

AFM Local 1000 Minutes of Executive Board Meeting

Date: 16 February 2016, 17 February 2016, 18 February 2016

Location: Board Room, Westin Crown Center Hotel, Kansas City, MO

Members in Attendance: Tret Fure, President; Aaron Fowler, Vice-President US; Scott Berwick, Secretary-Treasurer; Amber Rogers, Midwestern Regional Representative; Gary Paul Hermus, Western Regional Representative; Charlie Pilzer, Eastern Regional Representative (arrived at 3:50 PM); Eve Goldberg, Vice-President Canada (arrived at 5:45 PM).

Call To Order: A quorum being present, President Fure called the meeting to order at 3:25 PM CST, Tuesday, 16 February 2016.

Approval of the Minutes: Minutes from the 11 January 2016 Executive Board Skype Meeting were reviewed and approved as presented.

AFM Convention: There was a brief discussion related to what it will cost to send three delegates to the AFM Convention in June 2016. Secretary-Treasurer Berwick indicated he had sent the delegate election results and supporting data to Sam Folio's office and to Eugene Tournour's office (in mid December) and was waiting for a response from them. He is confident our election procedure will be adequate to qualify our delegates. President Fure suggested that, if we can only send 2 delegates, we send VP Eve Goldberg and John O'Connor since they are key to our effort to take part in the Canadian Conference. Our working plan will be to send 3 delegates.

Office Report: Both the "New Deal" and the E-newsletter were out in early February, in time for members to get them and read them before our meetings at Folk Alliance.

The weekly office reports in DropBox are up-to-date.

Banjo Raffle: President Fure will check with John McCutcheon to see if Deering will give us a good deal on a Banjo to auction off to raise money for Local 1000.

Charlie Pilzer joined the meeting at 3:50 PM.

Treasurer's Report: Secretary-Treasurer Berwick reported that the accountants have finished their work for the 2015 Fiscal Year. Our FY2015 LM-3 has been filed, and our IRS 990 is complete and ready to file as soon as the Executive Board members have reviewed it and given the OK following this meeting. Secretary-Treasurer Berwick reviewed the Final Year End Balance Sheet and Profit & Loss reports as adjusted to Cash Basis by the accountants and noted that we had operated at a loss of \$1076 for the year. He also reviewed the January 1, 2016 Balance Sheet adjusted back to Accrual Basis. The reports were unanimously approved on a motion by Charlie Pilzer and second by Gary Paul Hermus. (The reports are attached to these minutes.)

Ratification of CBAs:

Colorado Dulcimer Festival, Inc. - Unanimously approved on motion by Aaron Fowler and second by Gary Paul Hermus.

Roomdad Productions, Inc. - Unanimously approved on motion by Amber Rogers and second by Charlie Pilzer. (Aaron Fowler recused.)

Squid Jiggers LLC – Unanimously approved on motion by Charlie Pilzer and second by Amber Rogers.

Wolf Moon, Inc. - Unanimously approved on motion by Aaron Fowler and second by Gary Paul Hermus.

Eve Goldberg joined the meeting at 5:40 PM.

Ratification of New Members:

Andrew Woods, Bill Hudson, Clint Milburn, Robert Grunwald, and Sean Pinchin were ratified as members on a motion by Eve Goldberg and second by Gary Paul Hermus. Unanimously approved.

Introductions: At this point, with all Executive Board Members present, President Fure asked each board member to introduce themselves since Gary Paul Hermus is new to the board, and to share news of their activities since we last met.

Recessed at 6:35 PM for dinner. Re-convened at 7:45 PM.

Member Gathering at Ashokan: Charlie Pilzer reported that Hannah Naiman will join Linda Tillery and Ken Whiteley as mentors for the Member Gathering at the Ashokan Center, May 2 – 4, 2016 in Olivebridge, NY. Other details and rates are yet to be worked out.

Member Services: Recessed for Cyber Union Hall at 7:55 PM. After no one joined the conference group, we closed out our computer connection and resumed our meeting at 8:15 PM. Charlie Pilzer observed that it takes “at least a year before people know” for an event like this. Eve Goldberg encouraged us to “Keep at it” on our 2nd Tuesday schedule. We also discussed sending out email reminders, and having “facilitators” to give some structure to online panel discussions. We also discussed using the Cyber Union Hall to raise important union issues that need discussion. We could promote these online conferences by creating an “Event” on Facebook. This might also help recruit new members.

Planned Facebook Changes: Changing “Secret” group to “Closed” group. Creating an “Open” or “Public” Arts and Entertainment page for Local 1000. Amber Rogers offered to work on this page and will be an “administrator” for this page. The “closed” group page will be a kind of “Member's Bulletin Board” like you might find in a traditional “union hall”. The guidelines for posting to the “closed” will be modified to accept a broader range of posts. We will post a notice in the monthly email newsletter to let members know of changes.

Local 1000 has a Twitter account, but so far it is largely unused because we have no-one to administer it.

