



International Association for Social Work with Groups. Inc.

101 West 23 Street, Suite 108, New York, New York USA 10011 • 718-316-0299

www.iaswg.org

TREASURER'S REPORT

November, 2017

Prepared By Dominique Moyse Steinberg
IASWG, Inc. Treasurer
1 Lincoln Plaza, New York NY 10023
212.874.7325

dmsvt@earthlink.net



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November, 2017

Dear Board Members:

Welcome to the Treasurer's Report along with a 2018 projected budget for your approval and adoption. The financial profile for IASWG at September 30, 2017 begins with a table of our Cash on Hand:

IASWG, Inc. Cash on Hand 9/30/2017	
TD Bank Checking	77,026.66
New York Life Annuity Investment (holding the John and Carol Ramey Endowment Fund)	244,520.69
PayPal Cash Reserves	2,089.87
Total Cash on Hand	323,637.22
Cash Beyond Endowment	79,116.53

Generally, our financial health continues to be well. As you will note the above table has changed in nature since last year. First, the above table has simplified, because we no longer have two money market funds with TD Bank; the interest earned on them was less than the statement fee they now charge us (yes, even as non-profit). We also no longer have money not originally invested with New York Life that belonged to the John and Carol Ramey Endowment Fund (JCREF) in our bank (see note in re our endowment fund end of page 2). Instead, when we were required to quit our NYL annuity fund (representing the bulk of JCREF) upon the death of Steve Kraft (he was the annuitant), we took that opportunity to add the rest of the money (about \$20K) from the JCREF toward a new annuity fund, now with the gracious agreement of Kyle McGee as annuitant. This closed another money market fund at TD Bank. The new annuity fund was negotiated in spring, 2017 and is earning 2.45% interest.

As the table shows our total value is about \$323,637, of which about three quarters is committed to our John and Carol Ramey Endowment Fund.

This year the restricted use of our JCREF endowment funds leaves us with a COH balance of about \$79K, with profits from the last two annual symposia contributing significantly. With the new annuity fund at New York Life, we now expect to earn \$5K to \$6K per year, which can be and is used for operating expenses (while the capital cannot). As usual, most of this COH balance is for operating expenses including annual bills for copies of symposium Proceedings gifted to attendees and as you will see from the budget tables on the next two pages, gets allocated for a variety of Association expenses. It does not get traditionally "carried over" each year, as our budget has been developed on a cash in/out basis. Therefore, cash beyond the JCREF is used as needed for various expenses, often unexpected (such as upgrading our technology, which we just did over the last two years) but has generally remained unbudgeted until last year, when the Board agreed to a Special Projects Budget beyond the routine budget to carry out specifically-approved mission-based directives. Last year funds in this special budget were made available to the chapters and to the marketing committee for special activities/initiatives (see the report after expenses).

Our current financial health along with profits from the last two symposia have allowed us to consider some expenses to advance our professional/organizational mission (including, it should be noted, more current technology for administrative operations, which we agreed two years ago would have great mission-based value-added benefits even though it was a costly expense). As last year, I emphasize once again that it is essentially

due to symposium profits and a generous bequest that after several years of deficits that we are doing better. If symposia continue to yield profits for the Association, then we can continue to consider special initiatives that help us to meet our mission, including international outreach.

After the expenses budget table please note a report from the Special Projects Budget for 2017 and a suggested budget for special projects in 2018. The Budget and Finance Committee has reviewed the request for 2018. The request is for \$9,000 for the following: (1) scholarships to support the travel expenses of IASWG members to attend the South Africa symposium and (2) special activities by IASWG chapters.

As noted last year, there is no doubt that our bottom lines tend to waver rather wildly, and while I do encourage all efforts at an international reach, I continue to urge the Board to consider a central location with good critical-mass potential (such as New York City) for symposia with occasional forays into other locations as our income profile reasonably allows.

The next pages provide a budget breakdown for 2017 through 9/30 and projections for 2018. They are followed by a Special Projects Budget Report for 2017 and a suggested Special Projects Budget for 2018. That is followed by the budget portion of a final report for the 2017 XXXIX Symposium and a proposed budget for the XXXX Symposium. Both require review and approval. At the end of this report is the travel-reimbursement request form.

