

The Golden Gate Chapter of the Association of Legal Administrators
Statement of Revenues, Expenses and Net Assets - Cash Basis
Fiscal Years Ended March 31, 2016 and 2015

SUMMARY	Fiscal 2015-2016 <u>Year End</u>	Fiscal 2014-2015 <u>Year End</u>
Revenue		
0000 Sections	\$ 900	\$ 1,520
0800 Newsletter	\$ -	\$ 300
0900 Membership	\$ 22,225	\$ 18,395
1000 Directory	\$ -	\$ -
2000 Salary Survey	\$ 57,527	\$ 58,300
3000 Education	\$ 125,005	\$ 66,075
5000 Region 6	\$ 500	\$ -
6000 Other Committees	\$ -	\$ 150
7000 Chapter Operations	\$ 67	\$ 60
Total Revenue	\$ 206,224	\$ 144,800
Expenses		
0000 Sections	\$ 10,237	\$ 10,156
0800 Newsletter	\$ 5,296	\$ 4,898
0900 Membership	\$ 2,014	\$ 1,572
1000 Directory	\$ -	\$ -
2000 Salary Survey	\$ 15,100	\$ 22,840
3000 Education	\$ 138,972	\$ 106,377
5000 Region 6	\$ 19,209	\$ 25,919
6000 Other Committees	\$ 3,524	\$ 4,765
7000 Chapter Operations	\$ 31,023	\$ 22,173
Total Expenses	\$ 225,375	\$ 198,700
Net Increase/(Decrease) in Net Assets	\$ (19,151)	\$ (53,901)
Beginning Net Assets	156,200	210,101
Ending Net Assets	137,050	156,200

NOTES TO FINANCIAL STATEMENT

Nature of Business: The Golden Gate Chapter of the Association of Legal Administrators was formed in 1977 to provide a forum for the growing numbers of professionals in the field of law office administration in the San Francisco Bay Area. The Chapter has members representing private law firms, corporations, government and other legal organizations.

The primary purposes of the Association are to:

- Promote an exchange of information regarding the increasingly complex responsibilities of legal administration.
- Develop educational programs and collect information of value to members and their firms.
- Alert legal organizations to the value and availability of professional administrators and provide a forum for bringing them together.

Basis of Accounting: The Chapter's policy is to prepare its financial statements on the cash basis of accounting. Consequently, certain revenues are recognized when received rather than when earned, and certain expenses and purchases of assets are recognized when cash is disbursed rather than when the obligation is incurred.

Fiscal Year: The Chapter maintains its accounting records on a fiscal year basis ending March 31st. The fiscal year corresponds with the term for elected officials.

Donated Services: Some members of the Chapter have contributed significant amounts of time to the activities of the Chapter without compensation. The financial statement does not reflect the value of those contributed services because, although clearly substantial, no reliable basis exists for determining an appropriate amount.

Income Taxes: The Chapter is exempt from federal and state income tax under Section 501(c)(6) of the Internal Revenue Code and Section 23701e of the California Revenue and Taxation Code.

Accounting Notes: None to report.