for non-public companies and non-profit organizations.
- Early application is permitted.

ASU 2015-230 - Presentation of Financial Statements of Not-for-Profit Entities

- Net assets going from 3 classes to 2.
- Reporting expenses by both nature and function.
- Increased disclosures of designations and liquidity.
- Intermediate operating measure disclosures required, if used.
- Expected to be issued in 2 phases with the first to be issued in mid-2016.
- Implementation for calendar year ended 2018, fiscal year ended 2019.

Your Engagement Team

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Opportunities for Continuing Education

We offer external educational opportunities, including a variety of events and training sessions that can provide added benefit to you.

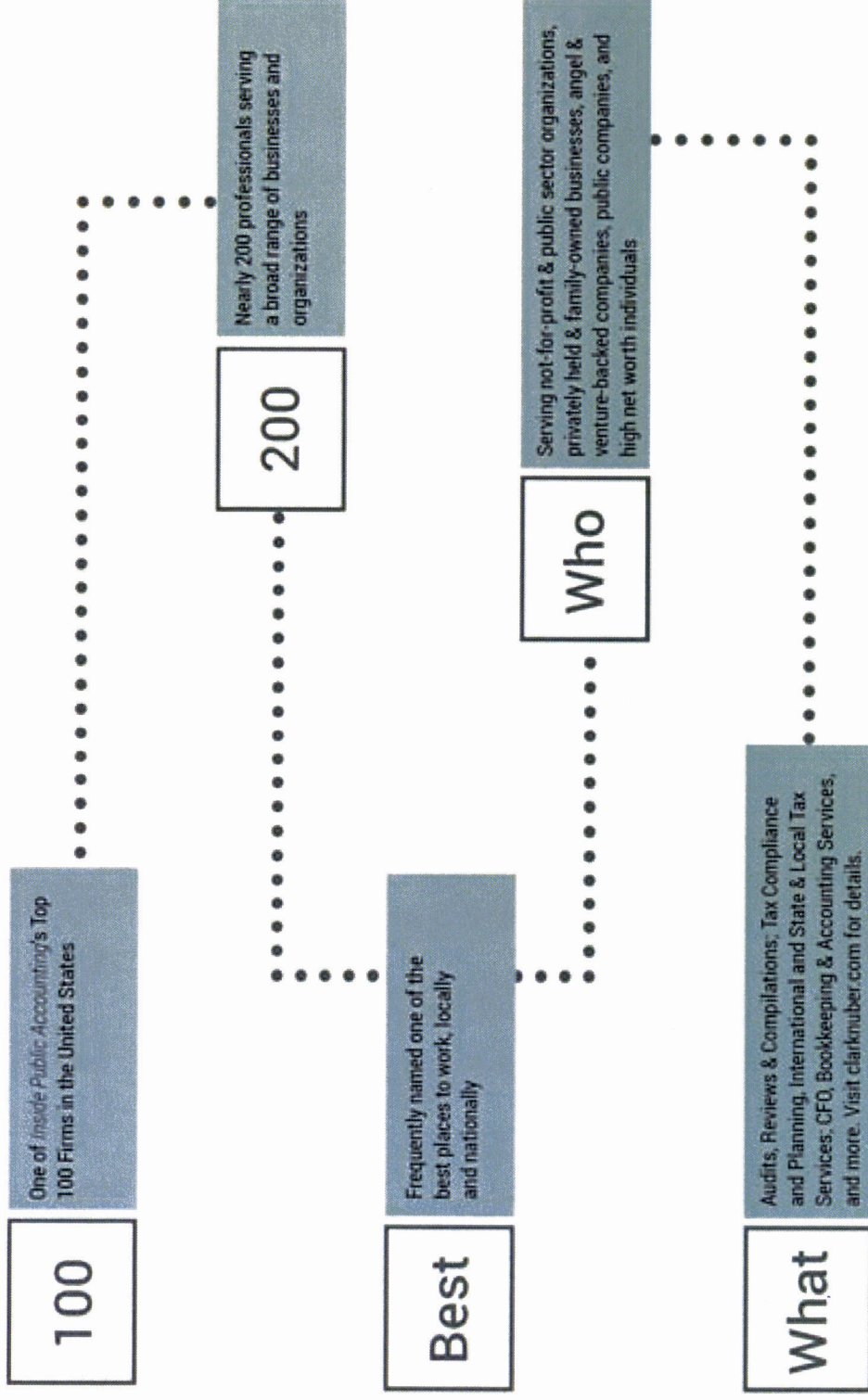


Upcoming Events

- Not-For-Profit Basics – January 2017

For more information visit www.clarknuber.com/news

About Clark Nuber



AGENDA ITEM 3b.

WASHINGTON STATE BAR ASSOCIATION

Financial Statements

For the Years Ended September 30, 2016 and 2015

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Independent Auditor's Report

**To the Board of Governors
Washington State Bar Association
Seattle, Washington**

We have audited the accompanying financial statements of Washington State Bar Association (WSBA), which comprise the statements of financial position as of September 30, 2016 and 2015, and the related statements of activities, changes in net assets and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of WSBA as of September 30, 2016 and 2015, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Certified Public Accountants

DATE

WASHINGTON STATE BAR ASSOCIATION

**Statements of Financial Position
September 30, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
Assets		
Cash and cash equivalents	\$ 4,244,364	\$ 4,213,625
Restricted cash and cash equivalents	3,110,208	2,766,452
Receivables, net	59,984	38,984
Prepaid expenses	233,020	256,621
Desk and course books	403,372	401,345
Deferred seminar costs	88,090	88,162
Investments	4,110,347	5,098,505
Property and equipment, net	<u>1,627,263</u>	<u>1,041,250</u>
Total Assets	<u>\$ 13,876,648</u>	<u>\$ 13,904,944</u>
Liabilities and Net Assets		
Liabilities:		
Accounts payable	\$ 629,769	\$ 853,022
Accrued expenses	444,177	447,305
Lawyers' Fund for Client Protection, committed gifts	344,425	533,578
Deferred licensing fees	3,247,447	2,723,693
Deferred lease obligation and incentive	761,627	552,438
Other deferred revenue	<u>204,281</u>	<u>254,178</u>
Total Liabilities	5,631,726	5,364,214
Net Assets:		
Unrestricted-		
General	3,918,535	5,102,531
Continuing legal education	456,568	53,090
Sections operations	1,212,638	1,229,706
Western States Bar Conference	10,958	11,113
Lawyers' Fund for Client Protection	<u>2,646,223</u>	<u>2,144,290</u>
Total Net Assets	<u>8,244,922</u>	<u>8,540,730</u>
Total Liabilities and Net Assets	<u>\$ 13,876,648</u>	<u>\$ 13,904,944</u>

See accompanying notes.

WASHINGTON STATE BAR ASSOCIATION

Statements of Activities For the Years Ended September 30, 2016 and 2015

	2016			2015		
	Revenues	Expenses	Revenues Over (Under) Expenses	Revenues	Expenses	Revenues Over (Under) Expenses
Unrestricted - General:						
Access to justice board	\$ 1,400	\$ 231,652	\$ (230,252)	\$ 29,044	\$ 269,727	\$ (240,683)
Administration	185,558	1,006,069	(820,511)	19,583	1,023,779	(1,004,196)
Admissions / bar exam	1,297,048	1,150,944	146,104	1,343,400	1,155,713	187,687
Board of governors and office of the executive director		779,044	(779,044)		806,990	(806,990)
Communications	25,290	1,599,578	(1,574,288)	44,337	1,518,388	(1,474,051)
Discipline	155,100	5,485,110	(5,330,010)	153,018	5,370,275	(5,217,257)
Diversity	93,719	401,809	(308,090)	103,676	347,851	(244,175)
Foundation		145,243	(145,243)		160,837	(160,837)
Human resources		353,185	(353,185)		345,149	(345,149)
Law clerk program	104,825	66,600	38,225	97,800	134,757	(36,957)
Law office management assistance program	6,199	299,228	(293,029)	7,072	338,348	(331,276)
Lawyer assistance program	12,080	159,210	(147,130)	17,064	159,451	(142,387)
Legislative		226,436	(226,436)		225,545	(225,545)
Licensing fees	12,819,376		12,819,376	11,133,170		11,133,170
Licensing and membership records	265,784	532,204	(266,420)	295,424	672,702	(377,278)
Limited license legal technician	11,706	207,684	(195,978)	8,181	162,500	(154,319)
Limited practice officers	134,903	194,286	(59,383)	132,562	155,143	(22,581)
Mandatory continuing legal education administration	835,160	618,358	216,802	762,463	548,384	214,079
Member benefits	16,753	72,098	(55,345)	46,169	72,999	(26,830)
Mentorship program		138,543	(138,543)		116,345	(116,345)
New lawyer education	61,403	295,225	(233,822)	119,062	262,193	(143,131)
NW Lawyer	519,051	607,861	(88,810)	548,424	586,967	(38,543)
Office of general counsel	414	671,211	(670,797)	264	653,026	(652,762)
Office of general counsel disciplinary board		361,943	(361,943)		266,869	(266,869)
Practice of law board		96,488	(96,488)		93,302	(93,302)
Professional responsibility program		162,009	(162,009)		212,725	(212,725)
Public service programs	72,833	470,800	(397,967)	107,125	445,349	(338,224)
Sections administration	318,525	401,628	(83,103)	298,165	405,738	(107,573)
Technology		1,386,677	(1,386,677)		1,455,485	(1,455,485)
Total Unrestricted - General	\$ 16,937,127	\$ 18,121,123	\$ (1,183,996)	\$ 15,266,003	\$ 17,966,537	\$ (2,700,534)

See accompanying notes.

WASHINGTON STATE BAR ASSOCIATION

**Statements of Activities (Continued)
For the Years Ended September 30, 2016 and 2015**

	2016			2015		
	Revenues	Expenses	Revenues Over (Under) Expenses	Revenues	Expenses	Revenues Over (Under) Expenses
Unrestricted - Continuing Legal Education:						
Products	\$ 1,048,818	\$ 663,101	\$ 385,717	\$ 895,653	\$ 790,587	\$ 105,066
Seminars	1,495,762	1,478,001	17,761	1,948,529	2,458,920	(510,391)
Total Unrestricted - Continuing Legal Education	\$ 2,544,580	\$ 2,141,102	\$ 403,478	\$ 2,844,182	\$ 3,249,507	\$ (405,325)
Unrestricted - Sections Operations	\$ 710,461	\$ 727,529	\$ (17,068)	\$ 802,103	\$ 646,815	\$ 155,288
Western States Bar Conference	\$ 49,759	\$ 49,914	\$ (155)	\$ 11,193	\$ 80	\$ 11,113
Lawyers' Fund for Client Protection	\$ 1,004,168	\$ 502,235	\$ 501,933	\$ 993,740	\$ 595,461	\$ 398,279
Unrestricted - General	\$ 16,937,127	\$ 18,121,123	\$ (1,183,996)	\$ 15,266,003	\$ 17,966,537	\$ (2,700,534)
Unrestricted - Continuing Legal Education	2,544,580	2,141,102	403,478	2,844,182	3,249,507	(405,325)
	19,481,707	20,262,225	(780,518)	18,110,185	21,216,044	(3,105,859)
Unrestricted - Sections Operations	710,461	727,529	(17,068)	802,103	646,815	155,288
Western States Bar Conference	49,759	49,914	(155)	11,193	80	11,113
Lawyers' Fund for Client Protection	1,004,168	502,235	501,933	993,740	595,461	398,279
Total Change in Net Assets - All Activities	\$ 21,246,095	\$ 21,541,903	\$ (295,808)	\$ 19,917,221	\$ 22,458,400	\$ (2,541,179)

See accompanying notes.

WASHINGTON STATE BAR ASSOCIATION

**Statements of Changes in Net Assets
For the Years Ended September 30, 2016 and 2015**

	Unrestricted					
	General	Continuing Legal Education	Sections Operations	Western States Bar Conference	Lawyers' Fund for Client Protection	Total
Balance, September 30, 2014	\$ 7,803,065	\$ 458,415	\$ 1,074,418	\$ -	\$ 1,746,011	\$ 11,081,909
Unrestricted revenues over (under) expenses	(2,700,534)	(405,325)	155,288	11,113	398,279	(2,541,179)
Balance, September 30, 2015	5,102,531	53,090	1,229,706	11,113	2,144,290	8,540,730
Unrestricted revenues over (under) expenses	(1,183,996)	403,478	(17,068)	(155)	501,933	(295,808)
Balance, September 30, 2016	\$ 3,918,535	\$ 456,568	\$ 1,212,638	\$ 10,958	\$ 2,646,223	\$ 8,244,922

See accompanying notes.

WASHINGTON STATE BAR ASSOCIATION

Statements of Cash Flows

For the Years Ended September 30, 2016 and 2015

	2016	2015
Cash Flows From Operating Activities:		
Cash received from licensing fees	\$ 13,343,130	\$ 11,191,559
Cash received from CLE products and seminars	2,528,848	2,511,542
Cash received from other activities	5,786,230	5,928,366
Cash paid to employees	(10,528,374)	(10,582,763)
Cash paid to vendors	(10,835,517)	(10,958,119)
Interest received	40,744	29,562
Net Cash Provided by (Used in) Operating Activities	335,061	(1,879,853)
Cash Flows From Investing Activities:		
Change in restricted cash and cash equivalents	(343,756)	(644,725)
Proceeds from sale of investments	7,816,710	9,522,634
Purchase of investments	(6,670,344)	(8,369,085)
Acquisition of property and equipment	(1,106,932)	(505,333)
Net Cash (Used in) Provided by Investing Activities	(304,322)	3,491
Net Change in Cash and Cash Equivalents	30,739	(1,876,362)
Cash and cash equivalents, beginning of year	4,213,625	6,089,987
Cash and Cash Equivalents, End of Year	\$ 4,244,364	\$ 4,213,625
Reconciliation of Change in Net Assets to Net Cash Flows		
From Operating Activities:		
Change in net assets	\$ (295,808)	\$ (2,541,179)
Adjustments to reconcile change in net assets to net cash flows from operating activities-		
Depreciation	454,292	556,015
Amortization of deferred lease incentive		(52,646)
Unrealized (gain) loss on investments	(158,208)	6,572
Loss on disposal of property and equipment		330,472
Change in operating assets and liabilities:		
Receivables	(21,000)	10,897
Desk and course books	(2,027)	(61,331)
Deferred seminar costs and prepaid expenses	23,673	20,559
Accounts payable and accrued expenses	(348,907)	311,374
Deferred licensing fees	523,754	58,389
Deferred lease obligation and incentive	209,189	(193,497)
Other deferred revenue	(49,897)	(325,478)
Net Cash Provided by (Used in) Operating Activities	\$ 335,061	\$ (1,879,853)
Supplementary Disclosure of Cash Flow Information:		
Property and equipment purchases included in accounts payable	\$ -	\$ 66,627

See accompanying notes.

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements For the Years Ended September 30, 2016 and 2015

Note 1 - Nature of Operations and Significant Accounting Policies

Nature of Operations - The Washington State Bar Association ("the WSBA") is an instrumentality of the State of Washington operating under the supervisory authority of the Washington Supreme Court. Operations consist of regulating the practice of law in the state and providing various law-related services to the members and public. Lawyers must be active members of the WSBA in order to practice law in Washington State. A primary source of revenues of the WSBA is license fees which members must pay in order to maintain their membership. License fees follow a pro-rated schedule based on the attorney's years of practice. For 2016, the license fee was set at \$385 for all attorneys in practice for three years or more, and a pro-rated lower fee for those in practice for fewer than three years. For 2015, the license fee was set at \$325 and fees followed the same pro-rated schedule as 2016. The WSBA members are primarily Washington State residents.

The WSBA's financial statements are not consolidated with those of the Washington State Bar Foundation ("the Foundation"), as the organizations are not financially interrelated.

Cash and Cash Equivalents and Investments - Cash and cash equivalents include money market funds and bank deposits. Bank deposits are maintained for ongoing operating expenses and are sometimes in excess of federally insured limits. Certificates of deposit are all federally insured. The WSBA maintains its cash and cash equivalents in bank accounts that may exceed federally insured limits at times during the year. The WSBA has not experienced any losses in these accounts.

Unrealized gains and losses, if any, are reported in the statements of activities as increases or decreases in net assets. Investment balances include common stocks, federally insured certificates of deposit, corporate bonds, municipal bond funds and US treasury funds.

Restricted cash and cash equivalents relate to funds restricted for the Western States Bar Conference and for the Lawyers' Fund for Client Protection (see Note 2). Part of the restricted cash and cash equivalents are amounts paid by the general fund on behalf of the Lawyers' Fund for Client Protection.

The composition of cash balances and investments are included in Notes 3 and 4, respectively.

Receivables - Receivables are generally from members and result from *NW Lawyer* advertising, consulting fees, and unpaid fees related to continuing legal education programs. Receivables are unsecured and do not bear interest. Management reviews receivables on a periodic basis and determines the amount estimated to be uncollectible. A reserve for doubtful accounts is then established. Accounts that are determined to be uncollectible are written off against this reserve.

Desk and Course Books - Inventory of desk books and audio compact discs is stated at lower of cost (first-in, first-out method) or market.

Property and Equipment - Property and equipment is stated at cost. Depreciation and amortization is computed over the estimated useful lives of the assets, using the straight-line method. The capitalization policy threshold is \$2,500.

Leasehold improvements
Equipment, furniture, software, and fixtures

Life of lease
1 to 10 years

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements

For the Years Ended September 30, 2016 and 2015

Note 1 - Continued

The WSBA follows the provisions outlined by accounting standards to account for costs of computer software developed or obtained for internal use. The WSBA capitalizes certain direct costs incurred in developing internal use software.

Deferred Seminar Costs / Unearned Seminar Revenue - Deferred seminar costs are primarily costs associated with seminar planning and the production of seminar materials. Recognition of these expenses is deferred until the related seminars are presented.

Unearned seminar revenue relates to fees collected for seminars to be conducted in subsequent years. Seminar registration fees are recognized as revenue when the related seminars are presented.

Deferred Licensing Fees - Licensing fees are recognized ratably over the applicable calendar year membership period. Accordingly, fees collected during the WSBA's fiscal year that relate to the fourth quarter of the calendar membership period are included as deferred revenue in these financial statements.

Income Taxes - The WSBA is an organization exempt from federal income taxes because it is an instrumentality of the State of Washington exercising a governmental function.

Classification of Expenses - The accompanying statements of activities present expenses by natural classification. The classification of expenses into program and general and administrative is based upon time records, direct program expenses, and estimates made by the management of WSBA. The classification of expenses by function is as follows for the years ended September 30:

	<u>2016</u>	<u>2015</u>
Program services	\$ 19,403,604	\$ 20,282,483
Management and general	<u>2,138,299</u>	<u>2,175,917</u>
	<u><u>\$ 21,541,903</u></u>	<u><u>\$ 22,458,400</u></u>

Net Assets - The WSBA Board of Governors has directed that portions of the WSBA's unrestricted net assets be designated for Sections Operations and for Continuing Legal Education. The total of revenues over expenses for all sections (which represent specialized legal interests) is included in the Sections Operations designated balance. The difference between revenues and expenses for Continuing Legal Education products and seminars is included in the Continuing Legal Education designated balance ("CLE Reserve Fund").

WASHINGTON STATE BAR ASSOCIATION

**Notes to Financial Statements
For the Years Ended September 30, 2016 and 2015**

Note 1 - Continued

The WSBA has also designated a portion of its general unrestricted net assets at September 30 as follows:

	<u>2016</u>	<u>2015</u>
Operating reserve fund	\$ 1,500,000	\$ 1,500,000
Facilities reserve fund	2,114,427	3,286,096
Capital reserve fund	250,316	262,645
Board program reserve fund	<u>53,793</u>	<u>53,790</u>
	<u>\$ 3,918,536</u>	<u>\$ 5,102,531</u>

The Operating Reserve Fund provides unrestricted funds for any general, unanticipated, but necessary, expenses that may be incurred throughout the year. The goal is to ensure that funds are available in the event of an emergency or an unanticipated decline in revenue.

The Facilities Reserve Fund was used for refurbishment of existing leased space or costs to move to another space after the prior lease ended. In FY 2015 and 2016, the WSBA extended its lease on space at the Puget Sound Plaza building and made leasehold improvements. Effective October 2016 the minimum reserve of this fund was designated by the board to be \$200,000 to fund refurbishment of existing leased space or costs to move to another space when the current lease expires in December 2026.

The Capital Reserve Fund was established to fund short and long-term capital expenditures such as computers, office equipment and replacement of major software. Effective October 2016, this fund is eliminated because WSBA builds capital needs in to the annual operating budget.

The Board Program Reserve Fund was established to cover unanticipated over-expenditures on programs initiated by the Board of Governors and to fund new programs throughout the year that have not been included in the annual budget. Effective October 2016, this fund is eliminated.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Reclassifications of Prior Year Balances - Certain reclassifications have been made to prior year accounts to conform to the presentation in the current year consolidated financial statements. The reclassifications have no effect on the previously reported change in net assets or net asset balances.

Subsequent Events - The WSBA has evaluated subsequent events through **DATE**, the date on which the financial statements were available to be issued.

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements

For the Years Ended September 30, 2016 and 2015

Note 2 - Lawyers' Fund for Client Protection

In 1995, the Washington Supreme Court and the WSBA created the Lawyers' Fund for Client Protection ("the Fund"). The Fund currently receives a \$30 mandatory annual assessment from each active member of the WSBA. The Fund may be used only for the purpose of relieving or mitigating a loss sustained by any person due to the dishonesty of, or failure to account for money or property entrusted to, any member of the WSBA in connection with the member's practice of law, or while acting as a fiduciary in a matter related to the member's practice of law. The Fund receives a mandatory annual assessment from each active member of the WSBA. As the WSBA's use of the funds is restricted as described above, it is shown as restricted cash and cash equivalents in the assets section of the statements of financial position.

Note 3 - Cash and Cash Equivalents

Cash and cash equivalents consist of the following at September 30:

	<u>2016</u>	<u>2015</u>
Unrestricted Cash and Cash Equivalents:		
Bank deposits	\$ 591,897	\$ 429,443
Money market funds	<u>3,652,467</u>	<u>3,784,182</u>
	<u>\$ 4,244,364</u>	<u>\$ 4,213,625</u>
Restricted Cash and Cash Equivalents:		
Bank deposits	\$ 784,535	\$ 1,046,181
Money market funds	<u>2,325,673</u>	<u>1,720,271</u>
	<u>\$ 3,110,208</u>	<u>\$ 2,766,452</u>

Note 4 - Investments

Investments consist of the following at September 30:

	<u>2016</u>	<u>2015</u>
Certificates of deposit	\$ 750,000	\$ 1,730,000
Common stock (through managed funds)		714,422
Bonds	494,757	635,753
Mutual bonds and treasury funds	<u>2,865,590</u>	<u>2,018,330</u>
	<u>\$ 4,110,347</u>	<u>\$ 5,098,505</u>

WASHINGTON STATE BAR ASSOCIATION**Notes to Financial Statements****For the Years Ended September 30, 2016 and 2015****Note 4 - Continued**

The following schedule summarizes the returns from investments (and cash balances):

	<u>2016</u>	<u>2015</u>
Interest income - unrestricted	\$ 32,388	\$ 29,691
Interest income - restricted	6,460	1,387
Realized and unrealized gains	163,798	3,014
Fees	<u>(5,590)</u>	<u>(9,586)</u>
Total Investment Return	<u>\$ 197,056</u>	<u>\$ 24,506</u>

Investment income is included as revenue in the following categories in the statements of activities:

	<u>2016</u>	<u>2015</u>
Administration	\$ 185,241	\$ 19,553
Sections operations	5,355	3,566
Lawyers' Fund for Client Protection	<u>6,460</u>	<u>1,387</u>
	<u>\$ 197,056</u>	<u>\$ 24,506</u>

Note 5 - Property and Equipment

Property and equipment consist of the following at September 30:

	<u>2016</u>	<u>2015</u>
Leasehold improvements	\$ 663,252	\$ 683,137
Furniture	1,045,074	1,036,314
Office equipment	1,825,596	1,901,455
Software	<u>3,584,899</u>	<u>2,546,928</u>
	7,118,821	6,167,834
Less accumulated depreciation and amortization	(5,711,183)	(5,652,729)
Leasehold improvements and software not yet placed into service	<u>219,625</u>	<u>526,145</u>
	<u>\$ 1,627,263</u>	<u>\$ 1,041,250</u>

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements

For the Years Ended September 30, 2016 and 2015

Note 6 - Qualified Employee Benefit Plan

The WSBA participates in the Washington State Public Employees' Retirement System ("PERS"), a series of defined benefit / defined contribution employee benefit plans sponsored and managed by the State of Washington Department of Retirement Systems ("DRS"). The funding of the plan is analyzed and rates are proposed by the Office of the State Actuary ("OSA") per RCW, Chapter 41.45, and all rates are approved by the legislature. There is a pension funding council that consults with the economic and revenue forecast supervisor and the executive director of the state investment board, for guidance on long-term economic assumptions that are proposed by the OSA. In accordance with PERS, the WSBA and the WSBA's employees make contributions to the plan based on rates established by DRS. Employer contributions for the years ended September 30, 2016 and 2015, were \$1,139,017 and \$978,360, respectively.

Note 7 - Fair Value Measurements

Accounting standards establish a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3).

The three levels of the fair value hierarchy are described as follows:

Level 1 - Unadjusted quoted prices available in active markets for identical assets or liabilities;

Level 2 - Inputs other than Level 1 that are observable, either directly or indirectly, such as quoted prices in active markets for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities; or

Level 3 - Unobservable inputs that are significant to the fair value measurement.

A financial instrument's level within the fair value hierarchy is based upon the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets and liabilities measured at fair value. There have been no changes in the methodologies used at September 30, 2016 and 2015.

Common Stock - Common stocks are valued at the closing price reported on the active market on which the securities are traded.

Mutual Bonds and Treasury Funds - Mutual bonds and treasury funds are valued at closing prices in active markets, which represent the net asset value of shares held by WSBA at year end.

Municipal and Other Bonds - Bonds are valued using bid evaluations from similar instruments in actively quoted markets.

WASHINGTON STATE BAR ASSOCIATION

**Notes to Financial Statements
For the Years Ended September 30, 2016 and 2015**

Note 7 - Continued

Fair Values Measured on a Recurring Basis - Fair values of assets measured on a recurring basis at September 30, 2016, and 2015, were as follows:

Fair Value Measurements at September 30, 2016				
	Level 1	Level 2	Level 3	Total
Mutual bonds and treasury funds	\$ 2,865,590	\$ -	\$ -	\$ 2,865,590
Municipal bonds		494,757		494,757
	<u>\$ 2,865,590</u>	<u>\$ 494,757</u>	<u>\$ -</u>	<u>\$ 3,360,347</u>

Fair Value Measurements at September 30, 2015				
	Level 1	Level 2	Level 3	Total
Common stock-				
Finance / Banking	\$ 175,610	\$ -	\$ -	\$ 175,610
Information technology	95,622			95,622
Energy	64,458			64,458
Pharmaceuticals	63,985			63,985
Other industries	314,747			314,747
Total common stock	714,422			714,422
Mutual bonds and treasury funds	2,018,330			2,018,330
Other bonds		635,753		635,753
	<u>\$ 2,732,752</u>	<u>\$ 635,753</u>	<u>\$ -</u>	<u>\$ 3,368,505</u>

A reconciliation of the investment assets measured at fair value on a recurring basis to total investments follows as of September 30:

	2016	2015
Investments recorded at fair value on a recurring basis	\$ 3,360,347	\$ 3,368,505
Investments recorded at cost	750,000	1,730,000
Total Investments	<u>\$ 4,110,347</u>	<u>\$ 5,098,505</u>

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements For the Years Ended September 30, 2016 and 2015

Note 8 - Lease Commitments

The WSBA signed a lease extension for office space effective March 1, 2015. The lease is an operating lease agreement expiring during the year ending September 30, 2027. The lease calls for escalating rent payments each year, resulting in a liability for the differences between the rent payments and rent calculated on a straight-line basis.

In FY 2011, the WSBA signed a lease for office space in Olympia, Washington to house the WSBA's legislative division. The lease is an operating lease agreement that expired in September 30, 2016.

Future minimum rental payments under noncancelable operating leases are as follows:

For the Years Ended September 30,	
2017	\$ 1,503,989
2018	1,554,579
2019	1,605,169
2020	1,655,759
2021	1,698,981
Thereafter	<u>9,747,007</u>
Total Minimum Rental Payments	<u>\$ 17,765,484</u>

Rent expense (net of amortization of deferred lease incentive) under all lease agreements totaled \$1,682,460 and \$1,345,473 for the years ended September 30, 2016 and 2015, respectively.

Note 9 - Commitments and Contingencies

Contingencies - The WSBA is subject to various legal proceedings and claims which arise in the ordinary course of its business. Management believes that the final disposition of such matters will not have a material adverse effect on the financial position or results of operations of the WSBA.

Commitments - The WSBA is obligated to provide counsel for respondents in disability proceedings, pursuant to the Rule for Enforcement of Lawyer Conduct (ELC) 8.3. Legal fees are incurred as a result of this obligation. In FY 2016, the WSBA paid a total of \$133,570 for outside counsel to represent various respondents in disability proceedings. The WSBA has liability for future legal fees related to ongoing and new disability proceedings, but the future cost is not determinable due to the nature of the proceedings. However, the liability is significant enough to mention in the Notes to Financial Statements.

As of September 30, 2016, approximately \$250,000 has been budgeted for FY 2017 as grants payable to various organizations, including approximately \$190,000 to Gonzaga University School of Law and Seattle University School of Law for the Moderate Means Program.

WASHINGTON STATE BAR ASSOCIATION

Notes to Financial Statements
For the Years Ended September 30, 2016 and 2015

Note 10 - Indirect Expenses

The WSBA programs, services, and functions are assigned to functional categories for purposes of budgeting and reporting revenues and expenses. Each category includes direct revenues and expenses for activities within that category and an allocation of indirect expenses which are broken down into three areas: salaries, benefits, and overhead. Salaries are allocated based on the categories in which the employees work. The allocation of benefit expenses are based on the total salaries allocated to the category, and the allocation of expenses for overhead is based on the number of full time equivalent employees assigned to each category. The composition of indirect expenses and total direct expenses is as follows:

	<u>2016</u>	<u>2015</u>
Indirect expenses-		
Salaries	\$ 10,503,069	\$ 10,514,813
Employee benefits and payroll taxes	3,571,781	3,489,355
Rent (net of amortization of deferred lease incentive)	1,587,480	1,216,681
Technology and telephone	816,000	697,033
Depreciation and amortization	281,931	406,695
Professional fees	120,616	125,942
Human resources	108,432	101,317
Insurance	103,136	107,285
Supplies and equipment	78,558	71,128
Remodel expense	78,149	151,810
Postage	36,221	36,730
Furniture, maintenance, and leasehold improvements	23,027	22,378
Bank fees	17,167	17,172
Meeting supports expenses	14,658	
Business taxes	12,923	15,183
Copying and production services	9,736	31,284
Loss on assets		321,712
	<u>17,362,884</u>	<u>17,326,518</u>
Direct expenses	<u>4,179,019</u>	<u>5,131,882</u>
Total Expenses	<u>\$ 21,541,903</u>	<u>\$ 22,458,400</u>

AGENDA ITEM 3c.

WASHINGTON STATE BAR ASSOCIATION

Special Report on the Fiscal Year 2017 Budget Summary

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Independent Accountant's Report on Applying Agreed-Upon Procedures

**To the Board of Governors
Washington State Bar Association
Seattle, Washington**

At your request, we have performed certain agreed-upon procedures, as enumerated below, with respect to the Washington State Bar Association (WSBA) Fiscal Year 2017 Budget Summary for the year ending September 30, 2017. These procedures, which were agreed to by management of the WSBA, were performed solely to assist you in evaluating the consistency of the presentation of the Fiscal Year 2017 Budget Summary of revenues and expenses by budget category (2017 Budget) included in Exhibit A, with presentation of the Fiscal Year 2016 Budget Summary of revenues and expenses for the fiscal year ended September 30, 2016 (2016 Budget) included in Exhibit B, and the presentation of revenues and expenses in the audited Statement of Activities for the fiscal year ended September 30, 2015 (2015 Statement of Activities) included in Exhibit C. This report is prepared to comply with *Keller vs. State Bar of California*, 496 U.S. 1 (1990) which prohibits using compulsory fees of any member who objects to that use for political or ideological activities that are not germane, or reasonably related, to regulating the legal profession or improving the quality of legal services ("nonchargeable" activities). Objecting members are offered a "Keller deduction" that represents the estimated portion of fees that is used for "nonchargeable" activities. The Keller deduction is calculated prospectively based on the coming year's budget and the previous year's political activity. The Special Report on the Budget Summary reports on the presentation of the coming year's budget, which is used to compute the Keller deduction, with the previous year's financial statements and current year budget by explaining differences in categories, budgeting methodologies, and significant revenues and expenses. The WSBA's management is responsible for the 2017 and 2016 Budgets and the 2015 Statement of Activities.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the WSBA. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We totaled all columns and rows of the 2017 and 2016 Budgets and the 2015 Statement of Activities to verify the mathematical accuracy.

Findings

None.

2. We compared the 2017 Budget category descriptions to the 2016 Budget and the 2015 Statement of Activities category descriptions and explained differences.

Findings

The WSBA added the following category in the 2017 Budget compared to the 2016 Budget:

Continuing Legal Education (CLE) - This new cost center was established in the 2017 Budget to reflect the coordination of Continuing Legal Education programming by combining the Continuing Legal Education - Seminars (CLES) and Continuing Legal Education - Products (CLEP) cost centers.

The WSBA added the following categories in the 2017 Budget compared to the 2015 Statement of Activities:

Continuing Legal Education (CLE) - This new cost center was established in the 2017 Budget to reflect the coordination of Continuing Legal Education programming by combining the Continuing Legal Education - Seminars (CLES) and Continuing Legal Education - Products (CLEP) cost centers.

3. We inquired of management if there were any differences in the methodology used to budget for revenue and expense amounts for each category for the 2017 Budget as compared to the methodology used to budget for revenue and expense amounts for each category for the 2016 Budget and to account for revenue and expenses in the 2015 Statement of Activities.

Findings

The WSBA noted no differences in the methodology used to budget for revenue or expense amounts for each category for the 2017 Budget as compared to the methodology used to budget for revenue and expense amounts for each category for the 2016 Budget and to account for revenues and expenses in the 2015 Statement of Activities.

4. We compared total revenues and total expenses by category in the 2017 Budget to the total revenues and total expenses by category in the 2016 Budget and noted differences in amounts both greater than \$100,000 and 20%. We also compared the total revenues and total expenses by category in the 2017 Budget to total revenues and total expenses by category reported on the 2015 Statement of Activities and noted differences in amounts both greater than \$100,000 and 20%. We inquired of management for an explanation of those differences.

Findings

The following categories showed differences greater than \$100,000 and 20%:

Comparison of 2017 Budget to 2016 Budget

	2017 Budget	2016 Budget	Difference	
			Amount	Percentage
Law Office Management Assistance Program				
a. Expense	\$ 202,902	\$ 358,375	\$ (155,473)	-43%
Professional Responsibility Program				
b. Expense	\$ 280,851	\$ 177,183	\$ 103,668	59%

Management's explanations for the differences are as follows:

- a. The reduction in expense is related to salaries, benefits, and overhead as a result of reducing the budgeted staffing allocated to the Law Office Management Assistance Program (LOMAP) by 1.81 FTE, consistent with reduced programming.
- b. The increase in expense is related to salaries, benefits, and overhead as a result of increasing budgeted staffing allocated in 2017 to the Professional Responsibility Program by .77 FTE, consistent with an increase in these activities.