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Recessed at 9:10 PM. Plan to re-convene at 10 AM, 17 February 2016, in same room.

Meeting re-convened at 10:15 AM. Tret Fure, Aaron Fowler, Eve Goldberg, Amber Rogers and Gary Paul Hermus in attendance. Scott Berwick and Charlie Pilzer joined at 10:45 AM.

By-laws Revision: We reviewed the changes to the by-laws that Charlie Pilzer has proposed. There seemed to be a few loose ends, so Eve and Charlie agreed to work on them a bit more.

Recessed at 12:15 PM. Re-convened at 12:25 PM.

Treasurer's Report: (continued)

Secretary-Treasurer Berwick introduced a draft budget for the Executive Committee's review. After careful review, and making some changes to the draft, a final budget was created. The 2016 Fiscal Year Budget was approved for presentation at the Membership Meeting on a motion by Charlie Pilzer and a second by Gary Paul Hermus. The 2016 Fiscal Year Budget is attached to these minutes and is in Dropbox as 2016FYBudget.02.17. The title as printed is "Local 1000 Profit & Loss Budget Overview January through December 2016".

Conflict of Interest, Whistleblower, and Document Retention Policies: The Executive Board members reviewed and re-affirmed the Conflict of Interest policy and executed new "Conflict of Interest Affirmations". The Executive Board also reviewed and re-affirmed our Whistleblower and Document Retention policies. (These items are attached to these minutes.)

Banjo Raffle: (continued) We will try to get someone to step up and run the Banjo Raffle at this afternoon's Membership Meeting. We are thinking in terms of 200 tickets at \$50 each.

Recessed at 2 PM. Reconvened at 2:30 PM.

Member Gathering at Ashokan: (continued) Steve Eulberg called in to review plans for the Member Gathering at Ashokan. He plans to send out a questionnaire asking members who have been mentors to other musicians how they did it and why, and to ask members who have been mentored what it meant to them. The Honoraria will be \$250 plus housing and transportation. He is still working on the quote with Ashokan. He proposes that we continue the "Sliding Scale", making the cost more affordable for more members. Hopefully, some attendees will step up and pay more than the recommended amount. The Executive Board thanked Steve for his work on the gathering before the call ended.

Canadian Report: VP Canada Eve Goldberg reported that John O'Connor had prepared a resolution to introduce at the AFM Convention that might help with our desire to participate in the AFM Canadian Conference. Local 1000 delegates plan to meet with the Canadian Conference at the AFM Convention in Las Vegas in June.

Eve is also working on a memorandum-of-understanding with Local 149, Toronto, in terms of who in the Toronto area properly belongs in 149, who in Local 1000, and who should be dual members.

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There was also some discussion in terms of Local 1000 having a presence at more Canadian Festivals and Conferences to promote membership in Local 1000.

The P2 Visa issue has been difficult for Canadian artists this year. Eve would like to see the AFM work toward changes in US law to make the requirements for Canadian musicians entering the US to perform more in line with Canadian requirements for US musicians to perform in Canada.

The meeting was recessed at 3:30 PM. The meeting will reconvene in SFZ Room 639 on 18 February 2016 at 4 PM.

Meeting resumed at 4:20 PM on 18 February 2016 in Room 639 of Westin Crown Center Hotel.

In attendance: Tret Fure, Aaron Fowler, Eve Goldberg, Scott Berwick, Charlie Pilzer, Amber Rogers, and Gary Paul Hermus.

By-laws Revision: (continued) Charlie Pilzer and Eve Goldberg have made a few more revisions to the Local 1000 By-laws. They now appear to be ready to present to the May Membership Meeting for approval. The Executive Board will review them again at the next Executive Board meeting and then circulate them to the members prior to the May meeting.

Membership Committee: The membership committee currently has 3 members, Aaron Fowler, Joe Jencks, and Rik Palieri.

We should plan a webinar dealing with Recording Contracts. In developing this, we will need to create a Local 1000 Recording Contract document for US recordings and a similar document for Canadian recordings. (We are currently adapting a contract from another local.)

Website Content – We are confident that Office Co-Manager Colin Dean can make content changes on our present website.

Charlie Pilzer is concerned that Dreamhost is no longer an adequate host for our website. Charlie will try to articulate our problems so we can seek a consultant to audit our site and develop solutions. Charlie will work with Colin to research an appropriate host. Eve Goldberg will review our content and suggest changes appropriate for our Canadian members.

Banjo Raffle: Terry Irons has volunteered to organize the banjo raffle. Scott Berwick will check with our accountants to see if there are concerns that we need to be aware of.

Fair Trade Music: John McCutcheon is chairman of the Local 1000 Fair Trade Music committee. Tret Fure and Amber Rogers are committee members.

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Folk Alliance Regionals: There was a brief discussion relating to Local 1000 participation in regionals - especially Southwest Regional Folk Alliance (SWRFA) and Far West Regional Folk Alliance. Gary Paul Hermus plans to attend SWRFA. There is a “Buckstopper” guide in DropBox. Scott Berwick suggested we make a habit of buying ads in each of the regional's Program Books. Eve Goldberg suggested we plan to have a presence at Folk Music Ontario (October 20 – 23, 2016). NERFA may be in Stamford, CT in November.

