



## EA R1: Approval of the 2021-2022 Operating Budget

**Abstract:** This is the operating budget for the EA 2021-2022 legislative session.

**Sponsored by:** Kit Tannenbaum, Vice Chair for Operations & Finance

**Reviewed by:** Executive Committee, August 30, 2021

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**Whereas,** Article IV, Section 1 of the Charter of the Employee Assembly grants the Assembly “authority and control over its own policies, operations, and maintenance”; and

**Whereas,** the Employee Assembly Vice Chair for Operations and Finance is charged with the responsibility of maintaining and updating the Employee Assembly’s Operating Budget each legislative session; and

**Whereas,** the source of funds for the Employee Assembly’s administrative budget is the Division of University Relations; and

**Whereas,** these funds are intended to support the EA, its meetings, committees, events, and elections; and

**Whereas,** the funds are not intended to support: initiatives; resources designated in resolutions; transfers to other units of the university; support of HR initiatives; other co-sponsorships of events not “owned” by the Employee Assembly

**Be it therefore resolved,** the Employee Assembly approves and adopts the Operating Budget for the 2021-2022 legislative session attached as an appendix to this resolution.

**Adopted by Vote of the Assembly (18-0-1), September 1, 2021**

**Respectfully Submitted,**

Kit Tannenbaum, Vice Chair for Operations & Finance

**FY 2022 Operating Budget**  
**Employee Assembly**  
**G933702**

Summary	
Total Income	\$9,650.00
Total Expenses	\$0.00
<b>Income/Expense</b>	<b>\$9,650.00</b>

Income Categories	
Transfer from University Relations	\$9,650.00
Other	\$0.00
<b>TOTAL Income</b>	<b>\$9,650.00</b>

**FY 2022**

Expense Categories	2021-2022 Budget	YTD Expense	Balance	July	August	September	October	November	December	January	February	March	April	May	June
10000 Administrative (food for mtgs)	\$4,325.00	\$0.00	\$4,325.00												
10001 Executive (space rental fees; copy/print charges)	\$650.00	\$0.00	\$650.00												
10002 Communications Committee	\$400.00	\$0.00	\$400.00												
10003 Internal Operations	\$100.00	\$0.00	\$100.00												
10006 Elections Committee	\$250.00	\$0.00	\$250.00												
20001 Benefits & Policy Committee	\$100.00	\$0.00	\$100.00												
20002 Education Committee	\$100.00	\$0.00	\$100.00												
Staff Recognition and Awards (*June George Peter															
20003 Award expenses TBD)	\$1,400.00	\$0.00	\$1,400.00												
30001 President's Address to Staff	\$225.00	\$0.00	\$225.00												
<del>30002 CARE Fund</del> (no longer part of EA budget)	<del>\$0.00</del>	<del>\$0.00</del>	<del>\$0.00</del>												
30003 EA Staff Forums Support	\$2,100.00	\$0.00	\$2,100.00												
<b>TOTAL Expenses</b>	<b>\$9,650.00</b>	<b>\$0.00</b>	<b>\$9,650.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**FY 2021**

Expense Categories	2020-2021 Budget	YTD Expense	Balance	July	August	September	October	November	December	January	February	March	April	May	June
10000 Administrative (food for mtgs)	\$1,500.00	\$947.26	\$552.74						\$29.28	\$488.62	\$377.66				\$51.70
10001 Executive (space rental fees; copy/print charges)	\$100.00	\$0.00	\$100.00												
10002 Communications	\$500.00	\$90.00	\$410.00						\$50.00	\$40.00					
10003 Internal Operations	\$100.00	\$0.00	\$100.00												
10006 Elections	\$600.00	\$0.00	\$600.00												
20001 Personnel Policy	\$100.00	\$0.00	\$100.00												
20002 Education	\$100.00	\$0.00	\$100.00												
20003 Staff Recognition and Awards	\$2,200.00	\$737.31	\$1,462.69							\$488.32					248.99
30001 President's Address to Staff	\$2,500.00	\$207.57	\$2,292.43					\$187.57	\$20.00						
30002 CARE Fund	\$450.00	\$0.00	\$450.00												
30003 EA Staff Forums Support	\$1,500.00	\$3,001.80	<b>-\$1,501.80</b>	\$95.00		\$1,873.53						\$832.12			\$201.15
<b>TOTAL Expenses</b>	<b>\$9,650.00</b>	<b>\$4,983.94</b>	<b>\$4,666.06</b>	<b>\$95.00</b>	<b>\$0.00</b>	<b>\$1,873.53</b>	<b>\$0.00</b>	<b>\$187.57</b>	<b>\$99.28</b>	<b>\$1,016.94</b>	<b>\$377.66</b>	<b>\$832.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$501.84</b>