Comparison of 2017 Budget to 2015 Statement of Activities

	2017 Budget	2015 SOA	Difference	
			Amount	Percentage
Admissions / Bar Exam				
a. Revenue	\$ 1,070,000	\$ 1,343,400	\$ (273,400)	-20.4%
Law Office Management Assistance Program				
b. Expense	\$ 202,902	\$ 338,348	\$ (135,446)	-40.0%
Mandatory CLE Administration				
c. Expense	\$ 735,390	\$ 548,384	\$ 187,006	34.1%
Office of General Counsel				
d. Expense	\$ 792,970	\$ 653,026	\$ 139,944	21.4%
Continuing Legal Education				
e. Expense	\$ 2,302,587	\$ 3,249,507	\$ (946,920)	-29.1%
Sections Operations				
f. Expense	\$ 904,833	\$ 646,815	\$ 258,018	39.9%

Management's explanations for the differences are as follows:

- a. The 2017 budget for admission revenue reflects the declining trend in the number of bar exam applicants. We saw a 9.7% reduction in exam applicants from 2015 to 2016 and anticipate that trend to continue.
- b. The reduction in expense is related to salaries, benefits, and overhead as a result of reducing the number of FTEs allocated to the Law Office Management Assistance Program (LOMAP) by 1.7 (from 3.2 in 2015 to 1.5 in 2017), consistent with reduced programming.
- c. The increase in expense is related to depreciation on the new continuing legal education tracking and reporting software. This is partially offset by a reduction in expense related to salaries, benefits, and overhead as a result of reducing .63 FTEs driven by efficiency gains of the new software.
- d. The increase in expense is related to salaries, benefits, and overhead as a result of allocating an additional 1.1 FTE in 2017. The increase in public records requests required the addition of a Public Records officer. An increase in the volume of applications to the Lawyers Fund for Client Protection required the addition of a part time analyst.
- e. The reduction in expense is a result of decreased direct expenses related to reduced programming, completion of the WSBA's lease for an offsite conference center, and indirect expenses from a reduction in budgeted staffing of 4.9 FTEs, consistent with reduced programming.
- f. Section budgets and actual spending are linked to their work plans, which can differ each year. For 2017, the expenses have increased as a result of normal changes in those work plans through direct expenses. Additionally, the reimbursement from Sections to the WSBA for the Per-Member Charge which covers administrative support to Sections increased from \$17.75 to \$18.75 between 2015 and 2017.

We were not engaged to and did not conduct an examination; the objective of which would be the expression of an opinion on the accompanying 2017 and 2016 Budgets. Accordingly, we do not express an opinion on whether the budgets are presented in conformity with AICPA presentation guidelines or on whether the underlying assumptions provide a reasonable basis for the presentation. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. Furthermore, there will usually be differences between the budgets and actual results as events and circumstances frequently do not occur as expected and those differences may be material. We expressed an unmodified opinion on the WSBA's financial statements as of and for the year ended September 30, 2015. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

This report is intended solely for the information and use of management and members of the WSBA and is not intended to be and should not be used by anyone other than these specified parties.

Certified Public Accountants

DATE

EXHIBIT A

WASHINGTON STATE BAR ASSOCIATION

Fiscal Year 2017 Budget Summary - Final

Cost Centers	Revenue	Expense	Net
Access to Justice	\$ 8,000	\$ 259,763	\$ (251,763)
Administration	55,000	1,029,756	(974,756)
Admissions / Bar Exam	1,070,000	1,161,290	(91,290)
Board of Governors and Office of the Executive Director		782,596	(782,596)
Communications	44,250	1,700,658	(1,656,408)
Discipline	140,000	5,602,671	(5,462,671)
Diversity	100,374	394,269	(293,895)
Foundation		167,949	(167,949)
Human Resources		257,819	(257,819)
Law Clerk Program	97,000	106,435	(9,435)
Law Office Management Assistance Program	2,500	202,902	(200,402)
Lawyer Assistance Program	15,750	174,202	(158,452)
Legislative		263,265	(263,265)
Licensing	13,204,000		13,204,000
Licensing and Membership Records	247,800	587,467	(339,667)
Limited License Legal Technician	13,400	235,064	(221,664)
Limited Practice Officers	132,700	202,487	(69,787)
Mandatory CLE Administration	711,000	735,390	(24,390)
Member Benefits	3,000	75,000	(72,000)
Mentorship Program		201,473	(201,473)
New Lawyer Programs	80,000	307,891	(227,891)
NW Lawyer	573,450	624,208	(50,758)
Office of General Counsel		792,970	(792,970)
Office of General Counsel Disciplinary Board		257,747	(257,747)
Practice of Law Board		115,371	(115,371)
Professional Responsibility Program		280,851	(280,851)
Public Service Programs	85,000	432,000	(347,000)
Sections Administration	307,000	460,156	(153,156)
Technology		1,475,919	(1,475,919)
Total General Fund	16,890,224	18,887,569	(1,997,345)
Operating Loss for FY 2017			(1,997,345)
Percent Increase Over FY16 Budget	3%	1%	
Depreciation			(12,257)
Straight Line Rent			194,225
Capital Labor			(140,700)
Net Cash Flow From FY 2017 Operations			(1,956,077)
Continuing Legal Education	2,574,800	2,302,587	272,213
Operating Gain for FY 2017			272,213
Percent Increase Over FY 2016 Budget	6%	-5%	
Sections Operations	688,611	904,833	(216,222)
Lawyers Fund for Client Protection	986,000	616,221	369,779
Western States Bar Conference	50,000	50,000	
	\$ 21,189,635	\$ 22,761,210	\$ (1,571,575)

EXHIBIT B

WASHINGTON STATE BAR ASSOCIATION

Fiscal Year 2016 Budget Summary - Final Amended

Cost Centers	Revenue	Expense	Net
Access to Justice Board	\$	\$ 249,146	\$ (249,146)
Administration	78,000	1,008,707	(930,707)
Admissions / Bar Exam	1,221,920	1,169,683	52,237
Board of Governors and Office of the Executive Director		757,003	(757,003)
Communications	45,250	1,601,599	(1,556,349)
Discipline	106,750	5,546,166	(5,439,416)
Diversity	98,592	452,155	(353,563)
Foundation		168,950	(168,950)
Human Resources		247,159	(247,159)
Law Clerk Program	92,400	76,064	16,336
Law Office Management Assistance Program	6,500	358,375	(351,875)
Lawyer Assistance Program	18,000	166,377	(148,377)
Legislative		289,217	(289,217)
Licensing	12,545,000		12,545,000
Licensing and Membership Records	275,500	540,561	(265,061)
Limited License Legal Technician	11,325	227,683	(216,358)
Limited Practice Officers	130,700	187,512	(56,812)
Mandatory CLE Administration	699,000	656,916	42,084
Member Benefits	3,000	73,000	(70,000)
Mentorship Program		186,567	(186,567)
New Lawyer Education	125,000	330,919	(205,919)
NW Lawyer	567,450	617,478	(50,028)
Office of General Counsel		686,512	(686,512)
Office of General Counsel Disciplinary Board		298,924	(298,924)
Practice of Law Board		82,114	(82,114)
Professional Responsibility Program		177,183	(177,183)
Public Service Programs	85,000	496,761	(411,761)
Sections Administration	311,250	418,288	(107,038)
Technology		1,551,997	(1,551,997)
Total General Fund	16,420,637	18,623,016	(2,202,379)
Use of Capital Reserve for Technology Projects			11,772
Operating Loss for FY 2016			(2,190,607)
Percent Increase Over FY15 Budget	11.3%	4.0%	
Depreciation			460,493
Straight Line Rent			244,815
Capital Labor			(33,900)
Net Cash Flow From FY 2016 Operations			(1,519,199)
CLE - Products	824,750	689,158	135,592
CLE - Seminars	1,613,500	1,740,030	(126,530)
Total CLE	2,438,250	2,429,188	9,062
Operating Gain for FY 2016			9,062
Percent Decrease Over FY15 Budget	-18.2%	-24.6%	
Sections Operations	680,712	878,915	(198,203)
Lawyers Fund for Client Protection	946,500	631,809	314,691
Western States Bar Conference	50,000	50,000	
	\$ 20,536,099	\$ 22,612,928	\$ (2,076,829)

EXHIBIT C

WASHINGTON STATE BAR ASSOCIATION

Statement of Activities For the Year Ended September 30, 2015

	Revenues	Expenses	Revenues Over (Under) Expenses
Unrestricted - General:			
Access to Justice Board	\$ 29,044	\$ 269,727	\$ (240,683)
Administration	19,583	1,023,779	(1,004,196)
Admissions / Bar Exam	1,343,400	1,155,713	187,687
Board of Governors and Office of the Executive Director		806,990	(806,990)
Communications	44,337	1,518,388	(1,474,051)
Discipline	153,018	5,370,275	(5,217,257)
Diversity	103,676	347,851	(244,175)
Foundation		160,837	(160,837)
Human Resources		345,149	(345,149)
Law Clerk Program	97,800	134,757	(36,957)
Law Office Management Assistance Program	7,072	338,348	(331,276)
Lawyer Assistance Program	17,064	159,451	(142,387)
Legislative		225,545	(225,545)
Licensing Fees	11,133,170		11,133,170
Licensing and Membership Records	295,424	672,702	(377,278)
Limited License Legal Technician	8,181	162,500	(154,319)
Limited Practice Officers	132,562	155,143	(22,581)
Mandatory Continuing Legal Education Administration	762,463	548,384	214,079
Member Benefits	46,169	72,999	(26,830)
Mentorship Program		116,345	(116,345)
New Lawyer Education	119,062	262,193	(143,131)
NW Lawyer	548,424	586,967	(38,543)
Office of General Counsel	264	653,026	(652,762)
Office of General Counsel Disciplinary Board		266,869	(266,869)
Practice of Law Board		93,302	(93,302)
Professional Responsibility Program		212,725	(212,725)
Public Service Programs	107,125	445,349	(338,224)
Sections Administration	298,165	405,738	(107,573)
Technology		1,455,485	(1,455,485)
Total Unrestricted - General	\$ 15,266,003	\$ 17,966,537	\$ (2,700,534)
Unrestricted - Continuing Legal Education:			
Products	\$ 895,653	\$ 790,587	\$ 105,066
Seminars	1,948,529	2,458,920	(510,391)
Total Unrestricted - Continuing Legal Education	\$ 2,844,182	\$ 3,249,507	\$ (405,325)
Unrestricted - Sections Operations	\$ 802,103	\$ 646,815	\$ 155,288
Western States Bar Conference	\$ 11,193	\$ 80	\$ 11,113
Lawyers' Fund for Client Protection	\$ 993,740	\$ 595,461	\$ 398,279

AGENDA ITEM 4a.

ASSETS	General	CLE	Sections	LFCP	Western States Bar Conference	TOTAL
Cash & cash equivalents	366,968.67	(22,643.87)	247,571.44			591,896.24
Investments- money market + CDs	3,386,526.23		1,000,000.00			4,386,526.23
Investments- equities/bond funds	3,376,287.32					3,376,287.32
Restricted Cash				773,978.35	10,557.08	784,535.43
Restricted Investments- money market + CDs				2,325,672.46		2,325,672.46
Due to/from GF-LFCP	105,618.12			(105,618.12)		-
Due to/from GF-WSBC	36,421.82					36,421.82
<i>Receivables</i>						
Accounts Receivable	22,541.84	948.52	252.90	5.00		23,748.26
A/R Misc	34,214.96					34,214.96
Accrued Interest Receivables	2,420.86			-		2,420.86
Allowance for Bad Debt	(400.00)					(400.00)
OP Backorders		8,533.50				8,533.50
Unapplied receipts	(11,427.50)					(11,427.50)
CLE inventory		403,372.20				403,372.20
Deferred seminar costs		8,904.99				8,904.99
Prepaid expenses	411,087.82	79,184.80	4,735.67		36,822.82	531,831.11
Other inventory	(0.02)					(0.02)
Property & equipment, net	1,384,562.97	23,075.02				1,407,637.99
TOTAL ASSETS	9,114,823.09	501,375.16	1,252,560.01	2,994,037.69	47,379.90	13,910,175.85
LIABILITIES						
Accounts payable	547,412.36	12,758.03	23,755.00			583,925.39
Accounts payable-year end/misc	38,736.80		1,351.86			40,088.66
Refunds payable	5,634.91	120.00				5,754.91
Due to/from GF-WSBC					36,421.82	36,421.82
LFCP committed gifts				344,425.43		344,425.43
Accrued expenses	405,838.56	34,399.71	9,082.34	3,390.42		452,711.03
Future rent obligations	761,626.35					761,626.35
Unearned seminar/other revenue		(2,470.75)				(2,470.75)
Deferred licensing fees	3,247,447.28					3,247,447.28
Other deferred revenue	141,203.67		5,733.41			146,937.08
Deferred grant revenue	47,869.89					47,869.89
LAW Fund/WSBF Contributions	517.27					517.27
TOTAL LIABILITIES	5,196,287.09	44,806.99	39,922.61	347,815.85	36,421.82	5,665,254.36
FUND BALANCE	3,918,536.00	456,568.17	1,212,637.40	2,646,221.84	10,958.08	8,244,921.49
check	-	-	-	-	-	-
<u>Allocation of Fund Balances</u>						
Restricted Funds:						
LFCP Fund				2,646,221.84		
Western States Bar Conference					10,958.08	
Board-Designated Funds:						
CLE Fund		456,568.17				
Section Fund			1,212,637.40			
Operating Reserve Fund	1,500,000.00					
Facilities Reserve Fund	2,114,427.00					
Capital Reserve Fund	250,316.00					
Board Program Reserve Fund	53,793.00					
Fund Balance	3,918,536.00	456,568.17	1,212,637.40	2,646,221.84	10,958.08	

WSBA
Significant Variances in Budget to Actual Revenue and Expenses
General Fund- FY 2016

FY16 Budgeted Loss	\$ (2,337,340)
FY 16 Actual Loss	\$ (1,183,996)

<i>Revenue: Over or (Under) Projected Amounts</i>	<i>Budget</i>	<i>Actual</i>	<i>Dollar Difference</i>	<i>Percentage Difference</i>
License Fees	\$ 12,545,000	\$ 12,819,372	\$ 274,372	2.19%
Mandatory CLE revenue (aggregate)	\$ 699,000	\$ 835,106	\$ 136,106	19.47%
Gain/Loss on Investments	\$ 50,000	\$ 158,115	\$ 108,115	216.23%
Bar Exam Fees & Special Admissions	\$ 1,179,920	\$ 1,260,050	\$ 80,130	6.79%
Recovery of Discipline Costs	\$ 75,000	\$ 138,768	\$ 63,768	85.02%
Reimbursement from Sections	\$ 285,000	\$ 318,525	\$ 33,525	11.76%
NW Lawyer revenue (aggregate)	\$ 567,450	\$ 519,051	\$ (48,399)	-8.53%
New Lawyer Education (aggregate)	\$ 125,000	\$ 61,403	\$ (63,597)	-50.88%
Other line-item variances	\$ 894,267	\$ 826,731	\$ (67,536)	-7.55%
Net surplus revenue			\$ 516,484	

<i>Indirect Expenses: Over or (Under) Projected Amounts</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>	<i>Percentage Difference</i>
Salaries	\$ 10,875,053	\$ 10,503,069	\$ (371,984)	-3.42%
Benefits (medical)	\$ 1,442,000	\$ 1,291,804	\$ (150,196)	-10.42%
Benefits (taxes & insurance)	\$ 986,000	\$ 906,255	\$ (79,745)	-8.09%
Benefits (retirement)	\$ 1,205,000	\$ 1,139,017	\$ (65,983)	-5.48%
Benefits (misc/other)	\$ 111,940	\$ 115,227	\$ 3,287	2.94%
Net savings from salaries and benefits (all funds)			\$ (664,621)	
Other indirect expenses (Office Supplies & Equipment)	\$ 69,000	\$ 35,689	\$ (33,311)	-48.28%
Other indirect expenses (Staff Training)	\$ 55,000	\$ 73,819	\$ 18,819	34.22%
Other indirect expenses (Professional Fees- Legal)	\$ 40,000	\$ 86,558	\$ 46,558	116.40%
Other indirect expenses (Remodel Expense)	\$ -	\$ 78,149	\$ 78,149	
Other line-item variances in other Indirect Expenses	\$ 3,293,851	\$ 3,133,299	\$ (160,552)	-4.87%
Net overage from other indirect expenses (all funds)			\$ (50,337)	
Plus CLE & LFCP fund variances	\$ 1,678,517	\$ 1,497,719	\$ 180,798	
Total net overage in indirect expenses			\$ (534,161)	

<i>Direct Expenses: Over or (Under) Projected Amounts</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>	<i>Percentage Difference</i>
Court Reporters & Litigation Expense (Discipline)	\$ 105,000	\$ 72,958	\$ (32,042)	-30.52%
Hardware Service & Warranties	\$ 75,000	\$ 44,045	\$ (30,955)	-41.27%
Admissions/Bar Exams (aggregate)	\$ 385,500	\$ 362,894	\$ (22,606)	-5.86%
Mentorship (aggregate)	\$ 23,558	\$ 2,348	\$ (21,210)	-90.03%
BOG Travel & Outreach	\$ 50,000	\$ 29,829	\$ (20,171)	-40.34%
Consulting (IT)	\$ 320,705	\$ 300,604	\$ (20,101)	-6.27%
Telephone	\$ 22,000	\$ 5,609	\$ (16,391)	-74.51%
BOG Meetings	\$ 120,000	\$ 143,549	\$ 23,549	19.62%
Outside Counsel	\$ 60,000	\$ 133,570	\$ 73,570	122.62%
Other line-item variances	\$ 1,196,457	\$ 1,160,118	\$ (36,339)	-3.04%
Total net savings in direct expenses			\$ (102,697)	

Total reduction in budgeted deficit \$ 1,153,342



To: Budget and Audit Committee and Board of Governors

From: Mark Hayes, Controller
Ann Holmes, Chief Operations Officer

Re: FY 2016 Budget to Actual Variances

Date: December 28, 2016

As part of the year-end review of WSBA financials, we have provided the attached itemized list of General Fund budget variances for both revenue and expense categories. The WSBA General Fund assumed a budgeted net loss of (\$2,337,340) for FY 2016. The actual net loss was (\$1,183,998); \$1,153,342 better than anticipated. Below is a narrative that highlights the major variances and background surrounding the year-end results.

REVENUE AND EXPENSE ANALYSIS

General Fund Revenues

- *Licensing Revenue* came in over budget by \$274,372 (2.19% off from budget). We had more lawyers licensed in 2016 than anticipated.
- *Mandatory CLE Revenue* came in over budget by \$136,106; the majority of which was related to member late fees, which is difficult to predict.
- *Gain/Loss on Investments* came in over budget by \$108,115. Because the market can be quite volatile, we conservatively budgeted for a \$50,000 gain. The portfolio performed better than expected for FY 2016.
- *Bar Exam Fees & Special Admissions* revenue, which includes all types of application fees, came in over budget by \$80,130. We budgeted to a continuation of the trending decrease in exam takers. The decline was not as great as we had anticipated.
- *Recovery of Discipline Costs* came in over budget by \$63,768. This revenue is mainly based on when attorneys choose to pay costs in order to resume practicing, which can be difficult to predict.
- *Reimbursement from Sections* revenue came in over budget by \$33,525. This revenue comes from the per-member charge that WSBA charges each section for administrative support and varies depending on the total number of section memberships.

- *NW Lawyer Revenue* came in under budget by (\$48,399). This is due to a reduction in Display Advertising revenue, which has continued to decline over time as a result of lower demand for print advertisements. Display Advertising was down 6.7% from last year.

Indirect Expenses

Salaries for employees (regular and temporary) are under budget by (\$371,984) for all WSBA funds (General, CLE, and LFCP). The budget includes a line item titled "Allowance for Open Positions" of (\$120,000), which is a placeholder to account for lower indirect costs as a result of unfilled positions throughout the year. In FY 2016, WSBA had a higher number of position vacancies than budgeted and fewer temporary staffing needs, which resulted in the savings.

Benefits came in (\$292,637) under budget. This was the result of the higher number of vacancies and temporary staff referenced above and the fact that 2016 employer medical premiums came in lower than what had been anticipated in the budget.

Overall, *Other Indirect Expenses* came in at 98.54% of budget with variances as follows: *Remodel* expenses from the WSBA renovation project of \$78,149 completed the project but was unbudgeted. We also were over budget in *Workplace Benefits* which came in at 148.68% due to higher than expected expenses and additional unanticipated spending to support staff during renovation. *Professional fees – Legal* came in at 216.40% of budget. These expenses are to engage outside counsel and are difficult to predict. *Staff training* which was over budget at 134.22% due to higher than anticipated expenses for staff conferences and training. *Human Resources* direct expenses were under budget at 84.49% due to less than anticipated local staff training. Overall depreciation came in at 88.38% of budget as the result of less than planned capital spend. A concerted effort to better manage *office supplies and equipment* resulted in this line item coming in at 51.72% of budget.

General Fund Direct Expenses

Total direct expenses came in under budget by (\$102,697). Line items in a variety of areas were both over and under budget.

Some of the key areas are as follows:

- *Court Reports & Litigation Expenses* in the Discipline cost center came in under budget by (\$32,042). Year-end results are consistent with spending patterns observed through the fiscal year. These expenses are difficult to predict since they are incurred based on the needs of each case.
- *Hardware Service & Warranties* finished FY 2016 (\$30,955) better than budget. The expenses related to hardware repair vary and are difficult to predict.
- *Admissions/Bar Exam expenses* in total came in under budget by (\$22,606). The favorable variance was seen in exam related costs such as facilities, parking, food, UBE exam costs, proctors, and staff travel.
- *Mentorship Program Expenses* came in under budget by (\$21,210). Because this is fairly new program, most expenses incurred are in the form of staff salaries, benefits, and overhead with little direct expense.
- *Consulting* costs in the Technology department came in (\$20,101) under budget, which reflects enhanced oversight to increase the efficiency with which we use consultants.

- *Outside Counsel* in the OGC came in \$73,570 over budget. We are required to provide counsel for respondents in disability proceedings. These expenses are difficult to predict.
- *BOG/Office of the Executive Director* cost center total expenses were over budget by \$3,128. This was mainly due to higher than budgeted meeting costs (\$23,549) and BOG travel and outreach costs \$20,171 lower than budgeted.

Continuing Legal Education (CLE)

CLE Seminars assumed a budgeted net loss of (\$133,505) for FY 2016. CLE Seminars actual performance generated a \$17,761 surplus; \$151,266 better than anticipated. Revenue came in under budget by (\$117,738) which is a result of the continuing trend of declining seminar registrations. Direct expenses were under budget by (\$117,519) mostly related to the production and development of CLE programs such as coursebook production, facilities, speaker/honoraria costs and lower than expected splits to sections and co-sponsors. Indirect expenses came in under budget by (\$151,484) due to open positions, many of which purposely went unfilled.

CLE Products assumed a budgeted surplus of \$131,862 for FY 2016. CLE Products actual performance generated a \$17,761 surplus; \$151,266 better than anticipated. The actual surplus was \$385,718; \$253,856 better than anticipated. Revenue came in over budget by \$224,068, which was mainly due to higher than budgeted MP3 and Video sales. Year over year product revenue was up 17.1%. Because the revenue favorability was due to MP3 and videos, whose production costs are primarily attributed to staff, there was no corresponding increase in Direct expense. Overall Direct expense was (\$2,072) under budget. Indirect expenses came in under budget by (\$27,712) mostly due to higher than anticipated open positions.

Lawyers' Fund for Client Protection (LFCP)

LFCP assumed a budgeted surplus of \$313,755 for FY 2016. Actual surplus was \$501,933; \$188,178 better than anticipated. Revenue came in over budget by \$57,668, mainly from higher member assessment revenue than budgeted. Total LFCP direct expenses came in under budget by (\$128,477), the majority of which is related to Gifts to Injured Clients which are hard to predict and depend on the amounts awarded to individuals by the LFCP Board and Board of Governors. Indirect expenses came in slightly below budget at (\$2,033).



WSBA Financial Reports

(Audited)

Year to Date September 30, 2016

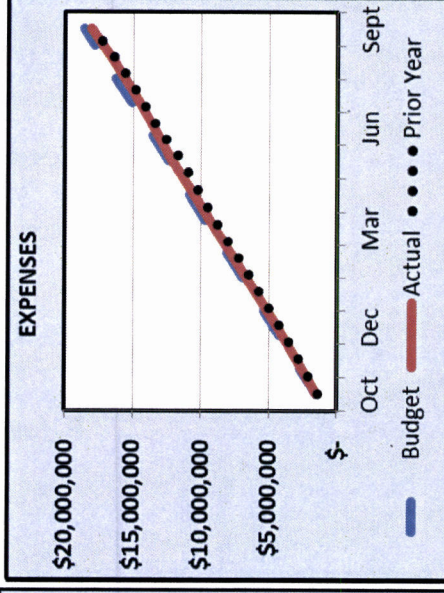
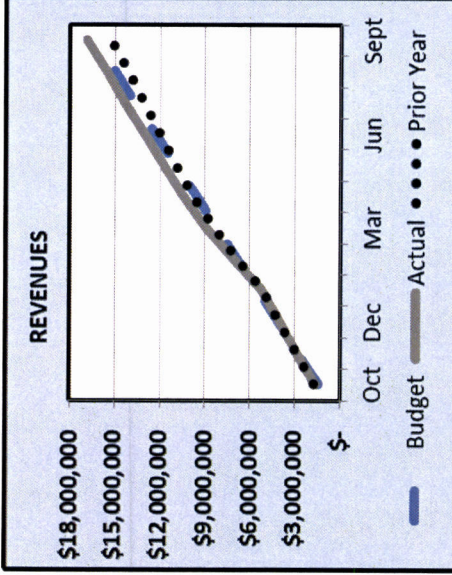
**Prepared by Mark Hayes, Controller
Submitted by
Ann Holmes, Chief Operations Officer
December 15, 2016**



WSBA

KEY FINANCIAL BENCHMARKS THROUGH SEPTEMBER 30, 2016 (100.0% of the year)

GENERAL FUND (Supports regulatory functions and most services to members and the public)



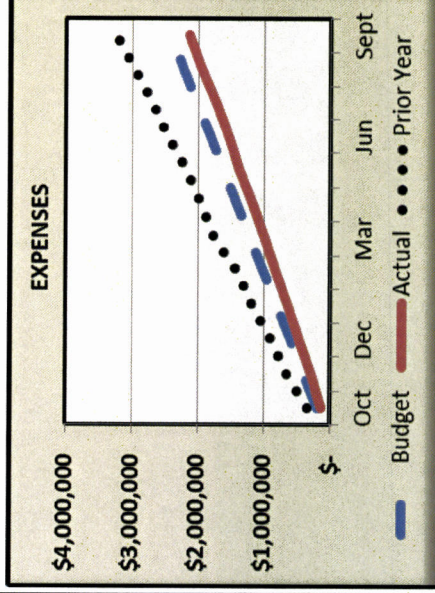
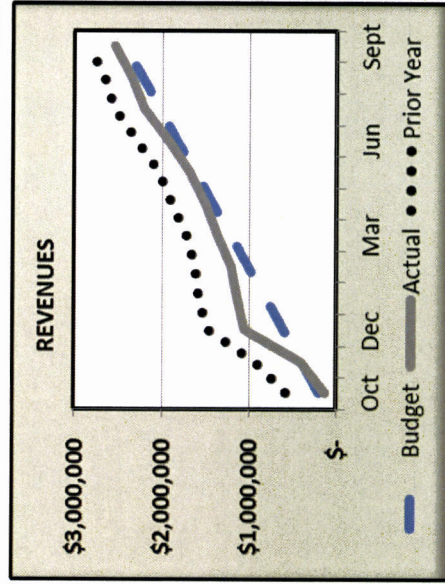
REVENUES: The majority of revenues collected for FY 2016 are from license fees which are slightly over budget. Additional revenues that were higher than budget included gain on investments, bar exam fees, recovery of discipline costs, and mandatory CLE fees.

EXPENSES: Indirect expenses (salaries and benefits) finished the year 4.5% under budget due to open positions that have gone unfilled. Direct expenses for the year were slightly under budget as anticipated.

NET RESULT: For FY 2016 we came in \$1,153,342 better than budget.

	FY16 Budget	FY16 Actuals	Variance
Revenues	\$16,420,637	\$16,937,121	\$516,484
Expenses	\$18,757,977	\$18,121,119	(\$636,858)
Profit/(Loss)	(\$2,337,340)	(\$1,183,998)	\$1,153,342

CLE FUND



REVENUES: Actual revenue is 4.4% higher than budget due to higher than expected revenue from Product sales.

EXPENSES: Indirect expenses finished the year under budget due to open positions. Direct expenses are under budget, which is consistent with a proportionate number of programs held this year.

NET RESULT: Consistent with our projections, the CLE fund came in better than budget by \$405,121.

	FY16 Budget	FY16 Actuals	Variance
Revenues	\$2,438,250	\$2,544,580	\$106,330
Expenses	\$2,439,893	\$2,141,102	(\$298,791)
Profit/(Loss)	(\$1,643)	\$403,478	\$405,121

LAWYERS FUND FOR CLIENT PROTECTION

REVENUES: As projected, actual revenues for FY 16 came in \$57,668 or 6.09% better than budget.

EXPENSES: Actual expenses finished the year under budget by \$128,478 as the number of gifts to injured clients came in lower than anticipated.

NET RESULT: The Lawyers Fund for Client Protection finished the year \$188,178 better than budget.

SECTIONS OPERATIONS

REVENUES: The majority of revenue collected by Sections is from member dues, which came in as projected for FY 2016 at 3.43% over budget. In addition, seminar profit shares through CLE seminars finished the year 18.5% better than budget.

EXPENSES: Actual direct expenses finished the year \$161,954 lower than budget driven by lower than projected seminars and special projects.

NET RESULT: For the year, Sections Operations Fund finished the year \$191,703 better than budget.



To: Board of Governors
Budget and Audit Committee

From: Mark Hayes, Controller

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through September 30, 2016

Date: November 3, 2016

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	100%	96.58%	\$371,984 (Under budget)	97.52%	Under budget (due to open positions)
Benefits	100%	92.19%	\$292,637 (Under budget)	95.32%	Under budget (due to open positions)
Other Indirect Expenses	100%	98.54%	\$50,339 (Under budget)	112.57%	Under budget
Total Indirect Expenses	100%	96.05%	\$714,961 (Under budget)	99.74%	Under budget overall

General Fund Revenues	100%	103.15%	\$516,484 (Over budget)	103.45%	Over budget (mainly from license fees)
General Fund Direct Expenses	100%	95.65%	\$102,697 (Under budget)	99.54%	Under budget

CLE Revenue	100%	104.36%	\$106,330 (Over budget)	95.47%	Over budget (mainly from MP3 and video sales)
CLE Direct Expenses	100%	86.59%	\$119,595 (Under budget)	110.85%	Under budget
CLE Indirect Expenses	100%	88.43%	\$179,196 (Under budget)	93.93%	Under budget (due to open positions)

¹ Dollar difference is calculated based on pro-rated budget figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of September 30, 2016 (12 months into the fiscal year).

Washington State Bar Association Financial Summary
Year to Date as of September 30, 2016 100% of Year
Compared to Fiscal Year 2016 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice Board	1,400	-	207,375	221,864	24,277	28,815	231,652	250,679	(230,252)	(250,679)
Administration	185,556	78,000	1,002,602	1,005,167	3,488	9,925	1,006,089	1,015,092	(820,514)	(937,092)
Admissions/Bar Exam	1,297,048	1,221,920	788,050	789,769	362,894	385,500	1,150,944	1,175,269	146,104	46,651
Board of Governors	-	-	482,436	465,501	296,608	293,480	779,044	758,981	(779,044)	(758,981)
Communications	25,260	45,250	1,487,337	1,493,639	112,240	119,382	1,599,578	1,613,021	(1,574,288)	(1,567,771)
Discipline	155,100	106,750	5,251,192	5,301,790	233,918	274,954	5,485,110	5,576,744	(5,330,010)	(5,469,994)
Diversity	93,719	98,592	384,340	433,861	17,469	21,200	401,809	455,061	(308,090)	(356,469)
Foundation	-	-	132,652	149,559	12,592	20,400	145,243	169,959	(145,243)	(169,959)
Human Resources	-	-	353,185	249,161	-	-	353,185	249,161	(353,185)	(249,161)
Law Clerk Program	104,825	92,400	59,808	69,063	6,793	7,550	66,600	76,613	(38,225)	15,787
Law Office Management Asst. Prog	6,199	6,500	295,168	352,952	4,060	8,095	299,228	361,047	(293,028)	(354,547)
Lawyers Assistance Program	12,080	18,000	124,108	120,309	35,102	46,770	159,210	167,079	(147,130)	(149,079)
Legislative	-	-	189,924	237,458	36,512	53,252	226,436	290,710	(226,436)	(290,710)
Licensing Fees	12,819,372	12,545,000	-	-	-	-	-	-	12,819,372	12,545,000
License and Membership Records	265,784	275,500	497,168	520,919	35,031	23,000	532,199	543,919	(266,416)	(268,419)
Limited License Legal Technician	11,706	11,325	169,162	179,681	38,522	49,100	207,684	228,781	(195,978)	(217,456)
Limited Practice Officers	134,903	130,700	186,667	181,623	7,619	7,100	194,286	188,723	(59,383)	(58,023)
Mandatory CLE	835,160	699,000	507,739	578,399	110,619	112,820	618,358	691,219	(216,803)	7,781
Member Benefits	16,753	3,000	-	-	72,098	73,000	72,098	73,000	(55,345)	(70,000)
Mentorship Program	-	-	136,195	164,139	2,348	23,558	138,543	187,697	(138,543)	(187,697)
New Lawyer Education	61,403	125,000	263,703	297,616	31,522	35,240	295,225	332,856	(233,822)	(207,856)
NW Lawyer	519,051	567,450	224,761	227,231	383,100	391,700	607,861	618,931	(88,810)	(51,481)
Office of General Counsel	414	-	663,379	669,776	7,831	20,700	671,211	690,476	(670,796)	(690,476)
OGC-Disciplinary Board	-	-	186,519	189,142	175,424	111,000	361,943	300,142	(361,943)	(300,142)
Practice of Law Board	-	-	78,928	78,523	17,560	4,100	96,488	82,623	(96,488)	(82,623)
Professional Responsibility Program	-	-	157,286	171,732	4,724	6,500	162,009	178,232	(162,009)	(178,232)
Public Service Programs	72,833	85,000	258,565	278,719	212,235	219,979	470,800	498,698	(397,967)	(413,698)
Sections Administration	318,525	311,250	390,670	410,400	10,959	11,100	401,628	421,500	(83,103)	(110,250)
Technology	-	-	1,388,677	1,561,764	-	-	1,388,677	1,561,764	(1,386,677)	(1,561,764)
Subtotal General Fund	16,937,121	16,420,637	15,865,596	16,399,757	2,255,523	2,358,220	18,121,119	18,757,977	(1,183,998)	(2,337,340)
Expenses using reserve funds	-	-	-	-	-	-	-	-	12,329	11,772
Total General Fund - Net Result from Operations	103.15%	-	96.74%	-	96.65%	-	96.60%	-	(1,171,669)	(2,325,568)
Percentage of Budget										
CLE-Products	1,048,818	824,750	502,783	530,495	160,318	162,393	663,101	692,888	385,718	131,862
CLE-Seminars	1,495,762	1,613,500	866,318	1,017,802	611,684	729,203	1,478,001	1,747,005	17,761	(133,505)
Total CLE	2,544,580	2,438,250	1,369,101	1,548,297	772,001	891,596	2,141,102	2,439,893	403,478	(1,643)
Percentage of Budget	104.36%	-	88.43%	-	86.59%	-	87.75%	-		
Total All Sections	710,461	680,712	-	-	727,529	889,483	727,529	889,483	(17,068)	(208,771)
Lawyers Fund for Client Protection-Restricted	1,004,168	946,500	128,187	130,220	374,048	502,525	502,235	632,745	501,933	313,755
Western States Bar Conference	49,759	50,000	-	-	49,914	50,000	49,914	50,000.00	(155)	-
Totals	21,246,090	20,536,099	17,362,863	18,078,274	4,179,016	4,691,824.42	21,541,889	22,770,098	(295,810)	(2,233,999)
Percentage of Budget	103.46%	-	96.04%	-	89.07%	-	94.61%	-		

