

## 2020 Treasurers Report and 2021 Approved Budget

Gerald B. Sharp, PRA Treasurer

Feb. 28, 2021

A total of 368 residents paid membership dues in 2020, which is the highest number of PRA members since we were founded as an organization about four decades ago. This means that about 40% of the approximately 933 households in Parkwood are currently members. Income in 2020 included \$3,660 from dues, \$4,914 from donations, and \$2.55 from earned interest, a total of \$8,576.55, which is highest amount yet recorded for the PRA (Table 3). In terms of using PayPal and credit cards to pay dues and make donations rather than writing checks or paying cash, 73 members (22%) used PayPal in 2019; 114 (31%) did so in 2020. The total amount in the PRA bank and PayPal accounts at the end of 2020 was \$15,432.51.

Table 1 details PRA expenses for 2019 and 2020 by category and lists the proposed expenses for 2021.

- *Administrative costs* in 2020 were similar to those of past years but are expected to increase in 2021, because we plan to conduct more surveys of PRA and listserv members and because we are now paying for the Zoom software so we can meet remotely.
- *Beautification expenses* were lower in 2020 than in prior years, primarily because Bailey Condrey, our landscaper, limited Parkwood garden maintenance labor and supply costs to \$4,000; he has agreed to limit those garden maintenance costs to \$5,000 in 2021.
  - We spent \$362 on daffodil bulbs and fertilizer in 2020, continuing our project to plant daffodils in some of the medians in Parkwood that we started in 2019. We plan to continue this project in 2021.
  - We will also have additional beautification costs in 2021 to pay for painting entrance signs, bench repairs, and other potential projects, such as a proposed memorial to the son of Jamie Raskin, which has been mentioned often on the listserv. At our meeting in February, we will consider some of these possible projects when we discuss and approve the budget.
- *Meeting room expenses* were zero in 2020, because we could not meet in person. However, we did have two well received meetings in the spring and fall held via Zoom that drew even more people than we typically have when we meet in the Kensington Parkwood Elementary School. I budgeted for one in-person meeting in 2021, hoping that it will be safe to meet once this year. What can I say? I'm an optimist.
- *Newsletter costs* were slightly higher in 2020 than in 2019 but will be much lower in 2021. Because of the Covid pandemic, we will not print and deliver the winter newsletter to all Parkwood homes as we have in the past, but instead will make available a digital version.

The printed, hand-delivered newsletter has included a membership renewal form and envelope addressed to the PRA. This has been our major way to encourage everyone in Parkwood to join our organization or to renew their membership. Because we cannot distribute a paper newsletter with the registration/renewal form this year, the PRA has expanded its efforts to let new residents know about our organization by sending them a postcard with information on how to join the PRA. Gabrielle Prandoni took over as Welcome Committee Chair in 2020 and has led this effort. Without the self-addressed envelope and paper renewal form delivered to every home, there is the possibility that we will have fewer members in 2021. However, we are hopeful that with the improved and very active listserv introduced this past summer, the new and informative website updated last fall, the greater attendance at our meetings on Zoom, and with more people paying dues using PayPal, even more Parkwood residents will join us or renew their memberships this year

