



Proposed Budget for Fiscal Year 2022-23

This year's budget was built using a zero-based approach as we have done for the past several years. This results in a realistic budget that closely matches our actual expenditures. Here are the details:

- Expenditures during fiscal year 2021-22 were exported from QuickBooks into Excel.
- This yielded the Actual Expenses (Table A) to serve as the basis for a "zero-based budget."
- Last year's actual expenses formed the basis for the 2022-23 Detailed Budget (Table B) showing all proposed expenditures.
 - Established vendors were reviewed for price increases
 - Contingency was added for maintenance
 - Allowance was made for merchandise
 - Scholarship was increased to the pledged amount
- The Detailed Budget was condensed to show only major categories in the Proposed Budget (Table C).

The result is an austere budget consistent with our strategy of minimizing expenses. The bottom line is consistent with the presentation at the 2019 Annual Meeting.

Attachments: Tables A-C

Actual Expenses for Fiscal Year 2021-22

Category	Payee	2021						2022						Total
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Education													\$3,000	\$3,000
	Charlie Adams												\$3,000	
Fees			\$149		\$20					\$35				\$204
	Express Tax Exempt Secretary Of State, Maine Treasurer, State Of Maine		\$149							\$35				
Information Services									\$165	\$1,028				\$1,193
	GoDaddy								\$165					
	PastPerfect Software									\$380				
	Wild Apricot									\$648				
Insurance							\$225				\$1,423			\$1,648
	JC Taylor Philadelphia Insurance Companies						\$225				\$1,423			
Inventory							\$570							\$570
	Brian Gilbert Associates						\$570							
Maintenance		\$65		\$312	\$199	\$291	\$700				\$1,230		\$162	\$2,959
	Ace Hardware										\$359			
	Cunningham Security			\$312										
	David & Suzanne Farnham	\$65				\$181								
	Hoot Landscaping									\$125				
	Lakin, Jeffrey				\$199									
	Level Sense												\$162	
	Lock, Stock & Barrel					\$110								
	MAJCO Builders LLC						\$700							
	Service Master Clean									\$746				

Actual Expenses for Fiscal Year 2021-22 (continued)

Category	Payee	2021						2022						Total
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Membership						\$98		\$95	\$195				\$40	\$428
	AASLH					\$98								
	Maine Archives & Museum							\$35						
	MANP								\$195					
	Maine Historical Society												\$40	
	Maine Philanthropic Center							\$60						
Misc		\$3	\$3		\$7	\$2	\$2	\$6	\$3	\$7	\$4	\$1	\$8	\$46
	Affinipay	\$3	\$3		\$7	\$2	\$2	\$6	\$2	\$7	\$4	\$1	\$8	
	PayPal								\$0					
	Venmo													
Office Expense		\$493	\$80	\$76	\$95			\$235	\$122					\$1,102
	Affinipay								\$122					
	David & Suzanne Farnham	\$237	\$68	\$76										
	MANP							\$75						
	Sally Farneth	\$28	\$12		\$95									
	TechSoup	\$12						\$160						
	The UPS Store	\$216												
Utilities		\$217	\$210	\$213	\$324	\$290	\$226	\$330	\$360	\$395	\$236	\$241	\$225	\$3,269
	TechSoup									\$57				
	Time Warner Cable	\$163	\$163	\$163	\$163	\$163	\$163	\$162	\$172	\$172	\$171	\$172	\$171	
	Zoom Communications									\$75				
	Central Maine Power	\$44	\$37	\$40	\$151	\$118	\$54	\$158	\$179	\$81	\$55	\$59	\$44	
	Portland Water District	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	
Total		\$779	\$442	\$601	\$646	\$681	\$1,723	\$667	\$880	\$1,430	\$2,894	\$242	\$3,435	\$14,419

Detailed Budget for Fiscal Year 2022-23

Category	Payee	2022						2023						Total	
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
Education														\$5,000	\$5,000
	Scholarship Recipient													\$5,000	
Fees			\$100		\$20					\$35					\$155
	Express Tax Exempt		\$100												
	Secretary Of State, Maine									\$35					
	Treasurer, State Of Maine				\$20										
Information Services										\$0	\$1,028				\$1,028
	GoDaddy									\$0					
	PastPerfect Software										\$380				
	Wild Apricot										\$648				
Insurance									\$225				\$1,450		\$1,675
	JC Taylor								\$225						
	Philadelphia Insurance Companies												\$1,450		
Inventory					\$500										\$500
	Brian Gilbert Associates				\$500										
Maintenance		\$50		\$862		\$100		\$550		\$50		\$100	\$600		\$2,312
	General	\$50		\$50		\$100		\$50		\$50		\$100	\$100		
	Cunningham Security			\$312											
	Contingency							\$500					\$500		
	Septic			\$500											
Membership							\$98	\$95	\$195					\$40	\$428
	AASLH						\$98								
	Maine Archives & Museum								\$35						
	Maine Association Of Non-Profits									\$195					
	Maine Historical Society												\$40		
	Maine Philanthropic Center								\$60						

Detailed Budget for Fiscal Year 2022-23 (continued)

Category	Payee	2022						2023						Total	
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
Misc		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$60
	Affinipay	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	
	PayPal														
	Venmo														
Office Expense		\$241	\$100	\$25	\$25	\$75		\$160	\$75		\$25	\$200	\$25	\$951	
	Mailing		\$75			\$75			\$75			\$75			
	General	\$25	\$25	\$25	\$25						\$25	\$25	\$25		
	Otter											\$100			
	TechSoup							\$160							
	The UPS Store	\$216													
Utilities		\$235	\$235	\$235	\$285	\$285	\$285	\$285	\$285	\$417	\$235	\$235	\$235	\$3,254	
	TechSoup									\$57					
	Time Warner Cable	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175		
	Zoom Communications									\$75					
	Central Maine Power	\$50	\$50	\$50	\$100	\$100	\$100	\$100	\$100	\$100	\$50	\$50	\$50		
	Portland Water District	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10		
Total		\$531	\$440	\$1,127	\$835	\$563	\$515	\$1,095	\$595	\$1,500	\$1,715	\$540	\$5,905	\$15,363	

Proposed Budget for Fiscal Year 2022-23

Category	2022 Jul	Aug	Sep	Oct	Nov	Dec	2023 Jan	Feb	Mar	Apr	May	Jun	Total
Education												\$5,000	\$5,000
Fees		\$100		\$20				\$35					\$155
Information Services									\$1,028				\$1,028
Insurance						\$225				\$1,450			\$1,675
Inventory				\$500									\$500
Maintenance	\$50		\$862		\$100		\$550		\$50		\$100	\$600	\$2,312
Membership					\$98		\$95	\$195				\$40	\$428
Misc	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$60
Office Expense	\$241	\$100	\$25	\$25	\$75		\$160	\$75		\$25	\$200	\$25	\$951
Utilities	\$235	\$235	\$235	\$285	\$285	\$285	\$285	\$285	\$417	\$235	\$235	\$235	\$3,254
Total	\$531	\$440	\$1,127	\$835	\$563	\$515	\$1,095	\$595	\$1,500	\$1,715	\$540	\$5,905	\$15,363