Summary of Fund Balances:	Fund Balances Sept. 30, 2015	Fund Balances Year to date	2016 Budgeted Fund Balances
Restricted Funds:			
Lawyers Fund for Client Protection	2,144,289	2,646,222	2,458,044
Western States Bar Conference	11,113	10,958	11,113
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	53,090	456,568	51,446
Section Funds	1,229,705	1,212,637	1,020,934
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	3,286,096	2,114,427	960,528
Capital Reserve Fund	262,645	250,316	250,873
Board Program Reserve Fund	53,793	53,793	53,793
Unrestricted Funds (General Fund):			
Unrestricted General Fund	-	-	-
Total Fund Balance	8,540,731	8,244,922	6,306,732
Net Change in Fund Balance		(295,810)	(2,233,999)

Washington State Bar Association

Statement of Activities

For the Period from September 1, 2016 to September 30, 2016

100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	<u>12,545,000.00</u>	<u>1,098,641.28</u>	<u>12,819,372.01</u>	<u>(274,372.01)</u>	<u>102.19%</u>
TOTAL REVENUE:	<u>12,545,000.00</u>	<u>1,098,641.28</u>	<u>12,819,372.01</u>	<u>(274,372.01)</u>	<u>102.19%</u>

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE BOARD					
REVENUE:					
CONFERENCES & INSTITUTES	-	-	1,400.00	(1,400.00)	
TOTAL REVENUE:	-	-	1,400.00	(1,400.00)	
DIRECT EXPENSES:					
ATJ BOARD RETREAT	2,000.00	-	1,062.81	937.19	53.14%
LEADERSHIP TRAINING	2,000.00	-	-	2,000.00	0.00%
ATJ BOARD EXPENSE	11,000.00	5,295.24	14,133.20	(3,133.20)	128.48%
ATJ BOARD COMMITTEES EXPENSE	6,000.00	754.69	4,415.99	1,584.01	73.60%
CONSULTING SERVICES	5,000.00	-	-	5,000.00	0.00%
STAFF TRAVEL/PARKING	1,165.00	304.95	978.45	186.55	83.99%
STAFF MEMBERSHIP DUES	150.00	-	-	150.00	0.00%
SUBSCRIPTIONS	-	-	427.50	(427.50)	
RECEPTION/FORUM EXPENSE	1,500.00	-	3,258.71	(1,758.71)	217%
TOTAL DIRECT EXPENSES:	28,815.00	6,354.88	24,276.66	4,538.34	84.25%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.90 FTE)	129,853.00	14,167.66	117,210.32	12,642.68	90.26%
BENEFITS EXPENSE	46,529.00	4,374.81	45,182.47	1,346.53	97.11%
OTHER INDIRECT EXPENSE	45,482.00	4,601.51	44,982.23	499.77	98.90%
TOTAL INDIRECT EXPENSES:	221,864.00	23,143.98	207,375.02	14,488.98	93.47%
TOTAL ALL EXPENSES:	250,679.00	29,498.86	231,651.68	19,027.32	92.41%
NET INCOME (LOSS):	(250,679.00)	(29,498.86)	(230,251.68)		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	28,000.00	(3,408.99)	27,032.22	967.78	96.54%
GAIN/LOSS ON INVESTMENTS	50,000.00	9,869.75	158,208.37	(108,208.37)	316.42%
MISCELLANEOUS	-	130.00	314.92	(314.92)	
TOTAL REVENUE:	78,000.00	6,590.76	185,555.51	(107,555.51)	237.89%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	7,000.00	1,459.52	357.75	6,642.25	5.11%
STAFF TRAVEL/PARKING	2,500.00	1,213.00	2,427.00	73.00	97.08%
STAFF MEMBERSHIP DUES	425.00	-	260.00	165.00	61.18%
MISCELLANEOUS	-	-	422.87	(422.87)	
TOTAL DIRECT EXPENSES:	9,925.00	2,672.52	3,467.62	6,457.38	34.94%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.91 FTE)	609,726.00	42,773.44	620,972.41	(11,246.41)	101.84%
BENEFITS EXPENSE	206,091.00	16,906.87	194,862.20	11,228.80	94.55%
OTHER INDIRECT EXPENSE	189,350.00	19,105.81	186,767.08	2,582.92	98.64%
TOTAL INDIRECT EXPENSES:	1,005,167.00	78,786.12	1,002,601.69	2,565.31	99.74%
TOTAL ALL EXPENSES:	1,015,092.00	81,458.64	1,006,069.31	9,022.69	99.11%
NET INCOME (LOSS):	(937,092.00)	(74,867.88)	(820,513.80)		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS/BAR EXAMS					
REVENUE:					
EXAM SOFT REVENUE	42,000.00	-	36,997.73	5,002.27	88.09%
BAR EXAM FEES	1,170,000.00	46,290.00	1,214,770.00	(44,770.00)	103.83%
SPECIAL ADMISSIONS	9,920.00	4,925.00	45,280.00	(35,360.00)	456.45%
TOTAL REVENUE:	1,221,920.00	51,215.00	1,297,047.73	(75,127.73)	106.15%
DIRECT EXPENSES:					
FACILITY, PARKING, FOOD	80,000.00	284.66	67,030.02	12,969.98	83.79%
EXAMINER FEES	32,500.00	(125.50)	34,374.50	(1,874.50)	105.77%
UBE EXMINATIONS	140,000.00	86,234.00	132,146.00	7,854.00	94.39%
BOARD OF BAR EXAMINERS	25,000.00	14,833.53	24,177.87	822.13	96.71%
BAR EXAM PROCTORS	30,000.00	-	27,647.00	2,353.00	92.16%
CHARACTER & FITNESS BOARD	18,000.00	3,211.46	19,374.00	(1,374.00)	107.63%
DISABILITY ACCOMMODATIONS	18,000.00	-	17,703.55	296.45	98.35%
CHARACTER & FITNESS INVESTIGATIONS	1,000.00	-	562.83	437.17	56.28%
LAW SCHOOL VISITS	600.00	41.00	913.33	(313.33)	152.22%
COURT REPORTERS	15,000.00	2,862.31	15,248.38	(248.38)	101.66%
DEPRECIATION-SOFTWARE	10,000.00	-	9,942.23	57.77	99.42%
POSTAGE	1,500.00	281.45	3,149.29	(1,649.29)	209.95%
STAFF TRAVEL/PARKING	12,500.00	11.86	8,977.15	3,522.85	71.82%
STAFF MEMBERSHIP DUES	200.00	-	200.00	-	100.00%
SUPPLIES	1,200.00	-	1,447.44	(247.44)	120.62%
TOTAL DIRECT EXPENSES:	385,500.00	107,634.77	362,893.59	22,606.41	94.14%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.92 FTE)	458,058.00	38,869.55	469,693.70	(11,635.70)	102.54%
BENEFITS EXPENSE	166,060.00	12,804.69	155,149.09	10,910.91	93.43%
OTHER INDIRECT EXPENSE	165,651.00	16,694.94	163,207.47	2,443.53	98.52%
TOTAL INDIRECT EXPENSES:	789,769.00	68,369.18	788,050.26	1,718.74	99.78%
TOTAL ALL EXPENSES:	1,175,269.00	176,003.95	1,150,943.85	24,325.15	97.93%
NET INCOME (LOSS):	46,651.00	(124,788.95)	146,103.88		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
BOG MEETINGS	120,000.00	20,826.19	143,548.67	(23,548.67)	119.62%
BOG COMMITTEES' EXPENSES	30,000.00	2,028.65	33,451.56	(3,451.56)	111.51%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	-	60,000.00	-	100.00%
BOG CONFERENCE ATTENDANCE	16,500.00	960.40	13,012.95	3,487.05	78.87%
BOG TRAVEL & OUTREACH	50,000.00	3,267.79	29,829.09	20,170.91	59.66%
ED TRAVEL & OUTREACH	5,000.00	554.73	5,571.07	(571.07)	111.42%
BOG ELECTIONS	5,000.00	-	3,976.59	1,023.41	79.53%
STAFF TRAVEL/PARKING	4,000.00	328.00	4,386.00	(386.00)	109.65%
STAFF MEMBERSHIP DUES	1,680.00	150.00	1,822.10	(142.10)	108.46%
TELEPHONE	1,300.00	143.31	1,009.81	290.19	77.68%
TOTAL DIRECT EXPENSES:	<u>293,480.00</u>	<u>28,259.07</u>	<u>296,607.84</u>	<u>(3,127.84)</u>	<u>101.07%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	315,529.00	26,684.09	339,068.96	(23,539.96)	107.46%
BENEFITS EXPENSE	91,324.00	7,057.22	85,350.17	5,973.83	93.46%
OTHER INDIRECT EXPENSE	58,648.00	5,937.11	58,017.11	630.89	98.92%
TOTAL INDIRECT EXPENSES:	<u>465,501.00</u>	<u>39,678.42</u>	<u>482,436.24</u>	<u>(16,935.24)</u>	<u>103.64%</u>
TOTAL ALL EXPENSES:	<u>758,981.00</u>	<u>67,937.49</u>	<u>779,044.08</u>	<u>(20,063.08)</u>	<u>102.64%</u>
NET INCOME (LOSS):	<u>(758,981.00)</u>	<u>(67,937.49)</u>	<u>(779,044.08)</u>		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATIONS					
REVENUE:					
AWARDS LUNCH/DINNER	45,000.00	24,058.93	23,218.93	21,781.07	51.60%
50 YEAR MEMBER TRIBUTE LUNCH	250.00	-	810.00	(560.00)	324.00%
WSBA LOGO MERCHANDISE SALES	-	1,120.70	1,260.70	(1,260.70)	
TOTAL REVENUE:	45,250.00	25,179.63	25,289.63	19,960.37	55.89%
DIRECT EXPENSES:					
IMAGE LIBRARY	4,000.00	-	4,099.00	(99.00)	102.48%
BAR OUTREACH	1,000.00	-	1,110.54	(110.54)	111.05%
ABA DELEGATES	5,600.00	1,789.53	3,764.91	1,835.09	67.23%
ANNUAL CHAIR MTGS	600.00	-	169.50	430.50	28.25%
AWARDS DINNER	55,000.00	51,089.57	56,707.07	(1,707.07)	103.10%
50 YEAR MEMBER TRIBUTE LUNCH	5,800.00	-	7,502.85	(1,702.85)	129.36%
JUD RECOMMEND COMMITTEE	5,000.00	-	4,782.95	217.05	95.66%
PROFESSIONALISM	1,000.00	-	636.88	363.12	63.69%
ONLINE EXPENSES	-	110.82	414.02	(414.02)	
COMMUNICATIONS OUTREACH	17,000.00	985.01	5,617.48	11,382.52	33.04%
TRANSLATION SERVICES	2,500.00	225.15	3,558.95	(1,058.95)	142.36%
DEPRECIATION	2,712.00	225.00	2,707.00	5.00	99.82%
EQUIPMENT, HARDWARE & SOFTWARE	1,520.00	223.85	1,055.33	464.67	69.43%
STAFF TRAVEL/PARKING	4,500.00	1,381.85	8,405.25	(3,905.25)	186.78%
STAFF MEMBERSHIP DUES	1,950.00	-	1,566.00	384.00	80.31%
SUBSCRIPTIONS	7,250.00	168.00	6,846.80	403.20	94.44%
DIGITAL/ONLINE DEVELOPMENT	3,750.00	291.57	3,213.84	536.16	85.70%
CONFERENCE CALLS	200.00	0.68	81.92	118.08	40.96%
TOTAL DIRECT EXPENSES:	119,382.00	56,491.03	112,240.29	7,141.71	94.02%
INDIRECT EXPENSES:					
SALARY EXPENSE (14.15 FTE)	837,316.00	75,935.40	858,748.90	(21,432.90)	102.56%
BENEFITS EXPENSE	317,600.00	23,923.47	294,723.64	22,876.36	92.80%
OTHER INDIRECT EXPENSE	338,723.00	34,150.62	333,864.77	4,858.23	98.57%
TOTAL INDIRECT EXPENSES:	1,493,639.00	134,009.49	1,487,337.31	6,301.69	99.58%
TOTAL ALL EXPENSES:	1,613,021.00	190,500.52	1,599,577.60	13,443.40	99.17%
NET INCOME (LOSS):	(1,567,771.00)	(165,320.89)	(1,574,287.97)		

Washington State Bar Association
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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	-	106.25	2,303.50	(2,303.50)	
RECOVERY OF DISCIPLINE COSTS	93,750.00	4,170.00	138,768.34	(45,018.34)	148.02%
ETHICS SCHOOL	-	-	150.00	(150.00)	
DISCIPLINE HISTORY SUMMARY	13,000.00	1,345.27	13,878.44	(878.44)	106.76%
TOTAL REVENUE:	106,750.00	5,621.52	155,100.28	(48,350.28)	145.29%
DIRECT EXPENSES:					
COURT REPORTERS	75,000.00	13,301.03	50,771.57	24,228.43	67.70%
OUTSIDE COUNSEL/AIC	5,000.00	103.83	1,439.45	3,560.55	28.79%
LITIGATION EXPENSES	30,000.00	5,429.94	22,186.24	7,813.76	73.95%
DISABILITY EXPENSES	15,000.00	2,500.00	15,477.36	(477.36)	103.18%
ONLINE LEGAL RESEARCH	57,400.00	9,680.24	58,206.84	(806.84)	101.41%
LAW LIBRARY	15,500.00	7,199.91	12,822.18	2,677.82	82.72%
TRANSLATION SERVICES	4,000.00	-	1,459.76	2,540.24	36.49%
DEPRECIATION-SOFTWARE	26,500.00	2,205.00	26,454.00	46.00	99.83%
PUBLICATIONS PRODUCTION	-	-	39.40	(39.40)	
STAFF TRAVEL/PARKING	38,500.00	3,156.40	38,668.75	(168.75)	100.44%
STAFF MEMBERSHIP DUES	3,554.00	-	3,754.03	(200.03)	105.63%
TELEPHONE	4,500.00	220.22	2,638.68	1,861.32	58.64%
TOTAL DIRECT EXPENSES:	274,954.00	43,796.57	233,918.26	41,035.74	85.08%
INDIRECT EXPENSES:					
SALARY EXPENSE (37.88 FTE)	3,316,555.00	258,242.41	3,347,020.39	(30,465.39)	100.92%
BENEFITS EXPENSE	1,078,462.00	84,048.31	1,010,320.38	68,141.62	93.68%
OTHER INDIRECT EXPENSE	906,773.00	91,446.71	893,851.14	12,921.86	98.57%
TOTAL INDIRECT EXPENSES:	5,301,790.00	433,737.43	5,251,191.91	50,598.09	99.05%
TOTAL ALL EXPENSES:	5,576,744.00	477,534.00	5,485,110.17	91,633.83	98.36%
NET INCOME (LOSS):	(5,469,994.00)	(471,912.48)	(5,330,009.89)		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS & GRANTS	90,000.00	200.00	90,400.00	(400.00)	100.44%
SEMINAR REGISTRATIONS	-	-	450.00	(450.00)	
WORK STUDY GRANTS	8,592.00	-	2,869.12	5,722.88	33.39%
TOTAL REVENUE:	98,592.00	200.00	93,719.12	4,872.88	95.06%
DIRECT EXPENSES:					
STAFF MEMBERSHIP DUES	200.00	-	467.00	(267.00)	233.50%
STAFF TRAVEL/PARKING	4,500.00	1,621.44	6,079.98	(1,579.98)	135.11%
COMMITTEE FOR DIVERSITY	5,000.00	233.84	3,761.23	1,238.77	75.22%
DIVERSITY EVENTS & PROJECTS	5,000.00	2,334.53	5,296.30	(296.30)	105.93%
SPECIAL EVENTS	5,000.00	-	1,864.93	3,135.07	37.30%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
INTERNAL DIVERSITY OUTREACH	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSE:	21,200.00	4,189.81	17,469.44	3,730.56	82.40%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.60 FTE)	259,443.00	15,178.42	222,924.50	36,518.50	85.92%
BENEFITS EXPENSE	88,241.00	5,961.77	76,568.46	11,672.54	86.77%
OTHER INDIRECT EXPENSE	86,177.00	8,679.34	84,846.56	1,330.44	98.46%
TOTAL INDIRECT EXPENSES:	433,861.00	29,819.53	384,339.52	49,521.48	88.59%
TOTAL ALL EXPENSES:	455,061.00	34,009.34	401,808.96	53,252.04	88.30%
NET INCOME (LOSS):	(356,469.00)	(33,809.34)	(308,089.84)		

Washington State Bar Association
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For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
BOARD OF TRUSTEES	5,000.00	241.24	1,165.70	3,834.30	23.31%
GRAPHIC DESIGN	1,500.00	600.00	600.00	900.00	40.00%
CONSULTING SERVICES	3,000.00	-	2,836.00	164.00	94.53%
POSTAGE	1,000.00	-	-	1,000.00	0.00%
PRINTING & COPYING	1,500.00	304.13	1,375.50	124.50	91.70%
STAFF TRAVEL/PARKING	1,700.00	44.28	1,352.38	347.62	79.55%
STAFF MEMBERSHIP DUES	600.00	-	50.00	550.00	8.33%
SUPPLIES	100.00	99.86	189.62	(89.62)	189.62%
SPECIAL EVENTS	6,000.00	3,422.39	5,022.46	977.54	83.71%
TOTAL DIRECT EXPENSES:	<u>20,400.00</u>	<u>4,711.90</u>	<u>12,591.66</u>	<u>7,808.34</u>	<u>61.72%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.25 FTE)	88,378.00	6,536.80	76,215.17	12,162.83	86.24%
BENEFITS EXPENSE	31,258.00	2,270.25	26,785.19	4,472.81	85.69%
OTHER INDIRECT EXPENSE	29,923.00	3,033.28	29,651.38	271.62	99.09%
TOTAL INDIRECT EXPENSES:	<u>149,559.00</u>	<u>11,840.33</u>	<u>132,651.74</u>	<u>16,907.26</u>	<u>88.70%</u>
TOTAL ALL EXPENSES:	<u>169,959.00</u>	<u>16,552.23</u>	<u>145,243.40</u>	<u>24,715.60</u>	<u>85.46%</u>
NET INCOME (LOSS):	<u>(169,959.00)</u>	<u>(16,552.23)</u>	<u>(145,243.40)</u>		

Washington State Bar Association
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100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF TRAINING- GENERAL	35,000.00	1,235.00	12,225.32	22,774.68	34.93%
RECRUITING AND ADVERTISING	7,000.00	602.62	6,844.74	155.26	97.78%
PAYROLL PROCESSING	55,000.00	6,261.90	56,063.05	(1,063.05)	101.93%
SALARY SURVEYS	2,700.00	-	2,161.76	538.24	80.07%
DEPRECIATION	5,016.00	417.00	5,012.00	4.00	99.92%
CONSULTING SERVICES	7,500.00	-	9,200.00	(1,700.00)	122.67%
PRINTING & COPYING	-	-	21.90	(21.90)	
STAFF TRAVEL/PARKING	250.00	-	102.00	148.00	40.80%
STAFF MEMBERSHIP DUES	720.00	-	1,273.00	(553.00)	176.81%
SUBSCRIPTIONS	1,650.00	-	2,072.37	(422.37)	125.60%
SURVEYS	-	-	29.97	(29.97)	
THIRD PARTY SERVICES	13,500.00	-	13,426.02	73.98	99.45%
TRANSFER TO INDIRECT EXPENSE	(128,336.00)	(8,516.52)	(108,432.13)	(19,903.87)	84.49%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.48 FTE)	236,067.00	19,679.05	225,929.48	10,137.52	95.71%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
BENEFITS EXPENSE	73,728.00	5,107.77	68,612.90	5,115.10	93.06%
OTHER INDIRECT EXPENSE	59,366.00	5,999.73	58,642.85	723.15	98.78%
TOTAL INDIRECT EXPENSES:	<u>249,161.00</u>	<u>30,786.55</u>	<u>353,185.23</u>	<u>(104,024.23)</u>	<u>141.75%</u>
TOTAL ALL EXPENSES:	<u>249,161.00</u>	<u>30,786.55</u>	<u>353,185.23</u>	<u>(104,024.23)</u>	<u>141.75%</u>
NET INCOME (LOSS):	<u>(249,161.00)</u>	<u>(30,786.55)</u>	<u>(353,185.23)</u>		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	90,000.00	5,250.00	102,725.00	(12,725.00)	114.14%
LAW CLERK APPLICATION FEES	2,400.00	-	2,100.00	300.00	87.50%
TOTAL REVENUE:	92,400.00	5,250.00	104,825.00	(12,425.00)	113.45%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	250.00	-	100.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	7,200.00	658.83	6,542.94	657.06	90.87%
TOTAL DIRECT EXPENSES:	7,550.00	658.83	6,792.94	757.06	89.97%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.68 FTE)	37,968.00	2,939.94	31,393.64	6,574.36	82.68%
BENEFITS EXPENSE	14,817.00	1,168.18	12,403.11	2,413.89	83.71%
OTHER INDIRECT EXPENSE	16,278.00	1,637.63	16,010.75	267.25	98.36%
TOTAL INDIRECT EXPENSES:	69,063.00	5,745.75	59,807.50	9,255.50	86.60%
TOTAL ALL EXPENSES:	76,613.00	6,404.58	66,600.44	10,012.56	86.93%
NET INCOME (LOSS):	15,787.00	(1,154.58)	38,224.56		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW OFFICE MNGT ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	4,000.00	-	2,463.75	1,536.25	61.59%
LAW OFFICE IN A BOX SALES	2,500.00	450.00	3,735.64	(1,235.64)	149.43%
TOTAL REVENUE:	6,500.00	450.00	6,199.39	300.61	95.38%
DIRECT EXPENSES:					
LIBRARY MATERIALS/RESOURCES	1,500.00	-	729.04	770.96	48.60%
LAW OFFICE IN A BOX	500.00	125.27	893.72	(393.72)	178.74%
STAFF TRAVEL/PARKING	5,000.00	-	2,163.99	2,836.01	43.28%
STAFF MEMBERSHIP DUES	995.00	-	219.00	776.00	22.01%
CONFERENCE CALLS	100.00	-	53.97	46.03	53.97%
TOTAL DIRECT EXPENSES:	8,095.00	125.27	4,059.72	4,035.28	50.15%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.31 FTE)	198,636.00	5,786.13	160,610.38	38,025.62	80.86%
BENEFITS EXPENSE	75,081.00	3,640.96	56,544.19	18,536.81	75.31%
OTHER INDIRECT EXPENSE	79,235.00	7,979.91	78,013.49	1,221.51	98.46%
TOTAL INDIRECT EXPENSES:	352,952.00	17,407.00	295,168.06	57,783.94	83.63%
TOTAL ALL EXPENSES:	361,047.00	17,532.27	299,227.78	61,819.22	82.88%
NET INCOME (LOSS):	(354,547.00)	(17,082.27)	(293,028.39)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	18,000.00	-	11,150.00	6,850.00	61.94%
LAP GROUPS REVENUE	-	350.00	930.00	(930.00)	
TOTAL REVENUE:	18,000.00	350.00	12,080.00	5,920.00	67.11%
DIRECT EXPENSES:					
PROF LIAB INSURANCE	850.00	-	775.50	74.50	91.24%
MEMBER ASSISTANCE PROGRAM	45,120.00	-	33,840.00	11,280.00	75.00%
PUBLICATIONS PRODUCTION	200.00	-	228.22	(28.22)	114.11%
STAFF MEMBERSHIP DUES	350.00	-	226.00	124.00	64.57%
CONFERENCE CALLS	100.00	-	32.42	67.58	32.42%
MISCELLANEOUS	150.00	-	-	150.00	0.00%
TOTAL DIRECT EXPENSES:	46,770.00	-	35,102.14	11,667.86	75.05%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.87 FTE)	74,959.00	6,045.25	75,952.84	(993.84)	101.33%
BENEFITS EXPENSE	24,524.00	2,162.33	27,702.55	(3,178.55)	112.96%
OTHER INDIRECT EXPENSE	20,826.00	2,092.39	20,452.42	373.58	98.21%
TOTAL INDIRECT EXPENSES:	120,309.00	10,299.97	124,107.81	(3,798.81)	103.16%
TOTAL ALL EXPENSES:	167,079.00	10,299.97	159,209.95	7,869.05	95.29%
NET INCOME (LOSS):	(149,079.00)	(9,949.97)	(147,129.95)		

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LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
RENT - OLYMPIA OFFICE	8,702.00	706.97	8,680.21	21.79	99.75%
CONTRACT LOBBYIST	28,000.00	-	15,000.00	13,000.00	53.57%
LOBBYIST CONTACT COSTS	1,600.00	42.66	404.95	1,195.05	25.31%
LEGISLATIVE COMMITTEE	5,000.00	1,060.62	3,234.63	1,765.37	64.69%
BOG LEGISLATIVE COMMITTEE	250.00	-	275.76	(25.76)	110.30%
STAFF TRAVEL/PARKING	3,500.00	347.12	4,223.85	(723.85)	120.68%
STAFF MEMBERSHIP DUES	450.00	-	120.00	330.00	26.67%
SUBSCRIPTIONS	2,000.00	-	2,192.97	(192.97)	109.65%
SUPPLIES	750.00	55.38	169.10	580.90	22.55%
TELEPHONE	3,000.00	20.00	2,210.84	789.16	73.69%
TOTAL DIRECT EXPENSES:	53,252.00	2,232.75	36,512.31	16,739.69	68.57%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.85 FTE)	144,186.00	11,472.70	106,834.42	37,351.58	74.09%
BENEFITS EXPENSE	48,987.00	4,002.68	39,461.89	9,525.11	80.56%
OTHER INDIRECT EXPENSE	44,285.00	4,463.17	43,627.75	657.25	98.52%
TOTAL INDIRECT EXPENSES:	237,458.00	19,938.55	189,924.06	47,533.94	79.98%
TOTAL ALL EXPENSES:	290,710.00	22,171.30	226,436.37	64,273.63	77.89%
NET INCOME (LOSS):	(290,710.00)	(22,171.30)	(226,436.37)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	21,000.00	1,808.24	21,491.92	(491.92)	102.34%
RULE 9/LEGAL INTERN FEES	15,000.00	600.00	12,900.00	2,100.00	86.00%
INVESTIGATION FEES	21,000.00	1,100.00	20,300.00	700.00	96.67%
PRO HAC VICE	190,000.00	14,630.00	187,800.00	2,200.00	98.84%
MEMBER CONTACT INFORMATION	28,000.00	2,325.19	22,727.71	5,272.29	81.17%
PHOTO BAR CARD SALES	500.00	-	564.13	(64.13)	112.83%
TOTAL REVENUE:	275,500.00	20,463.43	265,783.76	9,716.24	96.47%
DIRECT EXPENSES:					
LICENSING FORMS	2,000.00	-	8,348.32	(6,348.32)	417.42%
POSTAGE	21,000.00	35.04	26,682.93	(5,682.93)	127.06%
TOTAL DIRECT EXPENSES:	23,000.00	35.04	35,031.25	(12,031.25)	152.31%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.16 FTE)	315,537.00	21,066.32	301,643.09	13,893.91	95.60%
BENEFITS EXPENSE	105,800.00	8,074.70	97,375.15	8,424.85	92.04%
OTHER INDIRECT EXPENSE	99,582.00	10,040.53	98,149.96	1,432.04	98.56%
TOTAL INDIRECT EXPENSES:	520,919.00	39,181.55	497,168.20	23,750.80	95.44%
TOTAL ALL EXPENSES:	543,919.00	39,216.59	532,199.45	11,719.55	97.85%
NET INCOME (LOSS):	(268,419.00)	(18,753.16)	(266,415.69)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
LLLT LICENSE FEES	2,625.00	233.28	2,756.25	(131.25)	105.00%
LLLT EXAM FEES	8,100.00	-	4,500.00	3,600.00	55.56%
LLLT EDUCATION APPROVAL FEES	-	2,500.00	2,500.00	(2,500.00)	
LLLT WAIVER FEES	600.00	300.00	1,950.00	(1,350.00)	325.00%
TOTAL REVENUE:	11,325.00	3,033.28	11,706.25	(381.25)	103.37%
DIRECT EXPENSES:					
CHRACTER & FITNESS INVESTIGATIONS	100.00	-	228.00	(128.00)	228.00%
LLLT BOARD	17,000.00	2,164.81	16,194.71	805.29	95.26%
LLLT OUTREACH	7,000.00	910.75	5,390.37	1,609.63	77.01%
LLLT EXAM WRITING	25,000.00	-	16,290.00	8,710.00	65.16%
STAFF TRAVEL/PARKING	-	-	309.10	(309.10)	
STAFF MEMBERSHIP DUES	-	-	110.00	(110.00)	
TOTAL DIRECT EXPENSES:	49,100.00	3,075.56	38,522.18	10,577.82	78.46%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.36 FTE)	110,230.00	7,910.86	102,454.46	7,775.54	92.95%
BENEFITS EXPENSE	36,895.00	2,875.45	34,667.61	2,227.39	93.96%
OTHER INDIRECT EXPENSE	32,556.00	3,277.75	32,040.00	516.00	98.42%
TOTAL INDIRECT EXPENSES:	179,681.00	14,064.06	169,162.07	10,518.93	94.15%
TOTAL ALL EXPENSES:	228,781.00	17,139.62	207,684.25	21,096.75	90.78%
NET INCOME (LOSS):	(217,456.00)	(14,106.34)	(195,978.00)		

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LIMITED PRACTICE OFFICERS					
REVENUE:					
RECOVERY OF DISCIPLINE COSTS	-	-	520.00	(520.00)	
LPO EXAMINATION FEES	15,000.00	300.00	20,700.00	(5,700.00)	138.00%
LPO LICENSE FEES	108,000.00	8,628.89	106,672.50	1,327.50	98.77%
LPO LATE LICENSE FEES	1,000.00	110.00	935.00	65.00	93.50%
LPO CEU & TA LATE FEES	4,000.00	100.00	3,550.00	450.00	88.75%
LPO CONTINUING ED ACCRED FEE	2,700.00	225.00	2,525.00	175.00	93.52%
TOTAL REVENUE:	130,700.00	9,363.89	134,902.50	(4,202.50)	103.22%
DIRECT EXPENSES:					
LPO EXAM FACILITIES	700.00	-	844.46	(144.46)	120.64%
LPO BOARD	2,300.00	369.92	1,497.78	802.22	65.12%
LPO DISCIPLINE EXPENSES	200.00	-	-	200.00	0.00%
FINGERPRINT CARD PROCESSING	1,500.00	-	3,002.00	(1,502.00)	200.13%
LITIGATION EXPENSES	-	-	24.89	(24.89)	
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
POSTAGE	2,300.00	8.60	1,489.98	810.02	64.78%
PRINTING & COPYING	-	62.81	759.92	(759.92)	
TOTAL DIRECT EXPENSES:	7,100.00	441.33	7,619.03	(519.03)	107.31%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.50 FTE)	107,877.00	9,176.92	116,126.89	(8,249.89)	107.65%
BENEFITS EXPENSE	37,839.00	2,952.61	35,093.54	2,745.46	92.74%
OTHER INDIRECT EXPENSE	35,907.00	3,626.14	35,446.31	460.69	98.72%
TOTAL INDIRECT EXPENSES:	181,623.00	15,755.67	186,666.74	(5,043.74)	102.78%
TOTAL ALL EXPENSES:	188,723.00	16,197.00	194,285.77	(5,562.77)	102.95%
NET INCOME (LOSS):	(58,023.00)	(6,833.11)	(59,383.27)		

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MANDATORY CLE ADMINISTRATION					
REVENUE:					
ACCREDITED PROGRAM FEES	300,000.00	24,450.00	278,650.00	21,350.00	92.88%
FORM 1 LATE FEES	60,000.00	10,779.12	118,300.00	(58,300.00)	197.17%
MEMBER LATE FEES	160,000.00	2,100.00	242,760.00	(82,760.00)	151.73%
ANNUAL ACCREDITED SPONSOR FEES	23,000.00	-	27,750.00	(4,750.00)	120.65%
ATTENDANCE FEES	70,000.00	3,046.00	60,815.12	9,184.88	86.88%
COMITY CERTIFICATES	26,000.00	800.00	34,948.20	(8,948.20)	134.42%
ATTENDANCE LATE FEES	60,000.00	6,475.00	71,937.00	(11,937.00)	119.90%
TOTAL REVENUE:	699,000.00	47,650.12	835,160.32	(136,160.32)	119.48%
DIRECT EXPENSES:					
MCLE BOARD	2,000.00	162.26	1,940.93	59.07	97.05%
POSTAGE	2,000.00	-	793.00	1,207.00	39.65%
STAFF TRAVEL/PARKING	-	-	40.00	(40.00)	
STAFF MEMBERSHIP DUES	700.00	-	500.00	200.00	71.43%
DEPRECIATION	108,120.00	15,335.00	107,345.00	775.00	99.28%
TOTAL DIRECT EXPENSES:	112,820.00	15,497.26	110,618.93	2,201.07	98.05%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.33 FTE)	332,303.00	23,605.91	270,204.44	62,098.56	81.31%
BENEFITS EXPENSE	118,506.00	9,325.62	111,826.49	6,679.51	94.36%
OTHER INDIRECT EXPENSE	127,590.00	12,858.81	125,707.77	1,882.23	98.52%
TOTAL INDIRECT EXPENSES:	578,399.00	45,790.34	507,738.70	70,660.30	87.78%
TOTAL ALL EXPENSES:	691,219.00	61,287.60	618,357.63	72,861.37	89.46%
NET INCOME (LOSS):	7,781.00	(13,637.48)	216,802.69		

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MEMBER BENEFITS					
REVENUE:					
ROYALTIES	3,000.00	288.00	16,752.99	(13,752.99)	558.43%
TOTAL REVENUE:	3,000.00	288.00	16,752.99	(13,752.99)	558.43%
DIRECT EXPENSES:					
CASEMAKER	73,000.00	4,041.40	72,097.85	902.15	98.76%
TOTAL DIRECT EXPENSES:	73,000.00	4,041.40	72,097.85	902.15	98.76%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	73,000.00	4,041.40	72,097.85	902.15	98.76%
NET INCOME (LOSS):	(70,000.00)	(3,753.40)	(55,344.86)		

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MENTORSHIP PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
MENTORSHIP PROGRAM EXPENSES	18,258.00	765.63	2,348.03	15,909.97	12.86%
RECEPTION/FORUM EXPENSE	1,000.00	-	-	1,000.00	0.00%
CONSULTING SERVICES	1,000.00	-	-	1,000.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
SUBSCRIPTIONS	500.00	-	-	500.00	0.00%
CONFERENCE CALLS	800.00	-	-	800.00	0.00%
TOTAL DIRECT EXPENSES:	23,558.00	765.63	2,348.03	21,209.97	9.97%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.40 FTE)	96,257.00	6,784.89	73,985.96	22,271.04	76.86%
BENEFITS EXPENSE	34,369.00	2,789.91	30,202.63	4,166.37	87.88%
OTHER INDIRECT EXPENSE	33,513.00	3,273.77	32,006.79	1,506.21	95.51%
TOTAL INDIRECT EXPENSES:	164,139.00	12,848.57	136,195.38	27,943.62	82.98%
TOTAL ALL EXPENSES:	187,697.00	13,614.20	138,543.41	49,153.59	73.81%
NET INCOME (LOSS):	(187,697.00)	(13,614.20)	(138,543.41)		

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NEW LAWYER EDUCATION					
REVENUE:					
DONATIONS	-	-	1,550.00	(1,550.00)	
SEMINAR REGISTRATIONS	100,000.00	-	31,661.70	68,338.30	31.66%
TRIAL ADVOCACY PROGRAM	25,000.00	-	28,191.00	(3,191.00)	112.76%
TOTAL REVENUE:	125,000.00	-	61,402.70	63,597.30	49.12%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,600.00	397.36	1,266.01	333.99	79.13%
STAFF MEMBERSHIP DUES	200.00	-	-	200.00	0.00%
ONLINE EXPENSES	2,940.00	-	2,205.00	735.00	75.00%
NEW LAWYER OUTREACH EVENTS	5,000.00	195.88	5,566.89	(566.89)	111.34%
NEW LAWYERS COMMITTEE	15,000.00	676.06	14,343.90	656.10	95.63%
TRIAL ADVOCACY PROGRAM	3,500.00	-	4,028.04	(528.04)	115.09%
SEMINAR BROCHURES	3,000.00	-	906.92	2,093.08	30.23%
SPEAKERS & PROGRAM DEVELOPMENT	2,000.00	61.64	1,372.10	627.90	68.61%
SCHOLARSHIPS/DONATIONS/GRANT	2,000.00	-	1,832.70	167.30	91.64%
TOTAL DIRECT EXPENSES:	35,240.00	1,330.94	31,521.56	3,718.44	89.45%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.40 FTE)	182,079.00	12,445.30	154,563.90	27,515.10	84.89%
BENEFITS EXPENSE	58,086.00	4,464.95	52,579.96	5,506.04	90.52%
OTHER INDIRECT EXPENSE	57,451.00	5,785.62	56,559.48	891.52	98.45%
TOTAL INDIRECT EXPENSES:	297,616.00	22,695.87	263,703.34	33,912.66	88.61%
TOTAL ALL EXPENSES:	332,856.00	24,026.81	295,224.90	37,631.10	88.69%
NET INCOME (LOSS):	(207,856.00)	(24,026.81)	(233,822.20)		