Next Meeting: Thursday, March 24, 2016 at 9:30 AM EDT on Skype.

Adjournment: The meeting was adjourned at 5:55 PM on a motion by Eve Goldberg.

Respectfully submitted,

Scott Berwick, Secretary-Treasurer

Attachments:

2015 Fiscal Year Balance Sheet (2015.12.31FinalFYBalanceSheetVsPrevYear.pdf)
2015 Fiscal Year Profit and Loss Report (2015.12.31FinalFYProfit&LossVsPrevYear.pdf)
Balance Sheet 1 January 2016(2016.01.01BalanceSheetVsPrevYear.pdf)
2016 Fiscal Year Budget (2016FYBudget.02.17.pdf)
Conflict of Interest Policy
Conflict of Interest Affirmations (L1KConflictOfInterestAffirm.pdf)
Document Retention Policy
L1K Whistleblower Policy

Local 1000
Balance Sheet Prev Year Comparison
As of December 31, 2015

	Dec 31, 15	Dec 31, 14	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · Amalgamated Bank - primary	10,864.84	10,235.15	629.69	6.2%
1015 · Amalgamated Savings ERF	1,784.77	1,680.17	104.60	6.2%
1020 · Greenfield Savings	389.43	1,637.89	-1,248.46	-76.2%
1025 · Petty Cash	300.00	300.00	0.00	0.0%
Total 1000 · Cash	13,339.04	13,853.21	-514.17	-3.7%
Total Checking/Savings	13,339.04	13,853.21	-514.17	-3.7%
Accounts Receivable				
3400 · Accounts Receivable	0.00	236.47	-236.47	-100.0%
3405 · Loans Receivable	0.00	7,694.00	-7,694.00	-100.0%
Total Accounts Receivable	0.00	7,930.47	-7,930.47	-100.0%
Other Current Assets				
1900 · Undeposited Funds	15.84	1,243.87	-1,228.03	-98.7%
Total Other Current Assets	15.84	1,243.87	-1,228.03	-98.7%
Total Current Assets	13,354.88	23,027.55	-9,672.67	-42.0%
Other Assets				
3000 · Other Assets				
3410 · Loans Receivable	7,893.00	0.00	7,893.00	100.0%
Total 3000 · Other Assets	7,893.00	0.00	7,893.00	100.0%
Total Other Assets	7,893.00	0.00	7,893.00	100.0%
TOTAL ASSETS	21,247.88	23,027.55	-1,779.67	-7.7%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
3500 · Other Liabilities				
3515 · TEMPO-AFM Legislative Actn Fnd	43.00	25.00	18.00	72.0%
3530 · Payroll Liabilities	1,923.95	2,409.55	-485.60	-20.2%
Total 3500 · Other Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Other Current Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Current Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Equity				
4005 · Retained Earnings	20,357.11	12,835.59	7,521.52	58.6%
Net Income	-1,076.18	7,757.41	-8,833.59	-113.9%
Total Equity	19,280.93	20,593.00	-1,312.07	-6.4%
TOTAL LIABILITIES & EQUITY	21,247.88	23,027.55	-1,779.67	-7.7%