Respectfully submitted,

Gerald B. Sharp, PRA Treasurer

**Table 1: 2019-2020 Budgeted & Actual Expenses, 2021 Final Budget**

Category	Actual Expenses 2019 (\$)	Actual Expenses 2020 (\$)	Approved Budget Amounts 2021 (\$)
<b>Administration</b>			
Membership expenses (envelopes, membership forms, and address labels)	233.47	0	0
Parkwood Welcome Committee expenses	0	0	150
Wells Fargo Bank fees	14.00	0	15
PayPal fees	60.07	104.36	120
Montgomery County Civic Federation (MCCF) fees (2019 & 2020)	0	115.00	50
Word Press Account for hosting PRA website	0	48.00	48
Yahoo Small Business website domain fee	27.87	27.87	28
Survey Monkey fee	0	98.99	200
Misc. admin expenses	170.06	94.34	100
Zoom software fee			150
<b>Administration Total</b>	<b>505.47</b>	<b>488.56</b>	<b>861</b>
<b>Newsletters</b>			
Printing costs	881.25	1103.76	
Newsletter distribution expenses (stamps, envelopes, labels, stapling party, etc.) (for 2021 will be costs of mailing printed newsletters to members without internet access)	128.20	102.40	100
<b>Total for Newsletters</b>	<b>1009.45</b>	<b>1206.16</b>	<b>100</b>
<b>Beautification</b>			
Planting perennials including daffodils	429.71	361.94	500
Bailey Condrey landscaping costs	5124.63	4000.50	5000
Doggy potty bags	474.36	493.23	500
Special beautification projects			*0
Repairs to bench and entry sign painting			650
	6028.70	4855.67	*6650
<b>Meeting Expenses</b>			
Meeting room rental	92.50	50	50
Projector expenses, handouts, garden party	48.64	0	
<b>Meeting total</b>	<b>141.14</b>	<b>0</b>	<b>50</b>
<b>Totals</b>	<b>7684.76</b>	<b>6550.39</b>	<b>*7661</b>

\*These amounts may be increased after the Beautification Committee makes recommendations about 2021 special projects.

Table 2: 2019 & 2020 Receipts

Type of Income	Income 2019 (\$)		Total 2019 (\$)	Income 2020 (\$)		Total 2020 (\$)
	Dues	Donations		Dues	Donations	
Total dues & donations	3350	3670	7020.00	3660	4914	8574.00
PayPal Payments	(72 payments: total \$1315)			(116 payments; total: \$2397)		
Wells Fargo accounts		\$0.17 @ 0.02%		\$0.08 @ 0.02%		
Capital One 360 Account		18.35 @ 0.4%		\$2.47 @ 0.4%		
Total interest			18.52			2.55
<b>TOTAL INCOME</b>			<b>\$7038.52</b>			<b>\$8576.55</b>

\*

Table 3: Income and Expenses Since 2008

Year	Member dues	Beaut. Donations	Interest	Total Income	Admin costs / Meeting costs	Newsletter	Beaut. Costs	Total Costs	Income - expenses
2008	2540	2212	57	4810	173 / 52	987	847	2059	2751
2009	3210	2015	90	5315	291 / 107	1479	714	2591	2724
2010	2880	2040	82	5002	496 / 84	677	721	1978	3024
2011	2830	2505	74	5409	601 / 94	752	5607	7054	-1645
2012	3120	2793	40	5953	355 / 108	1172	2150	3785	2168
2013	2760	2749	36	5545	277 / 108	967	1625	2977	2568
2014	3150	2751	42	5943	770 / 108	897	3399	5174	769
2015	2440	3804	42	6286	360 / 110	971	4636	6077	209
2016	3300	3689	18	7008	389 / 0	1354	4761	6504	504
2017	3360	3262	18	6640	405 / 335	690	4739	6169	471
2018	3420	4235	19	7674	477 / 516	1485	7924	10,402	-2729
2019	3350	3670	19	7039	570 / 141	1009	6029	7750	-711
2020	3660*	4914	3	8577*	489 / 0	1206	4856	6550	2027

\*Total includes \$130 in prepaid membership dues

Table 4: Balance Sheet

	Dec. 31, 2019 Balances and 2020 credits & debits	Dec. 31, 2020 Account Balances
Wells Fargo checking acct.	8369.70	12,919.27
Wells Fargo savings acct.	557.56	557.64
Capital One 360 savings acct.	4620.48	622.95
PayPal acct.	676.56	2285.10
Cash	16.42	-0.95
Outstanding checks	-827.00	-951.50
Dec. 31, 2018/2019 Balances	13,406.35	15,432.51
2020 Credits	8,576.55	
2020 Debits	-6,550.39	
Dec. 31, 2020 Balance & account totals	15,432.51	