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NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	-	1,231.13	(1,231.13)	
DISPLAY ADVERTISING	440,000.00	51,409.25	394,624.00	45,376.00	89.69%
SUBSCRIPT/SINGLE ISSUES	450.00	-	288.00	162.00	64.00%
CLASSIFIED ADVERTISING	84,000.00	880.00	82,418.12	1,581.88	98.12%
GEN ANNOUNCEMENTS	19,000.00	2,150.00	12,750.00	6,250.00	67.11%
PROF ANNOUNCEMENTS	24,000.00	3,242.50	27,740.00	(3,740.00)	115.58%
TOTAL REVENUE:	567,450.00	57,681.75	519,051.25	48,398.75	91.47%
DIRECT EXPENSES:					
GRAPHICS/ARTWORK	2,500.00	862.02	2,380.22	119.78	95.21%
OUTSIDE SALES EXPENSE	80,000.00	7,116.08	71,461.66	8,538.34	89.33%
EDITORIAL ADVISORY COMMITTEE	800.00	61.22	848.59	(48.59)	106.07%
DIGITAL/ONLINE DEVELOPMENT	8,400.00	100.00	6,750.00	1,650.00	80.36%
BAD DEBT EXPENSE	1,000.00	125.00	(1,100.00)	2,100.00	-110.00%
POSTAGE	70,000.00	-	79,820.33	(9,820.33)	114.03%
PRINTING, COPYING & MAILING	220,000.00	26,424.45	222,939.27	(2,939.27)	101.34%
SURVEY	9,000.00	-	-	9,000.00	0.00%
TOTAL DIRECT EXPENSES:	391,700.00	34,688.77	383,100.07	8,599.93	97.80%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.80 FTE)	137,091.00	17,219.69	136,225.61	865.39	99.37%
BENEFITS EXPENSE	47,052.00	3,343.72	45,934.25	1,117.75	97.62%
OTHER INDIRECT EXPENSE	43,088.00	4,358.05	42,601.17	486.83	98.87%
TOTAL INDIRECT EXPENSES:	227,231.00	24,921.46	224,761.03	2,469.97	98.91%
TOTAL ALL EXPENSES:	618,931.00	59,610.23	607,861.10	11,069.90	98.21%
NET INCOME (LOSS):	(51,481.00)	(1,928.48)	(88,809.85)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	3.61	73.14	(73.14)	
RECORDS REQUEST FEES	-	-	341.11	(341.11)	
TOTAL REVENUE:	-	3.61	414.25	(414.25)	
DIRECT EXPENSES:					
AMICUS BRIEF COMMITTEE	100.00	-	43.65	56.35	43.65%
COURT RULES COMMITTEE	5,000.00	43.77	936.10	4,063.90	18.72%
DISCIPLINE ADVISORY ROUNDTABLE	1,500.00	-	-	1,500.00	0.00%
LITIGATION EXPENSES	-	22.29	339.28	(339.28)	
CUSTODIANSHIPS	10,000.00	71.40	1,806.35	8,193.65	18.06%
STAFF TRAVEL/PARKING	2,600.00	198.00	2,990.92	(390.92)	115.04%
STAFF MEMBERSHIP DUES	1,500.00	-	1,715.00	(215.00)	114.33%
TOTAL DIRECT EXPENSES:	20,700.00	335.46	7,831.30	12,868.70	37.83%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.91 FTE)	416,440.00	31,468.15	415,450.44	989.56	99.76%
BENEFITS EXPENSE	135,800.00	10,953.96	132,034.71	3,765.29	97.23%
OTHER INDIRECT EXPENSE	117,536.00	11,856.36	115,894.12	1,641.88	98.60%
TOTAL INDIRECT EXPENSES:	669,776.00	54,278.47	663,379.27	6,396.73	99.04%
TOTAL ALL EXPENSES:	690,476.00	54,613.93	671,210.57	19,265.43	97.21%
NET INCOME (LOSS):	(690,476.00)	(54,610.32)	(670,796.32)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OGC-DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
DISCIPLINARY BOARD EXPENSES	10,000.00	1,778.89	8,498.17	1,501.83	84.98%
CHIEF HEARING OFFICER	33,000.00	2,500.00	30,000.00	3,000.00	90.91%
HEARING OFFICER EXPENSES	5,000.00	-	712.30	4,287.70	14.25%
HEARING OFFICER TRAINING	2,500.00	-	1,877.21	622.79	75.09%
DISCIPLINARY BOARD NOTICES	-	-	23.28	(23.28)	
OUTSIDE COUNSEL	60,000.00	41,356.00	133,570.13	(73,570.13)	222.62%
DISCIPLINARY SELECTION PANEL	-	-	742.62	(742.62)	
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	<u>111,000.00</u>	<u>45,634.89</u>	<u>175,423.71</u>	<u>(64,423.71)</u>	<u>158.04%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.51 FTE)	113,766.00	8,720.14	113,766.80	(0.80)	100.00%
BENEFITS EXPENSE	39,230.00	3,068.13	36,961.26	2,268.74	94.22%
OTHER INDIRECT EXPENSE	36,146.00	3,661.47	35,790.83	355.17	99.02%
TOTAL INDIRECT EXPENSES:	<u>189,142.00</u>	<u>15,449.74</u>	<u>186,518.89</u>	<u>2,623.11</u>	<u>98.61%</u>
TOTAL ALL EXPENSES:	<u>300,142.00</u>	<u>61,084.63</u>	<u>361,942.60</u>	<u>(61,800.60)</u>	<u>120.59%</u>
NET INCOME (LOSS):	<u>(300,142.00)</u>	<u>(61,084.63)</u>	<u>(361,942.60)</u>		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
PRACTICE OF LAW BOARD	3,500.00	3,566.55	17,559.86	(14,059.86)	501.71%
TRANSLATION SERVICES	500.00	-	-	500.00	0.00%
STAFF TRAVEL/PARKING	100.00	-	-	100.00	0.00%
TOTAL DIRECT EXPENSES:	<u>4,100.00</u>	<u>3,566.55</u>	<u>17,559.86</u>	<u>(13,459.86)</u>	<u>428.29%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (0.63 FTE)	47,120.00	3,614.81	47,137.42	(17.42)	100.04%
BENEFITS EXPENSE	16,322.00	1,396.85	16,789.11	(467.11)	102.86%
OTHER INDIRECT EXPENSE	15,081.00	1,534.79	15,001.90	79.10	99.48%
TOTAL INDIRECT EXPENSES:	<u>78,523.00</u>	<u>6,546.45</u>	<u>78,928.43</u>	<u>(405.43)</u>	<u>100.52%</u>
TOTAL ALL EXPENSES:	<u>82,623.00</u>	<u>10,113.00</u>	<u>96,488.29</u>	<u>(13,865.29)</u>	<u>116.78%</u>
NET INCOME (LOSS):	<u>(82,623.00)</u>	<u>(10,113.00)</u>	<u>(96,488.29)</u>		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
CPE COMMITTEE	5,000.00	321.41	2,220.90	2,779.10	44.42%
STAFF TRAVEL/PARKING	1,000.00	366.80	2,092.66	(1,092.66)	209.27%
STAFF MEMBERSHIP DUES	500.00	-	410.00	90.00	82.00%
TOTAL DIRECT EXPENSES:	<u>6,500.00</u>	<u>688.21</u>	<u>4,723.56</u>	<u>1,776.44</u>	<u>72.67%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.30 FTE)	105,332.00	7,076.79	93,354.22	11,977.78	88.63%
BENEFITS EXPENSE	35,281.00	2,761.12	33,256.95	2,024.05	94.26%
OTHER INDIRECT EXPENSE	31,119.00	3,138.07	30,674.63	444.37	98.57%
TOTAL INDIRECT EXPENSES:	<u>171,732.00</u>	<u>12,975.98</u>	<u>157,285.80</u>	<u>14,446.20</u>	<u>91.59%</u>
TOTAL ALL EXPENSES:	<u>178,232.00</u>	<u>13,664.19</u>	<u>162,009.36</u>	<u>16,222.64</u>	<u>90.90%</u>
NET INCOME (LOSS):	<u>(178,232.00)</u>	<u>(13,664.19)</u>	<u>(162,009.36)</u>		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	85,000.00	-	72,400.00	12,600.00	85.18%
PSP PRODUCT SALES	-	433.00	433.00	(433.00)	
TOTAL REVENUE:	85,000.00	433.00	72,833.00	12,167.00	85.69%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	203,684.00	24,776.24	191,141.03	12,542.97	93.84%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	32.82	686.53	313.47	68.65%
STAFF TRAVEL/PARKING	2,000.00	101.87	2,871.54	(871.54)	143.58%
STAFF MEMBERSHIP DUES	95.00	-	-	95.00	0.00%
CONFERENCE CALLS	200.00	17.50	122.87	77.13	61.44%
PRO BONO & LEGAL AID COMMITTEE	2,000.00	191.71	1,603.82	396.18	80.19%
VOLUNTEER RECRUITMENT & APPREC	6,500.00	1,257.51	5,151.39	1,348.61	79.25%
PUBLIC DEFENSE	4,500.00	4,379.16	10,657.64	(6,157.64)	236.84%
TOTAL DIRECT EXPENSES:	219,979.00	30,756.81	212,234.82	7,744.18	96.48%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.40 FTE)	162,849.00	12,657.35	149,800.40	13,048.60	91.99%
BENEFITS EXPENSE	58,419.00	4,331.85	52,204.32	6,214.68	89.36%
OTHER INDIRECT EXPENSE	57,451.00	5,785.78	56,560.52	890.48	98.45%
TOTAL INDIRECT EXPENSES:	278,719.00	22,774.98	258,565.24	20,153.76	92.77%
TOTAL ALL EXPENSES:	498,698.00	53,531.79	470,800.06	27,897.94	94.41%
NET INCOME (LOSS):	(413,698.00)	(53,098.79)	(397,967.06)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	311,250.00	-	318,525.00	(7,275.00)	102.34%
TOTAL REVENUE:	311,250.00	-	318,525.00	(7,275.00)	102.34%
DIRECT EXPENSES:					
DUES STATEMENTS	8,500.00	-	9,173.06	(673.06)	107.92%
STAFF TRAVEL/PARKING	1,000.00	788.09	1,174.06	(174.06)	117.41%
STAFF MEMBERSHIP DUES	-	-	40.00	(40.00)	
SECTION/COMMITTEE CHAIR MTGS	1,000.00	-	229.34	770.66	22.93%
CONFERENCE CALLS	300.00	-	49.86	250.14	16.62%
MISCELLANEOUS	300.00	66.85	292.28	7.72	97.43%
TOTAL DIRECT EXPENSES:	11,100.00	854.94	10,958.60	141.40	98.73%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.98 FTE)	227,217.00	18,820.50	223,410.73	3,806.27	98.32%
BENEFITS EXPENSE	87,910.00	6,443.40	73,231.91	14,678.09	83.30%
OTHER INDIRECT EXPENSE	95,273.00	9,617.90	94,027.18	1,245.82	98.69%
TOTAL INDIRECT EXPENSES:	410,400.00	34,881.80	390,669.82	19,730.18	95.19%
TOTAL ALL EXPENSES:	421,500.00	35,736.74	401,628.42	19,871.58	95.29%
NET INCOME (LOSS):	(110,250.00)	(35,736.74)	(83,103.42)		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
COMPUTER HARDWARE	34,000.00	4,181.02	32,061.44	1,938.56	94.30%
COMPUTER SOFTWARE	20,000.00	-	16,519.60	3,480.40	82.60%
SOFTWARE MAINTENANCE & LICENSING	291,000.00	66,059.68	291,659.28	(659.28)	100.23%
HARDWARE SERVICE & WARRANTIES	75,000.00	23,253.17	44,045.20	30,954.80	58.73%
TELEPHONE HARDWARE & MAINTENANCE	41,000.00	2,494.68	36,840.56	4,159.44	89.86%
COMPUTER SUPPLIES	30,000.00	4,995.96	20,162.28	9,837.72	67.21%
THIRD PARTY SERVICES	31,000.00	1,182.25	36,557.10	(5,557.10)	117.93%
CONSULTING SERVICES	320,705.00	22,427.50	300,603.85	20,101.15	93.73%
STAFF TRAVEL/PARKING	2,500.00	-	677.17	1,822.83	27.09%
STAFF MEMBERSHIP DUES	110.00	-	-	110.00	0.00%
TELEPHONE	22,000.00	334.24	5,608.77	16,391.23	25.49%
TRANSFER TO INDIRECT EXPENSES	(867,315.00)	(124,928.50)	(784,735.25)	(82,579.75)	90.48%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	978,078.00	65,898.71	832,590.18	145,487.82	85.13%
BENEFITS EXPENSE	327,936.00	23,947.96	291,177.51	36,758.49	88.79%
CAPITAL LABOR & OVERHEAD	(33,900.00)	-	(22,728.00)	(11,172.00)	67.04%
OTHER INDIRECT EXPENSE	289,650.00	29,221.39	285,636.86	4,013.14	98.61%
TOTAL INDIRECT EXPENSES:	<u>1,561,764.00</u>	<u>119,068.06</u>	<u>1,386,676.55</u>	<u>175,087.45</u>	<u>88.79%</u>
TOTAL ALL EXPENSES:	<u>1,561,764.00</u>	<u>119,068.06</u>	<u>1,386,676.55</u>	<u>175,087.45</u>	<u>88.79%</u>
NET INCOME (LOSS):	<u>(1,561,764.00)</u>	<u>(119,068.06)</u>	<u>(1,386,676.55)</u>		

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	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CLE - PRODUCTS					
REVENUE:					
SHIPPING & HANDLING	5,750.00	314.22	6,884.22	(1,134.22)	119.73%
DESKBOOK SALES	100,000.00	3,274.00	110,540.82	(10,540.82)	110.54%
COURSEBOOK SALES	25,000.00	2,342.00	19,688.12	5,311.88	78.75%
SECTION PUBLICATION SALES	19,000.00	877.50	21,678.24	(2,678.24)	114.10%
CASEMAKER ROYALTIES	75,000.00	11,070.87	41,894.69	33,105.31	55.86%
MP3 AND VIDEO SALES	600,000.00	46,248.07	848,132.13	(248,132.13)	141.36%
TOTAL REVENUE:	824,750.00	64,126.66	1,048,818.22	(224,068.22)	127.17%
DIRECT EXPENSES:					
COST OF SALES - DESKBOOKS	70,000.00	2,669.72	73,724.15	(3,724.15)	105.32%
COST OF SALES - COURSEBOOKS	1,750.00	254.98	1,740.96	9.04	99.48%
COST OF SALES SECTION PUBLICATION	3,500.00	156.08	3,680.38	(180.38)	105.15%
A/V DEVELOP COSTS (RECORDING)	1,700.00	-	1,500.00	200.00	88.24%
DEPRECIATION	6,513.33	520.00	5,222.00	1,291.33	80.17%
DESKBOOK ROYALTIES	1,000.00	-	781.39	218.61	78.14%
RECORDED SEMINAR ROYALTIES	-	27.50	662.50	(662.50)	
ONLINE EXPENSES	40,000.00	3,090.67	40,513.48	(513.48)	101.28%
SHIPPING SUPPLIES	500.00	-	-	500.00	0.00%
POSTAGE & DELIVERY-DESKBOOKS	5,000.00	174.45	4,883.63	116.37	97.67%
POSTAGE & DELIVERY-COURSEBOOKS	5,000.00	131.93	1,367.45	3,632.55	27.35%
SPLITS WITH SECTIONS	6,000.00	1,132.94	6,352.16	(352.16)	105.87%
FLIERS/CATALOGS	6,000.00	-	4,011.87	1,988.13	66.86%
POSTAGE - FLIERS/CATALOGS	4,000.00	-	3,729.44	270.56	93.24%
EQUIPMENT, HARD & SOFTWARE	1,320.00	-	-	1,320.00	0.00%
COMPLIMENTARY BOOK PROGRAM	2,000.00	-	4,536.20	(2,536.20)	226.81%
BAD DEBT EXPENSE	100.00	-	-	100.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	1,240.00	6,980.00	460.00	93.82%
STAFF TRAINING	-	22.15	22.15	(22.15)	
STAFF MEMBERSHIP DUES	370.00	-	540.00	(170.00)	145.95%
MISCELLANEOUS	200.00	-	70.00	130.00	35.00%
TOTAL DIRECT EXPENSES:	162,393.33	9,420.42	160,317.76	2,075.57	98.72%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.62 FTE)	311,882.00	21,810.01	292,726.32	19,155.68	93.86%
BENEFITS EXPENSE	108,019.00	8,314.94	101,025.66	6,993.34	93.53%
OTHER INDIRECT EXPENSE	110,594.00	11,152.98	109,030.81	1,563.19	98.59%
TOTAL INDIRECT EXPENSES:	530,495.00	41,277.93	502,782.79	27,712.21	94.78%
TOTAL ALL EXPENSES:	692,888.33	50,698.35	663,100.55	29,787.78	95.70%
NET INCOME (LOSS):	131,861.67	13,428.31	385,717.67		

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CLE - SEMINARS					
REVENUE:					
SEMINAR REGISTRATIONS	1,588,500.00	121,333.00	1,419,477.65	169,022.35	89.36%
SEMINAR-EXHIB/SPNSR/ETC	25,000.00	5,190.00	76,284.47	(51,284.47)	305.14%
TOTAL REVENUE:	1,613,500.00	126,523.00	1,495,762.12	117,737.88	92.70%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	2,000.00	874.23	5,333.70	(3,333.70)	266.69%
POSTAGE - FLIERS/CATALOGS	50,000.00	35.00	26,672.22	23,327.78	53.34%
POSTAGE - MISC./DELIVERY	2,500.00	140.00	967.50	1,532.50	38.70%
ONLINE EXPENSES	42,000.00	704.97	37,884.89	4,115.11	90.20%
ACCREDITATION FEES	5,800.00	642.00	8,474.00	(2,674.00)	146.10%
SEMINAR BROCHURES	69,000.00	2,437.12	50,119.22	18,880.78	72.64%
FACILITIES	269,988.00	23,423.13	248,180.12	21,807.88	91.92%
SPEAKERS & PROGRAM DEVELOP	65,534.00	5,682.52	59,523.33	6,010.67	90.83%
SPLITS TO SECTIONS	167,456.00	19,320.62	154,670.16	12,785.84	92.36%
SPLITS TO CO-SPONSORS	7,500.00	-	-	7,500.00	0.00%
HONORARIA	20,250.00	-	-	20,250.00	0.00%
CLE SEMINAR COMMITTEE	1,500.00	14.49	162.89	1,337.11	10.86%
DEPRECIATION	15,700.00	1,307.00	15,679.00	21.00	99.87%
BAD DEBT EXPENSE	500.00	-	-	500.00	0.00%
STAFF TRAVEL/PARKING	6,500.00	(2,381.52)	1,993.25	4,506.75	30.67%
STAFF MEMBERSHIP DUES	975.00	-	1,094.00	(119.00)	112.21%
SUPPLIES	2,000.00	307.14	918.61	1,081.39	45.93%
TELEPHONE	-	-	10.69	(10.69)	
TOTAL DIRECT EXPENSES:	729,203.00	52,506.70	611,683.58	117,519.42	83.88%
INDIRECT EXPENSES:					
SALARY EXPENSE (8.64 FTE)	603,192.00	49,550.70	474,741.83	128,450.17	78.70%
BENEFITS EXPENSE	207,785.00	15,180.08	182,326.00	25,459.00	87.75%
OTHER INDIRECT EXPENSE	206,825.00	21,498.53	209,249.95	(2,424.95)	101.17%
TOTAL INDIRECT EXPENSES:	1,017,802.00	86,229.31	866,317.78	151,484.22	85.12%
TOTAL ALL EXPENSES:	1,747,005.00	138,736.01	1,478,001.36	269,003.64	84.60%
NET INCOME (LOSS):	(133,505.00)	(12,213.01)	17,760.76		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	473,340.00	-	489,577.87	(16,237.87)	103.43%
SEMINAR PROFIT SHARE	139,200.00	19,320.62	160,774.56	(21,574.56)	115.50%
INTEREST INCOME	719.00	5,355.49	5,355.49	(4,636.49)	744.85%
PUBLICATIONS REVENUE	6,500.00	1,132.94	8,859.77	(2,359.77)	136.30%
OTHER	60,953.00	1,151.25	45,893.66	15,059.34	75.29%
TOTAL REVENUE:	680,712.00	26,960.30	710,461.35	(29,749.35)	104.37%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	582,512.84	60,804.46	409,003.92	173,508.92	70.21%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	306,970.25	-	318,525.00	(11,554.75)	103.76%
TOTAL DIRECT EXPENSES:	889,483.09	60,804.46	727,528.92	161,954.17	81.79%
NET INCOME (LOSS):	(208,771.09)	(33,844.16)	(17,067.57)		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYERS FUND FOR CLIENT PROTECTION					
REVENUE:					
LFCP RESTITUTION	1,000.00	93.83	2,969.68	(1,969.68)	296.97%
LFCP MEMBER ASSESSMENTS	945,000.00	9,103.00	994,738.00	(49,738.00)	105.26%
INTEREST INCOME	500.00	690.99	6,460.19	(5,960.19)	1292.04%
TOTAL REVENUE:	946,500.00	9,887.82	1,004,167.87	(57,667.87)	106.09%
DIRECT EXPENSES:					
GIFTS TO INJURED CLIENTS	500,000.00	96,916.95	371,452.47	128,547.53	74.29%
LFCP BOARD EXPENSES	1,500.00	41.14	1,366.38	133.62	91.09%
BANK FEES - WELLS FARGO	800.00	93.96	1,129.44	(329.44)	141.18%
STAFF MEMBERSHIP DUES	225.00	-	100.00	125.00	44.44%
TOTAL DIRECT EXPENSES:	502,525.00	97,052.05	374,048.29	128,476.71	74.43%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.16 FTE)	75,029.00	5,752.45	75,039.12	(10.12)	100.01%
BENEFITS EXPENSE	27,423.00	2,151.12	25,889.16	1,533.84	94.41%
OTHER INDIRECT EXPENSE	27,768.00	2,788.38	27,258.80	509.20	98.17%
TOTAL INDIRECT EXPENSES:	130,220.00	10,691.95	128,187.08	2,032.92	98.44%
TOTAL ALL EXPENSES:	632,745.00	107,744.00	502,235.37	130,509.63	79.37%
NET INCOME (LOSS):	313,755.00	(97,856.18)	501,932.50		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
WESTERN STATES BAR CONFERENCE					
REVENUE:					
REGISTRATION REVENUE	50,000.00	-	25,200.00	24,800.00	50.40%
OTHER ACTIVITIES REGISTRATION REVENUE	-	-	12,959.46	(12,959.46)	
WESTERN STATES BAR MEMBERSHIP DUES	-	-	2,400.00	(2,400.00)	
SPONSORSHIPS	-	-	9,200.00	(9,200.00)	
TOTAL REVENUE:	50,000.00	-	49,759.46	240.54	99.52%
DIRECT EXPENSES:					
MANAGEMENT OF WESTERN STATES BAR CONFERENCE	50,000.00	(150.00)	-	50,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	-	-	2,323.09	(2,323.09)	
FACILITIES	-	-	43,951.39	(43,951.39)	
STAFF TRAVEL/PARKING	-	-	1,043.26	(1,043.26)	
BANK FEES	-	46.65	556.36	(556.36)	
WSBC PRESIDENT TRAVEL	-	-	384.70	(384.70)	
OPTIONAL ACTIVITIES EXPENSE	-	-	1,225.92	(1,225.92)	
MARKETING EXPENSE	-	-	429.28	(429.28)	
TOTAL DIRECT EXPENSES:	50,000.00	(103.35)	49,914.00	86.00	99.83%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	50,000.00	(103.35)	49,914.00	86.00	99.83%
NET INCOME (LOSS):	-	103.35	(154.54)		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	10,876,353.00	839,407.55	10,447,193.80	429,159.20	96.05%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
TEMPORARY SALARIES	152,600.00	8,482.79	78,603.12	73,996.88	51.51%
CAPITAL LABOR & OVERHEAD	(33,900.00)	-	(22,728.00)	(11,172.00)	67.04%
EMPLOYEE ASSISTANCE PLAN	4,800.00	-	4,800.00	-	100.00%
EMPLOYEE SERVICE AWARDS	2,140.00	-	1,824.25	315.75	85.25%
FICA (EMPLOYER PORTION)	815,000.00	64,910.76	778,191.05	36,808.95	95.48%
L&I INSURANCE	51,500.00	9,687.33	39,716.38	11,783.62	77.12%
MEDICAL (EMPLOYER PORTION)	1,442,000.00	111,921.32	1,291,804.04	150,195.96	89.58%
RETIREMENT (EMPLOYER PORTION)	1,205,000.00	95,508.78	1,139,017.26	65,982.74	94.52%
TRANSPORTATION ALLOWANCE	98,000.00	130.00	102,541.80	(4,541.80)	104.63%
UNEMPLOYMENT INSURANCE	119,500.00	3,647.49	88,347.68	31,152.32	73.93%
STAFF DEVELOPMENT-GENERAL	7,000.00	780.06	6,060.53	939.47	86.58%
TOTAL SALARY & BENEFITS EXPENSE:	14,619,993.00	1,134,476.08	13,955,371.91	664,621.09	95.45%
WORKPLACE BENEFITS	32,000.00	3,999.72	45,658.69	(13,658.69)	142.68%
HUMAN RESOURCES POOLED EXP	128,336.00	8,516.52	108,432.13	19,903.87	84.49%
MEETING SUPPORT EXPENSES	15,000.00	1,313.77	14,657.77	342.23	97.72%
RENT	1,590,000.00	129,549.81	1,587,479.63	2,520.37	99.84%
REMODEL EXPENSE	-	-	78,148.53	(78,148.53)	
PERSONAL PROP TAXES-WSBA	18,000.00	1,030.07	12,923.28	5,076.72	71.80%
FURNITURE, MAINT, LH IMP	20,000.00	1,865.71	23,026.75	(3,026.75)	115.13%
OFFICE SUPPLIES & EQUIPMENT	69,000.00	6,685.93	35,688.72	33,311.28	51.72%
FURN & OFFICE EQUIP DEPRECIATION	162,000.00	12,686.00	148,382.76	13,617.24	91.59%
COMPUTER HARDWARE DEPRECIATION	105,000.00	6,894.49	92,432.39	12,567.61	88.03%
COMPUTER SOFTWARE DEPRECIATION	52,000.00	1,707.00	41,115.60	10,884.40	79.07%
INSURANCE	105,000.00	10,881.85	103,136.20	1,863.80	98.22%
PROFESSIONAL FEES-AUDIT	30,000.00	-	34,058.26	(4,058.26)	113.53%
PROFESSIONAL FEES-LEGAL	40,000.00	26,583.00	86,558.40	(46,558.40)	216.40%
TELEPHONE & INTERNET	46,000.00	2,725.47	31,265.26	14,734.74	67.97%
POSTAGE - GENERAL	45,000.00	3,050.27	36,221.03	8,778.97	80.49%
RECORDS STORAGE	36,000.00	5,567.18	43,116.09	(7,116.09)	119.77%
STAFF TRAINING	55,000.00	1,539.06	73,819.00	(18,819.00)	134.22%
BANK FEES	17,200.00	(79.18)	17,166.74	33.26	99.81%
PRODUCTION MAINTENANCE & SUPPLIES	25,000.00	(926.76)	9,736.07	15,263.93	38.94%
GAIN (LOSS) ASSETS	-	-	(247.00)	247.00	
COMPUTER POOLED EXPENSES	867,315.00	124,928.50	784,735.25	82,579.75	90.48%
TOTAL OTHER INDIRECT EXPENSES:	3,457,851.00	348,518.41	3,407,511.55	50,339.45	98.54%
TOTAL INDIRECT EXPENSES:	18,077,844.00	1,482,994.49	17,362,883.46		

Washington State Bar Association
Statement of Activities
For the Period from September 1, 2016 to September 30, 2016
100% OF YEAR COMPLETE

	FISCAL 2016 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE
SUMMARY PAGE				
LICENSE FEES	12,545,000.00	1,098,641.28	12,819,372.01	(274,372.01)
ACCESS TO JUSTICE BOARD	(250,679.00)	(29,498.86)	(230,251.68)	(20,427.32)
ADMINISTRATION	(937,092.00)	(74,867.88)	(820,513.80)	(116,578.20)
ADMISSIONS/BAR EXAM	46,651.00	(124,788.95)	146,103.88	(99,452.88)
BOARD OF GOVERNORS	(758,981.00)	(67,937.49)	(779,044.08)	20,063.08
COMMUNICATIONS	(1,567,771.00)	(165,320.89)	(1,574,287.97)	6,516.97
DISCIPLINE	(5,469,994.00)	(471,912.48)	(5,330,009.89)	(139,984.11)
DIVERSITY	(356,469.00)	(33,809.34)	(308,089.84)	(48,379.16)
FOUNDATION	(169,959.00)	(16,552.23)	(145,243.40)	(24,715.60)
HUMAN RESOURCES	(249,161.00)	(30,786.55)	(353,185.23)	104,024.23
PUBLIC SERVICE PROGRAMS	(413,698.00)	(53,098.79)	(397,967.06)	(15,730.94)
LOMAP	(354,547.00)	(17,082.27)	(293,028.39)	(61,518.61)
LAP	(149,079.00)	(9,949.97)	(147,129.95)	(1,949.05)
LEGISLATIVE	(290,710.00)	(22,171.30)	(226,436.37)	(64,273.63)
LICENSING AND MEMBERSHIP	(268,419.00)	(18,753.16)	(266,415.69)	(2,003.31)
LIMITED LICENSE LEGAL TECHNICIAN	(217,456.00)	(14,106.34)	(195,978.00)	(21,478.00)
LIMITED PRACTICE OFFICERS	(58,023.00)	(6,833.11)	(59,383.27)	1,360.27
MANDATORY CLE ADMINISTRATION	7,781.00	(13,637.48)	216,802.69	(209,021.69)
MEMBER BENEFITS	(70,000.00)	(3,753.40)	(55,344.86)	(14,655.14)
MENTORSHIP PROGRAM	(187,697.00)	(13,614.20)	(138,543.41)	(49,153.59)
NEW LAWYER EDUCATION	(207,856.00)	(24,026.81)	(233,822.20)	25,966.20
NW LAWYER	(51,481.00)	(1,928.48)	(88,809.85)	37,328.85
OFFICE OF GENERAL COUNSEL	(690,476.00)	(54,610.32)	(670,796.32)	(19,679.68)
OGC-DISCIPLINARY BOARD	(300,142.00)	(61,084.63)	(361,942.60)	61,800.60
PRACTICE OF LAW BOARD	(82,623.00)	(10,113.00)	(96,488.29)	13,865.29
PROFESSIONAL RESPONSIBILITY	(178,232.00)	(13,664.19)	(162,009.36)	(16,222.64)
LAW CLERK PROGRAM	15,787.00	(1,154.58)	38,224.56	(22,437.56)
SECTIONS ADMINISTRATION	(110,250.00)	(35,736.74)	(83,103.42)	(27,146.58)
TECHNOLOGY	(1,561,764.00)	(119,068.06)	(1,386,676.55)	(175,087.45)
CLE - PRODUCTS	131,861.67	13,428.31	385,717.67	(253,856.00)
CLE - SEMINARS	(133,505.00)	(12,213.01)	17,760.76	(151,265.76)
SECTIONS OPERATIONS	(208,771.09)	(33,844.16)	(17,067.57)	(191,703.52)
LFCP	313,755.00	(97,856.18)	501,932.50	(188,177.50)
WESTERN STATES BAR CONFERENCE	-	103.35	(154.54)	154.54
INDIRECT EXPENSES	(18,077,844.00)	(1,482,994.49)	(17,362,883.46)	(714,960.54)
TOTAL OF ALL	20,311,843.42	2,024,596.40	17,658,692.98	2,653,150.44
NET INCOME (LOSS)	(2,233,999.42)	(541,601.91)	(295,809.52)	

**Washington State Bar Association
Analysis of Cash Investments
As of September 30, 2016**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 587,626
Total		\$ 587,626

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.33%	\$ 909,217
UBS Financial Money Market	0.30%	\$ 836,183
Morgan Stanley Money Market	0.33%	\$ 25,614
Merrill Lynch Money Market	0.40%	\$ 1,865,513
Long Term Investments	Varies	\$ 3,376,287
Short Term Investments	Varies	\$ 750,000
General Fund Total		\$ 8,350,439

Lawyer's Fund for Client Protection

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 773,958

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.33%	\$ 2,223,116
Morgan Stanley Money Market	0.01%	\$ 102,557
Wells Fargo Investments	Varies	\$ -
Lawyers' Fund for Client Protection Total		\$ 3,099,631

Grand Total Cash & Investments	\$ 11,450,070
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**Washington State Bar Association
Analysis of Cash Investments
As of September 30, 2016**

Long Term Investments- General Fund

UBS Financial Long Term Investments
Nuveen 3-7 year Municipal Bond Portfolio

Value as of 9/31/16
\$ 510,697.61

Morgan Stanley Long Term Investments
Lord Abbett Short Term Duration Income Fund
Guggenheim Total Return Bond Fund
Virtus Multi-Sector Short Term Bond Fund

Value as of 9/31/16
\$ 1,543,941.26
\$ 662,404.82
\$ 659,243.63
\$ 2,865,589.71

Total Long Term Investments- General Fund 3,376,287.32

Short Term Investments- General Fund

Bank

	<u>Interest Rate</u>	<u>Yield</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Amount</u>
Yadkin Bank	0.65%	0.65%	9 months	10/13/2016	250,000.00
Maple Bank	0.60%	0.60%	9 months	10/20/2016	250,000.00
Goldman Sachs Bank	0.70%	0.70%	9 months	10/20/2016	250,000.00

Total Short Term Investments- General Fund 750,000.00

Lawyer's Fund for Client Protection

Bank

	<u>Interest Rate</u>	<u>Yield</u>	<u>Term Mths</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total LFCP -

AGENDA ITEM 4b.



WSBA Financial Reports

(Unaudited)

Year to Date October 31, 2016

**Prepared by Mark Hayes, Controller
Submitted by
Ann Holmes, Chief Operations Officer
December 19, 2016**



To: Board of Governors
Budget and Audit Committee

From: Mark Hayes, Controller

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through October 31, 2016

Date: December 19, 2016

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	8.33%	8.69%	\$38,199 (Over budget)	8.09%	Expected to be on or slightly under budget
Benefits	8.33%	7.61%	\$26,751 (Under budget)	7.27%	Expected to be slightly under budget (due to open positions)
Other Indirect Expenses	8.33%	7.12%	\$40,903 (Under budget)	8.26%	Expected to be on budget
Total Indirect Expenses	8.33%	8.17%	\$29,455 (Under budget)	7.95%	Expected to be on or under budget

General Fund Revenues	8.33%	10.06%	\$292,390 (Over budget)	9.93%	Expected to be on budget
General Fund Direct Expenses	8.33%	3.92%	\$112,712 (Under budget)	7.25%	Expected to be on or slightly under budget

CLE Revenue	8.33%	4.59%	\$96,387 (Under budget)	5.98%	Expected to be on or slightly under budget
CLE Direct Expenses	8.33%	2.82%	\$47,734 (Under budget)	4.38%	Expected to be on or slightly under budget
CLE Indirect Expenses	8.33%	7.73%	\$8,655 (Under budget)	7.02%	Expected to be on or slightly under budget

¹ Dollar difference is calculated based on pro-rated budget figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of October 31, 2016 (1 month into the fiscal year).