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Accrual Basis

Local 1000
Profit & Loss Prev Year Comparison
 January through December 2015

	Jan - Dec 15	Jan - Dec 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
5000 · Membership Dues & Assesmnt				
5010 · Annual Dues	73,439.54	60,714.83	12,724.71	21.0%
5015 · Canadian Dues	41.73	0.00	41.73	100.0%
5020 · Quarterly Dues	21,611.00	20,077.50	1,533.50	7.6%
5025 · Work Dues	15,237.68	26,082.11	-10,844.43	-41.6%
5030 · Initiation Fee	2,140.00	2,100.00	40.00	1.9%
5035 · Re-Instatement Fees	400.00	440.00	-40.00	-9.1%
5036 · Returning Member Reactivation F	0.00	25.00	-25.00	-100.0%
5040 · Work Dues Equiv Donation	1,749.20	1,268.92	480.28	37.9%
5045 · Individual Donations				
5049 · Deportree Memorial Donate	3.13	0.00	3.13	100.0%
Total 5045 · Individual Donations	3.13	0.00	3.13	100.0%
5050 · Joe Hill Educational Fund	694.00	142.00	552.00	388.7%
5055 · ERF contributions	1,107.49	14,020.20	-12,912.71	-92.1%
5060 · Member Retreat Reg	4,610.00	4,425.00	185.00	4.2%
Total 5000 · Membership Dues & Assesmnt	121,033.77	129,295.56	-8,261.79	-6.4%
Total Income	121,033.77	129,295.56	-8,261.79	-6.4%
Gross Profit	121,033.77	129,295.56	-8,261.79	-6.4%
Expense				
6000 · Payroll and Allowances				
6005 · Payroll Expenses				
6006 · Salaries	37,430.10	38,128.10	-698.00	-1.8%
6007 · Bonus	1,000.00	0.00	1,000.00	100.0%
6005 · Payroll Expenses - Other	2,302.00	4,216.57	-1,914.57	-45.4%
Total 6005 · Payroll Expenses	40,732.10	42,344.67	-1,612.57	-3.8%
6025 · Officer Salaries				
6026 · President	1.00	1.00	0.00	0.0%
6027 · Secretary Treasurer	1.00	1.00	0.00	0.0%
Total 6025 · Officer Salaries	2.00	2.00	0.00	0.0%
Total 6000 · Payroll and Allowances	40,734.10	42,346.67	-1,612.57	-3.8%
6100 · Payroll Taxes				
6105 · Employer Payroll Taxes	3,747.49	3,469.48	278.01	8.0%
Total 6100 · Payroll Taxes	3,747.49	3,469.48	278.01	8.0%
6200 · Employee Benefits				
6205 · Health	0.00	500.00	-500.00	-100.0%
6210 · Pension	4,042.76	3,811.76	231.00	6.1%
Total 6200 · Employee Benefits	4,042.76	4,311.76	-269.00	-6.2%
6300 · Occupancy				
6305 · Rent	6,000.00	6,000.00	0.00	0.0%
Total 6300 · Occupancy	6,000.00	6,000.00	0.00	0.0%
6400 · Telecommunications				
6405 · Telephone	1,385.17	1,618.93	-233.76	-14.4%
Total 6400 · Telecommunications	1,385.17	1,618.93	-233.76	-14.4%
6500 · Printing				
6510 · Checks and Deposit Slips	97.05	195.95	-98.90	-50.5%
6520 · Utah Philips Award Plaque	118.29	0.00	118.29	100.0%
6525 · Newsletter				
6340 · Mailing Services	824.50	1,546.88	-722.38	-46.7%
6530 · Design Newsletter	600.00	450.00	150.00	33.3%
6535 · Printing Newsletter	2,090.00	1,718.90	371.10	21.6%
Total 6525 · Newsletter	3,514.50	3,715.78	-201.28	-5.4%
6570 · Membership Cards	175.00	0.00	175.00	100.0%
6580 · artwork and proof	30.00	0.00	30.00	100.0%
6500 · Printing - Other	29.19	0.00	29.19	100.0%
Total 6500 · Printing	3,964.03	3,911.73	52.30	1.3%
6600 · Postage & Shipping				
6605 · Postage	2,755.08	1,172.12	1,582.96	135.1%
6610 · Shipping	148.80	31.64	117.16	370.3%
6600 · Postage & Shipping - Other	17.90	0.00	17.90	100.0%
Total 6600 · Postage & Shipping	2,921.78	1,203.76	1,718.02	142.7%
6700 · Office				
6710 · Office Supplies	441.82	423.15	18.67	4.4%
6720 · Bank Charges				
6725 · Bank Service Charge	-5.59	-41.27	35.68	86.5%
6726 · Bank Svc Charge Foreign	179.62	91.71	87.91	95.9%
6727 · CAD to USD (exchange rate)	147.17	74.75	72.42	96.9%
6720 · Bank Charges - Other	21.14	0.00	21.14	100.0%
Total 6720 · Bank Charges	342.34	125.19	217.15	173.5%