Finally, one wonderful piece of news. We have finally put into place the last piece of the name-change puzzle (getting the change at our bank), and I expect that very soon you will now see our new name on any checks you request!

Respectfully submitted,



Dominique Moyse Steinberg, Treasurer

Note for newcomers: Increases in the John and Carol Ramey Endowment Fund over the years reflect both contributions and earned interest. Capital is not permitted for routine operations, but because its earned-interest power was originally intended to subsidize administration, the interest is routinely allocated to general expenses. The John and Carol Ramey Endowment Fund was initiated in the late 1990's and raised \$200K+ over a few targeted years. Since the end of the campaign we continue to invite contributions, but they are small. Like all money market funds, the TD Bank money market fund that originally held all of this JCREF and now holds just a small residue suffers from ridiculously low interest rates; hence the Board vote in June, 2014 to explore investment options with better returns, leading to the NY Life annuity investment.



FIVE-YEAR BUDGET VIEW: INCOME 2014 – 2018

INCOME	2014	2015	2016	2017		2018 Budget
				Budget	To 9/30	
Membership	25,164	33,158	37,038	31,000	23,660	33,000
Individual	22,864	28,858	33,988	29,000	20,910	30,000
Organizational	2,300	4,300	3,050	2,000	2,750	3,000
Symposium	34,596	60,438	105,633	106,550	87,326	48,500
GW Camp	--	13,670	100	12,000	10,889	--
Contribs	3,695	5,770	11,399	10,500		33,500
Genl & Endow	1,925	1,570	1,835	3,000	315	1,900
Inv Sp Don Funds	1,770	--	25	--		100
Named Tracks	---	3,000	(a) 2,500	2,500		2,500
Named Sym Inv's	---	1,200	7,039	5,000	250	4,000
MB Spec Proj's						25,000
Book Sales/Roy	--	--	--	--	--	--
Interest	540	5,274	5,322	4,500	3,626	5,000
Other/Misc (b)	--	3,269	580	--	142	--
INCOME TOTAL	63,995	121,579	160,072	165,130		120,000

- a) Symposium *Group Work Training Track* (Ann Kopp Hyman)
b) Unused chapter funds, miscellaneous adjustments, return of funds, etc.

Note: \$2,932 still needed to fulfill requirement for Catherine Papell Invitational. If you would like to contribute to this deficit, please contact Greg Tully or Dominique Steinberg. Funds to complete the Charles C. Garvin Invitational are in process.



FIVE-YEAR BUDGET VIEW: EXPENSES 2014 - 2017 through 9/30 + 2018

EXPENSES	2014	2015	2016	2017		2018 Budget
				Budget	Thru 9/30	
Administration	54,825	39,994	47,057	44,700	27,015	38,280
In House	ST:42,439	ST: 28,425	ST: 28,787	ST: 31,000	ST: 18,695	ST: 31,660
Salary	14,000	12,000	12,000	12,000	8,000	12,000
Board/ExCo	22,782	11,821	13,372	13,000	4,965	12,300
Office/Routine	5,657	4,604	3,415	6,000	3,730	5,000
Outsourced	ST: 12,386	ST: 11,569	ST: 18,270	ST: 13,700	ST: 8,320	ST: 9,220
E-Mailing	686	732	1,036	800	512	563
Elections	--	--	--	--	--	--
Symposium	4,897	3,795	6,001	3,000	--	--
Website	6,027	6,402	10,541	9,200	7,808	7887
Mail Forwarding	776	640	692	700	--	770
Marketing	1,400	1,915	1,709	4,000	1,400	2,000
Symposium	33,967	45,352 (a)	74,618	77,700	66,303	40,700
Scholars & Fellows	--	--	--	3,000 (b)	987	3,000
Group Work Camp	--	9,103	--	12,000	9,717	--
Chapter Support	4,750	6,650	3,650	3,400	2,931	3,650
Speakers Bureau	1,148	1,176	--	500	--	--
SPARC	3,620	4,125	2,500	5,000	1,000	5,000
Proceedings	--	2,770	5,315	8,000	--	12,000 (c)
Fees (bank, tax, PP, M'clicks)	1,730	3,350	3,074	5,400	1,608	5,500
Contributions	500	--	--	--	--	--
Other (d)	500	5,297	--	1,430		--
EXPENSES TOTAL	102,440	119,732	137,923	165,130		110,130
BALANCE	(38,445)	1,847	22,149	-0-		9,870