Washington State Bar Association Financial Summary
Year to Date as of October 31, 2016 8.33% of Year
Compared to Fiscal Year 2017 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice	-	8,000.00	14,983	197,913	232	61,850	15,215	259,763	(15,215)	(251,763)
Administration	(5,408)	55,000	91,231	1,026,621	(47)	3,135	91,184	1,029,756	(96,592)	(974,756)
Admissions/Bar Exam	260,020	1,070,000	63,807	784,390	20,005	376,900	83,812	1,161,290	176,208	(91,290)
Board of Governors	-	-	54,237	487,946	10,005	294,650	64,243	782,596	(64,243)	(782,596)
Communications	1,405	44,250	117,244	1,570,598	8,847	130,060	126,091	1,700,658	(124,886)	(1,556,408)
Discipline	4,767	140,000	436,873	5,335,003	8,175	267,668	445,048	5,602,671	(440,281)	(5,462,871)
Diversity	90,000	100,374	28,057	365,119	1,114	29,150	29,171	394,269	60,829	(293,895)
Foundation	-	-	12,671	148,649	-	19,300	12,671	167,949	(12,671)	(167,949)
Human Resources	-	-	27,386	257,819	-	-	27,386	257,819	(27,386)	(257,819)
Law Clerk Program	1,750	97,000	8,272	101,085	-	5,350	8,272	106,435	(6,522)	(9,435)
Law Office Management Asst.Prog	405	2,500	9,329	198,202	155	4,700	9,483	202,902	(9,078)	(200,402)
Lawyers Assistance Program	1,625	15,750	9,099	127,432	-	46,770	9,099	174,202	(7,474)	(158,452)
Legislative	-	-	17,350	220,465	572	42,800	17,922	263,265	(17,922)	(263,265)
Licensing Fees	1,094,456	13,204,000	-	-	-	-	-	-	1,094,456	13,204,000
License and Membership Records	30,323	247,800	44,463	559,967	2,113	27,500	46,576	587,467	(16,253)	(339,667)
Limited License Legal Technician	708	13,400	14,547	175,010	145	60,054	14,692	235,064	(13,983)	(221,664)
Limited Practice Officers	8,931	132,700	15,454	189,203	2,306	13,284	17,761	202,487	(8,829)	(69,787)
Mandatory CLE	44,116	711,000	38,073	468,890	15,497	266,500	53,570	735,390	(9,454)	(24,390)
Member Benefits	144	3,000	-	-	6,048	75,000	6,048	75,000	(5,904)	(72,000)
Mentorship Program	-	-	12,665	177,973	364	23,500	13,029	201,473	(13,029)	(201,473)
New Lawyer Program	17,409	80,000	20,183	275,191	3,227	32,700	23,410	307,891	(6,001)	(227,891)
NW Lawyer	53,515	573,450	26,227	221,408	13,976	402,800	40,202	624,208	(13,313)	(50,758)
Office of General Counsel	45	-	68,188	777,270	241	15,700	68,429	792,970	(68,384)	(792,970)
OGC-Disciplinary Board	-	-	12,360	154,747	5,750	103,000	18,110	257,747	(18,110)	(257,747)
Practice of Law Board	-	-	8,120	101,271	513	14,100	8,633	115,371	(8,633)	(115,371)
Professional Responsibility Program	-	-	19,728	272,851	292	8,000	20,021	280,851	(20,021)	(280,851)
Public Service Programs	85,610	85,000	15,860	216,540	81	215,460	15,941	432,000	69,669	(347,000)
Sections Administration	10,088	307,000	35,699	448,056	346	12,100	36,045	460,156	(25,958)	(153,156)
Technology	-	-	118,820	1,475,919	-	-	118,820	1,475,919	(118,820)	(1,475,919)
Subtotal General Fund	1,699,909	16,890,224	1,340,927	16,335,538	99,957	2,552,031	1,440,884	18,887,569	259,025	(1,997,345)
Expenses using reserve funds	-	-	-	-	-	-	-	-	-	-
Total General Fund - Net Result from Operations	-	-	-	-	-	-	-	-	-	-
Percentage of Budget	10.06%	-	8.21%	-	3.92%	-	7.63%	-	-	-
CLE-Products	87,522	879,800	41,936	512,809	9,263	144,865	51,198	657,674	36,324	222,126
CLE-Seminars	30,658	1,695,000	69,106	923,544	15,189	721,369	84,295	1,644,913	(53,637)	50,087
Total CLE	118,180	2,574,800	111,041	1,436,353	24,452	866,234	135,493	2,302,587	(17,313)	272,213
Percentage of Budget	4.59%	-	7.73%	-	2.82%	-	5.88%	-	-	-
Total All Sections	14,996	688,611	-	-	16,319	904,833	16,319	904,833	(1,323)	(216,222)
Lawyers Fund for Client Protection-Restricted	10,670	986,000	9,044	113,721	83	502,500	9,127	616,221	1,543	369,779
Management of Western States Bar Conference	3,410	50,000	-	-	619	50,000	619	50,000.00	2,791	-
Totals	1,847,165	21,189,635	1,461,013	17,865,612	141,430	4,875,597.75	1,602,443	22,761,210	244,723	(1,571,575)
Percentage of Budget	8.72%	-	8.17%	-	2.90%	-	7.04%	-	-	-

Fund Balances		Fund Balances		2017 Budgeted Fund Balances	
Sept. 30, 2016	Year to date	Sept. 30, 2016	Year to date	Sept. 30, 2016	Year to date
Summary of Fund Balances:					
Restricted Funds:					
Lawyers Fund for Client Protection	2,646,222	2,647,765	3,016,001		
Western States Bar Conference	10,958	13,749	10,958		
Board-Designated Funds (Non-General Fund):					
CLE Fund Balance	456,568	439,255	728,781		
Section Funds	1,212,637	1,211,314	996,416		
Board-Designated Funds (General Fund):					
Operating Reserve Fund	1,500,000	1,500,000	1,500,000		
Facilities Reserve Fund	200,000	200,000	200,000		
Unrestricted Funds (General Fund):					
Unrestricted General Fund	2,218,536	2,477,561	221,191		
Total Fund Balance	8,244,921	8,489,644	6,673,347		
Net Change in Fund Balance		244,723	(1,571,575)		

Washington State Bar Association
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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	<u>13,204,000.00</u>	<u>1,094,455.80</u>	<u>1,094,455.80</u>	<u>12,109,544.20</u>	<u>8.29%</u>
TOTAL REVENUE:	<u>13,204,000.00</u>	<u>1,094,455.80</u>	<u>1,094,455.80</u>	<u>12,109,544.20</u>	<u>8.29%</u>

Washington State Bar Association
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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE					
REVENUE:					
CONFERENCES & INSTITUTES	8,000.00	-	-	8,000.00	0%
TOTAL REVENUE:	8,000.00	-	-	8,000.00	0%
DIRECT EXPENSES:					
ATJ BOARD RETREAT	2,000.00	-	-	2,000.00	0.00%
LEADERSHIP TRAINING	2,000.00	-	-	2,000.00	0.00%
ATJ BOARD EXPENSE	15,100.00	143.95	143.95	14,956.05	0.95%
ATJ BOARD COMMITTEES EXPENSE	5,000.00	-	-	5,000.00	0.00%
STAFF TRAVEL/PARKING	1,200.00	-	-	1,200.00	0.00%
STAFF MEMBERSHIP DUES	150.00	-	-	150.00	0.00%
PUBLIC DEFENSE	8,400.00	88.04	88.04	8,311.96	1.05%
CONFERENCE/INSTITUTE EXPENSE	23,000.00	-	-	23,000.00	0%
RECEPTION/FORUM EXPENSE	5,000.00	-	-	5,000.00	0%
TOTAL DIRECT EXPENSES:	61,850.00	231.99	231.99	61,618.01	0.38%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.10 FTE)	105,884.00	8,918.16	8,918.16	96,965.84	8.42%
BENEFITS EXPENSE	42,244.00	2,523.36	2,523.36	39,720.64	5.97%
OTHER INDIRECT EXPENSE	49,785.00	3,541.48	3,541.48	46,243.52	7.11%
TOTAL INDIRECT EXPENSES:	197,913.00	14,983.00	14,983.00	182,930.00	7.57%
TOTAL ALL EXPENSES:	259,763.00	15,214.99	15,214.99	244,548.01	5.86%
NET INCOME (LOSS):	(251,763.00)	(15,214.99)	(15,214.99)		

Washington State Bar Association
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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	25,000.00	1,329.60	1,329.60	23,670.40	5.32%
GAIN/LOSS ON INVESTMENTS	30,000.00	(6,737.61)	(6,737.61)	36,737.61	-22.46%
TOTAL REVENUE:	55,000.00	(5,408.01)	(5,408.01)	60,408.01	-9.83%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	-	(259.67)	(259.67)	259.67	
STAFF TRAVEL/PARKING	2,500.00	213.00	213.00	2,287.00	8.52%
STAFF MEMBERSHIP DUES	635.00	-	-	635.00	0.00%
TOTAL DIRECT EXPENSES:	3,135.00	(46.67)	(46.67)	3,181.67	-1.49%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.92 FTE)	632,169.00	61,144.27	61,144.27	571,024.73	9.67%
BENEFITS EXPENSE	206,690.00	16,731.36	16,731.36	189,958.64	8.09%
OTHER INDIRECT EXPENSE	187,762.00	13,354.89	13,354.89	174,407.11	7.11%
TOTAL INDIRECT EXPENSES:	1,026,621.00	91,230.52	91,230.52	935,390.48	8.89%
TOTAL ALL EXPENSES:	1,029,756.00	91,183.85	91,183.85	938,572.15	8.85%
NET INCOME (LOSS):	(974,756.00)	(96,591.86)	(96,591.86)		

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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS/BAR EXAMS					
REVENUE:					
EXAM SOFT REVENUE	40,000.00	-	-	40,000.00	0.00%
BAR EXAM FEES	1,000,000.00	252,580.00	252,580.00	747,420.00	25.26%
SPECIAL ADMISSIONS	30,000.00	7,440.00	7,440.00	22,560.00	24.80%
TOTAL REVENUE:	1,070,000.00	260,020.00	260,020.00	809,980.00	24.30%
DIRECT EXPENSES:					
FACILITY, PARKING, FOOD	65,000.00	16,250.00	16,250.00	48,750.00	25.00%
EXAMINER FEES	32,500.00	-	-	32,500.00	0.00%
UBE EXMINATIONS	136,000.00	-	-	136,000.00	0.00%
BOARD OF BAR EXAMINERS	30,000.00	780.42	780.42	29,219.58	2.60%
BAR EXAM PROCTORS	33,000.00	-	-	33,000.00	0.00%
CHARACTER & FITNESS BOARD	20,000.00	1,266.99	1,266.99	18,733.01	6.33%
DISABILITY ACCOMMODATIONS	25,000.00	-	-	25,000.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	1,000.00	8.00	8.00	992.00	0.80%
LAW SCHOOL VISITS	1,000.00	41.00	41.00	959.00	4.10%
COURT REPORTERS	15,000.00	754.11	754.11	14,245.89	5.03%
POSTAGE	4,000.00	916.48	916.48	3,083.52	22.91%
STAFF TRAVEL/PARKING	13,000.00	(11.86)	(11.86)	13,011.86	-0.09%
STAFF MEMBERSHIP DUES	200.00	-	-	200.00	0.00%
SUPPLIES	1,200.00	-	-	1,200.00	0.00%
TOTAL DIRECT EXPENSES:	376,900.00	20,005.14	20,005.14	356,894.86	5.31%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.48 FTE)	465,903.00	40,052.25	40,052.25	425,850.75	8.60%
BENEFITS EXPENSE	164,864.00	12,817.69	12,817.69	152,046.31	7.77%
OTHER INDIRECT EXPENSE	153,623.00	10,937.26	10,937.26	142,685.74	7.12%
TOTAL INDIRECT EXPENSES:	784,390.00	63,807.20	63,807.20	720,582.80	8.13%
TOTAL ALL EXPENSES:	1,161,290.00	83,812.34	83,812.34	1,077,477.66	7.22%
NET INCOME (LOSS):	(91,290.00)	176,207.66	176,207.66		

Washington State Bar Association

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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
BOG MEETINGS	125,000.00	1,294.26	1,294.26	123,705.74	1.04%
BOG COMMITTEES' EXPENSES	30,000.00	1,332.26	1,332.26	28,667.74	4.44%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	-	-	60,000.00	0.00%
BOG CONFERENCE ATTENDANCE	17,500.00	1,520.84	1,520.84	15,979.16	8.69%
BOG TRAVEL & OUTREACH	45,000.00	4,552.42	4,552.42	40,447.58	10.12%
ED TRAVEL & OUTREACH	5,000.00	827.49	827.49	4,172.51	16.55%
BOG ELECTIONS	5,000.00	-	-	5,000.00	0.00%
STAFF TRAVEL/PARKING	4,000.00	328.00	328.00	3,672.00	8.20%
STAFF MEMBERSHIP DUES	1,850.00	150.00	150.00	1,700.00	8.11%
TELEPHONE	1,300.00	-	-	1,300.00	0.00%
TOTAL DIRECT EXPENSES:	294,650.00	10,005.27	10,005.27	284,644.73	3.40%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	336,231.00	42,998.15	42,998.15	293,232.85	12.79%
BENEFITS EXPENSE	93,632.00	7,096.50	7,096.50	86,535.50	7.58%
OTHER INDIRECT EXPENSE	58,083.00	4,142.70	4,142.70	53,940.30	7.13%
TOTAL INDIRECT EXPENSES:	487,946.00	54,237.35	54,237.35	433,708.65	11.12%
TOTAL ALL EXPENSES:	782,596.00	64,242.62	64,242.62	718,353.38	8.21%
NET INCOME (LOSS):	(782,596.00)	(64,242.62)	(64,242.62)		

Washington State Bar Association

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATIONS					
REVENUE:					
AWARDS LUNCH/DINNER	44,000.00	-	-	44,000.00	0.00%
50 YEAR MEMBER TRIBUTE LUNCH	250.00	1,125.00	1,125.00	(875.00)	450.00%
WSBA LOGO MERCHANDISE SALES	-	280.00	280.00	(280.00)	
TOTAL REVENUE:	44,250.00	1,405.00	1,405.00	42,845.00	3.18%
DIRECT EXPENSES:					
IMAGE LIBRARY	4,100.00	3,999.00	3,999.00	101.00	97.54%
BAR OUTREACH	2,500.00	-	-	2,500.00	0.00%
ABA DELEGATES	5,600.00	-	-	5,600.00	0.00%
ANNUAL CHAIR MTGS	600.00	877.32	877.32	(277.32)	146.22%
AWARDS DINNER	63,000.00	(14.10)	(14.10)	63,014.10	-0.02%
50 YEAR MEMBER TRIBUTE LUNCH	8,000.00	2,004.11	2,004.11	5,995.89	25.05%
JUD RECOMMEND COMMITTEE	4,500.00	-	-	4,500.00	0.00%
PROFESSIONALISM	750.00	98.36	98.36	651.64	13.11%
COMMUNICATIONS OUTREACH	15,000.00	144.56	144.56	14,855.44	0.96%
TRANSLATION SERVICES	3,500.00	671.50	671.50	2,828.50	19.19%
DEPRECIATION	2,300.00	227.00	227.00	2,073.00	9.87%
EQUIPMENT, HARDWARE & SOFTWARE	-	79.47	79.47	(79.47)	
STAFF TRAVEL/PARKING	4,000.00	393.00	393.00	3,607.00	9.83%
STAFF MEMBERSHIP DUES	1,960.00	50.00	50.00	1,910.00	2.55%
SUBSCRIPTIONS	10,050.00	-	-	10,050.00	0.00%
DIGITAL/ONLINE DEVELOPMENT	4,000.00	316.57	316.57	3,683.43	7.91%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	130,060.00	8,846.79	8,846.79	121,213.21	6.80%
INDIRECT EXPENSES:					
SALARY EXPENSE (14 64 FTE)	896,797.00	66,836.07	66,836.07	829,960.93	7.45%
BENEFITS EXPENSE	326,726.00	25,711.54	25,711.54	301,014.46	7.87%
OTHER INDIRECT EXPENSE	347,075.00	24,696.15	24,696.15	322,378.85	7.12%
TOTAL INDIRECT EXPENSES:	1,570,598.00	117,243.76	117,243.76	1,453,354.24	7.46%
TOTAL ALL EXPENSES:	1,700,658.00	126,090.55	126,090.55	1,574,567.45	7.41%
NET INCOME (LOSS):	(1,656,408.00)	(124,685.55)	(124,685.55)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	2,000.00	546.25	546.25	1,453.75	27.31%
RECOVERY OF DISCIPLINE COSTS	125,000.00	3,423.06	3,423.06	121,576.94	2.74%
DISCIPLINE HISTORY SUMMARY	13,000.00	797.56	797.56	12,202.44	6.14%
TOTAL REVENUE:	140,000.00	4,766.87	4,766.87	135,233.13	3.40%
DIRECT EXPENSES:					
COURT REPORTERS	65,000.00	1,271.11	1,271.11	63,728.89	1.96%
OUTSIDE COUNSEL/AIC	3,500.00	68.36	68.36	3,431.64	1.95%
LITIGATION EXPENSES	30,000.00	1,212.47	1,212.47	28,787.53	4.04%
DISABILITY EXPENSES	15,000.00	135.95	135.95	14,864.05	0.91%
ONLINE LEGAL RESEARCH	65,900.00	-	-	65,900.00	0.00%
LAW LIBRARY	13,075.00	13.11	13.11	13,061.89	0.10%
TRANSLATION SERVICES	3,000.00	-	-	3,000.00	0.00%
DEPRECIATION-SOFTWARE	25,200.00	2,204.00	2,204.00	22,996.00	8.75%
PUBLICATIONS PRODUCTION	250.00	-	-	250.00	0.00%
STAFF TRAVEL/PARKING	38,500.00	3,049.97	3,049.97	35,450.03	7.92%
STAFF MEMBERSHIP DUES	3,243.00	-	-	3,243.00	0.00%
TELEPHONE	5,000.00	219.98	219.98	4,780.02	4.40%
TOTAL DIRECT EXPENSES:	267,668.00	8,174.95	8,174.95	259,493.05	3.05%
INDIRECT EXPENSES:					
SALARY EXPENSE (37.77 FTE)	3,370,608.00	290,160.57	290,160.57	3,080,447.43	8.61%
BENEFITS EXPENSE	1,068,970.00	82,995.45	82,995.45	985,974.55	7.76%
OTHER INDIRECT EXPENSE	895,425.00	63,716.87	63,716.87	831,708.13	7.12%
TOTAL INDIRECT EXPENSES:	5,335,003.00	436,872.89	436,872.89	4,898,130.11	8.19%
TOTAL ALL EXPENSES:	5,602,671.00	445,047.84	445,047.84	5,157,623.16	7.94%
NET INCOME (LOSS):	(5,462,671.00)	(440,280.97)	(440,280.97)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS & GRANTS	90,000.00	90,000.00	90,000.00	-	100.00%
WORK STUDY GRANTS	10,374.00	-	-	10,374.00	0.00%
TOTAL REVENUE:	100,374.00	90,000.00	90,000.00	10,374.00	89.66%
DIRECT EXPENSES:					
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
STAFF TRAVEL/PARKING	8,600.00	488.55	488.55	8,111.45	5.68%
SUPPLIES	2,000.00	-	-	2,000.00	0.00%
COMMITTEE FOR DIVERSITY	6,200.00	15.46	15.46	6,184.54	0.25%
DIVERSITY EVENTS & PROJECTS	5,500.00	586.94	586.94	4,913.06	10.67%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
INTERNAL DIVERSITY OUTREACH	500.00	22.96	22.96	477.04	4.59%
TOTAL DIRECT EXPENSE:	29,150.00	1,113.91	1,113.91	28,036.09	3.82%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.97 FTE)	222,565.00	17,490.39	17,490.39	205,074.61	7.86%
BENEFITS EXPENSE	72,143.00	5,565.04	5,565.04	66,577.96	7.71%
OTHER INDIRECT EXPENSE	70,411.00	5,001.79	5,001.79	65,409.21	7.10%
TOTAL INDIRECT EXPENSES:	365,119.00	28,057.22	28,057.22	337,061.78	7.68%
TOTAL ALL EXPENSES:	394,269.00	29,171.13	29,171.13	365,097.87	7.40%
NET INCOME (LOSS):	(293,895.00)	60,828.87	60,828.87		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
BOARD OF TRUSTEES	5,000.00	-	-	5,000.00	0.00%
GRAPHIC DESIGN	1,500.00	-	-	1,500.00	0.00%
CONSULTING SERVICES	3,000.00	-	-	3,000.00	0.00%
POSTAGE	500.00	-	-	500.00	0.00%
PRINTING & COPYING	1,500.00	-	-	1,500.00	0.00%
STAFF TRAVEL/PARKING	1,700.00	-	-	1,700.00	0.00%
STAFF MEMBERSHIP DUES	600.00	-	-	600.00	0.00%
SUPPLIES	500.00	-	-	500.00	0.00%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
TOTAL DIRECT EXPENSES:	19,300.00	-	-	19,300.00	0.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.25 FTE)	88,294.00	8,195.48	8,195.48	80,098.52	9.28%
BENEFITS EXPENSE	30,721.00	2,369.43	2,369.43	28,351.57	7.71%
OTHER INDIRECT EXPENSE	29,634.00	2,105.82	2,105.82	27,528.18	7.11%
TOTAL INDIRECT EXPENSES:	148,649.00	12,670.73	12,670.73	135,978.27	8.52%
TOTAL ALL EXPENSES:	167,949.00	12,670.73	12,670.73	155,278.27	7.54%
NET INCOME (LOSS):	(167,949.00)	(12,670.73)	(12,670.73)		

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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAINING- GENERAL	35,000.00	-	-	35,000.00	0.00%
RECRUITING AND ADVERTISING	7,000.00	260.49	260.49	6,739.51	3.72%
PAYROLL PROCESSING	55,000.00	1,559.69	1,559.69	53,440.31	2.84%
SALARY SURVEYS	2,700.00	-	-	2,700.00	0.00%
DEPRECIATION	835.00	418.00	418.00	417.00	50.06%
CONSULTING SERVICES	9,000.00	2,000.00	2,000.00	7,000.00	22.22%
STAFF TRAVEL/PARKING	250.00	-	-	250.00	0.00%
STAFF MEMBERSHIP DUES	1,378.00	-	-	1,378.00	0.00%
SUBSCRIPTIONS	1,993.00	-	-	1,993.00	0.00%
THIRD PARTY SERVICES	13,500.00	13,426.00	13,426.00	74.00	99.45%
TRANSFER TO INDIRECT EXPENSE	(126,656.00)	(17,664.18)	(17,664.18)	(108,991.82)	13.95%
TOTAL DIRECT EXPENSES:	-	-	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.48 FTE)	244,580.00	18,088.10	18,088.10	226,491.90	7.40%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
BENEFITS EXPENSE	74,445.00	5,109.18	5,109.18	69,335.82	6.86%
OTHER INDIRECT EXPENSE	58,794.00	4,188.96	4,188.96	54,605.04	7.12%
TOTAL INDIRECT EXPENSES:	257,819.00	27,386.24	27,386.24	230,432.76	10.62%
TOTAL ALL EXPENSES:	257,819.00	27,386.24	27,386.24	230,432.76	10.62%
NET INCOME (LOSS):	(257,819.00)	(27,386.24)	(27,386.24)		

Washington State Bar Association
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8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	95,000.00	1,750.00	1,750.00	93,250.00	1.84%
LAW CLERK APPLICATION FEES	2,000.00	-	-	2,000.00	0.00%
TOTAL REVENUE:	97,000.00	1,750.00	1,750.00	95,250.00	1.80%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	-	250.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	5,000.00	-	-	5,000.00	0.00%
TOTAL DIRECT EXPENSES:	5,350.00	-	-	5,350.00	0.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.89 FTE)	59,025.00	5,136.80	5,136.80	53,888.20	8.70%
BENEFITS EXPENSE	20,961.00	1,627.59	1,627.59	19,333.41	7.76%
OTHER INDIRECT EXPENSE	21,099.00	1,507.63	1,507.63	19,591.37	7.15%
TOTAL INDIRECT EXPENSES:	101,085.00	8,272.02	8,272.02	92,812.98	8.18%
TOTAL ALL EXPENSES:	106,435.00	8,272.02	8,272.02	98,162.98	7.77%
NET INCOME (LOSS):	(9,435.00)	(6,522.02)	(6,522.02)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW OFFICE MNGT ASSISTANCE PROGRAM					
REVENUE:					
LAW OFFICE IN A BOX SALES	2,500.00	405.00	405.00	2,095.00	16.20%
TOTAL REVENUE:	2,500.00	405.00	405.00	2,095.00	16.20%
DIRECT EXPENSES:					
LIBRARY MATERIALS/RESOURCES	1,500.00	36.90	36.90	1,463.10	2.46%
LAW OFFICE IN A BOX	500.00	117.91	117.91	382.09	23.58%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
STAFF MEMBERSHIP DUES	600.00	-	-	600.00	0.00%
CONFERENCE CALLS	100.00	-	-	100.00	0.00%
TOTAL DIRECT EXPENSES:	4,700.00	154.81	154.81	4,545.19	3.29%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.50 FTE)	122,445.00	4,492.76	4,492.76	117,952.24	3.67%
BENEFITS EXPENSE	40,196.00	2,298.51	2,298.51	37,897.49	5.72%
OTHER INDIRECT EXPENSE	35,561.00	2,537.24	2,537.24	33,023.76	7.13%
TOTAL INDIRECT EXPENSES:	198,202.00	9,328.51	9,328.51	188,873.49	4.71%
TOTAL ALL EXPENSES:	202,902.00	9,483.32	9,483.32	193,418.68	4.67%
NET INCOME (LOSS):	(200,402.00)	(9,078.32)	(9,078.32)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	15,750.00	1,625.00	1,625.00	14,125.00	10.32%
TOTAL REVENUE:	15,750.00	1,625.00	1,625.00	14,125.00	10.32%
DIRECT EXPENSES:					
PROF LIAB INSURANCE	850.00	-	-	850.00	0.00%
MEMBER ASSISTANCE PROGRAM	45,120.00	-	-	45,120.00	0.00%
PUBLICATIONS PRODUCTION	200.00	-	-	200.00	0.00%
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
CONFERENCE CALLS	100.00	-	-	100.00	0.00%
MISCELLANEOUS	150.00	-	-	150.00	0.00%
TOTAL DIRECT EXPENSES:	46,770.00	-	-	46,770.00	0.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.87 FTE)	77,476.00	5,489.42	5,489.42	71,986.58	7.09%
BENEFITS EXPENSE	29,331.00	2,149.29	2,149.29	27,181.71	7.33%
OTHER INDIRECT EXPENSE	20,625.00	1,460.01	1,460.01	19,164.99	7.08%
TOTAL INDIRECT EXPENSES:	127,432.00	9,098.72	9,098.72	118,333.28	7.14%
TOTAL ALL EXPENSES:	174,202.00	9,098.72	9,098.72	165,103.28	5.22%
NET INCOME (LOSS):	(158,452.00)	(7,473.72)	(7,473.72)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
RENT - OLYMPIA OFFICE	5,000.00	-	-	5,000.00	0.00%
CONTRACT LOBBYIST	20,000.00	-	-	20,000.00	0.00%
LOBBYIST CONTACT COSTS	1,600.00	-	-	1,600.00	0.00%
LEGISLATIVE COMMITTEE	2,500.00	404.25	404.25	2,095.75	16.17%
BOG LEGISLATIVE COMMITTEE	250.00	-	-	250.00	0.00%
STAFF TRAVEL/PARKING	8,000.00	147.62	147.62	7,852.38	1.85%
STAFF MEMBERSHIP DUES	450.00	-	-	450.00	0.00%
SUBSCRIPTIONS	2,000.00	-	-	2,000.00	0.00%
TELEPHONE	3,000.00	20.00	20.00	2,980.00	0.67%
TOTAL DIRECT EXPENSES:	<u>42,800.00</u>	<u>571.87</u>	<u>571.87</u>	<u>42,228.13</u>	<u>1.34%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.85 FTE)	131,303.00	10,729.10	10,729.10	120,573.90	8.17%
BENEFITS EXPENSE	45,303.00	3,509.62	3,509.62	41,793.38	7.75%
OTHER INDIRECT EXPENSE	43,859.00	3,111.20	3,111.20	40,747.80	7.09%
TOTAL INDIRECT EXPENSES:	<u>220,465.00</u>	<u>17,349.92</u>	<u>17,349.92</u>	<u>203,115.08</u>	<u>7.87%</u>
TOTAL ALL EXPENSES:	<u>263,265.00</u>	<u>17,921.79</u>	<u>17,921.79</u>	<u>245,343.21</u>	<u>6.81%</u>
NET INCOME (LOSS):	<u>(263,265.00)</u>	<u>(17,921.79)</u>	<u>(17,921.79)</u>		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	22,000.00	2,362.37	2,362.37	19,637.63	10.74%
RULE 9/LEGAL INTERN FEES	11,000.00	500.00	500.00	10,500.00	4.55%
INVESTIGATION FEES	20,000.00	1,800.00	1,800.00	18,200.00	9.00%
PRO HAC VICE	170,000.00	21,945.00	21,945.00	148,055.00	12.91%
MEMBER CONTACT INFORMATION	24,000.00	3,691.70	3,691.70	20,308.30	15.38%
PHOTO BAR CARD SALES	800.00	24.00	24.00	776.00	3.00%
TOTAL REVENUE:	247,800.00	30,323.07	30,323.07	217,476.93	12.24%
DIRECT EXPENSES:					
LICENSING FORMS	2,500.00	2,113.18	2,113.18	386.82	84.53%
POSTAGE	25,000.00	-	-	25,000.00	0.00%
TOTAL DIRECT EXPENSES:	27,500.00	2,113.18	2,113.18	25,386.82	7.68%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.29 FTE)	346,073.00	28,560.85	28,560.85	317,512.15	8.25%
BENEFITS EXPENSE	112,190.00	8,673.96	8,673.96	103,516.04	7.73%
OTHER INDIRECT EXPENSE	101,704.00	7,227.90	7,227.90	94,476.10	7.11%
TOTAL INDIRECT EXPENSES:	559,967.00	44,462.71	44,462.71	515,504.29	7.94%
TOTAL ALL EXPENSES:	587,467.00	46,575.89	46,575.89	540,891.11	7.93%
NET INCOME (LOSS):	(339,667.00)	(16,252.82)	(16,252.82)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
LLLT LICENSE FEES	5,950.00	408.27	408.27	5,541.73	6.86%
LLLT EXAM FEES	7,150.00	-	-	7,150.00	0.00%
LLLT WAIVER FEES	300.00	300.00	300.00	-	100.00%
TOTAL REVENUE:	13,400.00	708.27	708.27	12,691.73	5.29%
DIRECT EXPENSES:					
CHRACTER & FITNESS INVESTIGATIONS	700.00	-	-	700.00	0.00%
LLLT BOARD	18,000.00	119.61	119.61	17,880.39	0.66%
LLLT OUTREACH	8,000.00	25.00	25.00	7,975.00	0.31%
DEPRECIATION	3,354.00	-	-	3,354.00	0.00%
LLLT EXAM WRITING	29,600.00	-	-	29,600.00	0.00%
STAFF TRAVEL/PARKING	400.00	-	-	400.00	0.00%
TOTAL DIRECT EXPENSES:	60,054.00	144.61	144.61	59,909.39	0.24%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.39 FTE)	106,271.00	9,430.98	9,430.98	96,840.02	8.87%
BENEFITS EXPENSE	35,786.00	2,770.63	2,770.63	33,015.37	7.74%
OTHER INDIRECT EXPENSE	32,953.00	2,345.52	2,345.52	30,607.48	7.12%
TOTAL INDIRECT EXPENSES:	175,010.00	14,547.13	14,547.13	160,462.87	8.31%
TOTAL ALL EXPENSES:	235,064.00	14,691.74	14,691.74	220,372.26	6.25%
NET INCOME (LOSS):	(221,664.00)	(13,983.47)	(13,983.47)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED PRACTICE OFFICERS					
REVENUE:					
LPO EXAMINATION FEES	17,000.00	-	-	17,000.00	0.00%
LPO LICENSE FEES	108,000.00	8,656.40	8,656.40	99,343.60	8.02%
LPO LATE LICENSE FEES	1,000.00	-	-	1,000.00	0.00%
LPO CEU & TA LATE FEES	4,000.00	50.00	50.00	3,950.00	1.25%
LPO CONTINUING ED ACCRED FEE	2,700.00	225.00	225.00	2,475.00	8.33%
TOTAL REVENUE:	132,700.00	8,931.40	8,931.40	123,768.60	6.73%
DIRECT EXPENSES:					
LPO EXAM FACILITIES	800.00	394.58	394.58	405.42	49.32%
LPO BOARD	3,000.00	87.63	87.63	2,912.37	2.92%
LPO DISCIPLINE EXPENSES	500.00	-	-	500.00	0.00%
FINGERPRINT CARD PROCESSING	3,230.00	1,824.00	1,824.00	1,406.00	56.47%
DEPRECIATION	3,354.00	-	-	3,354.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
POSTAGE	2,300.00	-	-	2,300.00	0.00%
TOTAL DIRECT EXPENSES:	13,284.00	2,306.21	2,306.21	10,977.79	17.36%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.47 FTE)	115,843.00	9,991.45	9,991.45	105,851.55	8.62%
BENEFITS EXPENSE	38,510.00	2,973.59	2,973.59	35,536.41	7.72%
OTHER INDIRECT EXPENSE	34,850.00	2,489.31	2,489.31	32,360.69	7.14%
TOTAL INDIRECT EXPENSES:	189,203.00	15,454.35	15,454.35	173,748.65	8.17%
TOTAL ALL EXPENSES:	202,487.00	17,760.56	17,760.56	184,726.44	8.77%
NET INCOME (LOSS):	(69,787.00)	(8,829.16)	(8,829.16)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANDATORY CLE ADMINISTRATION					
REVENUE:					
ACCREDITED PROGRAM FEES	300,000.00	22,150.00	22,150.00	277,850.00	7.38%
FORM 1 LATE FEES	75,000.00	12,145.00	12,145.00	62,855.00	16.19%
MEMBER LATE FEES	150,000.00	(225.00)	(225.00)	150,225.00	-0.15%
ANNUAL ACCREDITED SPONSOR FEES	27,000.00	-	-	27,000.00	0.00%
ATTENDANCE FEES	70,000.00	4,541.00	4,541.00	65,459.00	6.49%
COMITY CERTIFICATES	29,000.00	1,375.00	1,375.00	27,625.00	4.74%
ATTENDANCE LATE FEES	60,000.00	4,130.00	4,130.00	55,870.00	6.88%
TOTAL REVENUE:	711,000.00	44,116.00	44,116.00	666,884.00	6.20%
DIRECT EXPENSES:					
MCLE BOARD	3,000.00	162.30	162.30	2,837.70	5.41%
POSTAGE	2,000.00	-	-	2,000.00	0.00%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
DEPRECIATION	261,000.00	15,335.00	15,335.00	245,665.00	5.88%
TOTAL DIRECT EXPENSES:	266,500.00	15,497.30	15,497.30	251,002.70	5.82%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.72 FTE)	257,805.00	22,314.91	22,314.91	235,490.09	8.66%
BENEFITS EXPENSE	99,187.00	7,789.58	7,789.58	91,397.42	7.85%
OTHER INDIRECT EXPENSE	111,898.00	7,968.69	7,968.69	103,929.31	7.12%
TOTAL INDIRECT EXPENSES:	468,890.00	38,073.18	38,073.18	430,816.82	8.12%
TOTAL ALL EXPENSES:	735,390.00	53,570.48	53,570.48	681,819.52	7.28%
NET INCOME (LOSS):	(24,390.00)	(9,454.48)	(9,454.48)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER BENEFITS					
REVENUE:					
ROYALTIES	3,000.00	144.00	144.00	2,856.00	4.80%
TOTAL REVENUE:	3,000.00	144.00	144.00	2,856.00	4.80%
DIRECT EXPENSES:					
CASEMAKER	75,000.00	6,047.71	6,047.71	68,952.29	8.06%
TOTAL DIRECT EXPENSES:	75,000.00	6,047.71	6,047.71	68,952.29	8.06%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	75,000.00	6,047.71	6,047.71	68,952.29	8.06%
NET INCOME (LOSS):	(72,000.00)	(5,903.71)	(5,903.71)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MENTORSHIP PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
MENTORSHIP PROGRAM EXPENSES	15,000.00	364.15	364.15	14,635.85	2.43%
RECEPTION/FORUM EXPENSE	4,800.00	-	-	4,800.00	0.00%
CONSULTING SERVICES	1,000.00	-	-	1,000.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
SUBSCRIPTIONS	500.00	-	-	500.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	23,500.00	364.15	364.15	23,135.85	1.55%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.40 FTE)	108,515.00	7,791.44	7,791.44	100,723.56	7.18%
BENEFITS EXPENSE	36,268.00	2,504.30	2,504.30	33,763.70	6.90%
OTHER INDIRECT EXPENSE	33,190.00	2,369.49	2,369.49	30,820.51	7.14%
TOTAL INDIRECT EXPENSES:	177,973.00	12,665.23	12,665.23	165,307.77	7.12%
TOTAL ALL EXPENSES:	201,473.00	13,029.38	13,029.38	188,443.62	6.47%
NET INCOME (LOSS):	(201,473.00)	(13,029.38)	(13,029.38)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NEW LAWYER PROGRAM					
REVENUE:					
SEMINAR REGISTRATIONS	55,000.00	-	-	55,000.00	0.00%
TRIAL ADVOCACY PROGRAM	25,000.00	17,409.00	17,409.00	7,591.00	69.64%
TOTAL REVENUE:	80,000.00	17,409.00	17,409.00	62,591.00	21.76%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,000.00	267.00	267.00	733.00	26.70%
STAFF MEMBERSHIP DUES	200.00	-	-	200.00	0.00%
ONLINE EXPENSES	2,500.00	-	-	2,500.00	0.00%
NEW LAWYER OUTREACH EVENTS	1,000.00	743.33	743.33	256.67	74.33%
NEW LAWYERS COMMITTEE	15,000.00	1,759.21	1,759.21	13,240.79	11.73%
OPEN SECTIONS NIGHT	3,500.00	107.87	107.87	3,392.13	3.08%
TRIAL ADVOCACY PROGRAM	3,500.00	349.95	349.95	3,150.05	10.00%
SEMINAR BROCHURES	2,000.00	-	-	2,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	2,000.00	-	-	2,000.00	0.00%
SCHOLARSHIPS/DONATIONS/GRANT	2,000.00	-	-	2,000.00	0.00%
TOTAL DIRECT EXPENSES:	32,700.00	3,227.36	3,227.36	29,472.64	9.87%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.25 FTE)	165,467.00	12,242.12	12,242.12	153,224.88	7.40%
BENEFITS EXPENSE	56,383.00	4,135.21	4,135.21	52,247.79	7.33%
OTHER INDIRECT EXPENSE	53,341.00	3,805.65	3,805.65	49,535.35	7.13%
TOTAL INDIRECT EXPENSES:	275,191.00	20,182.98	20,182.98	255,008.02	7.33%
TOTAL ALL EXPENSES:	307,891.00	23,410.34	23,410.34	284,480.66	7.60%
NET INCOME (LOSS):	(227,891.00)	(6,001.34)	(6,001.34)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	1,133.91	1,133.91	(1,133.91)	
DISPLAY ADVERTISING	440,000.00	38,206.25	38,206.25	401,793.75	8.68%
SUBSCRIPT/SINGLE ISSUES	450.00	-	-	450.00	0.00%
CLASSIFIED ADVERTISING	89,000.00	10,719.75	10,719.75	78,280.25	12.04%
GEN ANNOUNCEMENTS	17,000.00	750.00	750.00	16,250.00	4.41%
PROF ANNOUNCEMENTS	27,000.00	2,705.00	2,705.00	24,295.00	10.02%
TOTAL REVENUE:	573,450.00	53,514.91	53,514.91	519,935.09	9.33%
DIRECT EXPENSES:					
GRAPHICS/ARTWORK	3,500.00	398.21	398.21	3,101.79	11.38%
OUTSIDE SALES EXPENSE	80,000.00	1,760.90	1,760.90	78,239.10	2.20%
EDITORIAL ADVISORY COMMITTEE	800.00	-	-	800.00	0.00%
DIGITAL/ONLINE DEVELOPMENT	8,400.00	700.00	700.00	7,700.00	8.33%
BAD DEBT EXPENSE	1,000.00	1,000.00	1,000.00	-	100.00%
POSTAGE	89,100.00	10,116.53	10,116.53	78,983.47	11.35%
PRINTING, COPYING & MAILING	220,000.00	-	-	220,000.00	0.00%
TOTAL DIRECT EXPENSES:	402,800.00	13,975.64	13,975.64	388,824.36	3.47%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.72 FTE)	131,759.00	20,220.68	20,220.68	111,538.32	15.35%
BENEFITS EXPENSE	48,872.00	3,110.35	3,110.35	45,761.65	6.36%
OTHER INDIRECT EXPENSE	40,777.00	2,895.72	2,895.72	37,881.28	7.10%
TOTAL INDIRECT EXPENSES:	221,408.00	26,226.75	26,226.75	195,181.25	11.85%
TOTAL ALL EXPENSES:	624,208.00	40,202.39	40,202.39	584,005.61	6.44%
NET INCOME (LOSS):	(50,758.00)	13,312.52	13,312.52		