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Accrual Basis

Local 1000

Profit & Loss Prev Year Comparison

January through December 2015

	Jan - Dec 15	Jan - Dec 14	\$ Change	% Change
6730 · Merchant Account Fees	0.00	86.23	-86.23	-100.0%
6740 · Paypal fees	2,971.69	2,351.11	620.58	26.4%
6745 · Stripe fees	19.88	46.48	-26.60	-57.2%
6750 · Square fees	12.34	52.32	-39.98	-76.4%
6760 · Credit Card Interest/Fees	-20.06	0.00	-20.06	-100.0%
6770 · Dues and Subscriptions	250.00	381.26	-131.26	-34.4%
6780 · Taxes - Sales Tax	341.01	289.84	51.17	17.7%
6785 · Taxes - Tax Fee	340.35	0.00	340.35	100.0%
6795 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total 6700 · Office	4,699.37	3,755.58	943.79	25.1%
6900 · Accounting				
6911 · Prof. Fees (1099-MISC tracking)	0.00	4,000.00	-4,000.00	-100.0%
Total 6900 · Accounting	0.00	4,000.00	-4,000.00	-100.0%
7100 · Computer				
7110 · Computer Related				
7121 · Software	162.22	852.48	-690.26	-81.0%
7130 · Backup service	176.97	56.99	119.98	210.5%
7140 · Computer support/repair	97.98	87.09	10.89	12.5%
Total 7110 · Computer Related	437.17	996.56	-559.39	-56.1%
7150 · Website				
7155 · Web Design	0.00	500.00	-500.00	-100.0%
7156 · Website Services	441.69	765.14	-323.45	-42.3%
7150 · Website - Other	0.00	14.00	-14.00	-100.0%
Total 7150 · Website	441.69	1,279.14	-837.45	-65.5%
Total 7100 · Computer	878.86	2,275.70	-1,396.84	-61.4%
7200 · Insurance				
7215 · Disability Insurance	78.40	114.41	-36.01	-31.5%
7220 · Work Comp	653.19	450.19	203.00	45.1%
Total 7200 · Insurance	731.59	564.60	166.99	29.6%
7300 · Conference & Exec Meetings				
7305 · Airfare	3,434.74	3,267.21	167.53	5.1%
7310 · Conference Fees	646.97	678.75	-31.78	-4.7%
7315 · Lodging	3,188.85	2,689.41	499.44	18.6%
7320 · Meals	0.00	162.40	-162.40	-100.0%
7330 · Parking	76.00	32.00	44.00	137.5%
7335 · Ground transportation	1,645.26	2,173.45	-528.19	-24.3%
7340 · Per Diem	2,155.00	1,402.23	752.77	53.7%
7345 · SFZ (Showcase Free Zone)	83.83	111.56	-27.73	-24.9%
7300 · Conference & Exec Meetings - Other	0.00	158.00	-158.00	-100.0%
Total 7300 · Conference & Exec Meetings	11,230.65	10,675.01	555.64	5.2%
7350 · Member Gatherings				
7355 · Gathering Travel	690.87	1,210.18	-519.31	-42.9%
7365 · Gathering Lodging	4,606.00	3,009.00	1,597.00	53.1%
7370 · Gathering Honoraria	2,100.00	600.00	1,500.00	250.0%
7375 · Gathering Meals	22.85	0.00	22.85	100.0%
Total 7350 · Member Gatherings	7,419.72	4,819.18	2,600.54	54.0%
7400 · AFM Per Capita Taxes	33,097.00	30,482.50	2,614.50	8.6%
7500 · AFM FIF	1,105.00	1,560.00	-455.00	-29.2%
7800 · Organizing				
7805 · Organizing Travel	0.00	101.14	-101.14	-100.0%
Total 7800 · Organizing	0.00	101.14	-101.14	-100.0%
8000 · Advertising/Promotion				
8020 · Trade Show	0.00	400.00	-400.00	-100.0%
8030 · Publicity	0.00	36.55	-36.55	-100.0%
8000 · Advertising/Promotion - Other	230.00	0.00	230.00	100.0%
Total 8000 · Advertising/Promotion	230.00	436.55	-206.55	-47.3%
Total Expense	122,187.52	121,532.59	654.93	0.5%
Net Ordinary Income	-1,153.75	7,762.97	-8,916.72	-114.9%
Other Income/Expense				
Other Income				
5100 · Investment Income				
5105 · Bank Interest	1.36	2.59	-1.23	-47.5%
Total 5100 · Investment Income	1.36	2.59	-1.23	-47.5%
5500 · Other Income	76.21	-8.15	84.36	1,035.1%
Total Other Income	77.57	-5.56	83.13	1,495.1%
Net Other Income	77.57	-5.56	83.13	1,495.1%
Net Income	-1,076.18	7,757.41	-8,833.59	-113.9%

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Accrual Basis

Local 1000
Balance Sheet Prev Year Comparison
 As of January 1, 2016

	Jan 1, 16	Jan 1, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · Amalgamated Bank - primary	10,864.84	10,235.15	629.69	6.2%
1015 · Amalgamated Savings ERF	1,784.77	1,680.17	104.60	6.2%
1020 · Greenfield Savings	389.43	1,637.89	-1,248.46	-76.2%
1025 · Petty Cash	300.00	300.00	0.00	0.0%
Total 1000 · Cash	13,339.04	13,853.21	-514.17	-3.7%
Total Checking/Savings	13,339.04	13,853.21	-514.17	-3.7%
Accounts Receivable				
3400 · Accounts Receivable	19,442.59	21,860.60	-2,418.01	-11.1%
3405 · Loans Receivable	0.00	7,694.00	-7,694.00	-100.0%
Total Accounts Receivable	19,442.59	29,554.60	-10,112.01	-34.2%
Other Current Assets				
1900 · Undeposited Funds	15.84	1,475.87	-1,460.03	-98.9%
Total Other Current Assets	15.84	1,475.87	-1,460.03	-98.9%
Total Current Assets	32,797.47	44,883.68	-12,086.21	-26.9%
Other Assets				
3000 · Other Assets				
3410 · Loans Receivable	7,893.00	0.00	7,893.00	100.0%
Total 3000 · Other Assets	7,893.00	0.00	7,893.00	100.0%
Total Other Assets	7,893.00	0.00	7,893.00	100.0%
TOTAL ASSETS	40,690.47	44,883.68	-4,193.21	-9.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
3500 · Other Liabilities				
3515 · TEMPO-AFM Legislative Actn Fnd	43.00	25.00	18.00	72.0%
3530 · Payroll Liabilities	1,923.95	2,409.55	-485.60	-20.2%
Total 3500 · Other Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Other Current Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Current Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Total Liabilities	1,966.95	2,434.55	-467.60	-19.2%
Equity				
4005 · Retained Earnings	19,280.93	20,593.00	-1,312.07	-6.4%
Net Income	19,442.59	21,856.13	-2,413.54	-11.0%
Total Equity	38,723.52	42,449.13	-3,725.61	-8.8%
TOTAL LIABILITIES & EQUITY	40,690.47	44,883.68	-4,193.21	-9.3%