Notes

- a) Includes Scholars/Fellows 2015; subsidies not offered in 2016; as of 2017 absorbed by the central budget
- b) Subsidies for the *International Scholar* and *Diversity Fellow* symposium guests (separate line)
- c) Note that this expense reflects payments for two sets of Proceedings for previous symposia; if we paid for Proceedings the year to which they pertained, this line would be quite different, but recall that this budget is cash in/cash out
- d) Kurland student receptions, honoraria inc. Founders Awards, admin travel, equipment, SM renewals, refunds, etc.



IASWG SPECIAL PROJECTS INITIATIVES

REPORT: SPECIAL PROJECTS 2017

In November of 2016, the Marketing Committee was allocated \$2,000 and chapters were allocated \$5,000 beyond normal annual receipts approved by the Board for spending in 2017, the former for conference initiatives and the second for grants toward special activities that could lead to increasing membership. The budget was not used by Marketing, but the chapters did use part of the allocation as follows. The Francophone chapter used \$1,000 toward travel and presenting expenses at the IASWG Group Work Camp (an educational event) at a lake retreat center in Montreal. The Lithuanian chapter used \$600 to cover some expenses by Jurgen Kalcher, a German chapter member, for his travel from Germany to conduct a mask-making workshop.

Expense Category	General 2017 Budget	Requested for 2017	Purpose	Used
Marketing	\$4,000	\$2,000	Attendance/table	-0-
Chapter Projects	-0-	\$5,000	Special activities toward increased membership	\$1,600
Total Budget		\$7,000		\$1,600

SUGGESTED BUDGET: SPECIAL PROJECTS 2018

The following proposed special projects budget represents an attempt to engage in mission-based spending beyond that which is projected in the normal/annual projected budget (see budget/expenses) that also aims to increase revenue (increased membership, etc.).

In June of this year it was voted that the annual symposium will be in South Africa in 2018. With that in mind, this Special Projects 2018 Budget sets aside \$5K of our COH for 10 symposium-travel scholarships for member practitioners. In addition it proposes \$4K for special chapter projects.

As noted on the first page of this treasurer's report, our total cash on hand at September 30, 2017, is close to \$80K beyond the John and Carol Ramey Endowment Fund; thus, \$9K toward this special budget (spending-down COH initiative) would represent about 11% of that total if the entire amount is distributed.

Expense Category	General 2018 Budget	Requested for 2018	Purpose
Symposium Scholarships	-0-	\$5,000	Travel assistance for attendance by IASWG member practitioners
Special Chapter Events	-0-	\$4,000	Grants for special activities toward increased membership
Total Budget		\$9,000	



SYMPOSIUM XXXIX New York City, New York
Post-Symposium Report to the Board
November 2017

Following a very successful IASWG 2016 New York Symposium at the New York University (NYU) Global Center, IASWG recently celebrated an equally successful IASWG 2017 New York Symposium held once again at the New York University (NYU) Global Center. The 2017 symposium was a lovely event, with about 150 presenters and 300 attendees participating in the symposium on June 7-10, 2017.

The event was creatively and financially successful (generating \$21,000 in revenue), with many group work practitioners, academics, and students from across the globe presenting and participating. The theme was Group Work in Challenging Times: Creative Strategies for Facing Change. Sponsors included the NYC Administration of Children's Services (ACS), Wurzweiler School of Social Work-Yeshiva University, Loyola University Chicago, NYU Langone Medical Center, and 2U Inc.

Many thanks to Emily Wilk for her outstanding efforts in making the event run very smoothly, and also to the IASWG New York Symposium Local Planning Committee (Alexis Howard, John Genke, and Sari Skolnik), our IASWG Board Symposium Representative (Christine Wilkins) for their helpful efforts.