Washington State Bar Association
Statement of Activities
For the Period from October 1, 2016 to October 31, 2016
8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	45.00	45.00	(45.00)	
TOTAL REVENUE:	-	45.00	45.00	(45.00)	
DIRECT EXPENSES:					
AMICUS BRIEF COMMITTEE	100.00	-	-	100.00	0.00%
COURT RULES COMMITTEE	5,000.00	41.59	41.59	4,958.41	0.83%
DISCIPLINE ADVISORY ROUNDTABLE	1,500.00	-	-	1,500.00	0.00%
LITIGATION EXPENSES	-	1.65	1.65	(1.65)	
CUSTODIANSHIPS	5,000.00	-	-	5,000.00	0.00%
STAFF TRAVEL/PARKING	2,600.00	198.00	198.00	2,402.00	7.62%
STAFF MEMBERSHIP DUES	1,500.00	-	-	1,500.00	0.00%
TOTAL DIRECT EXPENSES:	15,700.00	241.24	241.24	15,458.76	1.54%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.7 FTE)	484,565.00	46,791.64	46,791.64	437,773.36	9.66%
BENEFITS EXPENSE	157,573.00	11,774.35	11,774.35	145,798.65	7.47%
OTHER INDIRECT EXPENSE	135,132.00	9,621.77	9,621.77	125,510.23	7.12%
TOTAL INDIRECT EXPENSES:	777,270.00	68,187.76	68,187.76	709,082.24	8.77%
TOTAL ALL EXPENSES:	792,970.00	68,429.00	68,429.00	724,541.00	8.63%
NET INCOME (LOSS):	(792,970.00)	(68,384.00)	(68,384.00)		

Washington State Bar Association

Statement of Activities

For the Period from October 1, 2016 to October 31, 2016

8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OGC-DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
DISCIPLINARY BOARD EXPENSES	7,500.00	-	-	7,500.00	0.00%
CHIEF HEARING OFFICER	33,000.00	2,500.00	2,500.00	30,500.00	7.58%
HEARING OFFICER EXPENSES	5,000.00	-	-	5,000.00	0.00%
HEARING OFFICER TRAINING	2,000.00	-	-	2,000.00	0.00%
OUTSIDE COUNSEL	55,000.00	3,250.00	3,250.00	51,750.00	5.91%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	<u>103,000.00</u>	<u>5,750.00</u>	<u>5,750.00</u>	<u>97,250.00</u>	<u>5.58%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.30 FTE)	92,118.00	7,687.50	7,687.50	84,430.50	8.35%
BENEFITS EXPENSE	31,810.00	2,470.92	2,470.92	29,339.08	7.77%
OTHER INDIRECT EXPENSE	30,819.00	2,202.06	2,202.06	28,616.94	7.15%
TOTAL INDIRECT EXPENSES:	<u>154,747.00</u>	<u>12,360.48</u>	<u>12,360.48</u>	<u>142,386.52</u>	<u>7.99%</u>
TOTAL ALL EXPENSES:	<u>257,747.00</u>	<u>18,110.48</u>	<u>18,110.48</u>	<u>239,636.52</u>	<u>7.03%</u>
NET INCOME (LOSS):	<u>(257,747.00)</u>	<u>(18,110.48)</u>	<u>(18,110.48)</u>		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
PRACTICE OF LAW BOARD	14,000.00	512.84	512.84	13,487.16	3.66%
TRANSLATION SERVICES	100.00	-	-	100.00	0.00%
TOTAL DIRECT EXPENSES:	14,100.00	512.84	512.84	13,587.16	3.64%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.81 FTE)	61,398.00	5,148.90	5,148.90	56,249.10	8.39%
BENEFITS EXPENSE	20,670.00	1,607.09	1,607.09	19,062.91	7.77%
OTHER INDIRECT EXPENSE	19,203.00	1,364.02	1,364.02	17,838.98	7.10%
TOTAL INDIRECT EXPENSES:	101,271.00	8,120.01	8,120.01	93,150.99	8.02%
TOTAL ALL EXPENSES:	115,371.00	8,632.85	8,632.85	106,738.15	7.48%
NET INCOME (LOSS):	(115,371.00)	(8,632.85)	(8,632.85)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
CPE COMMITTEE	6,000.00	292.19	292.19	5,707.81	4.87%
STAFF TRAVEL/PARKING	1,500.00	-	-	1,500.00	0.00%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	<u>8,000.00</u>	<u>292.19</u>	<u>292.19</u>	<u>7,707.81</u>	<u>3.65%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (2.07 FTE)	165,405.00	12,087.74	12,087.74	153,317.26	7.31%
BENEFITS EXPENSE	58,372.00	4,146.19	4,146.19	54,225.81	7.10%
OTHER INDIRECT EXPENSE	49,074.00	3,494.39	3,494.39	45,579.61	7.12%
TOTAL INDIRECT EXPENSES:	<u>272,851.00</u>	<u>19,728.32</u>	<u>19,728.32</u>	<u>253,122.68</u>	<u>7.23%</u>
TOTAL ALL EXPENSES:	<u>280,851.00</u>	<u>20,020.51</u>	<u>20,020.51</u>	<u>260,830.49</u>	<u>7.13%</u>
NET INCOME (LOSS):	<u>(280,851.00)</u>	<u>(20,020.51)</u>	<u>(20,020.51)</u>		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	85,000.00	85,000.00	85,000.00	-	100.00%
PSP PRODUCT SALES	-	610.00	610.00	(610.00)	
TOTAL REVENUE:	85,000.00	85,610.00	85,610.00	(610.00)	100.72%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	203,915.00	-	-	203,915.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,500.00	-	-	1,500.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
STAFF MEMBERSHIP DUES	95.00	-	-	95.00	0.00%
VOLUNTEER RECRUITMENT & OUTREACH	2,100.00	-	-	2,100.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
PRO BONO & LEGAL AID COMMITTEE	2,000.00	81.04	81.04	1,918.96	4.05%
VOLUNTEER RECRUITMENT & APPREC	500.00	-	-	500.00	0.00%
DAY OF SERVICE	3,150.00	-	-	3,150.00	0.00%
TOTAL DIRECT EXPENSES:	215,460.00	81.04	81.04	215,378.96	0.04%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.70 FTE)	132,099.00	9,823.00	9,823.00	122,276.00	7.44%
BENEFITS EXPENSE	44,139.00	3,165.15	3,165.15	40,973.85	7.17%
OTHER INDIRECT EXPENSE	40,302.00	2,872.20	2,872.20	37,429.80	7.13%
TOTAL INDIRECT EXPENSES:	216,540.00	15,860.35	15,860.35	200,679.65	7.32%
TOTAL ALL EXPENSES:	432,000.00	15,941.39	15,941.39	416,058.61	3.69%
NET INCOME (LOSS):	(347,000.00)	69,668.61	69,668.61		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	307,000.00	10,087.50	10,087.50	296,912.50	3.29%
TOTAL REVENUE:	307,000.00	10,087.50	10,087.50	296,912.50	3.29%
DIRECT EXPENSES:					
DUES STATEMENTS	9,500.00	-	-	9,500.00	0.00%
STAFF TRAVEL/PARKING	1,000.00	345.71	345.71	654.29	34.57%
SECTION/COMMITTEE CHAIR MTGS	1,000.00	-	-	1,000.00	0.00%
CONFERENCE CALLS	300.00	-	-	300.00	0.00%
MISCELLANEOUS	300.00	-	-	300.00	0.00%
TOTAL DIRECT EXPENSES:	12,100.00	345.71	345.71	11,754.29	2.86%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.03 FTE)	259,395.00	21,633.27	21,633.27	237,761.73	8.34%
BENEFITS EXPENSE	93,121.00	7,269.79	7,269.79	85,851.21	7.81%
OTHER INDIRECT EXPENSE	95,540.00	6,796.26	6,796.26	88,743.74	7.11%
TOTAL INDIRECT EXPENSES:	448,056.00	35,699.32	35,699.32	412,356.68	7.97%
TOTAL ALL EXPENSES:	460,156.00	36,045.03	36,045.03	424,110.97	7.83%
NET INCOME (LOSS):	(153,156.00)	(25,957.53)	(25,957.53)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
COMPUTER HARDWARE	29,000.00	-	-	29,000.00	0.00%
COMPUTER SOFTWARE	28,000.00	-	-	28,000.00	0.00%
SOFTWARE MAINTENANCE & LICENSING	286,500.00	16,688.64	16,688.64	269,811.36	5.83%
HARDWARE SERVICE & WARRANTIES	41,000.00	6,996.32	6,996.32	34,003.68	17.06%
TELEPHONE HARDWARE & MAINTENANCE	26,000.00	5,445.02	5,445.02	20,554.98	20.94%
COMPUTER SUPPLIES	34,000.00	420.01	420.01	33,579.99	1.24%
THIRD PARTY SERVICES	40,500.00	1,182.25	1,182.25	39,317.75	2.92%
CONSULTING SERVICES	212,000.00	-	-	212,000.00	0.00%
STAFF TRAVEL/PARKING	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	110.00	-	-	110.00	0.00%
TELEPHONE	24,000.00	186.86	186.86	23,813.14	0.78%
TRANSFER TO INDIRECT EXPENSES	(723,610.00)	(30,919.10)	(30,919.10)	(692,690.90)	4.27%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	1,002,250.00	74,811.36	74,811.36	927,438.64	7.46%
BENEFITS EXPENSE	327,511.00	23,665.02	23,665.02	303,845.98	7.23%
CAPITAL LABOR & OVERHEAD	(140,700.00)	-	-	(140,700.00)	0.00%
OTHER INDIRECT EXPENSE	286,858.00	20,343.95	20,343.95	266,514.05	7.09%
TOTAL INDIRECT EXPENSES:	<u>1,475,919.00</u>	<u>118,820.33</u>	<u>118,820.33</u>	<u>1,357,098.67</u>	<u>8.05%</u>
TOTAL ALL EXPENSES:	<u>1,475,919.00</u>	<u>118,820.33</u>	<u>118,820.33</u>	<u>1,357,098.67</u>	<u>8.05%</u>
NET INCOME (LOSS):	<u>(1,475,919.00)</u>	<u>(118,820.33)</u>	<u>(118,820.33)</u>		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONTINUING LEGAL EDUCATION (CLE)					
REVENUE:					
SEMINAR REGISTRATIONS	1,670,000.00	30,658.00	30,658.00	1,639,342.00	1.84%
SEMINAR-EXHIB/SPNSR/ETC	25,000.00	-	-	25,000.00	0.00%
SHIPPING & HANDLING	4,600.00	356.78	356.78	4,243.22	7.76%
DESKBOOK SALES	80,000.00	10,660.16	10,660.16	69,339.84	13.33%
COURSEBOOK SALES	20,000.00	965.00	965.00	19,035.00	4.83%
SECTION PUBLICATION SALES	15,200.00	1,102.50	1,102.50	14,097.50	7.25%
CASEMAKER ROYALTIES	60,000.00	1,510.90	1,510.90	58,489.10	2.52%
MP3 AND VIDEO SALES	700,000.00	72,926.48	72,926.48	627,073.52	10.42%
TOTAL REVENUE:	2,574,800.00	118,179.82	118,179.82	2,456,620.18	4.59%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	4,000.00	188.64	188.64	3,811.36	4.72%
POSTAGE - FLIERS/CATALOGS	40,000.00	898.35	898.35	39,101.65	2.25%
POSTAGE - MISC./DELIVERY	2,500.00	-	-	2,500.00	0.00%
DEPRECIATION	19,000.00	1,827.00	1,827.00	17,173.00	9.62%
ONLINE EXPENSES	82,000.00	356.56	356.56	81,643.44	0.43%
ACCREDITATION FEES	6,500.00	35.00	35.00	6,465.00	0.54%
SEMINAR BROCHURES	65,000.00	5,730.72	5,730.72	59,269.28	8.82%
FACILITIES	285,988.00	3,970.65	3,970.65	282,017.35	1.39%
SPEAKERS & PROGRAM DEVELOP	55,000.00	2,702.04	2,702.04	52,297.96	4.91%
SPLITS TO SECTIONS	167,456.00	-	-	167,456.00	0.00%
SPLITS TO CO-SPONSORS	7,500.00	-	-	7,500.00	0.00%
HONORARIA	20,250.00	-	-	20,250.00	0.00%
CLE SEMINAR COMMITTEE	1,500.00	-	-	1,500.00	0.00%
BAD DEBT EXPENSE	600.00	-	-	600.00	0.00%
STAFF TRAVEL/PARKING	6,500.00	-	-	6,500.00	0.00%
STAFF MEMBERSHIP DUES	1,550.00	-	-	1,550.00	0.00%
SUPPLIES	2,000.00	-	-	2,000.00	0.00%
COST OF SALES - DESKBOOKS	56,000.00	7,538.69	7,538.69	48,461.31	13.46%
COST OF SALES - COURSEBOOKS	1,400.00	70.85	70.85	1,329.15	5.06%
COST OF SALES SECTION PUBLICATION	2,800.00	195.10	195.10	2,604.90	6.97%
A/V DEVELOP COSTS (RECORDING)	1,500.00	-	-	1,500.00	0.00%
DESKBOOK ROYALTIES	1,000.00	-	-	1,000.00	0.00%
SHIPPING SUPPLIES	250.00	-	-	250.00	0.00%
POSTAGE & DELIVERY-DESKBOOKS	4,000.00	299.24	299.24	3,700.76	7.48%
POSTAGE & DELIVERY-COURSEBOOKS	3,000.00	41.05	41.05	2,958.95	1.37%
SPLITS WITH SECTIONS	4,800.00	-	-	4,800.00	0.00%
FLIERS/CATALOGS	7,500.00	-	-	7,500.00	0.00%
POSTAGE - FLIERS/CATALOGS	5,000.00	-	-	5,000.00	0.00%
COMPLIMENTARY BOOK PROGRAM	4,000.00	-	-	4,000.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	620.00	620.00	6,820.00	8.33%
STAFF TRAVEL/PARKING	-	(22.15)	(22.15)	22.15	
MISCELLANEOUS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	866,234.00	24,451.74	24,451.74	841,782.26	2.82%
INDIRECT EXPENSES:					
SALARY EXPENSE (12.77 FTE)	837,663.00	66,533.07	66,533.07	771,129.93	7.94%
BENEFITS EXPENSE	295,948.00	22,722.34	22,722.34	273,225.66	7.68%
OTHER INDIRECT EXPENSE	302,742.00	21,785.93	21,785.93	280,956.07	7.20%
TOTAL INDIRECT EXPENSES:	1,436,353.00	111,041.34	111,041.34	1,325,311.66	7.73%
TOTAL ALL EXPENSES:	2,302,587.00	135,493.08	135,493.08	2,167,093.92	5.88%
NET INCOME (LOSS):	272,213.00	(17,313.26)	(17,313.26)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	475,770.00	14,766.25	14,766.25	461,003.75	3.10%
SEMINAR PROFIT SHARE	151,310.00	-	-	151,310.00	0.00%
INTEREST INCOME	1,406.00	-	-	1,406.00	0.00%
PUBLICATIONS REVENUE	5,000.00	-	-	5,000.00	0.00%
OTHER	55,125.00	230.00	230.00	54,895.00	0.42%
TOTAL REVENUE:	688,611.00	14,996.25	14,996.25	673,614.75	2.18%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	594,014.00	6,231.88	6,231.88	587,782.12	1.05%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	310,818.75	10,087.50	10,087.50	300,731.25	3.25%
TOTAL DIRECT EXPENSES:	904,832.75	16,319.38	16,319.38	888,513.37	1.80%
NET INCOME (LOSS):	(216,221.75)	(1,323.13)	(1,323.13)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYERS FUND FOR CLIENT PROTECTION					
REVENUE:					
LFCP RESTITUTION	1,000.00	488.97	488.97	511.03	48.90%
LFCP MEMBER ASSESSMENTS	982,000.00	9,420.00	9,420.00	972,580.00	0.96%
INTEREST INCOME	3,000.00	761.49	761.49	2,238.51	25.38%
TOTAL REVENUE:	986,000.00	10,670.46	10,670.46	975,329.54	1.08%
DIRECT EXPENSES:					
GIFTS TO INJURED CLIENTS	500,000.00	-	-	500,000.00	0.00%
LFCP BOARD EXPENSES	1,500.00	-	-	1,500.00	0.00%
BANK FEES - WELLS FARGO	1,000.00	83.02	83.02	916.98	8.30%
TOTAL DIRECT EXPENSES:	502,500.00	83.02	83.02	502,416.98	0.02%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.01 FTE)	66,205.00	5,516.36	5,516.36	60,688.64	8.33%
BENEFITS EXPENSE	23,572.00	1,829.11	1,829.11	21,742.89	7.76%
OTHER INDIRECT EXPENSE	23,944.00	1,698.90	1,698.90	22,245.10	7.10%
TOTAL INDIRECT EXPENSES:	113,721.00	9,044.37	9,044.37	104,676.63	7.95%
TOTAL ALL EXPENSES:	616,221.00	9,127.39	9,127.39	607,093.61	1.48%
NET INCOME (LOSS):	369,779.00	1,543.07	1,543.07		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANAGEMENT OF WESTERN STATES BAR CONFERENCE					
REVENUE:					
REGISTRATION REVENUE	25,600.00	-	-	25,600.00	0.00%
OTHER ACTIVITIES REGISTRATION REVENUE	13,000.00	560.00	560.00	12,440.00	4.31%
WESTERN STATES BAR MEMBERSHIP DUES	2,400.00	1,350.00	1,350.00	1,050.00	56.25%
SPONSORSHIPS	9,000.00	1,500.00	1,500.00	7,500.00	16.67%
TOTAL REVENUE:	50,000.00	3,410.00	3,410.00	46,590.00	6.82%
DIRECT EXPENSES:					
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
FACILITIES	44,000.00	-	-	44,000.00	0.00%
STAFF TRAVEL/PARKING	2,300.00	572.00	572.00	1,728.00	24.87%
BANK FEES	560.00	46.65	46.65	513.35	8.33%
WSBC PRESIDENT TRAVEL	500.00	-	-	500.00	0.00%
OPTIONAL ACTIVITIES EXPENSE	1,200.00	-	-	1,200.00	0.00%
MARKETING EXPENSE	440.00	-	-	440.00	0.00%
TOTAL DIRECT EXPENSES:	50,000.00	618.65	618.65	49,381.35	1.24%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	50,000.00	618.65	618.65	49,381.35	1.24%
NET INCOME (LOSS):	-	2,791.35	2,791.35		

Washington State Bar Association
Statement of Activities
For the Period from October 1, 2016 to October 31, 2016
8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	10,987,791.00	938,732.79	938,732.79	10,049,058.21	8.54%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
TEMPORARY SALARIES	98,320.00	1,584.00	1,584.00	96,736.00	1.61%
CAPITAL LABOR & OVERHEAD	(140,700.00)	-	-	(140,700.00)	0.00%
EMPLOYEE ASSISTANCE PLAN	4,800.00	-	-	4,800.00	0.00%
EMPLOYEE SERVICE AWARDS	1,970.00	1,030.00	1,030.00	940.00	52.28%
FICA (EMPLOYER PORTION)	823,000.00	68,112.72	68,112.72	754,887.28	8.28%
L&I INSURANCE	48,000.00	-	-	48,000.00	0.00%
MEDICAL (EMPLOYER PORTION)	1,335,000.00	109,578.71	109,578.71	1,225,421.29	8.21%
RETIREMENT (EMPLOYER PORTION)	1,252,000.00	99,019.85	99,019.85	1,152,980.15	7.91%
TRANSPORTATION ALLOWANCE	118,500.00	140.00	140.00	118,360.00	0.12%
UNEMPLOYMENT INSURANCE	106,000.00	3,230.86	3,230.86	102,769.14	3.05%
STAFF DEVELOPMENT-GENERAL	6,865.00	148.01	148.01	6,716.99	2.16%
TOTAL SALARY & BENEFITS EXPENSE:	14,521,546.00	1,221,576.94	1,221,576.94	13,299,969.06	8.41%
WORKPLACE BENEFITS	42,000.00	3,010.51	3,010.51	38,989.49	7.17%
HUMAN RESOURCES POOLED EXP	126,656.00	17,664.18	17,664.18	108,991.82	13.95%
MEETING SUPPORT EXPENSES	15,000.00	1,546.92	1,546.92	13,453.08	10.31%
RENT	1,645,000.00	135,613.11	135,613.11	1,509,386.89	8.24%
PERSONAL PROP TAXES-WSBA	12,500.00	1,030.07	1,030.07	11,469.93	8.24%
FURNITURE, MAINT, LH IMP	38,000.00	318.94	318.94	37,681.06	0.84%
OFFICE SUPPLIES & EQUIPMENT	50,000.00	1,662.66	1,662.66	48,337.34	3.33%
FURN & OFFICE EQUIP DEPRECIATION	74,000.00	12,783.27	12,783.27	61,216.73	17.27%
COMPUTER HARDWARE DEPRECIATION	63,000.00	6,555.25	6,555.25	56,444.75	10.41%
COMPUTER SOFTWARE DEPRECIATION	94,500.00	2,030.00	2,030.00	92,470.00	2.15%
INSURANCE	130,400.00	10,881.85	10,881.85	119,518.15	8.34%
PROFESSIONAL FEES-AUDIT	31,000.00	-	-	31,000.00	0.00%
PROFESSIONAL FEES-LEGAL	60,000.00	300.00	300.00	59,700.00	0.50%
TELEPHONE & INTERNET	38,000.00	2,650.01	2,650.01	35,349.99	6.97%
POSTAGE - GENERAL	45,000.00	2,282.38	2,282.38	42,717.62	5.07%
RECORDS STORAGE	40,000.00	1,874.43	1,874.43	38,125.57	4.69%
STAFF TRAINING	75,000.00	7,194.73	7,194.73	67,805.27	9.59%
BANK FEES	35,400.00	1,570.73	1,570.73	33,829.27	4.44%
PRODUCTION MAINTENANCE & SUPPLIES	25,000.00	(452.39)	(452.39)	25,452.39	-1.81%
COMPUTER POOLED EXPENSES	723,610.00	30,919.10	30,919.10	692,690.90	4.27%
TOTAL OTHER INDIRECT EXPENSES:	3,364,066.00	239,435.75	239,435.75	3,124,630.25	7.12%
TOTAL INDIRECT EXPENSES:	17,885,612.00	1,461,012.69	1,461,012.69		

Washington State Bar Association

Statement of Activities

For the Period from October 1, 2016 to October 31, 2016

8.33% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE
SUMMARY PAGE				
LICENSE FEES	13,204,000.00	1,094,455.80	1,094,455.80	12,109,544.20
ACCESS TO JUSTICE	(251,763.00)	(15,214.99)	(15,214.99)	(236,548.01)
ADMINISTRATION	(974,756.00)	(96,591.86)	(96,591.86)	(878,164.14)
ADMISSIONS/BAR EXAM	(91,290.00)	176,207.66	176,207.66	(267,497.66)
BOARD OF GOVERNORS	(782,596.00)	(64,242.62)	(64,242.62)	(718,353.38)
COMMUNICATIONS	(1,656,408.00)	(124,685.55)	(124,685.55)	(1,531,722.45)
DISCIPLINE	(5,462,671.00)	(440,280.97)	(440,280.97)	(5,022,390.03)
DIVERSITY	(293,895.00)	60,828.87	60,828.87	(354,723.87)
FOUNDATION	(167,949.00)	(12,670.73)	(12,670.73)	(155,278.27)
HUMAN RESOURCES	(257,819.00)	(27,386.24)	(27,386.24)	(230,432.76)
PUBLIC SERVICE PROGRAMS	(347,000.00)	69,668.61	69,668.61	(416,668.61)
LOMAP	(200,402.00)	(9,078.32)	(9,078.32)	(191,323.68)
LAP	(158,452.00)	(7,473.72)	(7,473.72)	(150,978.28)
LEGISLATIVE	(263,265.00)	(17,921.79)	(17,921.79)	(245,343.21)
LICENSING AND MEMBERSHIP	(339,667.00)	(16,252.82)	(16,252.82)	(323,414.18)
LIMITED LICENSE LEGAL TECHNICIAN	(221,664.00)	(13,983.47)	(13,983.47)	(207,680.53)
LIMITED PRACTICE OFFICERS	(69,787.00)	(8,829.16)	(8,829.16)	(60,957.84)
MANDATORY CLE ADMINISTRATION	(24,390.00)	(9,454.48)	(9,454.48)	(14,935.52)
MEMBER BENEFITS	(72,000.00)	(5,903.71)	(5,903.71)	(66,096.29)
MENTORSHIP PROGRAM	(201,473.00)	(13,029.38)	(13,029.38)	(188,443.62)
NEW LAWYER PROGRAM	(227,891.00)	(6,001.34)	(6,001.34)	(221,889.66)
NW LAWYER	(50,758.00)	13,312.52	13,312.52	(64,070.52)
OFFICE OF GENERAL COUNSEL	(792,970.00)	(68,384.00)	(68,384.00)	(724,586.00)
OGC-DISCIPLINARY BOARD	(257,747.00)	(18,110.48)	(18,110.48)	(239,636.52)
PRACTICE OF LAW BOARD	(115,371.00)	(8,632.85)	(8,632.85)	(106,738.15)
PROFESSIONAL RESPONSIBILITY	(280,851.00)	(20,020.51)	(20,020.51)	(260,830.49)
LAW CLERK PROGRAM	(9,435.00)	(6,522.02)	(6,522.02)	(2,912.98)
SECTIONS ADMINISTRATION	(153,156.00)	(25,957.53)	(25,957.53)	(127,198.47)
TECHNOLOGY	(1,475,919.00)	(118,820.33)	(118,820.33)	(1,357,098.67)
CLE - PRODUCTS	222,126.00	36,323.52	36,323.52	185,802.48
CLE - SEMINARS	50,087.00	(53,636.78)	(53,636.78)	103,723.78
SECTIONS OPERATIONS	(216,221.75)	(1,323.13)	(1,323.13)	(214,898.62)
LFCP	369,779.00	1,543.07	1,543.07	368,235.93
WESTERN STATES BAR CONFERENCE	-	2,791.35	2,791.35	(2,791.35)
INDIRECT EXPENSES	(17,885,612.00)	(1,461,012.69)	(1,461,012.69)	(16,424,599.31)
TOTAL OF ALL	19,457,186.75	1,216,290.07	1,216,290.07	18,240,896.68
NET INCOME (LOSS)	(1,571,574.75)	244,722.62	244,722.62	

**Washington State Bar Association
Analysis of Cash Investments
As of October 31, 2016**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 759,376
Total		\$ 759,376

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.40%	\$ 909,710
UBS Financial Money Market	0.18%	\$ 836,348
Morgan Stanley Money Market	0.29%	\$ 25,621
Merrill Lynch Money Market	0.40%	\$ 1,866,442
Long Term Investments	Varies	\$ 3,369,178
Short Term Investments	Varies	\$ -
General Fund Total		\$ 7,766,673

Lawyer's Fund for Client Protection

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 783,887

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.40%	\$ 2,223,877
Morgan Stanley Money Market	0.01%	\$ 102,557
Wells Fargo Investments	Varies	\$ -

Lawyers' Fund for Client Protection Total	\$ 3,110,321
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Grand Total Cash & Investments	\$ 10,876,994
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**Washington State Bar Association
Analysis of Cash Investments
As of October 31, 2016**

Long Term Investments- General Fund

UBS Financial Long Term Investments
Nuveen 3-7 year Municipal Bond Portfolio

Value as of 10/31/16
\$ 504,623.70

Morgan Stanley Long Term Investments
Lord Abbett Short Term Duration Income Fund
Guggenheim Total Return Bond Fund
Virtus Multi-Sector Short Term Bond Fund

Value as of 10/31/16
\$ 1,545,486.67
\$ 659,591.74
\$ 659,475.39
\$ 2,864,553.80

Total Long Term Investments- General Fund 3,369,177.50

Short Term Investments- General Fund

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total Short Term Investments- General Fund -

Lawyer's Fund for Client Protection

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term Mths</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total LFCP -



WSBA Financial Reports

(Unaudited)

Year to Date November 30, 2016

**Prepared by Mark Hayes, Controller
Submitted by
Ann Holmes, Chief Operations Officer
December 19, 2016**



To: Board of Governors
Budget and Audit Committee

From: Mark Hayes, Controller

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through November 30, 2016

Date: December 19, 2016

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	16.67%	17.11%	\$47,690 (Over budget)	16.01%	Expected to be on or slightly under budget
Benefits	16.67%	15.12%	\$57,128 (Under budget)	14.46%	Expected to be slightly under budget (due to open positions)
Other Indirect Expenses	16.67%	14.26%	\$80,948 (Under budget)	16.33%	Expected to be on budget
Total Indirect Expenses	16.67%	16.16%	\$90,387 (Under budget)	15.77%	Expected to be on or under budget

General Fund Revenues	16.67%	18.15%	\$250,571 (Over budget)	17.44%	Expected to be on budget
General Fund Direct Expenses	16.67%	11.30%	\$136,916 (Under budget)	13.92%	Expected to be on or slightly under budget

CLE Revenue	16.67%	14.07%	\$66,811 (Under budget)	17.24%	Expected to be on or slightly under budget
CLE Direct Expenses	16.67%	7.93%	\$75,701 (Under budget)	9.56%	Expected to be on or slightly under budget
CLE Indirect Expenses	16.67%	15.76%	\$13,010 (Under budget)	13.99%	Expected to be on or slightly under budget

¹ Dollar difference is calculated based on pro-rated budget figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of November 30, 2016 (2 months into the fiscal year).