Local 1000

Profit & Loss Budget Overview

January through December 2016

	Jan - Dec 16
Ordinary Income/Expense	
Income	
5000 · Membership Dues & Assesmnt	
5010 · Annual Dues	69,250.00
5015 · Canadian Dues	0.00
5020 · Quarterly Dues	21,750.00
5025 · Work Dues	18,350.00
5030 · Initiation Fee	2,450.00
5035 · Re-Instatement Fees	375.00
5040 · Work Dues Equiv Donation	1,600.00
5045 · Individual Donations	
5049 · Deportree Memorial Donate	0.00
Total 5045 · Individual Donations	0.00
5050 · Joe Hill Educational Fund	750.00
5055 · ERF contributions	2,000.00
5060 · Member Retreat Reg	6,000.00
Total 5000 · Membership Dues & Assesmnt	122,525.00
Total Income	122,525.00
Gross Profit	122,525.00
Expense	
6000 · Payroll and Allowances	
6005 · Payroll Expenses	
6006 · Salaries	43,056.00
6007 · Bonus	0.00
6005 · Payroll Expenses - Other	0.00
Total 6005 · Payroll Expenses	43,056.00
6025 · Officer Salaries	
6026 · President	1.00
6027 · Secretary Treasurer	1.00
Total 6025 · Officer Salaries	2.00
Total 6000 · Payroll and Allowances	43,058.00
6100 · Payroll Taxes	
6105 · Employer Payroll Taxes	3,300.00
Total 6100 · Payroll Taxes	3,300.00
6200 · Employee Benefits	
6210 · Pension	3,876.00
Total 6200 · Employee Benefits	3,876.00
6300 · Occupancy	
6305 · Rent	6,000.00
Total 6300 · Occupancy	6,000.00
6400 · Telecommunications	
6405 · Telephone	1,550.77
Total 6400 · Telecommunications	1,550.77
6500 · Printing	
6510 · Checks and Deposit Slips	100.00
6520 · Utah Philips Award Plaque	0.00
6525 · Newsletter	
6340 · Mailing Services	824.50
6530 · Design Newsletter	900.00
6535 · Printing Newsletter	2,189.00
Total 6525 · Newsletter	3,913.50

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02/17/16
Accrual Basis

Local 1000

Profit & Loss Budget Overview

January through December 2016

	Jan - Dec 16
6570 · Membership Cards	0.00
6580 · artwork and proof	0.00
6500 · Printing - Other	100.00
Total 6500 · Printing	4,113.50
6600 · Postage & Shipping	
6605 · Postage	2,847.49
6610 · Shipping	123.25
6600 · Postage & Shipping - Other	17.90
Total 6600 · Postage & Shipping	2,988.64
6700 · Office	
6710 · Office Supplies	350.00
6720 · Bank Charges	
6725 · Bank Service Charge	0.00
6726 · Bank Svc Charge Foreign	168.00
6727 · CAD to USD (exchange rate)	0.00
6720 · Bank Charges - Other	0.00
Total 6720 · Bank Charges	168.00
6740 · Paypal fees	3,000.00
6745 · Stripe fees	30.00
6750 · Square fees	12.00
6760 · Credit Card Interest/Fees	0.00
6770 · Dues and Subscriptions	250.00
6780 · Taxes - Sales Tax	360.00
6785 · Taxes - Tax Fee	0.00
Total 6700 · Office	4,170.00
6900 · Accounting	
6911 · Prof. Fees (1099-MISC tracking)	2,500.00
Total 6900 · Accounting	2,500.00
7100 · Computer	
7110 · Computer Related	
7121 · Software	200.00
7130 · Backup service	176.97
7140 · Computer support/repair	0.00
Total 7110 · Computer Related	376.97
7150 · Website	
7156 · Website Services	435.00
Total 7150 · Website	435.00
Total 7100 · Computer	811.97
7200 · Insurance	
7215 · Disability Insurance	84.72
7220 · Work Comp	653.19
Total 7200 · Insurance	737.91
7300 · Conference & Exec Meetings	
7305 · Airfare	3,376.84
7310 · Conference Fees	946.97
7315 · Lodging	3,348.85
7330 · Parking	76.00
7335 · Ground transportation	1,645.26
7340 · Per Diem	2,155.00
7345 · SFZ (Showcase Free Zone)	289.83
Total 7300 · Conference & Exec Meetings	11,838.75

