

## Review of CY 2016 Spending

|                     |   |
|---------------------|---|
| <b>Event</b>        | <b>2017 BHL Annual Meeting</b>                                |
| <b>Agenda Item</b>  | <b>04.07.01. Review of CY 2016 Spending<br/>17 March 2017</b> |
| <b>Release Date</b> | 3 March 2017  |
| <b>Doc. Status</b>  | FINAL   |
| <b>Action</b>       | For Approval ___ For Discussion ___ For Information <u>X</u>  |

BHL Dues and Donations  
Budget and Spending Plan

|  |                             |                       |                              |
|--|-----------------------------|-----------------------|------------------------------|
|  |                             |                       |                              |
|  | <b>CY2016 Income:</b>       |                       |                              |
|  |                             | \$265,831.99          |                              |
|  | Carryover                   | \$93,299.77           |                              |
|  | Members' Dues               | \$157,500.00          |                              |
|  | Affiliates' Dues            | \$5,000.00            |                              |
|  | Affiliates' Workshop Fees   | \$0.00                |                              |
|  | Donations                   | \$10,032.22           |                              |
|  | Outreach Revenue            | \$208.67              |                              |
|  |                             |                       |                              |
|  | <b>Spending Plan CY2016</b> | <b>CY2016 Actuals</b> | <b>CY2016 Budget Balance</b> |
| <b>EXPENSES</b>  |                             |                       |                              |
| Salaries and Benefits                                  |                             |                       |                              |
| TECH DEVELOPMENT SALARIES                              | \$139,000.00                | \$139,001.60          |                              |
| <b>Total Staff</b>                                     | <b>\$139,000.00</b>         | <b>\$139,001.60</b>   | <b>-\$1.60</b>               |
| <b>Subawards</b>                                       | \$0.00                      | \$0.00                | \$0.00                       |
| <b>Hardware and Software</b>                           |                             |                       |                              |
| Hardware/Software                                      | \$2,500.00                  | \$3,125.96            | -\$625.96                    |
| BHL computer programming Costs (DOIs and domain names) | \$5,000.00                  | \$3,245.22            | \$1,754.78                   |
| Digital Storage Costs                                  | \$0.00                      | \$0.00                | \$0.00                       |
| <b>Scanning Costs</b>                                  |                             |                       |                              |
| trucks, etc)   | \$1,000.00                  | \$1,749.70            | (\$749.70)                   |
| Internet Archive Scanning                              | \$42,991.94                 | \$41,743.13           | \$1,248.81                   |
| Metadata creation                                      | \$0.00                      | \$0.00                | \$0.00                       |
| <b>Travel and Training</b>                             |                             |                       |                              |
| Secretariat & EC Travel                                | \$14,000.00                 | \$13,351.65           | \$648.35                     |
| BHL Tech Travel  | \$0.00                      | \$0.00                | \$0.00                       |
| <b>Meetings</b>  |                             |                       |                              |
| Meeting costs  | \$10,000.00                 | \$3,419.04            | \$6,580.96                   |
| BHL Conference Travel                                  | \$9,000.00                  | \$660.71              | \$8,600.00                   |
| <b>Outreach</b>  |                             |                       |                              |
| Outreach materials and printing costs                  | \$5,000.00                  | \$3,859.96            | \$1,140.04                   |
| Non-travel conference costs                            | \$0.00                      | \$0.00                | \$0.00                       |
| <b>Memberships</b>                                     |                             |                       |                              |
| Memberships / partnerships with other groups           | \$0.00                      | \$400.00              | (\$400.00)                   |
| <b>Contingency Fund</b>                                | \$35,240.05                 | \$0.00                | \$35,240.05                  |
| <b>Indirect Costs</b>                                  | \$2,100.00                  | \$2,504.59            | (\$404.59)                   |
| <b>Total Other</b>                                     | <b>\$126,831.99</b>         | <b>\$74,059.96</b>    | <b>\$52,772.03</b>           |
| <b>TOTAL Budget &amp; Spending</b>                     | <b>\$265,831.99</b>         | <b>\$213,061.56</b>   | <b>\$52,770.43</b>           |
| <b>BALANCE Spending Plan</b>                           | <b>\$0.00</b>               |                       |                              |

BHL Dues and Donations  
Budget and Spending Plan

| <b>2016 Spending To Date (2/1/2017)</b>                   |                      |
|---|----------------------|
| <b>TECH DEVELOPMENT SALARIES</b>                          |                      |
| Developer salary 2016                                     | \$ 139,001.60        |
| <b>SUBAWARDS</b>  |                      |
| <b>HARDWARE /SOFTWARE</b>                                 |                      |
| BHL Private Wiki Renewal                                  | \$ 200.00            |
| CrossRef Annual renewal                                   | \$ 275.00            |
| CrossRef DOIs (2/8/16)                                    | \$ 433.14            |
| CrossRef DOIs   | \$ 1,931.06          |
| CrossRef DOIs   | \$ 606.02            |
| Domain name renewal for CiteBank                          | \$ 210.90            |
| BHL Domain Names renewal                                  | \$ 539.06            |
| BHL Public Wiki Renewal                                   | \$ 100.00            |
| Gemini Renewal  | \$ 1,800.00          |
| Constant Contact  | \$ 276.00            |
| <b>SCANNING COSTS</b>                                     |                      |
| Pan-BHL Scanning  | \$ 41,743.13         |
| FedEx   | \$ 1,749.70          |
| <b>TRAVEL AND TRAINING</b>                                |                      |
| Travel for Costantino to Members Meeting London           | \$ 3,291.82          |
| Travel for Crowley to Members Meeting London              | \$ 2,317.51          |
| Travel for Gwinn to EOL Meeting London                    | \$ 2,812.16          |
| Travel for Rinaldo to EC, Washington DC                   | \$ 1,376.00          |
| Travel for Smith to EC, Washington DC                     | \$ 899.64            |
| Travel for Rinaldo to CETAF                               | \$ 2,200.00          |
| Travel for Gwinn to Group of 12 / MNHN Paris              | \$ 454.52            |
| Travel for Rose-Sandler to IFLA                           | \$ 660.71            |
| <b>MEETINGS</b>   |                      |
| Travel support for Rod Page as Closing Keynote at BHL Day | \$ 400.00            |
| Catering for BHL Annual Meeting, London                   | \$ 3,000.00          |
| Printing / Meeting supplies                               | \$ 19.04             |
| <b>OUTREACH</b>   |                      |
| Bamboo pens   | \$ 595.25            |
| BHL @ 10 folders for annual meeting                       | \$ 234.23            |
| BHL @ 10 stamp  | \$ 16.43             |
| Facebook Ads  | \$ 100.00            |
| BHL @ 10 tote bags for annual meeting                     | \$ 197.15            |
| BHL @ 10 Lanyards   | \$ 187.16            |
| BHL business cards  | \$ 529.74            |
| BHL brochures   | \$ 2,000.00          |
| <b>MEMBERSHIPS</b>  |                      |
| TDWG Institutional Membership                             | \$ 400.00            |
| <b>CONTINGENCY FUND</b>                                   |                      |
| <b>INDIRECT COSTS</b>                                     |                      |
| Indirect costs on scanning contract                       | \$ 2,504.59          |
| <b>TOTAL SPENT CY2016</b>                                 | <b>\$ 213,061.56</b> |