Washington State Bar Association Financial Summary
Year to Date as of November 30, 2016 16.67% of Year
Compared to Fiscal Year 2017 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice	-	8,000.00	37,793	197,913	15,521	61,850	53,314	259,763	(53,314)	(251,763)
Administration	(48,995)	55,000	172,744	1,026,621	(2,533)	3,135	170,211	1,029,756	(219,206)	(974,756)
Admissions/Bar Exam	389,765	1,070,000	126,566	784,390	28,985	376,900	153,552	1,161,290	236,213	(91,290)
Board of Governors	-	-	95,962	487,946	124,210	294,650	782,596	1,724,210	(124,210)	(782,596)
Communications	1,354	44,250	242,227	1,570,598	16,907	130,060	259,135	1,700,658	(257,780)	(1,656,408)
Discipline	16,661	140,000	862,661	5,335,003	28,884	267,668	891,545	5,602,671	(874,884)	(5,462,671)
Diversity	90,000	100,374	57,136	365,119	2,042	29,150	59,177	394,269	30,823	(293,895)
Foundation	-	-	24,456	148,649	205	19,300	24,661	167,949	(24,661)	(167,949)
Human Resources	-	-	59,444	257,819	-	-	59,444	257,819	(59,444)	(257,819)
Law Clerk Program	3,250	97,000	16,281	101,085	471	5,350	16,752	106,435	(13,502)	(9,435)
Law Office Management Asst. Prog	810	2,500	18,852	198,202	186	4,700	19,037	202,902	(18,227)	(200,402)
Lawyers Assistance Program	1,625	15,750	18,128	127,432	-	46,770	18,128	174,202	(16,503)	(159,452)
Legislative	-	-	34,646	220,465	3,974	42,800	38,619	263,265	(38,619)	(263,265)
Licensing Fees	2,152,646	13,204,000	-	-	-	-	-	-	2,152,646	13,204,000
License and Membership Records	53,778	247,800	88,273	559,967	8,231	27,500	96,505	587,467	(42,727)	(339,667)
Limited License Legal Technician	1,358	13,400	28,465	175,010	2,015	60,054	30,480	235,064	(29,122)	(221,664)
Limited Practice Officers	18,723	132,700	30,527	189,203	13,284	32,855	202,487	202,487	(14,133)	(69,787)
Mandatory CLE	123,474	711,000	75,547	468,890	34,999	266,500	110,545	735,390	12,929	(24,390)
Member Benefits	991	3,000	-	-	6,048	75,000	6,048	75,000	(5,057)	(72,000)
Mentorship Program	-	-	25,735	177,973	424	23,500	26,159	201,473	(26,159)	(201,473)
New Lawyer Program	17,957	80,000	40,864	275,191	4,659	32,700	45,523	307,891	(27,566)	(227,891)
NW Lawyer	109,244	573,450	42,493	221,408	83,236	402,800	125,729	624,208	(16,486)	(50,758)
Office of General Counsel	53	-	127,376	777,270	1,282	15,700	128,658	792,970	(128,605)	(792,970)
OGC-Disciplinary Board	-	-	24,687	154,747	13,890	103,000	38,577	257,747	(38,577)	(257,747)
Practice of Law Board	-	-	16,212	101,271	2,662	14,100	18,894	115,371	(18,894)	(115,371)
Professional Responsibility Program	-	-	39,058	272,851	1,443	8,000	40,502	280,851	(40,502)	(280,851)
Public Service Programs	86,679	85,000	32,106	216,540	159	215,460	32,265	432,000	54,414	(347,000)
Sections Administration	46,238	307,000	71,301	448,056	6,259	12,100	77,560	460,156	(31,322)	(153,156)
Technology	-	-	236,565	1,475,919	-	-	236,565	1,475,919	(236,565)	(1,475,919)
Subtotal General Fund	3,065,609	16,890,224	2,646,103	16,335,538	288,547	2,552,031	2,934,650	18,887,569	130,959	(1,997,345)
Expenses using reserve funds	-	-	-	-	-	-	-	-	-	-
Total General Fund - Net Result from Operations	18.15%	-	16.20%	-	11.31%	-	15.54%	-	130,959	(1,997,345)
Percentage of Budget	-	-	-	-	-	-	-	-	-	-
CLE-Products	209,343	879,800	84,988	512,809	12,274	144,865	97,262	657,674	112,081	222,126
CLE-Seminars	152,979	1,695,000	141,394	923,544	56,397	721,369	197,791	1,644,913	(44,812)	50,087
Total CLE	362,322	2,574,800	226,382	1,436,353	68,671	866,234	295,053	2,302,587	67,269	272,213
Percentage of Budget	14.07%	-	15.76%	7.93%	-	-	12.81%	-	-	-
Total All Sections	81,871	688,611	-	-	81,641	904,833	81,641	904,833	230	(216,222)
Lawyers Fund for Client Protection-Restricted	119,420	986,000	18,063	113,721	8,938	502,500	27,001	616,221	92,419	369,779
Management Western States Bar Conference	4,070	50,000	-	-	719	50,000	719	50,000.00	3,351	-
Totals	3,633,292	21,189,635	2,890,548	17,885,612	448,516	4,875,597.75	3,339,064	22,761,210	294,228	(1,571,575)
Percentage of Budget	17.15%	-	16.16%	-	9.20%	-	14.67%	-	-	-

	Fund Balances Sept. 30, 2016	Fund Balances Year to date	2017 Budgeted Fund Balances
Summary of Fund Balances:			
Restricted Funds:			
Lawyers Fund for Client Protection	2,646,222	2,738,641	3,016,001
Western States Bar Conference	10,958	14,309	10,958
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	456,568	523,838	728,781
Section Funds	1,212,637	1,212,868	996,416
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	200,000	200,000	200,000
Unrestricted Funds (General Fund):			
Unrestricted General Fund	2,218,536	2,349,495	221,191
Total Fund Balance	8,244,921	8,539,149	6,673,347
Net Change in Fund Balance	-	294,228	(1,571,575)

Washington State Bar Association

Statement of Activities

For the Period from November 1, 2016 to November 30, 2016

16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	<u>13,204,000.00</u>	<u>1,058,189.76</u>	<u>2,152,645.56</u>	<u>11,051,354.44</u>	<u>16.30%</u>
TOTAL REVENUE:	<u>13,204,000.00</u>	<u>1,058,189.76</u>	<u>2,152,645.56</u>	<u>11,051,354.44</u>	<u>16.30%</u>

Washington State Bar Association
Statement of Activities
For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE					
REVENUE:					
CONFERENCES & INSTITUTES	8,000.00	-	-	8,000.00	0%
TOTAL REVENUE:	8,000.00	-	-	8,000.00	0%
DIRECT EXPENSES:					
ATJ BOARD RETREAT	2,000.00	-	-	2,000.00	0.00%
LEADERSHIP TRAINING	2,000.00	-	-	2,000.00	0.00%
ATJ BOARD EXPENSE	15,100.00	1,528.84	1,672.79	13,427.21	11.08%
ATJ BOARD COMMITTEES EXPENSE	5,000.00	219.88	219.88	4,780.12	4.40%
STAFF TRAVEL/PARKING	1,200.00	51.60	51.60	1,148.40	4.30%
STAFF MEMBERSHIP DUES	150.00	-	-	150.00	0.00%
PUBLIC DEFENSE	8,400.00	388.60	476.64	7,923.36	5.67%
CONFERENCE/INSTITUTE EXPENSE	23,000.00	13,100.00	13,100.00	9,900.00	57%
RECEPTION/FORUM EXPENSE	5,000.00	-	-	5,000.00	0%
TOTAL DIRECT EXPENSES:	61,850.00	15,288.92	15,520.91	46,329.09	25.09%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.10 FTE)	105,884.00	16,789.12	25,707.28	80,176.72	24.28%
BENEFITS EXPENSE	42,244.00	2,471.53	4,994.89	37,249.11	11.82%
OTHER INDIRECT EXPENSE	49,785.00	3,549.05	7,090.53	42,694.47	14.24%
TOTAL INDIRECT EXPENSES:	197,913.00	22,809.70	37,792.70	160,120.30	19.10%
TOTAL ALL EXPENSES:	259,763.00	38,098.62	53,313.61	206,449.39	20.52%
NET INCOME (LOSS):	(251,763.00)	(38,098.62)	(53,313.61)		

Washington State Bar Association
Statement of Activities
For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	25,000.00	1,756.01	3,085.61	21,914.39	12.34%
GAIN/LOSS ON INVESTMENTS	30,000.00	(45,349.11)	(52,086.72)	82,086.72	-173.62%
MISCELLANEOUS	-	6.00	6.00	(6.00)	
TOTAL REVENUE:	55,000.00	(43,587.10)	(48,995.11)	103,995.11	-89.08%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	-	(2,503.83)	(2,763.50)	2,763.50	
STAFF TRAVEL/PARKING	2,500.00	18.00	231.00	2,269.00	9.24%
STAFF MEMBERSHIP DUES	635.00	-	-	635.00	0.00%
TOTAL DIRECT EXPENSES:	3,135.00	(2,485.83)	(2,532.50)	5,667.50	-80.78%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.92 FTE)	632,169.00	51,678.88	112,823.15	519,345.85	17.85%
BENEFITS EXPENSE	206,690.00	16,451.09	33,182.45	173,507.55	16.05%
OTHER INDIRECT EXPENSE	187,762.00	13,383.16	26,738.05	161,023.95	14.24%
TOTAL INDIRECT EXPENSES:	1,026,621.00	81,513.13	172,743.65	853,877.35	16.83%
TOTAL ALL EXPENSES:	1,029,756.00	79,027.30	170,211.15	859,544.85	16.53%
NET INCOME (LOSS):	(974,756.00)	(122,614.40)	(219,206.26)		

Washington State Bar Association
Statement of Activities
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16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS/BAR EXAMS					
REVENUE:					
EXAM SOFT REVENUE	40,000.00	-	-	40,000.00	0.00%
BAR EXAM FEES	1,000,000.00	121,685.00	374,265.00	625,735.00	37.43%
SPECIAL ADMISSIONS	30,000.00	8,060.00	15,500.00	14,500.00	51.67%
TOTAL REVENUE:	1,070,000.00	129,745.00	389,765.00	680,235.00	36.43%
DIRECT EXPENSES:					
FACILITY, PARKING, FOOD	65,000.00	4,250.00	20,500.00	44,500.00	31.54%
EXAMINER FEES	32,500.00	-	-	32,500.00	0.00%
UBE EXMINATIONS	136,000.00	-	-	136,000.00	0.00%
BOARD OF BAR EXAMINERS	30,000.00	-	780.42	29,219.58	2.60%
BAR EXAM PROCTORS	33,000.00	-	-	33,000.00	0.00%
CHARACTER & FITNESS BOARD	20,000.00	1,339.33	2,606.32	17,393.68	13.03%
DISABILITY ACCOMMODATIONS	25,000.00	-	-	25,000.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	1,000.00	142.58	150.58	849.42	15.06%
LAW SCHOOL VISITS	1,000.00	-	41.00	959.00	4.10%
COURT REPORTERS	15,000.00	1,211.92	1,966.03	13,033.97	13.11%
POSTAGE	4,000.00	22.40	938.88	3,061.12	23.47%
STAFF TRAVEL/PARKING	13,000.00	14.10	2.24	12,997.76	0.02%
STAFF MEMBERSHIP DUES	200.00	-	-	200.00	0.00%
SUPPLIES	1,200.00	-	-	1,200.00	0.00%
TOTAL DIRECT EXPENSES:	376,900.00	6,980.33	26,985.47	349,914.53	7.16%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.48 FTE)	465,903.00	39,186.66	79,238.91	386,664.09	17.01%
BENEFITS EXPENSE	164,864.00	12,611.83	25,429.52	139,434.48	15.42%
OTHER INDIRECT EXPENSE	153,623.00	10,960.73	21,897.99	131,725.01	14.25%
TOTAL INDIRECT EXPENSES:	784,390.00	62,759.22	126,566.42	657,823.58	16.14%
TOTAL ALL EXPENSES:	1,161,290.00	69,739.55	153,551.89	1,007,738.11	13.22%
NET INCOME (LOSS):	(91,290.00)	60,005.45	236,213.11		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
BOG MEETINGS	125,000.00	11,917.76	13,212.02	111,787.98	10.57%
BOG COMMITTEES' EXPENSES	30,000.00	1,531.69	2,863.95	27,136.05	9.55%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	-	-	60,000.00	0.00%
BOG CONFERENCE ATTENDANCE	17,500.00	-	1,520.84	15,979.16	8.69%
BOG TRAVEL & OUTREACH	45,000.00	2,978.57	7,530.99	37,469.01	16.74%
ED TRAVEL & OUTREACH	5,000.00	943.32	1,770.81	3,229.19	35.42%
BOG ELECTIONS	5,000.00	-	-	5,000.00	0.00%
STAFF TRAVEL/PARKING	4,000.00	328.00	656.00	3,344.00	16.40%
STAFF MEMBERSHIP DUES	1,850.00	400.00	550.00	1,300.00	29.73%
TELEPHONE	1,300.00	142.65	142.65	1,157.35	10.97%
TOTAL DIRECT EXPENSES:	<u>294,650.00</u>	<u>18,241.99</u>	<u>28,247.26</u>	<u>266,402.74</u>	<u>9.59%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	336,231.00	30,661.30	73,659.45	262,571.55	21.91%
BENEFITS EXPENSE	93,632.00	6,911.30	14,007.80	79,624.20	14.96%
OTHER INDIRECT EXPENSE	58,083.00	4,152.29	8,294.99	49,788.01	14.28%
TOTAL INDIRECT EXPENSES:	<u>487,946.00</u>	<u>41,724.89</u>	<u>95,962.24</u>	<u>391,983.76</u>	<u>19.67%</u>
TOTAL ALL EXPENSES:	<u>782,596.00</u>	<u>59,966.88</u>	<u>124,209.50</u>	<u>658,386.50</u>	<u>15.87%</u>
NET INCOME (LOSS):	<u>(782,596.00)</u>	<u>(59,966.88)</u>	<u>(124,209.50)</u>		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATIONS					
REVENUE:					
AWARDS LUNCH/DINNER	44,000.00	(95.84)	(95.84)	44,095.84	-0.22%
50 YEAR MEMBER TRIBUTE LUNCH	250.00	45.00	1,170.00	(920.00)	468.00%
WSBA LOGO MERCHANDISE SALES	-	-	280.00	(280.00)	
TOTAL REVENUE:	44,250.00	(50.84)	1,354.16	42,895.84	3.06%
DIRECT EXPENSES:					
IMAGE LIBRARY	4,100.00	-	3,999.00	101.00	97.54%
BAR OUTREACH	2,500.00	-	-	2,500.00	0.00%
ABA DELEGATES	5,600.00	-	-	5,600.00	0.00%
ANNUAL CHAIR MTGS	600.00	-	877.32	(277.32)	146.22%
AWARDS DINNER	63,000.00	14.10	-	63,000.00	0.00%
50 YEAR MEMBER TRIBUTE LUNCH	8,000.00	6,510.23	8,514.34	(514.34)	106.43%
JUD RECOMMEND COMMITTEE	4,500.00	-	-	4,500.00	0.00%
PROFESSIONALISM	750.00	723.36	821.72	(71.72)	109.56%
COMMUNICATIONS OUTREACH	15,000.00	-	144.56	14,855.44	0.96%
TRANSLATION SERVICES	3,500.00	169.85	841.35	2,658.65	24.04%
DEPRECIATION	2,300.00	225.00	452.00	1,848.00	19.65%
EQUIPMENT, HARDWARE & SOFTWARE	-	-	79.47	(79.47)	
STAFF TRAVEL/PARKING	4,000.00	126.00	519.00	3,481.00	12.98%
STAFF MEMBERSHIP DUES	1,960.00	-	50.00	1,910.00	2.55%
SUBSCRIPTIONS	10,050.00	-	-	10,050.00	0.00%
DIGITAL/ONLINE DEVELOPMENT	4,000.00	291.57	608.14	3,391.86	15.20%
CONFERENCE CALLS	200.00	0.47	0.47	199.53	0.24%
TOTAL DIRECT EXPENSES:	130,060.00	8,060.58	16,907.37	113,152.63	13.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (14.64 FTE)	896,797.00	74,658.51	141,494.58	755,302.42	15.78%
BENEFITS EXPENSE	326,726.00	25,576.69	51,288.23	275,437.77	15.70%
OTHER INDIRECT EXPENSE	347,075.00	24,748.29	49,444.44	297,630.56	14.25%
TOTAL INDIRECT EXPENSES:	1,570,598.00	124,983.49	242,227.25	1,328,370.75	15.42%
TOTAL ALL EXPENSES:	1,700,658.00	133,044.07	259,134.62	1,441,523.38	15.24%
NET INCOME (LOSS):	(1,656,408.00)	(133,094.91)	(257,780.46)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	2,000.00	233.75	780.00	1,220.00	39.00%
RECOVERY OF DISCIPLINE COSTS	125,000.00	10,635.86	14,058.92	110,941.08	11.25%
DISCIPLINE HISTORY SUMMARY	13,000.00	1,024.28	1,821.84	11,178.16	14.01%
TOTAL REVENUE:	140,000.00	11,893.89	16,660.76	123,339.24	11.90%
DIRECT EXPENSES:					
COURT REPORTERS	65,000.00	4,679.18	5,950.29	59,049.71	9.15%
OUTSIDE COUNSEL/AIC	3,500.00	109.89	178.25	3,321.75	5.09%
LITIGATION EXPENSES	30,000.00	1,726.75	2,939.22	27,060.78	9.80%
DISABILITY EXPENSES	15,000.00	1,500.00	1,635.95	13,364.05	10.91%
ONLINE LEGAL RESEARCH	65,900.00	5,435.05	5,435.05	60,464.95	8.25%
LAW LIBRARY	13,075.00	337.57	350.68	12,724.32	2.68%
TRANSLATION SERVICES	3,000.00	-	-	3,000.00	0.00%
DEPRECIATION-SOFTWARE	25,200.00	2,205.00	4,409.00	20,791.00	17.50%
PUBLICATIONS PRODUCTION	250.00	-	-	250.00	0.00%
STAFF TRAVEL/PARKING	38,500.00	3,145.58	6,195.55	32,304.45	16.09%
STAFF MEMBERSHIP DUES	3,243.00	1,350.00	1,350.00	1,893.00	41.63%
TELEPHONE	5,000.00	219.98	439.96	4,560.04	8.80%
TOTAL DIRECT EXPENSES:	267,668.00	20,709.00	28,883.95	238,784.05	10.79%
INDIRECT EXPENSES:					
SALARY EXPENSE (37.77 FTE)	3,370,608.00	280,582.66	570,743.23	2,799,864.77	16.93%
BENEFITS EXPENSE	1,068,970.00	81,351.51	164,346.96	904,623.04	15.37%
OTHER INDIRECT EXPENSE	895,425.00	63,853.93	127,570.80	767,854.20	14.25%
TOTAL INDIRECT EXPENSES:	5,335,003.00	425,788.10	862,660.99	4,472,342.01	16.17%
TOTAL ALL EXPENSES:	5,602,671.00	446,497.10	891,544.94	4,711,126.06	15.91%
NET INCOME (LOSS):	(5,462,671.00)	(434,603.21)	(874,884.18)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS & GRANTS	90,000.00	-	90,000.00	-	100.00%
WORK STUDY GRANTS	10,374.00	-	-	10,374.00	0.00%
TOTAL REVENUE:	100,374.00	-	90,000.00	10,374.00	89.66%
DIRECT EXPENSES:					
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
STAFF TRAVEL/PARKING	8,600.00	19.73	508.28	8,091.72	5.91%
SUPPLIES	2,000.00	-	-	2,000.00	0.00%
COMMITTEE FOR DIVERSITY	6,200.00	876.93	892.39	5,307.61	14.39%
DIVERSITY EVENTS & PROJECTS	5,500.00	31.19	618.13	4,881.87	11.24%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
INTERNAL DIVERSITY OUTREACH	500.00	-	22.96	477.04	4.59%
TOTAL DIRECT EXPENSE:	29,150.00	927.85	2,041.76	27,108.24	7.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.97 FTE)	222,565.00	18,596.08	36,086.47	186,478.53	16.21%
BENEFITS EXPENSE	72,143.00	5,470.00	11,035.04	61,107.96	15.30%
OTHER INDIRECT EXPENSE	70,411.00	5,012.39	10,014.18	60,396.82	14.22%
TOTAL INDIRECT EXPENSES:	365,119.00	29,078.47	57,135.69	307,983.31	15.65%
TOTAL ALL EXPENSES:	394,269.00	30,006.32	59,177.45	335,091.55	15.01%
NET INCOME (LOSS):	(293,895.00)	(30,006.32)	30,822.55		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
BOARD OF TRUSTEES	5,000.00	204.82	204.82	4,795.18	4.10%
GRAPHIC DESIGN	1,500.00	-	-	1,500.00	0.00%
CONSULTING SERVICES	3,000.00	-	-	3,000.00	0.00%
POSTAGE	500.00	-	-	500.00	0.00%
PRINTING & COPYING	1,500.00	-	-	1,500.00	0.00%
STAFF TRAVEL/PARKING	1,700.00	-	-	1,700.00	0.00%
STAFF MEMBERSHIP DUES	600.00	-	-	600.00	0.00%
SUPPLIES	500.00	-	-	500.00	0.00%
SPECIAL EVENTS	5,000.00	-	-	5,000.00	0.00%
TOTAL DIRECT EXPENSES:	19,300.00	204.82	204.82	19,095.18	1.06%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.25 FTE)	88,294.00	7,353.98	15,549.46	72,744.54	17.61%
BENEFITS EXPENSE	30,721.00	2,321.39	4,690.82	26,030.18	15.27%
OTHER INDIRECT EXPENSE	29,634.00	2,109.97	4,215.79	25,418.21	14.23%
TOTAL INDIRECT EXPENSES:	148,649.00	11,785.34	24,456.07	124,192.93	16.45%
TOTAL ALL EXPENSES:	167,949.00	11,990.16	24,660.89	143,288.11	14.68%
NET INCOME (LOSS):	(167,949.00)	(11,990.16)	(24,660.89)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAINING- GENERAL	35,000.00	1,874.03	1,874.03	33,125.97	5.35%
RECRUITING AND ADVERTISING	7,000.00	986.37	1,246.86	5,753.14	17.81%
PAYROLL PROCESSING	55,000.00	4,457.54	6,017.23	48,982.77	10.94%
SALARY SURVEYS	2,700.00	-	-	2,700.00	0.00%
DEPRECIATION	835.00	417.21	835.21	(0.21)	100.03%
CONSULTING SERVICES	9,000.00	3,880.00	5,880.00	3,120.00	65.33%
STAFF TRAVEL/PARKING	250.00	-	-	250.00	0.00%
STAFF MEMBERSHIP DUES	1,378.00	219.00	219.00	1,159.00	15.89%
SUBSCRIPTIONS	1,993.00	106.43	106.43	1,886.57	5.34%
THIRD PARTY SERVICES	13,500.00	-	13,426.00	74.00	99.45%
TRANSFER TO INDIRECT EXPENSE	(126,656.00)	(11,940.58)	(29,604.76)	(97,051.24)	23.37%
TOTAL DIRECT EXPENSES:	-	-	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.48 FTE)	244,580.00	22,873.02	40,961.12	203,618.88	16.75%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
BENEFITS EXPENSE	74,445.00	4,986.43	10,095.61	64,349.39	13.56%
OTHER INDIRECT EXPENSE	58,794.00	4,197.91	8,386.87	50,407.13	14.26%
TOTAL INDIRECT EXPENSES:	257,819.00	32,057.36	59,443.60	198,375.40	23.06%
TOTAL ALL EXPENSES:	257,819.00	32,057.36	59,443.60	198,375.40	23.06%
NET INCOME (LOSS):	(257,819.00)	(32,057.36)	(59,443.60)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	95,000.00	1,500.00	3,250.00	91,750.00	3.42%
LAW CLERK APPLICATION FEES	2,000.00	-	-	2,000.00	0.00%
TOTAL REVENUE:	97,000.00	1,500.00	3,250.00	93,750.00	3.35%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	-	250.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	5,000.00	471.32	471.32	4,528.68	9.43%
TOTAL DIRECT EXPENSES:	5,350.00	471.32	471.32	4,878.68	8.81%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.89 FTE)	59,025.00	4,886.80	10,023.60	49,001.40	16.98%
BENEFITS EXPENSE	20,961.00	1,611.29	3,238.88	17,722.12	15.45%
OTHER INDIRECT EXPENSE	21,099.00	1,510.82	3,018.45	18,080.55	14.31%
TOTAL INDIRECT EXPENSES:	101,085.00	8,008.91	16,280.93	84,804.07	16.11%
TOTAL ALL EXPENSES:	106,435.00	8,480.23	16,752.25	89,682.75	15.74%
NET INCOME (LOSS):	(9,435.00)	(6,980.23)	(13,502.25)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW OFFICE MNGT ASSISTANCE PROGRAM					
REVENUE:					
LAW OFFICE IN A BOX SALES	2,500.00	405.00	810.00	1,690.00	32.40%
TOTAL REVENUE:	2,500.00	405.00	810.00	1,690.00	32.40%
DIRECT EXPENSES:					
LIBRARY MATERIALS/RESOURCES	1,500.00	-	36.90	1,463.10	2.46%
LAW OFFICE IN A BOX	500.00	31.05	148.96	351.04	29.79%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
STAFF MEMBERSHIP DUES	600.00	-	-	600.00	0.00%
CONFERENCE CALLS	100.00	-	-	100.00	0.00%
TOTAL DIRECT EXPENSES:	4,700.00	31.05	185.86	4,514.14	3.95%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.50 FTE)	122,445.00	4,747.76	9,240.52	113,204.48	7.55%
BENEFITS EXPENSE	40,196.00	2,232.31	4,530.82	35,665.18	11.27%
OTHER INDIRECT EXPENSE	35,561.00	2,543.04	5,080.28	30,480.72	14.29%
TOTAL INDIRECT EXPENSES:	198,202.00	9,523.11	18,851.62	179,350.38	9.51%
TOTAL ALL EXPENSES:	202,902.00	9,554.16	19,037.48	183,864.52	9.38%
NET INCOME (LOSS):	(200,402.00)	(9,149.16)	(18,227.48)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	15,750.00	-	1,625.00	14,125.00	10.32%
TOTAL REVENUE:	15,750.00	-	1,625.00	14,125.00	10.32%
DIRECT EXPENSES:					
PROF LIAB INSURANCE	850.00	-	-	850.00	0.00%
MEMBER ASSISTANCE PROGRAM	45,120.00	-	-	45,120.00	0.00%
PUBLICATIONS PRODUCTION	200.00	-	-	200.00	0.00%
STAFF MEMBERSHIP DUES	350.00	-	-	350.00	0.00%
CONFERENCE CALLS	100.00	-	-	100.00	0.00%
MISCELLANEOUS	150.00	-	-	150.00	0.00%
TOTAL DIRECT EXPENSES:	46,770.00	-	-	46,770.00	0.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.87 FTE)	77,476.00	5,448.92	10,938.34	66,537.66	14.12%
BENEFITS EXPENSE	29,331.00	2,116.88	4,266.17	25,064.83	14.54%
OTHER INDIRECT EXPENSE	20,625.00	1,463.05	2,923.06	17,701.94	14.17%
TOTAL INDIRECT EXPENSES:	127,432.00	9,028.85	18,127.57	109,304.43	14.23%
TOTAL ALL EXPENSES:	174,202.00	9,028.85	18,127.57	156,074.43	10.41%
NET INCOME (LOSS):	(158,452.00)	(9,028.85)	(16,502.57)		

Washington State Bar Association
Statement of Activities
For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
RENT - OLYMPIA OFFICE	5,000.00	-	-	5,000.00	0.00%
CONTRACT LOBBYIST	20,000.00	-	-	20,000.00	0.00%
LOBBYIST CONTACT COSTS	1,600.00	-	-	1,600.00	0.00%
LEGISLATIVE COMMITTEE	2,500.00	1,281.36	1,685.61	814.39	67.42%
BOG LEGISLATIVE COMMITTEE	250.00	-	-	250.00	0.00%
STAFF TRAVEL/PARKING	8,000.00	127.70	275.32	7,724.68	3.44%
STAFF MEMBERSHIP DUES	450.00	-	-	450.00	0.00%
SUBSCRIPTIONS	2,000.00	1,972.80	1,972.80	27.20	98.64%
TELEPHONE	3,000.00	20.00	40.00	2,960.00	1.33%
TOTAL DIRECT EXPENSES:	42,800.00	3,401.86	3,973.73	38,826.27	9.28%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.85 FTE)	131,303.00	10,729.10	21,458.20	109,844.80	16.34%
BENEFITS EXPENSE	45,303.00	3,448.69	6,958.31	38,344.69	15.36%
OTHER INDIRECT EXPENSE	43,859.00	3,117.87	6,229.07	37,629.93	14.20%
TOTAL INDIRECT EXPENSES:	220,465.00	17,295.66	34,645.58	185,819.42	15.71%
TOTAL ALL EXPENSES:	263,265.00	20,697.52	38,619.31	224,645.69	14.67%
NET INCOME (LOSS):	(263,265.00)	(20,697.52)	(38,619.31)		

Washington State Bar Association
Statement of Activities
For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	22,000.00	1,834.05	4,196.42	17,803.58	19.07%
RULE 9/LEGAL INTERN FEES	11,000.00	150.00	650.00	10,350.00	5.91%
INVESTIGATION FEES	20,000.00	2,000.00	3,800.00	16,200.00	19.00%
PRO HAC VICE	170,000.00	18,095.00	40,040.00	129,960.00	23.55%
MEMBER CONTACT INFORMATION	24,000.00	1,267.46	4,959.16	19,040.84	20.66%
PHOTO BAR CARD SALES	800.00	108.00	132.00	668.00	16.50%
TOTAL REVENUE:	247,800.00	23,454.51	53,777.58	194,022.42	21.70%
DIRECT EXPENSES:					
LICENSING FORMS	2,500.00	546.74	2,659.92	(159.92)	106.40%
POSTAGE	25,000.00	5,571.43	5,571.43	19,428.57	22.29%
TOTAL DIRECT EXPENSES:	27,500.00	6,118.17	8,231.35	19,268.65	29.93%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.29 FTE)	346,073.00	28,060.84	56,621.69	289,451.31	16.36%
BENEFITS EXPENSE	112,190.00	8,506.74	17,180.70	95,009.30	15.31%
OTHER INDIRECT EXPENSE	101,704.00	7,243.19	14,471.09	87,232.91	14.23%
TOTAL INDIRECT EXPENSES:	559,967.00	43,810.77	88,273.48	471,693.52	15.76%
TOTAL ALL EXPENSES:	587,467.00	49,928.94	96,504.83	490,962.17	16.43%
NET INCOME (LOSS):	(339,667.00)	(26,474.43)	(42,727.25)		

Washington State Bar Association
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16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
LLLT LICENSE FEES	5,950.00	350.13	758.40	5,191.60	12.75%
LLLT EXAM FEES	7,150.00	-	-	7,150.00	0.00%
LLLT WAIVER FEES	300.00	300.00	600.00	(300.00)	200.00%
TOTAL REVENUE:	13,400.00	650.13	1,358.40	12,041.60	10.14%
DIRECT EXPENSES:					
CHRACTER & FITNESS INVESTIGATIONS	700.00	-	-	700.00	0.00%
LLLT BOARD	18,000.00	1,316.27	1,435.88	16,564.12	7.98%
LLLT OUTREACH	8,000.00	554.42	579.42	7,420.58	7.24%
DEPRECIATION	3,354.00	-	-	3,354.00	0.00%
LLLT EXAM WRITING	29,600.00	-	-	29,600.00	0.00%
STAFF TRAVEL/PARKING	400.00	-	-	400.00	0.00%
TOTAL DIRECT EXPENSES:	60,054.00	1,870.69	2,015.30	58,038.70	3.36%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.39 FTE)	106,271.00	8,853.48	18,284.46	87,986.54	17.21%
BENEFITS EXPENSE	35,786.00	2,713.97	5,484.60	30,301.40	15.33%
OTHER INDIRECT EXPENSE	32,953.00	2,350.57	4,696.09	28,256.91	14.25%
TOTAL INDIRECT EXPENSES:	175,010.00	13,918.02	28,465.15	146,544.85	16.26%
TOTAL ALL EXPENSES:	235,064.00	15,788.71	30,480.45	204,583.55	12.97%
NET INCOME (LOSS):	(221,664.00)	(15,138.58)	(29,122.05)		