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02/17/16

Accrual Basis

Local 1000
Profit & Loss Budget Overview
January through December 2016

	Jan - Dec 16
7350 · Member Gatherings	
7355 · Gathering Travel	1,000.00
7365 · Gathering Lodging	4,000.00
7370 · Gathering Honoraria	750.00
7375 · Gathering Meals	0.00
Total 7350 · Member Gatherings	5,750.00
7400 · AFM Per Capita Taxes	33,660.00
7500 · AFM FIF	1,235.00
8000 · Advertising/Promotion	230.00
Total Expense	125,820.54
Net Ordinary Income	-3,295.54
Other Income/Expense	
Other Income	
5100 · Investment Income	
5105 · Bank Interest	0.00
Total 5100 · Investment Income	0.00
5500 · Other Income	0.00
Total Other Income	0.00
Net Other Income	0.00
Net Income	-3,295.54

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST POLICY

ADOPTED: _____

Purpose

The purpose of the conflict of interest policy is to protect the North American Traveling Musicians Union Local No 1000 (the "Union") interest when the Union is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or employee of the Union. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to labor organizations.

1. Definitions

a. Interested Person

Any officer or employee of the Union who has a direct or indirect financial interest, as defined below, is an interested person.

b. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

(1) An ownership or investment interest in any entity with which the Union has a transaction or arrangement,

(2) A compensation arrangement with the Union or with any entity or individual with which the Union has a transaction or arrangement, or

(3) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Union is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article 3, Section B, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

2. Procedures

a. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Executive Board and/or members of committees with governing board delegated powers considering the proposed transaction or arrangement.

b. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Executive Board or Committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists.

c. Procedures for Addressing the Conflict of Interest

(1) An interested person may make a presentation at an Executive Board meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

(2) The Business Manager shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

(3) After exercising due diligence, the Executive Board shall determine whether the Union can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

(4) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Executive Board shall determine by a majority vote of the disinterested officers whether the transaction or arrangement is in the Union's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

d. Violations of the Conflicts of Interest Policy

(1) If the Executive Board has reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, it shall inform the person of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

(2) If, after hearing the response from the accused, and after making further investigation as warranted by the circumstances, the Executive Board determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV

3. Records of Proceedings

The minutes of the Executive Board's meetings shall memorialize all discussions, investigations, and actions relating to this policy.

4. Compensation

Any officer or employee of the Union who receives compensation, directly or indirectly, from the Union for services is precluded from voting on matters pertaining to their compensation.

5. Annual Statements

The Union's officers and employees shall annually sign a statement that affirms such person:

- a.** Has received a copy of the conflicts of interest policy,
- b.** Has read and understands the policy,
- c.** Has agreed to comply with the policy, and
- d.** Understands the Union is a labor organization subject to the provisions of the Labor Management Relations Act and the Labor-management Reporting and Disclosure Law.

7. Periodic Reviews

To ensure the Union operates in a manner consistent with their purpose, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a.** Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b.** Whether the Union's arrangements with other organizations conform to the Union's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, are for a proper Union purpose, and do not result in impermissible private benefit or in an excess expenditure of Union assets.

8. Use of Outside Experts

When conducting the periodic reviews as provided for in Section 7, The Union may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Executive Board of their responsibility for ensuring periodic reviews are conducted.

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST AFFIRMATION

The North American Traveling Musicians Union Local No 1000 (the "Union") is a 501(c) (5) tax-exempt labor organization whose primary activities must relate to their tax exempt purpose. In their efforts to ensure best business practices as recommended by the Internal Revenue Service, the Officers of the Union have implemented the North American Traveling Musicians Union Local No 1000 Conflict of Interest Policy.

As an officer/employee of the Union I acknowledge that:

- 1) I have received a copy of the Union's Conflict of Interest Policy
- 2) I have read the Union's Conflict of Interest Policy
- 3) I understand the Union's Conflict of Interest Policy
- 4) Understand the Union is a labor organization subject to the provisions of the Labor Management Relations Act and the Labor-management Reporting and Disclosure Law

Name: _____

Title/Position: _____

Signature: _____

Date: _____

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Name: TRE FURE

Title/Position: PRESIDENT

Signature: 

Date: 2/17/14

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Name: James Aaron Fowler

Title/Position: Vice President

Signature: James Aaron Fowler

Date: 2/17/14

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Name: Eve Goldberg

Title/Position: Vice President from Canada

Signature: Eve Goldberg

Date: Feb 17/2016

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST AFFIRMATION

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Name:

ALBERT SCOTT BERWICK

Title/Position:

SECRETARY - TREASURER

Signature:

Albert Scott Berwick

Date:

2/17/2016

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST AFFIRMATION

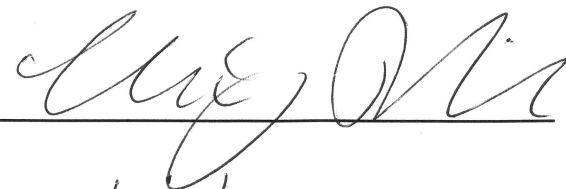
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Name: Charles Piber