Regards,

Dana Grossman Leeman

Dana Grossman Leeman Symposium Planning Committee Chair

SYMPOSIUM XXXIX New York City, New York
Final Budget Report to the Board

INCOME PROJECTED	INCOME ACTUAL	Final Notes
Sponsor	7,500.00	Attendees Registered: 38 Full
Fundraising: Ads/ Coffee/ Donate/Whitin/Raffle	4,577.00	
Registration	55,813.00	Attendees Registered: 164 Full; 64 one-day;50 students
Dorm Fees	12,656.00	
Institutes and Outstitutes	2,100.00	
<i>Gala</i>	4,680.00	
Total	87,326.00	
EXPENSES PROJECTED	EXPENSE ACTUAL	
Administrative Costs		
Administrator	6,000.00	
Office Supplies/Admin. Asst.	900.00	
Hospitality		
Welcome packet/Courtesy Bags	512.00	
Institute Costs	400.00	
Certificates for Local/ International Honorees	0	
Badges, Name Tags, additional items	1,457.70	
Entertainment: Gala D.J.	800.00	
NYU Food Costs		
All food costs inc. Thursday night reception (200 attendees at each meal except Thursday night 150; inc. cost for 50 volunteers)	17,034.60	
NYU Other Costs		
Space/Technology	22,690.00	
CE Administrative Fees	1,000.00	
Dorm Fees	13,948.00	
Printing & Copying		
Final Program	1,560.00	
Total	66,302.30	
GRAND TOTAL DIFFERENCE	\$21,023.30	



**SYMPOSIUM XXXX SOUTH AFRICA
PROPOSED BUDGET TO THE BOARD
November, 2017**

INCOME	Projected		Actual	Difference
Fundraising: Sponsors/Program Ads	\$4,000			
Registration: 200 attendees: 90 attendees at \$300; 50 attendees at \$200; & 60 student volunteers at \$0	\$37,000			
Gala: Friday Dinner & Entertainment 80 attendees at \$50 per person, includes dinner, tour, & entertainment	\$4,000			
Outsttute: Thursday Outreach Day 70 attendees at \$50 per person, includes to visit local sites and agencies	\$3,500			
Income Total	\$48,500			
EXPENSES		Projected	Actual	Difference
Welcome Bag Materials: 200 bags, includes key rings for \$350; bags for \$1700; & bag content for \$1250		\$3,300		
Conference Administrator		\$6,000		
Office Supplies/Office Support: Name tags, general office supplies		\$800		
Food: Gala - \$6,400 for 80 attendees, \$80 per person (includes dinner, entertainment) Other Meals - \$2,000 for Opening Event (either Thursday dinner or Friday breakfast) & Closing Event (refreshments)		\$8,400		
Conference Centre Rental: 200 attendees at \$42 per person per day (\$84/person for Friday and Saturday), includes A/V & technology, light food refreshments, lunch, space reservation		\$16,800		
Outsttute: Thursday Outreach Day Includes transportation, light refreshments, supplies, & agency service visit fees		\$3,500		
Printed Program		\$1,500		
Other		\$900		
Expenses Total		\$40,700		
OVERALL TOTALS	Income \$48,500	Expenses \$40,700		Difference \$7,800

Updated
10/13/17



International Association for Social Work with Groups

101 West 23rd Street, Suite 108, New York, NY USA 10011

Name: _____

PRINT CLEARLY AS YOU WISH IT TO APPEAR ON YOUR CHECK

Mailing Address _____

To be eligible for reimbursement you must have attended the entire board meeting.

AUTOMOBILE

Coming From _____ Returning To _____

Total Distance _____ miles/kilometers (Car travel reimbursed at prevailing U.S. GSA mileage rate [see www.gsa.gov](http://www.gsa.gov))

OTHER

(please itemize costs in original currency)

USD Receipt/s (please identify & attach receipts)

TOTAL _____

Non USD Receipts (please identify & attach receipts)

TOTAL _____

Tape small receipts to a sheet of paper. PLEASE DON'T just float a bunch of receipts in the envelope for me to deal with.

HOTEL REIMBURSEMENT: Check this box if you have a receipt for a hotel bill at least \$200 USD in room expenses. You will be reimbursed \$200 for your stay. RECEIPT MUST BE ATTACHED.

I certify that all of these expenses were incurred by me to attend the November 2017 IASWG board meeting AND that I attended the entire board meeting.

Signature

Date

Date Processed _____ (Non US Currency: _____ Add Hotel \$200? _____)

Total Amount Paid \$ _____ Check Number _____

Currency conversion per prevailing rate on date voucher processed – within 14 days of receipt.



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