Washington State Bar Association
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For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED PRACTICE OFFICERS					
REVENUE:					
LPO EXAMINATION FEES	17,000.00	-	-	17,000.00	0.00%
LPO LICENSE FEES	108,000.00	9,591.30	18,247.70	89,752.30	16.90%
LPO LATE LICENSE FEES	1,000.00	-	-	1,000.00	0.00%
LPO CEU & TA LATE FEES	4,000.00	-	50.00	3,950.00	1.25%
LPO CONTINUING ED ACCRED FEE	2,700.00	200.00	425.00	2,275.00	15.74%
TOTAL REVENUE:	132,700.00	9,791.30	18,722.70	113,977.30	14.11%
DIRECT EXPENSES:					
LPO EXAM FACILITIES	800.00	-	394.58	405.42	49.32%
LPO BOARD	3,000.00	22.60	110.23	2,889.77	3.67%
LPO DISCIPLINE EXPENSES	500.00	-	-	500.00	0.00%
FINGERPRINT CARD PROCESSING	3,230.00	-	1,824.00	1,406.00	56.47%
DEPRECIATION	3,354.00	-	-	3,354.00	0.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
POSTAGE	2,300.00	-	-	2,300.00	0.00%
TOTAL DIRECT EXPENSES:	13,284.00	22.60	2,328.81	10,955.19	17.53%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.47 FTE)	115,843.00	9,663.96	19,655.41	96,187.59	16.97%
BENEFITS EXPENSE	38,510.00	2,913.33	5,886.92	32,623.08	15.29%
OTHER INDIRECT EXPENSE	34,850.00	2,494.87	4,984.18	29,865.82	14.30%
TOTAL INDIRECT EXPENSES:	189,203.00	15,072.16	30,526.51	158,676.49	16.13%
TOTAL ALL EXPENSES:	202,487.00	15,094.76	32,855.32	169,631.68	16.23%
NET INCOME (LOSS):	(69,787.00)	(5,303.46)	(14,132.62)		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANDATORY CLE ADMINISTRATION					
REVENUE:					
ACCREDITED PROGRAM FEES	300,000.00	22,550.00	44,700.00	255,300.00	14.90%
FORM 1 LATE FEES	75,000.00	12,180.00	24,325.00	50,675.00	32.43%
MEMBER LATE FEES	150,000.00	-	(225.00)	150,225.00	-0.15%
ANNUAL ACCREDITED SPONSOR FEES	27,000.00	27,500.00	27,500.00	(500.00)	101.85%
ATTENDANCE FEES	70,000.00	6,794.00	11,335.00	58,665.00	16.19%
COMITY CERTIFICATES	29,000.00	4,349.34	5,724.34	23,275.66	19.74%
ATTENDANCE LATE FEES	60,000.00	5,985.00	10,115.00	49,885.00	16.86%
TOTAL REVENUE:	711,000.00	79,358.34	123,474.34	587,525.66	17.37%
DIRECT EXPENSES:					
MCLE BOARD	3,000.00	6.26	168.56	2,831.44	5.62%
POSTAGE	2,000.00	-	-	2,000.00	0.00%
STAFF MEMBERSHIP DUES	500.00	500.00	500.00	-	100.00%
DEPRECIATION	261,000.00	18,995.00	34,330.00	226,670.00	13.15%
TOTAL DIRECT EXPENSES:	266,500.00	19,501.26	34,998.56	231,501.44	13.13%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.72 FTE)	257,805.00	21,814.92	44,129.83	213,675.17	17.12%
BENEFITS EXPENSE	99,187.00	7,672.94	15,462.52	83,724.48	15.59%
OTHER INDIRECT EXPENSE	111,898.00	7,985.85	15,954.54	95,943.46	14.26%
TOTAL INDIRECT EXPENSES:	468,890.00	37,473.71	75,546.89	393,343.11	16.11%
TOTAL ALL EXPENSES:	735,390.00	56,974.97	110,545.45	624,844.55	15.03%
NET INCOME (LOSS):	(24,390.00)	22,383.37	12,928.89		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER BENEFITS					
REVENUE:					
ROYALTIES	3,000.00	846.69	990.69	2,009.31	33.02%
TOTAL REVENUE:	3,000.00	846.69	990.69	2,009.31	33.02%
DIRECT EXPENSES:					
CASEMAKER	75,000.00	-	6,047.71	68,952.29	8.06%
TOTAL DIRECT EXPENSES:	75,000.00	-	6,047.71	68,952.29	8.06%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	75,000.00	-	6,047.71	68,952.29	8.06%
NET INCOME (LOSS):	(72,000.00)	846.69	(5,057.02)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MENTORSHIP PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
MENTORSHIP PROGRAM EXPENSES	15,000.00	60.15	424.30	14,575.70	2.83%
RECEPTION/FORUM EXPENSE	4,800.00	-	-	4,800.00	0.00%
CONSULTING SERVICES	1,000.00	-	-	1,000.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	-	-	2,000.00	0.00%
SUBSCRIPTIONS	500.00	-	-	500.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	23,500.00	60.15	424.30	23,075.70	1.81%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.40 FTE)	108,515.00	8,248.38	16,039.82	92,475.18	14.78%
BENEFITS EXPENSE	36,268.00	2,446.90	4,951.20	31,316.80	13.65%
OTHER INDIRECT EXPENSE	33,190.00	2,374.66	4,744.15	28,445.85	14.29%
TOTAL INDIRECT EXPENSES:	177,973.00	13,069.94	25,735.17	152,237.83	14.46%
TOTAL ALL EXPENSES:	201,473.00	13,130.09	26,159.47	175,313.53	12.98%
NET INCOME (LOSS):	(201,473.00)	(13,130.09)	(26,159.47)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NEW LAWYER PROGRAM					
REVENUE:					
SEMINAR REGISTRATIONS	55,000.00	-	-	55,000.00	0.00%
TRIAL ADVOCACY PROGRAM	25,000.00	548.00	17,957.00	7,043.00	71.83%
TOTAL REVENUE:	80,000.00	548.00	17,957.00	62,043.00	22.45%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,000.00	10.00	277.00	723.00	27.70%
STAFF MEMBERSHIP DUES	200.00	-	-	200.00	0.00%
ONLINE EXPENSES	2,500.00	-	-	2,500.00	0.00%
NEW LAWYER OUTREACH EVENTS	1,000.00	-	743.33	256.67	74.33%
NEW LAWYERS COMMITTEE	15,000.00	551.02	2,310.23	12,689.77	15.40%
OPEN SECTIONS NIGHT	3,500.00	-	107.87	3,392.13	3.08%
TRIAL ADVOCACY PROGRAM	3,500.00	764.45	1,114.40	2,385.60	31.84%
SEMINAR BROCHURES	2,000.00	-	-	2,000.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	2,000.00	106.64	106.64	1,893.36	5.33%
SCHOLARSHIPS/DONATIONS/GRANT	2,000.00	-	-	2,000.00	0.00%
TOTAL DIRECT EXPENSES:	32,700.00	1,432.11	4,659.47	28,040.53	14.25%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.25 FTE)	165,467.00	12,812.49	25,054.61	140,412.39	15.14%
BENEFITS EXPENSE	56,383.00	4,054.06	8,189.27	48,193.73	14.52%
OTHER INDIRECT EXPENSE	53,341.00	3,814.24	7,619.89	45,721.11	14.29%
TOTAL INDIRECT EXPENSES:	275,191.00	20,680.79	40,863.77	234,327.23	14.85%
TOTAL ALL EXPENSES:	307,891.00	22,112.90	45,523.24	262,367.76	14.79%
NET INCOME (LOSS):	(227,891.00)	(21,564.90)	(27,566.24)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	-	1,133.91	(1,133.91)	
DISPLAY ADVERTISING	440,000.00	43,866.25	82,072.50	357,927.50	18.65%
SUBSCRIPT/SINGLE ISSUES	450.00	72.00	72.00	378.00	16.00%
CLASSIFIED ADVERTISING	89,000.00	7,347.93	18,067.68	70,932.32	20.30%
GEN ANNOUNCEMENTS	17,000.00	1,200.00	1,950.00	15,050.00	11.47%
PROF ANNOUNCEMENTS	27,000.00	3,242.50	5,947.50	21,052.50	22.03%
TOTAL REVENUE:	573,450.00	55,728.68	109,243.59	464,206.41	19.05%
DIRECT EXPENSES:					
GRAPHICS/ARTWORK	3,500.00	1,250.00	1,648.21	1,851.79	47.09%
OUTSIDE SALES EXPENSE	80,000.00	7,763.23	9,524.13	70,475.87	11.91%
EDITORIAL ADVISORY COMMITTEE	800.00	34.75	34.75	765.25	4.34%
DIGITAL/ONLINE DEVELOPMENT	8,400.00	-	700.00	7,700.00	8.33%
BAD DEBT EXPENSE	1,000.00	-	1,000.00	-	100.00%
POSTAGE	89,100.00	10,572.12	20,688.65	68,411.35	23.22%
PRINTING, COPYING & MAILING	220,000.00	49,640.65	49,640.65	170,359.35	22.56%
TOTAL DIRECT EXPENSES:	402,800.00	69,260.75	83,236.39	319,563.61	20.66%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.72 FTE)	131,759.00	9,594.41	29,815.09	101,943.91	22.63%
BENEFITS EXPENSE	48,872.00	3,770.23	6,880.58	41,991.42	14.08%
OTHER INDIRECT EXPENSE	40,777.00	2,901.64	5,797.36	34,979.64	14.22%
TOTAL INDIRECT EXPENSES:	221,408.00	16,266.28	42,493.03	178,914.97	19.19%
TOTAL ALL EXPENSES:	624,208.00	85,527.03	125,729.42	498,478.58	20.14%
NET INCOME (LOSS):	(50,758.00)	(29,798.35)	(16,485.83)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	7.60	52.60	(52.60)	
TOTAL REVENUE:	-	7.60	52.60	(52.60)	
DIRECT EXPENSES:					
AMICUS BRIEF COMMITTEE	100.00	27.14	27.14	72.86	27.14%
COURT RULES COMMITTEE	5,000.00	38.13	79.72	4,920.28	1.59%
DISCIPLINE ADVISORY ROUNDTABLE	1,500.00	-	-	1,500.00	0.00%
LITIGATION EXPENSES	-	60.60	62.25	(62.25)	
CUSTODIANSHIPS	5,000.00	661.49	661.49	4,338.51	13.23%
STAFF TRAVEL/PARKING	2,600.00	253.57	451.57	2,148.43	17.37%
STAFF MEMBERSHIP DUES	1,500.00	-	-	1,500.00	0.00%
TOTAL DIRECT EXPENSES:	15,700.00	1,040.93	1,282.17	14,417.83	8.17%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.7 FTE)	484,565.00	38,013.18	84,804.82	399,760.18	17.50%
BENEFITS EXPENSE	157,573.00	11,532.28	23,306.63	134,266.37	14.79%
OTHER INDIRECT EXPENSE	135,132.00	9,642.37	19,264.14	115,867.86	14.26%
TOTAL INDIRECT EXPENSES:	777,270.00	59,187.83	127,375.59	649,894.41	16.39%
TOTAL ALL EXPENSES:	792,970.00	60,228.76	128,657.76	664,312.24	16.22%
NET INCOME (LOSS):	(792,970.00)	(60,221.16)	(128,605.16)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OGC-DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
DISCIPLINARY BOARD EXPENSES	7,500.00	2,358.30	2,358.30	5,141.70	31.44%
CHIEF HEARING OFFICER	33,000.00	2,500.00	5,000.00	28,000.00	15.15%
HEARING OFFICER EXPENSES	5,000.00	31.50	31.50	4,968.50	0.63%
HEARING OFFICER TRAINING	2,000.00	-	-	2,000.00	0.00%
OUTSIDE COUNSEL	55,000.00	3,250.00	6,500.00	48,500.00	11.82%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	<u>103,000.00</u>	<u>8,139.80</u>	<u>13,889.80</u>	<u>89,110.20</u>	<u>13.49%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.30 FTE)	92,118.00	7,687.50	15,375.00	76,743.00	16.69%
BENEFITS EXPENSE	31,810.00	2,432.37	4,903.29	26,906.71	15.41%
OTHER INDIRECT EXPENSE	30,819.00	2,207.13	4,409.19	26,409.81	14.31%
TOTAL INDIRECT EXPENSES:	<u>154,747.00</u>	<u>12,327.00</u>	<u>24,687.48</u>	<u>130,059.52</u>	<u>15.95%</u>
TOTAL ALL EXPENSES:	<u>257,747.00</u>	<u>20,466.80</u>	<u>38,577.28</u>	<u>219,169.72</u>	<u>14.97%</u>
NET INCOME (LOSS):	<u>(257,747.00)</u>	<u>(20,466.80)</u>	<u>(38,577.28)</u>		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
PRACTICE OF LAW BOARD	14,000.00	2,168.96	2,681.80	11,318.20	19.16%
TRANSLATION SERVICES	100.00	-	-	100.00	0.00%
TOTAL DIRECT EXPENSES:	14,100.00	2,168.96	2,681.80	11,418.20	19.02%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.81 FTE)	61,398.00	5,148.90	10,297.80	51,100.20	16.77%
BENEFITS EXPENSE	20,670.00	1,576.38	3,183.47	17,486.53	15.40%
OTHER INDIRECT EXPENSE	19,203.00	1,366.67	2,730.69	16,472.31	14.22%
TOTAL INDIRECT EXPENSES:	101,271.00	8,091.95	16,211.96	85,059.04	16.01%
TOTAL ALL EXPENSES:	115,371.00	10,260.91	18,893.76	96,477.24	16.38%
NET INCOME (LOSS):	(115,371.00)	(10,260.91)	(18,893.76)		

Washington State Bar Association
Statement of Activities
For the Period from November 1, 2016 to November 30, 2016
16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CPE COMMITTEE	6,000.00	365.32	657.51	5,342.49	10.96%
STAFF TRAVEL/PARKING	1,500.00	785.71	785.71	714.29	52.38%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
TOTAL DIRECT EXPENSES:	8,000.00	1,151.03	1,443.22	6,556.78	18.04%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.07 FTE)	165,405.00	11,762.74	23,850.48	141,554.52	14.42%
BENEFITS EXPENSE	58,372.00	4,065.35	8,211.54	50,160.46	14.07%
OTHER INDIRECT EXPENSE	49,074.00	3,501.90	6,996.29	42,077.71	14.26%
TOTAL INDIRECT EXPENSES:	272,851.00	19,329.99	39,058.31	233,792.69	14.31%
TOTAL ALL EXPENSES:	280,851.00	20,481.02	40,501.53	240,349.47	14.42%
NET INCOME (LOSS):	(280,851.00)	(20,481.02)	(40,501.53)		

Washington State Bar Association
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16.67% OF YEAR COMPLETE

	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	85,000.00	-	85,000.00	-	100.00%
PSP PRODUCT SALES	-	1,069.00	1,679.00	(1,679.00)	
TOTAL REVENUE:	85,000.00	1,069.00	86,679.00	(1,679.00)	101.98%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	203,915.00	-	-	203,915.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,500.00	-	-	1,500.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	14.03	14.03	1,985.97	0.70%
STAFF MEMBERSHIP DUES	95.00	-	-	95.00	0.00%
VOLUNTEER RECRUITMENT & OUTREACH	2,100.00	-	-	2,100.00	0.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
PRO BONO & LEGAL AID COMMITTEE	2,000.00	64.16	145.20	1,854.80	7.26%
VOLUNTEER RECRUITMENT & APPREC	500.00	-	-	500.00	0.00%
DAY OF SERVICE	3,150.00	-	-	3,150.00	0.00%
TOTAL DIRECT EXPENSES:	215,460.00	78.19	159.23	215,300.77	0.07%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.70 FTE)	132,099.00	10,263.28	20,086.28	112,012.72	15.21%
BENEFITS EXPENSE	44,139.00	3,103.54	6,268.69	37,870.31	14.20%
OTHER INDIRECT EXPENSE	40,302.00	2,878.62	5,750.82	34,551.18	14.27%
TOTAL INDIRECT EXPENSES:	216,540.00	16,245.44	32,105.79	184,434.21	14.83%
TOTAL ALL EXPENSES:	432,000.00	16,323.63	32,265.02	399,734.98	7.47%
NET INCOME (LOSS):	(347,000.00)	(15,254.63)	54,413.98		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	307,000.00	36,150.00	46,237.50	260,762.50	15.06%
TOTAL REVENUE:	307,000.00	36,150.00	46,237.50	260,762.50	15.06%
DIRECT EXPENSES:					
DUES STATEMENTS	9,500.00	5,416.72	5,416.72	4,083.28	57.02%
STAFF TRAVEL/PARKING	1,000.00	48.72	394.43	605.57	39.44%
SECTION/COMMITTEE CHAIR MTGS	1,000.00	439.78	439.78	560.22	43.98%
CONFERENCE CALLS	300.00	7.68	7.68	292.32	2.56%
MISCELLANEOUS	300.00	-	-	300.00	0.00%
TOTAL DIRECT EXPENSES:	12,100.00	5,912.90	6,258.61	5,841.39	51.72%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.03 FTE)	259,395.00	21,633.26	43,266.53	216,128.47	16.68%
BENEFITS EXPENSE	93,121.00	7,158.27	14,428.06	78,692.94	15.49%
OTHER INDIRECT EXPENSE	95,540.00	6,810.41	13,606.67	81,933.33	14.24%
TOTAL INDIRECT EXPENSES:	448,056.00	35,601.94	71,301.26	376,754.74	15.91%
TOTAL ALL EXPENSES:	460,156.00	41,514.84	77,559.87	382,596.13	16.86%
NET INCOME (LOSS):	(153,156.00)	(5,364.84)	(31,322.37)		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
COMPUTER HARDWARE	29,000.00	3,061.71	3,061.71	25,938.29	10.56%
COMPUTER SOFTWARE	28,000.00	1,212.54	1,212.54	26,787.46	4.33%
SOFTWARE MAINTENANCE & LICENSING	286,500.00	11,837.20	28,525.84	257,974.16	9.96%
HARDWARE SERVICE & WARRANTIES	41,000.00	10,883.97	17,880.29	23,119.71	43.61%
TELEPHONE HARDWARE & MAINTENANCE	26,000.00	2,596.01	8,041.03	17,958.97	30.93%
COMPUTER SUPPLIES	34,000.00	1,530.02	1,950.03	32,049.97	5.74%
THIRD PARTY SERVICES	40,500.00	1,182.25	2,364.50	38,135.50	5.84%
CONSULTING SERVICES	212,000.00	926.50	926.50	211,073.50	0.44%
STAFF TRAVEL/PARKING	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	110.00	-	-	110.00	0.00%
TELEPHONE	24,000.00	223.54	410.40	23,589.60	1.71%
TRANSFER TO INDIRECT EXPENSES	(723,610.00)	(33,453.74)	(64,372.84)	(659,237.16)	8.90%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	1,002,250.00	74,211.36	149,022.72	853,227.28	14.87%
BENEFITS EXPENSE	327,511.00	23,146.09	46,811.11	280,699.89	14.29%
CAPITAL LABOR & OVERHEAD	(140,700.00)	-	-	(140,700.00)	0.00%
OTHER INDIRECT EXPENSE	286,858.00	20,386.77	40,730.72	246,127.28	14.20%
TOTAL INDIRECT EXPENSES:	<u>1,475,919.00</u>	<u>117,744.22</u>	<u>236,564.55</u>	<u>1,239,354.45</u>	<u>16.03%</u>
TOTAL ALL EXPENSES:	<u>1,475,919.00</u>	<u>117,744.22</u>	<u>236,564.55</u>	<u>1,239,354.45</u>	<u>16.03%</u>
NET INCOME (LOSS):	<u>(1,475,919.00)</u>	<u>(117,744.22)</u>	<u>(236,564.55)</u>		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONTINUING LEGAL EDUCATION (CLE)					
REVENUE:					
SEMINAR REGISTRATIONS	1,670,000.00	121,821.00	152,479.00	1,517,521.00	9.13%
SEMINAR-EXHIB/SPNSR/ETC	25,000.00	500.00	500.00	24,500.00	2.00%
SHIPPING & HANDLING	4,600.00	315.00	671.78	3,928.22	14.60%
DESKBOOK SALES	80,000.00	4,395.02	15,055.18	64,944.82	18.82%
COURSEBOOK SALES	20,000.00	2,257.00	3,222.00	16,778.00	16.11%
SECTION PUBLICATION SALES	15,200.00	450.00	1,552.50	13,647.50	10.21%
CASEMAKER ROYALTIES	60,000.00	2,733.28	4,244.18	55,755.82	7.07%
MP3 AND VIDEO SALES	700,000.00	111,671.23	184,597.71	515,402.29	26.37%
TOTAL REVENUE:	2,574,800.00	244,142.53	362,322.35	2,212,477.65	14.07%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	4,000.00	61.38	250.02	3,749.98	6.25%
POSTAGE - FLIERS/CATALOGS	40,000.00	5,987.54	6,885.89	33,114.11	17.21%
POSTAGE - MISC./DELIVERY	2,500.00	35.00	35.00	2,465.00	1.40%
DEPRECIATION	19,000.00	1,827.00	3,654.00	15,346.00	19.23%
ONLINE EXPENSES	82,000.00	406.10	762.66	81,237.34	0.93%
ACCREDITATION FEES	6,500.00	204.00	239.00	6,261.00	3.68%
SEMINAR BROCHURES	65,000.00	5,444.78	11,175.50	53,824.50	17.19%
FACILITIES	285,988.00	22,878.93	26,849.58	259,138.42	9.39%
SPEAKERS & PROGRAM DEVELOP	55,000.00	4,744.07	7,446.11	47,553.89	13.54%
SPLITS TO SECTIONS	167,456.00	-	-	167,456.00	0.00%
SPLITS TO CO-SPONSORS	7,500.00	-	-	7,500.00	0.00%
HONORARIA	20,250.00	-	-	20,250.00	0.00%
CLE SEMINAR COMMITTEE	1,500.00	43.96	43.96	1,456.04	2.93%
BAD DEBT EXPENSE	600.00	-	-	600.00	0.00%
STAFF TRAVEL/PARKING	6,500.00	95.27	95.27	6,404.73	1.47%
STAFF MEMBERSHIP DUES	1,550.00	-	-	1,550.00	0.00%
SUPPLIES	2,000.00	-	-	2,000.00	0.00%
COST OF SALES - DESKBOOKS	56,000.00	2,105.65	9,644.34	46,355.66	17.22%
COST OF SALES - COURSEBOOKS	1,400.00	194.21	265.06	1,134.94	18.93%
COST OF SALES SECTION PUBLICATION	2,800.00	78.04	273.14	2,526.86	9.76%
A/V DEVELOP COSTS (RECORDING)	1,500.00	-	-	1,500.00	0.00%
DESKBOOK ROYALTIES	1,000.00	-	-	1,000.00	0.00%
SHIPPING SUPPLIES	250.00	-	-	250.00	0.00%
POSTAGE & DELIVERY-DESKBOOKS	4,000.00	37.37	336.61	3,663.39	8.42%
POSTAGE & DELIVERY-COURSEBOOKS	3,000.00	53.88	94.93	2,905.07	3.16%
SPLITS WITH SECTIONS	4,800.00	-	-	4,800.00	0.00%
FLIERS/CATALOGS	7,500.00	-	-	7,500.00	0.00%
POSTAGE - FLIERS/CATALOGS	5,000.00	-	-	5,000.00	0.00%
COMPLIMENTARY BOOK PROGRAM	4,000.00	-	-	4,000.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	-	620.00	6,820.00	8.33%
STAFF TRAVEL/PARKING	-	22.15	-	-	0.00%
MISCELLANEOUS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	866,234.00	44,219.33	68,671.07	797,562.93	7.93%
INDIRECT EXPENSES:					
SALARY EXPENSE (12.77 FTE)	837,663.00	70,130.24	136,663.31	700,999.69	16.31%
BENEFITS EXPENSE	295,948.00	23,006.92	45,729.26	250,218.74	15.45%
OTHER INDIRECT EXPENSE	302,742.00	22,203.40	43,989.33	258,752.67	14.53%
TOTAL INDIRECT EXPENSES:	1,436,353.00	115,340.56	226,381.90	1,209,971.10	15.76%
TOTAL ALL EXPENSES:	2,302,587.00	159,559.89	295,052.97	2,007,534.03	12.81%
NET INCOME (LOSS):	272,213.00	84,582.64	67,269.38		

Washington State Bar Association
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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	475,770.00	62,457.50	77,223.75	398,546.25	16.23%
SEMINAR PROFIT SHARE	151,310.00	-	-	151,310.00	0.00%
INTEREST INCOME	1,406.00	-	-	1,406.00	0.00%
PUBLICATIONS REVENUE	5,000.00	-	-	5,000.00	0.00%
OTHER	55,125.00	4,417.00	4,647.00	50,478.00	8.43%
TOTAL REVENUE:	688,611.00	66,874.50	81,870.75	606,740.25	11.89%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	594,014.00	29,171.18	35,403.06	558,610.94	5.96%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	310,818.75	36,150.00	46,237.50	264,581.25	14.88%
TOTAL DIRECT EXPENSES:	904,832.75	65,321.18	81,640.56	823,192.19	9.02%
NET INCOME (LOSS):	(216,221.75)	1,553.32	230.19		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAWYERS FUND FOR CLIENT PROTECTION					
REVENUE:					
LFCP RESTITUTION	1,000.00	329.66	818.63	181.37	81.86%
LFCP MEMBER ASSESSMENTS	982,000.00	107,160.00	116,580.00	865,420.00	11.87%
INTEREST INCOME	3,000.00	1,259.97	2,021.46	978.54	67.38%
TOTAL REVENUE:	986,000.00	108,749.63	119,420.09	866,579.91	12.11%
DIRECT EXPENSES:					
GIFTS TO INJURED CLIENTS	500,000.00	8,000.00	8,000.00	492,000.00	1.60%
LFCP BOARD EXPENSES	1,500.00	747.14	747.14	752.86	49.81%
BANK FEES - WELLS FARGO	1,000.00	107.83	190.85	809.15	19.09%
TOTAL DIRECT EXPENSES:	502,500.00	8,854.97	8,937.99	493,562.01	1.78%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.01 FTE)	66,205.00	5,516.36	11,032.72	55,172.28	16.66%
BENEFITS EXPENSE	23,572.00	1,800.37	3,629.48	19,942.52	15.40%
OTHER INDIRECT EXPENSE	23,944.00	1,702.11	3,401.01	20,542.99	14.20%
TOTAL INDIRECT EXPENSES:	113,721.00	9,018.84	18,063.21	95,657.79	15.88%
TOTAL ALL EXPENSES:	616,221.00	17,873.81	27,001.20	589,219.80	4.38%
NET INCOME (LOSS):	369,779.00	90,875.82	92,418.89		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANAGEMENT OF WESTERN STATES BAR CONFERENCE					
REVENUE:					
REGISTRATION REVENUE	25,600.00	-	-	25,600.00	0.00%
OTHER ACTIVITIES REGISTRATION REVENUE	13,000.00	660.00	1,220.00	11,780.00	9.38%
WESTERN STATES BAR MEMBERSHIP DUES	2,400.00	-	1,350.00	1,050.00	56.25%
SPONSORSHIPS	9,000.00	-	1,500.00	7,500.00	16.67%
TOTAL REVENUE:	50,000.00	660.00	4,070.00	45,930.00	8.14%
DIRECT EXPENSES:					
SPEAKERS & PROGRAM DEVELOPMENT	1,000.00	-	-	1,000.00	0.00%
FACILITIES	44,000.00	-	-	44,000.00	0.00%
STAFF TRAVEL/PARKING	2,300.00	-	572.00	1,728.00	24.87%
BANK FEES	560.00	48.14	94.79	465.21	16.93%
WSBC PRESIDENT TRAVEL	500.00	-	-	500.00	0.00%
OPTIONAL ACTIVITIES EXPENSE	1,200.00	-	-	1,200.00	0.00%
MARKETING EXPENSE	440.00	52.61	52.61	387.39	11.96%
TOTAL DIRECT EXPENSES:	50,000.00	100.75	719.40	49,280.60	1.44%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	50,000.00	100.75	719.40	49,280.60	1.44%
NET INCOME (LOSS):	-	559.25	3,350.60		

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	FISCAL 2017 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	10,987,791.00	908,276.89	1,847,009.68	9,140,781.32	16.81%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
TEMPORARY SALARIES	98,320.00	3,331.20	4,915.20	93,404.80	5.00%
CAPITAL LABOR & OVERHEAD	(140,700.00)	-	-	(140,700.00)	0.00%
EMPLOYEE ASSISTANCE PLAN	4,800.00	1,200.00	1,200.00	3,600.00	25.00%
EMPLOYEE SERVICE AWARDS	1,970.00	-	1,030.00	940.00	52.28%
FICA (EMPLOYER PORTION)	823,000.00	63,157.94	131,270.66	691,729.34	15.95%
L&I INSURANCE	48,000.00	-	-	48,000.00	0.00%
MEDICAL (EMPLOYER PORTION)	1,335,000.00	113,000.78	222,579.49	1,112,420.51	16.67%
RETIREMENT (EMPLOYER PORTION)	1,252,000.00	97,574.59	196,594.44	1,055,405.56	15.70%
TRANSPORTATION ALLOWANCE	118,500.00	130.00	270.00	118,230.00	0.23%
UNEMPLOYMENT INSURANCE	106,000.00	2,397.37	5,628.23	100,371.77	5.31%
STAFF DEVELOPMENT-GENERAL	6,865.00	173.36	321.37	6,543.63	4.68%
TOTAL SALARY & BENEFITS EXPENSE:	14,521,546.00	1,189,242.13	2,410,819.07	12,110,726.93	16.60%
WORKPLACE BENEFITS	42,000.00	1,260.66	4,271.17	37,728.83	10.17%
HUMAN RESOURCES POOLED EXP	126,656.00	11,940.58	29,604.76	97,051.24	23.37%
MEETING SUPPORT EXPENSES	15,000.00	780.42	2,327.34	12,672.66	15.52%
RENT	1,645,000.00	130,557.68	266,170.79	1,378,829.21	16.18%
PERSONAL PROP TAXES-WSBA	12,500.00	1,030.07	2,060.14	10,439.86	16.48%
FURNITURE, MAINT, LH IMP	38,000.00	3,547.01	3,865.95	34,134.05	10.17%
OFFICE SUPPLIES & EQUIPMENT	50,000.00	2,165.85	3,828.51	46,171.49	7.66%
FURN & OFFICE EQUIP DEPRECIATION	74,000.00	12,987.68	25,770.95	48,229.05	34.83%
COMPUTER HARDWARE DEPRECIATION	63,000.00	6,191.16	12,746.41	50,253.59	20.23%
COMPUTER SOFTWARE DEPRECIATION	94,500.00	2,033.00	4,063.00	90,437.00	4.30%
INSURANCE	130,400.00	10,881.85	21,763.70	108,636.30	16.69%
PROFESSIONAL FEES-AUDIT	31,000.00	5,870.18	5,870.18	25,129.82	18.94%
PROFESSIONAL FEES-LEGAL	60,000.00	2,522.00	2,822.00	57,178.00	4.70%
TELEPHONE & INTERNET	38,000.00	2,794.08	5,444.09	32,555.91	14.33%
POSTAGE - GENERAL	45,000.00	1,406.84	3,689.22	41,310.78	8.20%
RECORDS STORAGE	40,000.00	5,200.04	7,074.47	32,925.53	17.69%
STAFF TRAINING	75,000.00	4,007.32	11,202.05	63,797.95	14.94%
BANK FEES	35,400.00	2,905.21	4,475.94	30,924.06	12.64%
PRODUCTION MAINTENANCE & SUPPLIES	25,000.00	(1,241.83)	(1,694.22)	26,694.22	-6.78%
COMPUTER POOLED EXPENSES	723,610.00	33,453.74	64,372.84	659,237.16	8.90%
TOTAL OTHER INDIRECT EXPENSES:	3,364,066.00	240,293.54	479,729.29	2,884,336.71	14.26%
TOTAL INDIRECT EXPENSES:	17,885,612.00	1,429,535.67	2,890,548.36		

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SUMMARY PAGE				
LICENSE FEES	13,204,000.00	1,058,189.76	2,152,645.56	11,051,354.44
ACCESS TO JUSTICE	(251,763.00)	(38,098.62)	(53,313.61)	(198,449.39)
ADMINISTRATION	(974,756.00)	(122,614.40)	(219,206.26)	(755,549.74)
ADMISSIONS/BAR EXAM	(91,290.00)	60,005.45	236,213.11	(327,503.11)
BOARD OF GOVERNORS	(782,596.00)	(59,966.88)	(124,209.50)	(658,386.50)
COMMUNICATIONS	(1,656,408.00)	(133,094.91)	(257,780.46)	(1,398,627.54)
DISCIPLINE	(5,462,671.00)	(434,603.21)	(874,884.18)	(4,587,786.82)
DIVERSITY	(293,895.00)	(30,006.32)	30,822.55	(324,717.55)
FOUNDATION	(167,949.00)	(11,990.16)	(24,660.89)	(143,288.11)
HUMAN RESOURCES	(257,819.00)	(32,057.36)	(59,443.60)	(198,375.40)
PUBLIC SERVICE PROGRAMS	(347,000.00)	(15,254.63)	54,413.98	(401,413.98)
LOMAP	(200,402.00)	(9,149.16)	(18,227.48)	(182,174.52)
LAP	(158,452.00)	(9,028.85)	(16,502.57)	(141,949.43)
LEGISLATIVE	(263,265.00)	(20,697.52)	(38,619.31)	(224,645.69)
LICENSING AND MEMBERSHIP	(339,667.00)	(26,474.43)	(42,727.25)	(296,939.75)
LIMITED LICENSE LEGAL TECHNICIAN	(221,664.00)	(15,138.58)	(29,122.05)	(192,541.95)
LIMITED PRACTICE OFFICERS	(69,787.00)	(5,303.46)	(14,132.62)	(55,654.38)
MANDATORY CLE ADMINISTRATION	(24,390.00)	22,383.37	12,928.89	(37,318.89)
MEMBER BENEFITS	(72,000.00)	846.69	(5,057.02)	(66,942.98)
MENTORSHIP PROGRAM	(201,473.00)	(13,130.09)	(26,159.47)	(175,313.53)
NEW LAWYER PROGRAM	(227,891.00)	(21,564.90)	(27,566.24)	(200,324.76)
NW LAWYER	(50,758.00)	(29,798.35)	(16,485.83)	(34,272.17)
OFFICE OF GENERAL COUNSEL	(792,970.00)	(60,221.16)	(128,605.16)	(664,364.84)
OGC-DISCIPLINARY BOARD	(257,747.00)	(20,466.80)	(38,577.28)	(219,169.72)
PRACTICE OF LAW BOARD	(115,371.00)	(10,260.91)	(18,893.76)	(96,477.24)
PROFESSIONAL RESPONSIBILITY	(280,851.00)	(20,481.02)	(40,501.53)	(240,349.47)
LAW CLERK PROGRAM	(9,435.00)	(6,980.23)	(13,502.25)	4,067.25
SECTIONS ADMINISTRATION	(153,156.00)	(5,364.84)	(31,322.37)	(121,833.63)
TECHNOLOGY	(1,475,919.00)	(117,744.22)	(236,564.55)	(1,239,354.45)
CLE - PRODUCTS	222,126.00	75,757.83	112,081.35	110,044.65
CLE - SEMINARS	50,087.00	8,824.81	(44,811.97)	94,898.97
SECTIONS OPERATIONS	(216,221.75)	1,553.32	230.19	(216,451.94)
LFCP	369,779.00	90,875.82	92,418.89	277,360.11
WESTERN STATES BAR CONFERENCE	-	559.25	3,350.60	(3,350.60)
INDIRECT EXPENSES	(17,885,612.00)	(1,429,535.67)	(2,890,548.36)	(14,995,063.64)
TOTAL OF ALL	19,457,186.75	1,380,030.38	2,596,320.45	16,860,866.30
NET INCOME (LOSS)	(1,571,574.75)	49,505.29	294,227.91	

**Washington State Bar Association
Analysis of Cash Investments
As of November 30, 2016**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	
Total		\$ 1,408,606

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.45%	\$ 409,871
UBS Financial Money Market	0.34%	\$ 836,698
Morgan Stanley Money Market	0.28%	\$ 25,627
Merrill Lynch Money Market	0.63%	\$ 1,867,430
Long Term Investments	Varies	\$ 3,369,178
Short Term Investments	Varies	\$ -
General Fund Total		\$ 7,917,409

Lawyer's Fund for Client Protection

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 774,375

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	0.45%	\$ 2,225,136
Morgan Stanley Money Market	0.01%	\$ 102,558
Wells Fargo Investments	Varies	\$ -
Lawyers' Fund for Client Protection Total		\$ 3,102,069

Grand Total Cash & Investments **\$ 11,019,478**

**Washington State Bar Association
Analysis of Cash Investments
As of November 30, 2016**

Long Term Investments- General Fund

UBS Financial Long Term Investments
Nuveen 3-7 year Municipal Bond Portfolio

Value as of 11/30/16
\$ 481,702.62

Morgan Stanley Long Term Investments
Lord Abbett Short Term Duration Income Fund
Guggenheim Total Return Bond Fund
Virtus Multi-Sector Short Term Bond Fund

Value as of 11/30/16
\$ 1,539,700.90
\$ 649,761.11
\$ 652,663.76
\$ 2,842,125.77

Total Long Term Investments- General Fund 3,323,828.39

Short Term Investments- General Fund

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total Short Term Investments- General Fund -

Lawyer's Fund for Client Protection

Bank

<u>Interest Rate</u>	<u>Yield</u>	<u>Term Mths</u>	<u>Maturity Date</u>	<u>Amount</u>
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Total LFCP -

AGENDA ITEM 5.



To: Budget & Audit Committee

From: Ann Holmes, Chief Operations Officer

Re: FY17 FTE Reallocation

Date: December 21, 2016

As discussed with the Executive Committee, we have come to the conclusion that the dual position of General Counsel /Chief Regulatory Counsel, currently filled by Jean McElroy, needs to be split for workload reasons. Rather than ask for an additional FTE, we are looking to redirect a budgeted FTE to support this change. We will provide details to the Committee at the meeting.

AGENDA ITEM 6.



To: Board of Governors

From: Mark Hayes, Controller

Re: Investment Update as of November 30, 2016

Date: December 6, 2016

The last update on the investment portfolio showed a total value of \$3,369,178 as of October 31st. There was no change in the portfolio for the month of November. We remain invested in several bond funds and a short-term income fund. The portfolio value of \$3,323,829 as of November 30th represents a \$45,349 (1.3%) reduction from the prior month. Bond funds were hit particularly hard in November as a result of the election and proposed policies that could lead to increased interest rates, which adversely impacts bond funds.

The WSBA's investments are managed by our advisors at Morgan Stanley and UBS Financial. As of November 30th we have an aggregate gain across all funds of \$95,814 since first creating an investment portfolio with an actual percentage gain of 2.97%. The breakdown by fund is as follows:

INVESTMENT FUND	10/31/16 Value	11/30/16 Value	\$ Gain/(Loss) Over 1 Year	\$ Gain/(Loss) Over 5 Years	\$ Gain/(Loss) Since Inception	% Gain/(Loss) Since Inception
Nuveen 3-7 year Municipal Bond Portfolio	\$504,624	\$481,703	(\$18,297) ¹	N/A	(\$18,297)	(3.66%) ¹
Lord Abbett & Company Short Term Duration Income Fund	\$1,545,487	\$1,539,701	\$49,280	\$196,717 ²	\$111,686 ³	7.82%
Guggenheim Total Return Bond Fund	\$659,592 ⁴	\$649,761	(\$239)	N/A	(\$239)	(.004%)
Virtus Multi-Sector Short Term Bond Fund	\$659,475 ⁴	\$652,664	\$2,664	N/A	\$2,664	.04%
Total	\$3,369,178	\$3,323,829	\$33,408	\$196,717	\$95,814	2.97%

¹ Original purchase price was \$499,194 in November 2009. \$170,000 was withdrawn from this fund in June 2016. Gain/(loss) comparisons are based on value of fund after June 2016 withdrawal which was \$500,000 which will be considered the "Inception Value".

² Comparison price for 5 years is based on the combination of the original investment of \$281,680 (in June 2013), the Legg Mason fund (transferred to Lord Abbett in May 2014), Hays Advisory Fund (liquidated and transferred to Lord Abbett in March 2015), and Tradewinds NWQ Fund (liquidated and transferred to Lord Abbett in July 2013).

³ Purchase price is \$1,428,015 which includes \$500,020 original purchase plus \$599,995 purchase of Legg Mason transferred over to Lord Abbett as of May 9, 2014 and \$328,000 from liquidation of Hays Advisory Fund on March 3, 2015.

⁴ Purchase price is \$650,000