Title/Position: Executive Committee Member - Eastern

Signature: 

Date: 2/17/16

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST AFFIRMATION

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Name: Amber Rogers

Title/Position: Midwest Rep

Signature: Amber Rogers

Date: 2-17-16

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

CONFLICT OF INTEREST AFFIRMATION

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Name:

Gary R. Hermus

Title/Position:

Executive Board Member, Western Region

Signature:

[Handwritten Signature]

Date:

2/17/2016

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

DOCUMENT RETENTION AND DESTRUCTION POLICY

ADOPTED: _____

Article I

Purpose

The purpose of this policy is to document the extent and timing of document retention and destruction for the North American Traveling Musicians Union Local No 1000 (the "Union").

Article II

Execution

It is the duty of the **President** to ensure compliance with this policy. The **President** shall have authority to maintain documents for periods longer than stated below; however in no event shall retention periods be less than stated below.

Article II

Covered Documents

This policy shall be enforced for all Union documents including electronic files.

Article III

Retention periods

At least one copy of the following shall be retained indefinitely:

- Constitution amendments thereto
- Bylaws and amendments thereto
- All correspondence regarding determination or re-determination of tax exempt status
- Financial statements
- Annual information returns filed by the Union (990, LM-2)
- Minutes of all meetings (including subcommittees)
- Titles to any assets owned by the Union
- Dues histories of members
- Investment Guidelines and modifications thereto

All other documents shall be retained for a period not less than seven years from the date the transaction, termination, expiration, or filing. Such documents include but not limited to:

- Investment contracts
- Leases

- Invoices
- Member correspondence and notifications
- Bank and investment statements
- Invoices
- Cancelled checks
- General ledgers (and related subsidiaries)
- Payroll tax filings (including 1099's and W-2s)
- Time sheets and payroll ledgers
- Insurance policies
- Documents supporting dues revenue
- Collective Bargaining Agreements

Article IV

Destruction

The Executive Board shall be notified of the destruction of documents. Such destruction shall be performed with the intent to protect the information from possible future public scrutiny. This may be accomplished by utilizing outside resources.

Subsequent to the commencement of litigation, no documents which may be requested during litigation shall be destroyed.

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

EMPLOYEE WHISTLEBLOWER POLICY

ADOPTED: _____

General

It is imperative that all employees of the North American Traveling Musicians Union Local No 1000 (the "Union") observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of the Union, all employees must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of the Executive Board to ensure compliance with all of the Union's policies and applicable laws.

No Retaliation

No employee who in good faith reports a violation of the Union's policies and applicable laws shall suffer harassment, retaliation or adverse employment consequence as a result of making any such report. An employee or officer who retaliates against someone who has reported a violation in good faith shall be subject to discipline up to and including termination of employment. This reporting policy is intended to encourage and enable employees and others to raise serious concerns within the Union prior to seeking resolution outside the Union.

Reporting Violations

The Executive Board has adopted an open door policy and encourages all employees to share their questions, concerns, suggestions, or complaints with someone who can address them properly. You are encouraged to speak with any member of the **Executive Board** whom you are comfortable approaching. Any person who receives information concerning an actual or suspected violation of the Union's policies or the law is directed to immediately notify the **President** of such claim. The **President** has specific responsibility to investigate all reported concerns and disclose any such reports at the next regularly scheduled meeting of the Executive Board. If a concern is brought to the attention of the **President** and a timely response is not made, the matter may also be addressed with any member of the Executive Board.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of a Union policy or the law. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious matter subject to disciplinary actions.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an appropriate investigation.

Handling of Reported Violations

The Executive Board is responsible for ensuring that proper investigations are conducted of all instances of actual or suspected ethical or legal violations, to take appropriate action on the findings of such investigations, and to document the aforementioned accordingly.

NORTH AMERICAN TRAVELING MUSICIANS UNION LOCAL NO 1000

OFFICER WHISTLEBLOWER POLICY

ADOPTED: _____

General

It is imperative that all employees of the North American Traveling Musicians Union Local No 1000 (the "Union") observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of the Union, all officers must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

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It is the responsibility of the Executive Board to ensure compliance with all of the Union's policies and applicable laws.

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No officer who in good faith reports a violation of the Union's policies or applicable laws shall suffer harassment, retaliation or adverse consequences as a result of making any such report. An officer who retaliates against someone who has reported a violation in good faith shall be subject to discipline up to and including termination of their position with the Union. This reporting policy is intended to encourage and enable officers and others to raise serious concerns within the Union prior to seeking resolution outside the Union.

Reporting Violations

The Executive Board has adopted an open door policy and encourages all officers to share their questions, concerns, suggestions, or complaints with any Executive Board member. Any Board member who receives information concerning an actual or suspected violation of the Union's policies or the law is directed to immediately notify the President.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of a Union's policy or the law. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious matter subject to disciplinary actions.

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